



Ottawa

FormsPak

Tax Sale Date: July 24, 2024

BEFORE YOU SUBMIT A TENDER...

- **How do tax sales work?**
- **Why ordering an up-to-date title search and execution search could benefit you?**
- **What will happen if the Crown has an interest in a property that you would like to buy?**
- **If the treasurer of the municipality notifies you that you have 14 days to pay the balance of the amount that you tendered, plus HST, land transfer tax and accumulated taxes, and you do not pay this amount within 14 days, would you like to no what will happen?**

You can learn the answers to all of the above questions by visiting www.OntarioTaxSales.ca or by clicking on the links below:

- **What is a tax sale?**
- **Definitions**
- **FAQ**
- **How to buy a tax sale property**

Sale of Land by Public Tender

Municipal Act, 2001, Ontario Regulation 181/03, Municipal Tax Sale Rules

City of Ottawa

Take Notice that tenders are invited for the purchase of the land(s) described below and will be received until **3:00 p.m. local time on Wednesday, July 24, 2024** at: The City of Ottawa, Revenue Services, 100 Constellation Drive, 4th Floor East*, Ottawa ON K2G 6J8 Attention: Treasurer.

Tenders will be received **ONLY** at the above-mentioned address* until 3:00 p.m. local time on the above date (including courier deliveries). Tenders will be accepted if sealed in an envelope and clearly marked with the PIN (Property Identification Number) and the Roll Number of the property for which the tender is submitted, for example: **“Tax Sale for: PIN 04559-0195(LT) Roll No. 0614.422.820.17600.0000.”** A separate tender must be submitted for each property.

The tenders will then be opened in public on the same day at 101 Centrepointe Drive, Ground Floor, The Chamber, immediately following the 3:00 p.m. deadline.

Tender packages can be purchased at a **non-refundable** fee of **\$49.00** for each tender package requested. Payment must be made at the time of request for each tender package. Payment by debit card, credit card, money order or certified (only) cheque, payable to the City of Ottawa will be accepted. A copy of the prescribed form of the tender is also available on the website of the Government of Ontario Central Forms Repository under the listing for the Ministry of Municipal Affairs.

The sale of these properties is subject to cancellation up to the time of the tender opening without any further notice. **The Minimum Tender amount represents the cancellation price as of the first day of advertising.**

Property #1 - PLAN 597 LOT 43, BAYVIEW DR, CITY OF OTTAWA;

PIN: 045820056;

ROLL #0614.421.820.25600

Minimum tender amount: \$13,092.77

According to the last returned assessment roll (2016), the assessed value of the land is \$34,500

Property #2 - PLAN 110P PT LOT 4 CAMERON ST, PT REAR LOT 4, CITY OF OTTAWA;

PIN: 145370055

ROLL #0614.500.601.21750;

Minimum tender amount: \$49,641.62

According to the last returned assessment roll (2016), the assessed value of the land is \$119,000

Property #3 - PLAN 19 LOT B AND CON 7 OF PT LOT 3, RUSSELL RD, CITY OF OTTAWA;

PIN: 043520472

ROLL #0614.600.225.05300;

Minimum tender amount: \$76,162.44

According to the last returned assessment roll (2016), the assessed value of the land is \$167,000

Property #4 - PLAN 4M787 PT BLK 59, DEERMEADOW DR, CITY OF OTTAWA;

PIN: 043180683;

ROLL #0614.700.030.19688

Minimum tender amount: \$96,710.17

According to the last returned assessment roll (2016), the assessed value of the land is \$188,000

Property #5 - 1029 PENELOPE ST, CITY OF OTTAWA;

PIN: 145312680;

ROLL #0614.500.301.13843

Minimum tender amount: \$60,017.44

According to the last returned assessment roll (2016), the assessed value of the land is \$124,000

Property #6 - CON 6 PT LOT 21, GALETTA SIDE RD, CITY OF OTTAWA;

PIN: 045450092;

ROLL#0614.422.820.10701

Minimum tender amount: \$47,355.19

According to the last returned assessment roll (2016), the assessed value of the land is \$33,000

Property #7 - 309 CUMBERLAND ST, LEVEL A, UNIT 1 (Parking), CITY OF OTTAWA;

PIN: 154180001;

ROLL #0614.020.701.02835;

Minimum tender amount: \$16,531.22

According to the last returned assessment roll (2016), the assessed value of the land is \$15,000

Property #8 - 939 NORTH RIVER RD, LEVEL A, UNITS 1 AND 17 (Parking), CITY OF OTTAWA; PINs: 154950025 & 154950041

ROLL #0614.031.201.01225;

Minimum tender amount: \$17,782.66

According to the last returned assessment roll (2016), the assessed value of the land is \$25,500

Tenders must be submitted in the prescribed form and must be accompanied by a **deposit of at least 20 per cent of the tender amount**, which deposit shall be made by way of a money order or a bank draft or certified cheque by a bank or trust corporation or Province of Ontario Savings Office payable to the City of Ottawa.

