

**THE CORPORATION OF THE MUNICIPALITY OF POWASSAN**

**BY-LAW NO. 2019-02**

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Being a By-Law to affix a scale of costs applicable to all documentation processed under Part XI of the Municipal Act, 2001, C.25.

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**WHEREAS** pursuant to Section 385 of the Municipal Act, 2001, c. 25, By-Laws may be passed by the Council of a Municipality prescribing a scale of administration costs;

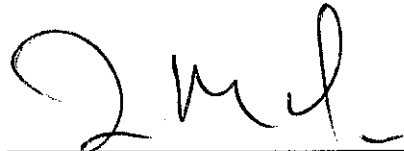
**AND WHEREAS** the Council deems it expedient to establish a scale of administrative costs to be charged for processing documentation;

**NOW THEREFORE** the Council of The Corporation of the Municipality of Powassan enacts as follows:

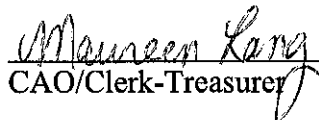
1. That the Council of the Corporation of the Municipality of Powassan authorizes **REALTAX INC.** to perform the administrative requirements of Part XI of the Municipal Act, 2001, c.25.
2. That the CAO/Clerk-Treasurer be duly authorized to charge the amount prescribed by this By-Law representing the administrative cost;
3. That the administrative cost applicable to the categories described herein shall be as outlined in schedule "A" attached.
4. That By-law 2012-13 be rescinded upon adoption of this by-law.

**READ** a **FIRST** and **SECOND** time on February 19, 2019

**READ** a **THIRD** and **FINAL** time and adopted on March 5, 2019



\_\_\_\_\_  
Mayor

  
\_\_\_\_\_  
CAO/Clerk-Treasurer

**Schedule "A" By-Law No. 2019-02**

Whereas section 385 of the Municipal Act, 2001 provides that a municipality may fix a scale of costs to be charged as reasonable costs of proceeding under Part XI of said act, the scale of costs per property shall be the attached:



Bylaw 2019-02

## FEE SCHEDULE 2019

(HST must be added on the fees shown below)

<b>ENGAGE PROFESSIONAL SERVICES</b>	<b>\$400</b>
<i>Plus</i> Notices under the <i>Farm Debt Mediation Act</i>	
Engage professional services, advice and communications. Set up file and mirror file. Enter data. Initialize system for tracking documents and statutory deadlines.	
<b>TAX REGISTRATION - PART 1</b>	<b>\$385</b>
<i>Plus</i> Print Parcel Register, conduct execution searches	
Obtain and analyze title search and execution search; prepare report on searches, list of interested parties, tax arrears certificate and file folder.	
<b>TAX REGISTRATION - PART 2</b>	<b>\$185</b>
<i>Plus</i> Update searches, conduct corporate search if necessary, print First Notices, mail if necessary	
Register tax arrears certificate. Register cancellation certificate, tax deed, or notice of vesting when required. Update title search, prepare first notices, prepare treasurer's statutory declaration	
<b>TAX REGISTRATION - PART 3 FINAL NOTICES</b>	<b>\$185</b>
<i>Plus</i> Update searches, print Final Notices, mail if necessary (Part 3 does not apply if a property is owned by a Corporation that has been cancelled)	
<b>Tax Sale</b>	<b>\$700</b>
<i>Plus</i> Update title search, execution search and corporate search when necessary, Prepare and mail Form 5 if necessary	
Treasurer's statutory declaration, advertisement, tender packages, tender opening checklist, notices to higher and lower tenderer, tender rejection form, payment into court requisition and statement of facts (if needed). Fee for tax sale does not include cost of advertisements, auctioneer's fees nor the cost of a survey, if needed.	
<b>Re-advertise Tax Sale (if applicable)</b>	<b>\$875</b>
<i>Plus</i> Same as Tax Sale above, plus prepare and mail Form 10's, prepare Stat. Dec. re Form 10	
<b>Advertise on OntarioTaxSales.ca (Optional)</b>	<b>\$675</b>
(Optional) This fee is fully recoverable, even if properties don't sell	
<b>Attend tender opening or auction (Optional)</b>	Please contact us for fees
<b>Payment Out Of Court (Optional and only for files registered prior to January 1st, 2018 due to legislative change)</b>	<b>\$975</b>
<b>FEES FOR SEARCHES AND NOTICES</b>	
Notices under the <i>Farm Debt Mediation Act</i>	per notice \$50
First Notices, Final Notices, Form 5, Form 10	per notice \$20
Print Parcel Register	per PIN \$45
Execution searches	per name \$20
Copies of executions	per writ \$20
Corporate searches, if needed	per corporation \$50
Send Tax Deed or Notice of Vesting to Ministry	\$50

\*Additional fees may apply for complex title searches

\*\*Notices to the U.S.A. and International are \$10 extra each