

The Corporation of the Township of Brock

By-Law Number 3382-2025

Being a By-Law Pursuant to the Municipal Act, S.O. 2001, as Amended, to amend By-Law Number 3362-2025 to impose additional fees for services and activities provided or done by or on behalf of the Township of Brock and for the use of municipal property

Whereas Section 391 of the *Municipal Act*, S.O. 2001, authorizes Council to impose fees or services and activities provided or done by or on behalf of the Township of Brock and for the use of municipal property; and

Whereas the Council of the Township of Brock deems it necessary to charge for certain services or activities provided or done by or on behalf of the Corporation and for the use of municipal property in order to meet the Corporation's financial obligations;

Be It Therefore Enacted by the Council of the Corporation of the Township of Brock as follows:

1. That the fees or charges for services, activities, and use of municipal property provided or done by or on behalf of the Corporation of the Township of Brock as set out in Schedules B now include the items referenced in paragraph 5 be attached hereto are hereby established and imposed; and
2. That the fees or charges imposed by Section 1 of this by-law, as set out in the attached schedules, are due and payable to the Corporation of the Township of Brock upon performance by the Corporation of the Township of Brock of the services or activities for which any fee or charge is imposed; and
3. That in addition to any other remedy available to the Township of Brock, and in accordance with Section 398 of the *Municipal Act*, S.O. 2001, any fee or charge imposed pursuant to this by-law shall constitute a debt owing by the person for whom the said service or activity was provided to the Township of Brock, and the Township may, if such amounts remain unpaid after forty (40) days following notification of the amounts owing, add the amounts owing to the tax roll for the real property of the person who is responsible for paying the fees or charges, and such amounts may be collected in like manner as municipal taxes subject to the enabling provisions contained within each applicable by-law; and
4. That the fees or charges are subject to HST legislation (where applicable); and
5. This By-law be an amendment to the "Fee and Charges By-Law"; and add the following cost recovery items to Schedule "B":
 - a) Ontario Court of Justice and Superior Court of Justice Charges – Full Cost Recovery
 - b) Third Party Collection Agency – Full Cost Recovery
 - c) Title Search, Parcel Register and other Teranet Document Requirements for data integrity and/or collections – Full Cost Recovery
 - d) Bailiff Services – Full Cost Recovery
 - e) Document Process Serving – Full Cost Recovery
 - f) Legal Fees for Collections Action (I.E.: unpaid lease agreement) – Full Cost Recovery
6. This By-law shall come into force and effect immediately.

Now Therefore the Council of the Corporation of the Township of Brock enacts as follows:

Enacted and passed this 24th day of November A.D., 2025.

Mayor

Deputy Clerk

Michael Jubb

Fernando Lamanna

By signing this by-law on November 24, 2025, Mayor Michael Jubb will not exercise the power to veto this by-law.

Schedule "B"					
Finance Department					
Description	HST Status	2025 Fee Excluding HST	2025 Fee Including 13% HST (where applicable)	2026 Fee Excluding HST	2026 Fee Including 13% HST (where applicable)
Treasurer's Tax Certificate	Exempt	\$116.10		\$119.00	
Penalty & Interest Charges		1 1/4% per month on outstanding taxes and accounts receivable		1 1/4% per month on outstanding taxes and accounts receivable	
Tax Sale Registration Recovery Service Fees - Actual costs to execute tax sale registrations and tax sales		Recovery of Actual Costs		Recovery of Actual Costs	
Tax Registration - Phase 1 - Fee charged as soon as account sent to 3rd party recovery	Exempt	450.00 plus any third party fees		460.00 plus any third party fees	
Tax Registration - Phase 2- Fee effective at end of 1 year registration period and Township proceeding with tax sale				460.00 plus any third party fees	
Tax Sale packages via paper or email	Exempt	\$26.70		\$27.40	
Tax Sale Extension Agreement - per agreement	Exempt	565.00 plus any associated costs		580.00 plus any associated costs	
Deeds not provided – after 30 days	Exempt	\$11.30		\$11.60	
NSF Cheque Fee	Exempt	\$55.50		\$56.90	
Stop & Hold Payment	Exempt	\$27.70		\$28.40	
Duplicate Receipt	Exempt	\$11.30		\$11.60	
Duplicate billing request for more than one owner (No charge if enrolled in e-send)	Exempt	\$11.30		\$11.60	
Request to refund payments for tax certificates	Exempt	\$21.60		\$22.10	
Refund tax payment made in error by Mortgage Co. or lawyers	Exempt	\$27.70		\$28.40	
Tax Statement	Exempt	\$11.30		\$11.60	
First Notice - Tax Sale Notice Letter	Exempt	\$26.70		\$27.40	
Final Notice - Tax Sale Warning Letter	Exempt	\$26.70		\$27.40	
Reprint Bill (Current or First Prior Year)	Exempt	\$11.30		\$11.60	
Tax Arrears/Reminder Notices and Collection Letters	Exempt	\$6.20		\$6.40	
AR Invoice reprint/AR Statement of Account Reprint	Exempt	\$26.70		\$27.40	
Ownership Change	Exempt	\$35.00		\$35.90	
Mortgage Company Requests (Per Roll No.)	Exempt	\$17.50		\$17.90	
Mortgage Company Arrears Notification Fee	Exempt	\$109.90		\$112.60	
New Roll Number Assignment	Exempt	\$55.50		\$56.90	
Correct or Transfer of an Electronic Payment	Exempt	\$27.70		\$28.40	
Processing payment from Non-Canadian Funds (Per Item)	Exempt			\$40.00	
Additions to Tax Role/ Liens to Property Tax Account	Exempt	\$50.00		\$51.30	
Payment processing fee for unaccepted payment method	Exempt	\$27.70		\$28.40	
Document preparation or search fees - per Hour (\$30.00 Minimum)	Taxable	\$71.90	\$81.25	\$73.70	\$83.28
Out of country mailings (No charge if enrolled in e-send)	Exempt	\$11.30		\$11.60	
LC Draw, Release or Reduction - per hour	Taxable	\$71.90	\$81.25	\$73.70	\$83.28
Ontario Court of Justice and Superior Court of Justice Charges		Recovery of Actual Costs		Recovery of Actual Costs	
Third Party Collection Agency		Recovery of Actual Costs		Recovery of Actual Costs	
Title Search Parcel Register Other Teranet Document Requirements for data integrity and/or collections as deemed required by the Treasurer		Recovery of Actual Costs		Recovery of Actual Costs	
Bailiff Services		Recovery of Actual Costs		Recovery of Actual Costs	
Legal Fees for Collections Action - unpaid lease agreement by-law infractions other as deemed necessary by the Treasurer		Recovery of Actual Costs		Recovery of Actual Costs	