The municipality makes no representation regarding the title to or any other matters, including environmental concerns, relating to the land(s) to be sold. Responsibility for ascertaining these matters rests with the potential purchasers.

This sale is governed by the *Municipal Act, 2001* and the Municipal Tax Sale Rules made under that Act. The successful purchaser will be required to pay the amount tendered plus accumulated

taxes, penalties, and interest, HST if applicable, and the relevant land transfer tax within fourteen (14) calendar days of being notified that he/she is the successful purchaser.

The municipality does not provide an opportunity for potential purchasers to view properties. The municipality has no obligation to provide vacant possession to the successful purchaser.

For further information regarding this sale or to book an appointment, contact the Tax Collections Specialist at 613-580-2740. City of Ottawa, 100 Constellation Drive, 4th Floor East, Nepean ON K2G 6J8. Information is also available on the City of Ottawa website at Ottawa.ca.

TENDER TO PURCHASE
THE CORPORATION OF THE CITY OF OTTAWA

To: Name: **Treasurer**
Address: **City of Ottawa**
100 Constellation Drive, 4th Floor East
Nepean, ON K2G 6J8
Telephone: **613-580-2740**

Re: Sale of: (provide description of land, including the street address and municipality in which the land is located, or if there is no street address, the location of the land; and, the property identifier number (PIN) assigned to the land in Ontario's land registration system)

1. I/we hereby tender to purchase the land described above for the amount of \$ _____
(_____ dollars)
in accordance with the terms and conditions of the *Municipal Act, 2001* and the Municipal Tax Sales Rules.

2. I/we understand that this tender must be received by the treasurer's office not later than **3:00 p.m.** local time on **July 24, 2024**, and that in the event of this tender being accepted, I/we shall be notified of its acceptance.

3. I/we enclose a deposit in the form of a certified cheque/bank draft/money order for the sum of \$ _____
(_____ dollars)

in favour of **The Corporation of the City of Ottawa** representing 20 per cent or more of the tendered amount which will be forfeited if I/we are the successful tenderer(s) and I/we do not pay the balance of the tendered amount, any taxes that may be applicable, such as a land transfer tax and HST and any accumulated taxes within 14 days of the mailing of the notice by the treasurer notifying me/us that I/we are the highest tenderer.

This tender is submitted pursuant to the *Municipal Act, 2001* and the Municipal Tax Sales Rules.

Dated at _____, this _____ day of _____, 2024.

Name of Tenderer	Name of Tenderer
Address of Tenderer	Address of Tenderer
Email &/or Phone Number of Tenderer (optional)	Email &/or Phone Number of Tenderer (optional)

Pursuant to subrule 6(2) of the Municipal Tax Sales Rules, this tender shall relate to only one parcel of land.

Personal Information contained on this form, collected pursuant to the *Municipal Act, 2001* and Regulations thereunder, will be used for the purposes of that Act. Inquiries should be directed to the Freedom of Information and Privacy Coordinator at the organization responsible for the procedures under that Act.

Tax Sale For (Please insert short description or municipal address of property sufficient to permit the Treasurer to identify the parcel of land to which it relates.)

**Date and time received by
The Corporation of the City of Ottawa**

To: **Treasurer
City of Ottawa
100 Constellation Drive, 4th Floor East
Nepean, ON K2G 6J8**

INSTRUCTIONS FOR SUBMITTING A TENDER

Tenders must be prepared and submitted in accordance with the *Municipal Tax Sales Rules*

