

By-Law No. 2018-026

A by-law of the City of Ottawa to establish fees and charges for services, activities and information provided by Revenue Services of the Corporate Services Department and to repeal By-Law No. 2017-29

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Enacted On: 2018-01-31

OttWatch Bylaw Reference: <http://ottwatch.ca/bylaws/2018-026>

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BY-LAW No. 2018 – 26

A By-law of the City of Ottawa to establish fees and charges for services, activities and information provided by Revenue Services of the Corporate Services Department and to repeal By-law No. 2017-29.

WHEREAS at its meeting of December 13, 2017, by way of Motion No. 62/12, Council, Council approved the 2018 budget including the increase of or creation of certain fees and charges to come into effect on January 1, 2018;

AND WHEREAS By-law 2017-417 confirms the proceedings of Council of December 13, 2017;

NOW THEREFORE Council of the City of Ottawa enacts as follows:

1. Council hereby establishes the fees and charges as set out in Schedules “A”, “B” and “C” attached to this by-law for Revenue Services of the Corporate Services Department.
2. No request by any person for any information, service, activity or use of City property described in Schedule “A” will be processed or provided by the Deputy City Treasurer, Revenue or his or her designate unless and until the person requesting the information, service or activity described in Column 1 of Schedule “A” has paid the applicable fee or charge as set out in Column 2 of Schedule “A” to this by-law or the enabling legislation provides otherwise.
3. The fees or charges listed in Column 2 of Schedules “A”, “B” and “C” of this by-law will be subject to Harmonized Sales Tax (H.S.T.) or any successor sales taxes program thereto, where applicable.
4. The Deputy City Treasurer, Revenue or his or her designate shall notify, in writing, the person incurring the fee or charge listed in Column 2 of Schedules “B” and “C” for the services or activities in Column 1 of Schedules “B” and “C” and such fees or charges are due and payable in accordance with the notice provided.
5. Interest and penalties for unpaid amounts owing for the fees or charges listed in Column 2 of Schedules “B” and “C” will be charged in accordance with the provisions contained in the respective Schedules.
6. Interest penalties for unpaid corporate accounts receivable and consignments shall be charged in accordance with the following procedures:
 - (a) an overdue account is subject to compounded interest of 1.25% per month or 16.08% annually from the due date on the invoice;
 - (b) interest accrues daily from the first day of default until the account is paid in full;

- (c) payments are applied first to interest and then to the invoice, oldest to most recent; and
- (d) the account is credited when the payment is received and deposited by the City's Revenue Services.

7. This by-law includes Schedules "A" to "C" annexed hereto and Schedules "A" to "C" inclusive are hereby declared to form part of this by-law.

8. Should any part of this by-law, including any part of Schedule "A" to "C" inclusive be determined by a Court of competent jurisdiction to be invalid or of no force and effect, it is the stated intention of Council that such invalid part of the by-law shall be severable and that the remainder of this by-law including the remainder of Schedules "A" to "C" inclusive, as applicable, shall continue to operate and to be in force and effect.

9. By-law No. 2017-29 entitled "A by-law of the City of Ottawa to establish fees and charges for services, activities and information provided by the Revenue Branch of the Finance Department of the City Manager's Office" is repealed.

10. This by-law may be referred to as the "Revenue Services Fees By-law".

11. This by-law shall come into force and take effect on January 1, 2018.

ENACTED AND PASSED this 31st day of January, 2018.

CITY CLERK

MAYOR

SCHEDULE "A"

REVENUE SERVICES FEES

Column 1 ACTIVITY/SERVICE	Column 2 Fee - \$
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Tax Certificates	70.00
Water Certificates	70.00
Water Consumption Report	38.00
Arrears list research for mortgage companies	38.00/Roll
Bill Reprint/Statement of Account History	38.00

SCHEDULE "B"

REVENUE SERVICES FEES

Column 1 ACTIVITY/SERVICE	Column 2 Fee - \$
Refund Processing	28.00
Tax Reminder Notice	7.75
Water Reminder Notice	7.7
Mortgage List and Bulk Maintenance	10.00/Roll
Water Termination Notice	42.00
Payment Redistribution	28.00
Additions to Tax Roll	43.00
Tax Change of Ownership/Name	44.00
Water Change of Ownership/Occupancy	44.00
Tax/Water New Account	70.00
Returned Payment Fees (per account)	
Tax	45.00
Water	45.00
Tax Arrears Sales	
Municipal Tax Sale: Step 1	1,367.00
Municipal Tax Sale: Step 2	413.00
Extension agreement	826.00
Survey	Actual Cost
Sale of Land by Tender Process	
Expenses for Tax Sale Proceedings	867.00
After Tender Opening: Mailing Costs	287.00
After Tender Opening: Registration of Documents	413.00
After Tender Opening: Distribution of Sale Proceeds	413.00
Tender Package Purchase	42.00
Advertising Costs	Actual Cost
Legal Costs	Actual Cost
Registered Letters for Arrears on Tax Account	42.00

A penalty for late payment of 1.25% per month is added the day following the due date and the first day of each month thereafter.

SCHEDULE "C"

REVENUE SERVICES FEES

Column 1 ACTIVITY/SERVICE	Column 2 Fee - \$
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Collection Agency Fee Recovery	Actual %
Collection Handling Fee	42.00
Account Statement Fee: Accounts Receivable	38.00

Returned Payment Fees (per account)

Accounts Receivable	45.00
Overpayment Recovery	45.00

1. An overdue account with respect to the above-noted activities/services is subject to compounded interest of 1.25% per month or 16.08% annually from the due date on the invoice or consignment. Interest accrues daily from the first day of default until the account is paid in full. Payments are applied first to interest and then to the invoice, oldest to most recent. The account is credited when the payment is received and deposited by the City's Revenue Services.

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A By-law of the City of Ottawa to establish fees and charges for services, activities and information provided by Revenue Services of the Corporate Services Department and to repeal By-law No. 2017-29.

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Enacted by City Council at its meeting of January 31, 2018.

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LEGAL SERVICES:
JMP: G04-01-18 FEE

COUNCIL AUTHORITY
City Council – December 13, 2017
Motion No. 62/12