

**SCHEDULE 'H' TO BY-LAW NO. 062-2018  
CORPORATE SERVICES**

**TOWN OF MILTON  
2019 RATES AND FEES  
CORPORATE SERVICES DEPARTMENT**

| Description  | HST Status<br>(T = Taxable)<br>(E = Exempt) | 2018 Excl. HST                              | Effective Until   | 2019 Excl. HST                              | Effective From  | Acceptable Methods of Payment      |
|--|---|---|-------------------|---|-----------------|------------------------------------|
| Development Charge Inquiries   | E   | \$ 74.00                                    | December 31, 2018 | \$ 76.00                                    | January 1, 2019 | Cash, Cheque, Debit, & Credit Card |
| Finance Compliance Requests  | E   | \$ 74.00                                    | December 31, 2018 | \$ 76.00                                    | January 1, 2019 | Cash, Cheque, Debit, & Credit Card |
| A/R Transfer of Funds  | E   | \$ 50.00                                    | December 31, 2018 | \$ 50.00                                    | January 1, 2019 | Cash, Cheque, Debit, & Credit Card |
| Financial Publications - Hard Copy                                   | T   | Actual Cost                                 | December 31, 2018 | Actual Cost                                 | January 1, 2019 | Cash, Cheque, Debit, & Credit Card |
| Financial Publications - CD  | T   | Actual Cost                                 | December 31, 2018 | Actual Cost                                 | January 1, 2019 | Cash, Cheque, Debit, & Credit Card |
| Administration fee for Accounts Receivable Transfer to Tax           | T   | \$ 170.00                                   | December 31, 2018 | \$ 170.00                                   | January 1, 2019 | Cash, Cheque, Debit, & Credit Card |
| Administration fee Accounts Receivable Transfer to Collection Agency | T   | \$170 plus 25% of<br>Outstanding<br>Balance | December 31, 2018 | \$170 plus 25% of<br>Outstanding<br>Balance | January 1, 2019 | Cash, Cheque, Debit, & Credit Card |
| Administration fee for Other Charges Added to Tax Roll               | T   | \$ 50.00                                    | December 31, 2018 | \$ 50.00                                    | January 1, 2019 | Cash, Cheque, Debit, & Credit Card |
| Bid Documents without Drawings                                       | T   | \$ 62.00                                    | December 31, 2018 | \$ 63.00                                    | January 1, 2019 | Cash, Cheque, Debit, & Credit Card |
| Bid Documents without Drawings - Proposals                           | T   | \$ 112.00                                   | December 31, 2018 | \$ 114.00                                   | January 1, 2019 | Cash, Cheque, Debit, & Credit Card |
| Large Tender Documents with Extensive Drawings <sup>1</sup>          | T   | Actual Cost                                 | December 31, 2018 | Actual Cost                                 | January 1, 2019 | Cash, Cheque, Debit, & Credit Card |
| Tender Documents (with drawings)                                     | T   | \$ 91.00                                    | December 31, 2018 | \$ 93.00                                    | January 1, 2019 | Cash, Cheque, Debit, & Credit Card |
| Special Research/Information Request (per hour)                      | E   | \$ 119.00                                   | December 31, 2018 | \$ 122.00                                   | January 1, 2019 | Cash, Cheque, Debit, & Credit Card |
| Ownership Change   | E   | \$ 31.00                                    | December 31, 2018 | \$ 31.00                                    | January 1, 2019 | Cash, Cheque, Debit                |
| Cheque Pull/Re-file  | E   | \$ 20.00                                    | December 31, 2018 | \$ 20.00                                    | January 1, 2019 | Cash, Cheque, Debit                |
| Processed Cheque Copy  | E   | \$ 20.00                                    | December 31, 2018 | \$ 20.00                                    | January 1, 2019 | Cash, Cheque, Debit                |
| Tax Certificates   | E   | \$ 55.00                                    | December 31, 2018 | \$ 55.00                                    | January 1, 2019 | Cash, Cheque, Debit                |
| Tax Certificates (Rush Services)                                     | E   | \$ 70.00                                    | December 31, 2018 | \$ 75.00                                    | January 1, 2019 | Cash, Cheque, Debit, & Credit Card |
| Tax Transfer of Funds  | E   | \$ 20.00                                    | December 31, 2018 | \$ 20.00                                    | January 1, 2019 | Cash, Cheque, Debit                |
| Tax Statements/Receipts/Duplicate or Reprint Billings                | E   | \$ 25.00                                    | December 31, 2018 | \$ 25.00                                    | January 1, 2019 | Cash, Cheque, Debit                |
| Tax Sale Tender Package  | T   | \$ 62.00                                    | December 31, 2018 | \$ 63.00                                    | January 1, 2019 | Cash, Cheque, Debit                |
| Mortgage Company Status Request (per roll number requested)          | T   | \$ 5.00                                     | December 31, 2018 | Discontinued                                | January 1, 2019 | Cash, Cheque, Debit                |
| Overdue Tax Notices  | E   | \$ 5.00                                     | December 31, 2018 | \$ 5.00                                     | January 1, 2019 | Cash, Cheque, Debit                |

