

THE MUNICIPAL CORPORATION OF THE TOWNSHIP OF ARMOUR

BY-LAW # 7-2006

\_\_\_\_\_ Being a by-law to fix a scale of costs for the processing of properties.

WHEREAS the Municipal Act, 2001, as amended, authorizes the sale of land for tax arrears;

AND WHEREAS the Council of the Corporation of the Township of Armour deems it to be in the best interest of the ratepayers to fix a scale of costs for the administrative overhead excluding actual disbursements and legal fees, in the processing of properties under Part XI Sale of Land for Tax Arrears;

NOW THEREFORE the Council of the Corporation of the Township of Armour hereby enacts as follows;

1. That Schedule "A" of By-law #7 -2006 attached and forming part of this By-law be the scale of costs to be charged as the reasonable administrative overhead costs of proceeding under Part XI Sale of Land for Tax Arrears of the said Municipal Act.
2. That this By-law shall come into force and take effect upon passage.

Read a first and second time  
this 14<sup>th</sup> day of February, 2006.

original signed by Marty Corcoran  
.....  
REEVE

Read a Second time this  
14<sup>th</sup> day of February, 2006.

Read a third time and finally passed  
and the seal of the Corporation affixed  
hereto this 14<sup>th</sup> day of February, 2006.

original signed by Wendy Whitwell  
.....  
CLERK

SCHEDULE "A" TO BY-LAW #7-2006

OF THE CORPORATION OF THE TOWNSHIP OF ARMOUR

SCALE OF COSTS

The following scale of costs includes all general administrative overhead. The scale does not include G.S.T. or the actual out of pocket expenses of the Township and also excludes legal fees and disbursements.

Costs are for each separate proceeding, as defined by a separate Roll Number and shall be added to the cancellation price.

1.	Up to delivery to Solicitor	\$ 500.00
2.	Extension Agreement	\$ 250.00
3.	Processing of First Notice	\$ 150.00
4.	Processing of Final Notice	\$ 150.00
5.	Processing of Tax Arrears Cancellation Certificate	\$ 150.00
6.	Processing tax slaes up to opening of Tenders	\$ 250.00
7.	Tender opening	\$ 250.00
8.	Processing of property transfer to successful purchaser	\$ 250.00
9.	Distribution of proceeds of Tax Sate	\$ 250.00

EXPLANATION OF COSTS

1. For services rendered by the Treasurer and/or municipal staff after the Treasurer becomes entitled to register a Tax Arrears Certificate including preliminary efforts to collect tax arrears and delivery of instructions to Solicitor.
2. For services rendered by the Treasurer and/or municipal staff, including all telephone calls, preparation of by-law forwarded to solicitor and property owner for approval, office attendance by property owner to sign Extension Agreement.
3. For services rendered by the Treasurer and/or municipal staff communicating with the solicitor including telephone discussions and /or correspondence for the processing of the First Notice.
4. For services rendered by the Treasurer and/or municipal staff communicating with the solicitor including telephone discussions and/or correspondence for the processing of the Final Notice.
5. For services rendered by the Treasurer and/or municipal staff communicating with the property owner and/or solicitor including telephone discussion and correspondence for the processing of a Tax Arrears Cancellation Certificate.
6. For services rendered by the Treasurer and/or municipal staff communicating with the solicitor including telephone discussions and/or correspondence respecting establishing the cancellation price, answering telephone and other inquiries regarding the sale of properties, including photocopies, mailing and/or emailing of tender packages to prospective purchasers, and to the receipt of Tenders.

7. For services rendered by the Treasurer and/or municipal staff to hold a Public Meeting to open the Tenders received, for examination of the Tender documents, for receipt of instructions from solicitor, and preparation including mailing of correspondence to all Tenderers.
8. For services rendered by the Treasurer and/or municipal staff communicating with the solicitor and the successful tenderer, including telephone discussions and/or correspondence for the processing and registration of the Transfer of property.
9. For services rendered by the Treasurer and/or municipal staff communicating with the solicitor including telephone discussions and/or correspondence for processing the necessary documents respecting payment into and out of Court.