



TOWN OF MATTAWA CONSOLIDATED USER FEES

ADMINISTRATION/CLERK'S DEPARTMENT/TREASURY SERVICES

SERVICE	2023	2024	2025	2026
Municipal Freedom of Information & Privacy Act (MFIPPA) as prescribed by legislation				
Request	\$5.00	\$5.00	\$5.00	\$5.00
Search time (per 15 minutes)	\$7.50	\$7.50	\$7.50	\$7.50
Preparation of Records to Disclosure (per 15 minutes)	\$7.50	\$7.50	\$7.50	\$7.50
Photocopies or print outs (per page)	\$0.20	\$0.20	\$0.20	\$0.20
Administration/Clerk Services				
B&W Letter photocopies or print outs (per page)	\$0.50	\$0.75	\$1.00	\$1.25
B&W Legal photocopies or print outs (per page)	\$0.50	\$0.85	\$1.10	\$1.35
B&W Ledger photocopies or print outs (per page)	\$1.00	\$1.25	\$1.50	\$1.75
Colour Letter photocopies or print outs (per page)	\$1.00	\$1.25	\$1.50	\$1.75
Colour Legal photocopies or print outs (per page)	\$1.00	\$1.35	\$1.60	\$1.85
Colour Ledger photocopies or print outs (per page)	\$1.50	\$2.00	\$2.25	\$2.50
Faxes Incoming/Outgoing – Local	\$1.00	\$2.00	\$2.50	\$3.00
Faxes Incoming/Outgoing – Long Distance	\$2.00	\$3.00	\$3.50	\$4.00
Council Chamber Rental – Resident	\$100.00	\$100.00 + HST	\$125.00 + HST	\$150.00 + HST
Council Chamber Rental – Non Resident		\$150.00 + HST	\$175.00 + HST	\$200.00 + HST
Commissioner of Oaths – Resident	\$5.00	\$5.00	\$5.00	\$5.00
Commissioner of Oaths – Non Resident		\$30.00	\$30.00	\$30.00
Certified True Copies – Resident	\$5.00	\$5.00	\$5.00	\$5.00
Certified True Copies – Non Resident		\$35.00	\$35.00	\$35.00
Treasury Services				
NSF – Returned Item Charge	\$40.00	\$40.00	\$45.00	\$50.00
Tax-Utility Certificate	\$40.00 EA	\$60.00	\$60.00	\$60.00
Zoning Inquiry for property sales	\$40.00	\$75.00	\$75.00	\$75.00
Work Orders for property sales	\$40.00	\$75.00	\$75.00	\$75.00
Fire Inquiry for property sales	\$40.00	\$75.00	\$75.00	\$75.00



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Tax Account Status Printout (Current Year)		\$5.00	\$5.00	\$5.00
Tax Account Printout (Multi-years)		\$20.00	\$20.00	\$20.00
Reprint of Tax and Utility Bills (each bill)		\$5.00	\$5.00	\$5.00
Year End Unpaid Water Transfer to Tax Roll	\$50.00	\$50.00	\$50.00	\$50.00
Year End Accounts Receivables Transfer to Tax Roll	\$50.00	\$50.00	\$50.00	\$50.00
Final Letters for Tax Accounts in 3 rd Year Arrears – Pre Tax Sale Registration	\$50.00	\$50.00	\$50.00	\$50.00
Property Tax Sale Registration Fee	\$500.00	\$500.00 + legal costs recovery	\$500.00 + legal costs recovery	\$500.00 + legal costs recovery
Property Tax Sale Extension Agreement	\$250.00	\$300.00 + legal costs recovery	\$300.00 + legal costs recovery	\$300.00 + legal costs recovery
Late Payment Fees on All Overdue Accounts (per month on 1 st day after due date)	1.25%	1.25%	1.25%	1.25%