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| <b>TAX SALE</b>   |   |   |                   |   |                 |                                    |
|---|---|---|-------------------|---|-----------------|------------------------------------|
| Preparation and Creation of Tax Sale File                                   | E | \$ 250.00   | December 31, 2018 | \$ 250.00   | January 1, 2019 | Cash, Cheque, Debit                |
| Preparation of Farm Debt Mediation Notice                                   | E | \$ 75.00  | December 31, 2018 | \$ 75.00  | January 1, 2019 | Cash, Cheque, Debit                |
| Preparation and Registration of Tax Arrears Certificate                     | E | \$ 900.00   | December 31, 2018 | \$ 900.00   | January 1, 2019 | Cash, Cheque, Debit                |
| Negotiation, preparation, execution and registration of Extension Agreement | E | \$ 1,200.00   | December 31, 2018 | \$ 1,200.00   | January 1, 2019 | Cash, Cheque, Debit                |
| Preparation and Registration of Tax Arrears cancellation certificate        | E | \$ 250.00   | December 31, 2018 | \$ 250.00   | January 1, 2019 | Cash, Cheque, Debit                |
| Preparation and mailing of Final Notice of Sale                             | E | \$ 600.00   | December 31, 2018 | \$ 600.00   | January 1, 2019 | Cash, Cheque, Debit                |
| Conducting the Sale   | E | \$ 5,100.00   | December 31, 2018 | \$ 5,100.00   | January 1, 2019 | Cash, Cheque, Debit                |
| Extraordinary Costs   | E | Actual Cost   | December 31, 2018 | Actual Cost   | January 1, 2019 | Cash, Cheque, Debit                |
| Application Review Fee for Older Adult Tax Deferral Program                 | E | \$ 50.00  | December 31, 2018 | \$ 50.00  | January 1, 2019 | Cash, Cheque, Debit                |
| Registration of Deferral Fee for Older Adult Tax Deferral Program           | E | \$ 200.00   | December 31, 2018 | \$ 200.00   | January 1, 2019 | Cash, Cheque, Debit                |
| <b>MAPS</b>   |   |   |                   |   |                 |                                    |
| Custom Maps and digital map/data requests                                   | T | Calculation Map Specific (hourly rate \$67 + materials) | December 31, 2018 | Calculation Map Specific (hourly rate \$67 + materials) | January 1, 2019 | Cash, Cheque, Debit, & Credit Card |
| Urban Street Directory - 24" x 36"  | T | \$ 10.00  | December 31, 2018 | \$ 10.00  | January 1, 2019 | Cash, Cheque, Debit, & Credit Card |
| Ward Maps   | T | \$ 10.00  | December 31, 2018 | \$ 10.00  | January 1, 2019 | Cash, Cheque, Debit, & Credit Card |
| <b>GIS DATA FEES<sup>2</sup></b>  |   |   |                   |   |                 |                                    |
| Road Centerline graphics and attributes (per square km)                     | T | \$ 63.00  | December 31, 2018 | \$ 64.00  | January 1, 2019 | Cash, Cheque, Debit, & Credit Card |
| For entire road network   | T | \$ 3,388.00   | December 31, 2018 | \$ 3,461.00   | January 1, 2019 | Cash, Cheque, Debit, & Credit Card |
| Address Points (per address point)  | T | \$ 1.00   | December 31, 2018 | \$ 1.00   | January 1, 2019 | Cash, Cheque, Debit, & Credit Card |
| For entire Town of Milton (>15,000 points)                                  | T | \$ 8,312.00   | December 31, 2018 | \$ 8,492.00   | January 1, 2019 | Cash, Cheque, Debit, & Credit Card |

**NOTES:**

1. The fee to be charged for Large Tender Documents with Extensive Drawings will be based on the complexity of the documents and the time required to review the documents.
2. Organizations exempt from GIS data fees include: other municipalities, local school boards, local libraries, hydro commissions, other local government agencies or associations, provincial or federal government agencies involved in local programs, consultants/developers/individuals working on behalf of the Town of Milton.