



**THE CORPORATION OF THE MUNICIPALITY OF RED LAKE**  
**ADMINISTRATION**

**GENERAL**

Tax Certificate	60.00
Certified True Copy	7.00 (for the first 5 signatures, \$2.00 per signature thereafter)
Commissioner of Oath	30.00 (for the first 5 signatures, \$2.00 per signature thereafter)
Photocopying/Scanning	
- Black and White	0.25 per page
- Colour	0.50 per page
Computer Printout	
- Black and White	0.25 per page
- Colour	0.50 per page
Death Registration	25.00
Administration Fee (if not classified elsewhere)	85.00
Municipal Accommodation Tax	
- Late Remittance Fee	250.00 per month
Special Meeting of Council	350.00
Faxes - Incoming	1.00 per page received
Faxes - Outgoing	5.00 minimum plus \$1.00 per page
Verification - Water/Sewer Taxes, Residency	45.00 per letter
Tax Sale Tender Package	25.00 plus \$3.00 for postage/handling
Land Appraisals	
- Performed by Municipality	25.00
- Outsourced	Actual Cost
Municipal Pins	3.00
Blue Boxes - Recycling	10.00
Composters - Large	50.00
Composters - Small	9.00

**FREEDOM OF INFORMATION REQUESTS**

Application Fee	5.00 taxes not applicable
Other Costs	Per MFIPPA legislation
Preparation/Research of Documents	30.00 per hour with 1 hour minimum
- includes research, municipal staff costs and disbursements	



## ADMINISTRATION

### REPRINT FEES

Tax Bills	5.00
Water/Sewage Bills	5.00
Mortgage Listing Fees	10.00

### ADMINISTRATION FEE - CREDIT CARD

Credit card payments for Commercial, Multi Residential, Industrial and Large Industrial Property Taxes shall be subject to a four percent (4%) surcharge for all transactions, regardless of the transaction amount.

Credit card payments for Residential Property Taxes subject to a two point seven five percent (2.75%) surcharge shall be limited to current year property taxes for one (1) Residential Property.

Credit card payments for second and subsequent Residential Property Taxes shall be subject to a four percent (4%) surcharge for all transactions, regardless of the transaction amount.

Credit card payments for arrears Residential Property taxes shall be subject to a four percent (4%) surcharge for all transactions, regardless of the transaction amount.

Credit card payments for Municipal Services, other than property taxation, shall be subject to a two point seven five percent (2.75%) surcharge.

### TAX REGISTRATION - REAL TAX FEES

Set up files and prepare for tax registration	400.00	
Notices under the <i>Farm Debt Mediation Act</i>	50.00	per notice
Tax Registration - Part 1	475.00	
Obtain and analyze title search*, prepare tax arrears certificate and file folder		
*Additional fees may apply for complex title searches		
Execution Searches (Sheriff's Certificates)	25.00	per name
Copies of Executions (Writs of Seizure and Sale)	20.00	per writ
Tax Registration - Part 2	250.00	each
- Register Tax Arrears Certificate		
- Register Cancellation Certificate, Tax Deed or Notice of Vesting		
- Update Title Search		
- Prepare First Notices		
- Prepare Treasurer Statutory Declarations		
Execution Searches (Sheriff's Certificates)	25.00	per name
Corporate Searches	50.00	per name
Mail Notice of Registration of a Tax Arrears Certificate ("First Notices")	25.00	per notice **Notices outside of Canada are \$60.00 extra
Additional Farm Debt Notices or Bankruptcy Notices	100.00	Administrative Fee plus \$50.00 per notice **Notices outside of Canada are \$60.00 extra
Additional First Notices	100.00	Administrative Fee plus \$25.00 per notice **Notices outside of Canada are \$60.00 extra



## ADMINISTRATION

### TAX REGISTRATION - REAL TAX FEES CONT

Tax Registration - Part 3		
- Update Title Search		
Prepare Final Notices	250.00	
Mail Final Notices	25.00	per notice
		**Notices outside of Canada are \$60.00 extra
Additional Final Notices	100.00	Administrative Fee plus \$25.00 per notice
		**Notices outside of Canada are \$60.00 extra
Municipality's Administrative Fee for Tax Registration	100.00	plus 5% of all Real Tax fees, when applied

### TAX SALE - REAL TAX FEES

Tax Sale	1,100.00	
- Treasurers' Statutory Declaration		
- Advertisement		
- Tender Packages		
- Tender Opening Checklist		
- Notices to Higher and Lower Tenderer		
- Tender Rejection Form		
- Payment into Court Requisition		
- Auctioneer and Surveying if required are additional		
Notices to Interested Parties and Public Trustee after payment into court has been made	25.00	per notice
List a tax sale property with OntarioTaxSa	475.00	
Re-advertise Tax Sale	1,100.00	
Apply for payment out of court of excess funds	1,135.00	
Municipality's Administrative Fee for Tax Sale	5%	of all Real Tax fees, when applied

### EXTENSION AGREEMENT

Prepare Extension Agreement and present to Council for consideration	200.00
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### MUNICIPAL PARKING LOTS - 155 & 171 HOWEY ST, RED LAKE

Parking Only	170.00	per annum
Parking and Hydro	330.00	per annum

### MUNICIPAL PARKING LOT - ST. PAUL'S BAY

Parking Only	200.00	per annum
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### CLOSING OF HIGHWAY

Commercial or Industrial Closure	200.00	per closure
Not for Profit/Charity Event	No Charge	



## ADMINISTRATION

### AGCO LIQUOR SALE LICENSES - MUNICIPAL APPROVAL

Agency Letters of Approval - in combinatic	150.00	per application
- Municipal Information Form		
- Letter of Non-Objection		
Municipal Information Form	50.00	per application
Letter of Non-Objection	50.00	per application

### DIGITAL SIGN RENTAL FEES

Non-Profit / Not For Profit Clubs and organizations	\$10.00 per day
	\$50.00 per week (7 days)
Initial Setup Fee	\$10.00 per rental
Change Fee	\$10.00 per change
Design Fee	\$50.00 per ad

### LOTTERY LICENSING FEES

- Bingo	1% of Prizes
- Media Bingo	3% of Prizes
- Break Open Ticket	1½% of Prizes
- Raffle	3% of Prizes
- Bazaar - Raffle/Bingo	2% of Prizes
- Per Wheel/Day	10.00

### OTHER DIRECT INCIDENTAL COSTS

Costs for other direct incidental items not considered above to be established as incurred, based on invoiced cost plus fifteen (15%) percent