

**APPENDIX J: Schedule J - Procedures for Tax Registration and Tax Sales**

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 proceedings under Part XI of said Act, the scale of costs per property shall be as follows:

<b>Procedure</b>	<b>2023 Fee (plus HST as applicable)</b>	<b>2024 Proposed Fee (plus HST as applicable)</b>
<b>Tax Registration</b> (per address)	Actual Cost for 3 <sup>rd</sup> Party Services	Actual Cost for 3 <sup>rd</sup> Party Services
<b>Tax Sale</b> (per address)	Actual Cost for 3 <sup>rd</sup> Party Services	Actual Cost for 3 <sup>rd</sup> Party Services
<b>Administration Processing Fee</b>	\$500.00	\$520.00
<b>Extension Agreement</b> Prepare Extension Agreement and present to Council for consideration	\$275.00	\$286.00
<b>Other direct incidental costs:</b> Costs for other direct incidental items not considered above to be established as incurred based on invoice cost, plus ten percent (10% Administration Fee).		