1. **Determine your tender amount:** Your tender must be equal to to the Minimum Tender Amount advertised or more. The successful tenderer will be required to pay Land Transfer Tax, any applicable HST, and accumulated taxes, which are any further taxes, interests or penalties that have accumulated since the first day of advertising.
2. **Prepare Form 7 (TENDER TO PURCHASE) – Copy of Form 7 is in the InfoPak:**
 - a. Form 7 must be typed or legibly handwritten in ink.
 - b. In the section of Form 7 that says “Re: Sale of: (description of land)” enter in the description of the land, including the roll number, file number and municipal address, if that information is available. This can be found on your Title Search Summary or on the Form 6 Tax Sale Ad included in your InfoPak.
 - c. Fill in the remaining information on Form 7.
3. **Prepare a deposit:**
 - a. **At least 20%:** The deposit must be at least 20 per cent of the amount of you tender.
(Example: If you tender \$5,000.01 – 20% of \$5,000.01 is \$1,000.002 – \$1,000.00 would be less than 20% of the amount you tendered - \$1,000.01 would be the minimum deposit required)
 - b. **Form of Deposit:** Money order, bank draft or cheque certified by a bank or authorized foreign bank within the meaning of section 2 of the Bank Act (Canada), a trust corporation registered under the Loan and Trust Corporations Act or a credit union within the meaning of the Credit Unions and Caisses Populaires Act, 1994.
 - c. **Deposit money order, bank draft or certified cheque must be made out in favour of the municipality.**
4. **Prepare a Tender envelope:**
 - a. Submit a sealed envelope, addressed to the treasurer, indicating on it that it is a tax sale. The tender envelope in this InfoPak is already properly pre-addressed and can be attached to your sealed envelope.
 - b. If a municipal address has been given for the property, enter that address under the heading “Tax Sale For”. If there is no municipal address, it will be necessary to include a short description of the property shown on your Title Search Summary or on the Form 6 Tax Sale Ad.
5. **One parcel only:** A tender shall relate to only **one** parcel of land. If there are two or more properties in a sale and you wish to submit tenders for two properties, you must submit two completely separate tenders and must be submitted in a separate envelope.
6. **No additional terms or conditions:** The treasurer will reject every tender that includes any term or condition not provided for in the *Municipal Tax Sales Rules*.
7. **Submitting your tender:** You can submit your tender in person, or by courier, or by mail. Your tender must be received by the treasurer on or before the time and date indicated in the advertisement for tax sale. If your tender is received late, it will be rejected. In the event of a postal strike or other work slowdown, mail might not be delivered in a timely manner. **If the mailing address includes a Post Office Box, there is no guarantee the municipality will collect their mail before 3 pm on the day of the sale. It is the tenderer’s responsibility to ensure the tender is delivered to the treasurer by 3 pm on sale day.**
8. **If you wish to withdraw your tender:** A tender is withdrawn if the tenderer's written request to have the tender withdrawn is received by the treasurer before 3 p.m. local time on the last date for receiving tenders. The envelope containing a withdrawn tender will be opened at the time of the opening of the sealed envelopes.
9. **Cancellation of sale:** A tax sale can be cancelled by the treasurer at any time before a tax deed or notice of vesting is registered on title.



TENDERER'S CHECKLIST

The municipality makes no representation regarding the title to the property or any other matters relating to the lands to be sold. The property may be worth much more *or* much less than the minimum tender amount.

The responsibility for researching this property to see if it is a good investment and researching the legislated requirements and provisions of the tax sale procedure is up to you.

A Title Search Summary includes an execution search and will outline what will stay on title and become your responsibility after the tax deed is registered, such as crown interests, easements, restrictions, etc. It could be helpful to obtain a Title Search.

It is important to **investigate** to find out the property condition, landuse, zoning, building permits, etc. You would want to make sure it fits in with your plans for the property.

If your tender is accepted and you do not pay the balance of the tender amount owing on time, **your deposit will be forfeited to the municipality** as set out in the *Municipal Tax Sale Rules*.

YES	NO	Requirements for "Submitting a Tender" pursuant to the <i>Municipal Act, 2001</i> and <i>The Municipal Tax Sale Rules</i>
		Tender is submitted in Form 7 NOTE: Form 7 must be addressed to the person who holds the position of Treasurer, or Deputy Treasurer under Section 286(2), even if their Title is different.
		Form 7 is typewritten or legibly written in ink
		Form 7 describes/relates to one parcel only (Description must be on envelope and on the Tender Form 7)
		Only one Form 7 per envelope
		Your Tender Amount is equal to or greater than the Minimum Tender Amount given for the property in the ad
		Deposit is at least 20% of the amount you tender
		Deposit is made by way of money order, or by way of bank draft or cheque certified by a bank or authorized foreign bank within the meaning of section 2 of the <i>Bank Act</i> (Canada), a trust corporation registered under the <i>Loan and Trust Corporations Act</i> or a credit union within the meaning of the <i>Credit Unions and Caisses Populaires Act, 1994</i>
		Deposit money order, bank draft or certified cheque is made out in favour of the municipality
		Envelope indicates it is for a Tax Sale
		An identifiable description of the land or municipal address is shown on the envelope
		Envelope is addressed to the Treasurer (or Deputy Treasurer) NOTE: Tenders must be addressed to the person who holds the position of Treasurer, or Deputy Treasurer under Section 286(2), even if their Title is different.

If you answered "YES" to all of the above questions, you are ready to send in your tender!