

BYLAW NO. 01-2025 A BYLAW TO AUTHORIZE CHARGING FEES FOR VARIOUS SERVICES AND PRODUCTS

A Bylaw of the Rural Municipality of Keys No 303 in the Province of Saskatchewan to create a bylaw for tax penalties and incentives.

Short Title

1. This Bylaw may be cited as the Fees Bylaw.

A BYLAW TO AUTHORIZE CHARGING FEES FOR VARIOUS SERVICES AND PRODUCTS

WHEREAS, the Council of the Rural Municipality of Keys considers it desirable and expedient to authorize the charging of fees for various municipal services and products;

NOW THEREFORE, The Council of the Rural Municipality of Keys No 303 in the Province of Saskatchewan enacts as follows:

2. Definitions:

- (a) "Municipality" shall mean the Rural Municipality of Keys No 303
- (b) "Council" shall mean the duly elected council for the Rural Municipality of Keys No 303
- (c) "Customer" shall mean any natural person or persons who received the service. Could be an individual, sole proprietorship, partnership, corporation, trust, joint venture, or any incorporated or unincorporated entity or association of any nature.

3. This Bylaw shall apply to any customer who requires goods or services supplied by the Municipality and provided in this bylaw.

4. The fees and charges set out in the following Schedules attached to and forming part of this Bylaw are hereby imposed:

- (a) Schedule "A" Administrative Services and Fees
- (b) Schedule "B" Fire and Rescue Service Fees
- (c) Schedule "C" Water and Sewer Charges
- (d) Schedule "D" Developmental & Building Fees
- (e) Schedule "E" Public Works Services and Fees

5. The Fee Bylaw shall be reviewed December of each year.

6. Repealing of Bylaws
Bylaw 01-2024 is hereby repealed.

7. Coming Into Force
This bylaw shall come into force Immediately.



[Handwritten Signature]

Reeve

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Administrator

Read a third time and adopted
this 26th day of March, 2025
[Handwritten Signature]
Administrator

M-11 (a)



**Bylaw No 01-2025
Fees Bylaw
Schedule "A"**

Administrative Fees

1. Pursuant to this Municipal Fees Bylaw, the fees for the following Administrative Services shall apply:

| Sale of Items | |
|----------------------|-------------|
| Municipal Maps | \$15.00 |
| Minutes- Per Copy | \$10.00 |
| Minutes- Per Year | 120.00 |
| Photocopying | \$0.25/page |
| Postage | 5.00 |
| Rat Poison- Ratak | \$2.00 |
| Rat Poison- Warfarin | \$1.50 |
| Rat Poison- Contrac | \$0.75 |

| Services | |
|---|---|
| Credit Card Surcharge | 2% |
| | |
| Tax Enforcement | |
| Copy of Title | \$15.00 |
| Step 1: Submit to Council | No charge |
| Step 2: Advertising list to paper | \$10.00 admin fee plus share of Advertising costs |
| Step 3: Tax Lien | \$25.00 admin fee plus title costs |
| Step 4: Resolution to Proceed to title | \$25.00 admin fee plus title plus actual costs |
| Step 5: Request for Consent to PMB | \$25.00 admin fee plus title plus actual costs |
| Step 6: Registration of Consent + 30 day final notice | \$25.00 admin fee plus title plus actual costs |
| Step 7: Request for title (ISC) | \$25.00 admin fee plus title plus actual transfer costs |
| Step 8: Sale/Transfer | Actual Advertising costs and transfer costs plus 2.5% Admin Fee of remaining after taxes and tax enforcement costs are recovered. |

2. Pursuant to Section 248 of *The Municipalities Act*:

| Assessment Appeals | |
|--------------------------------|----------|
| Assessment Appeal Fee | \$200.00 |
| • To be returned if successful | |

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Bylaw No 01-2025
Fees Bylaw
Schedule "B"

Fire & Rescue Fees

3. Pursuant to this Municipal Fees Bylaw, the fees for the following Fire and Rescue Services shall apply:

| Fire Ban Penalties | |
|---------------------------|------------------|
| Individual | \$2,000.00 |
| Corporation | \$5,000.00 |
| Continuing Offences | \$500.00 per day |
| | |

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Bylaw No 01-2025
Fees Bylaw
Schedule "C"

Water & Sewer Fees

4. Pursuant to this Municipal Fees Bylaw, the fees for the following Water and Sewer Services shall apply:

| Water Services | |
|-----------------------|----------|
| Yearly Charge | \$200.00 |
| | |
| | |

| Sewer Services | |
|-----------------------|--|
| | |
| | |

Please note, there is a bylaw, which must be passed through the Saskatchewan Municipal Board which supersedes this section. This section is placed here to compile all rates.

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**Bylaw No 01-2025
Fees Bylaw
Schedule "D"**

Developmental and Building Fees

5. Pursuant to this Municipal Fees Bylaw, the fees for the following Planning and Development Services shall apply:

| Development Permit | |
|---------------------------|----------------------------------|
| Permitted Uses | \$130.00 |
| Discretionary Uses | \$390.00 + 450.00 advertising |
| Minor Variance | \$130.00 |
| Appeal | \$300.00 |

| Amendment | |
|-----------------------------------|------------------------------------|
| Zoning Bylaw Amendment | \$390.00 + \$450.00 advertising |
| Official Community Plan Amendment | \$390.00 + \$450.00 advertising |

| Copy of Planning Documents | |
|-----------------------------------|---------|
| Zoning Bylaw | \$50.00 |
| Official Community Plan | \$50.00 |

6. Pursuant to this Municipal Fees Bylaw, the fees for the following Building services shall apply:

| Building & Moving Permit | |
|-------------------------------------|---|
| Administrative Fee | \$125.00 |
| Building Inspector Fee | As per Building Inspector |
| SAMA Fee | \$25.00 |
| Deck Fees Plus BI (No Admin) | \$30.00 |
| Shed Fee | NIL |
| Road Use Fee @ Crystal Lake: | |
| Development with Concrete | \$500.00 |
| Development without Concrete | \$200.00 |
| Deck | \$100.00 |
| Renewal Fee (after first renewal) | \$65.00 |
| No Permit Violation | Double the above fees (Minimum \$500.00) |

| Demolition Permit | |
|-------------------------------|----------|
| Administrative Fee | \$125.00 |
| Farm Buildings Deposit | NIL |
| Residential Buildings Deposit | \$1,500 |
| All other Buildings Deposit | \$4,000 |

All deposit fees will be returned if the site is completely cleaned up

7. Permit Fees are exempt from GST.
8. The Municipality recognizes that there is an administrative cost for the provision of specific services and that the user of these services should pay towards their cost. Accordingly, fees and charges are to be implemented and collected by way prior to delivery/receipt of the service requested.
9. Payment of the above fees shall not be presumed to constitute an approval by Council.

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Bylaw No 01-2025
Fees Bylaw
Schedule "E"

Public Works Fees

10. Pursuant to this Municipal Fees Bylaw, the fees for the following Public Works Services shall apply:

| Shop Services | |
|---|---------------|
| Grader Ratepayers | \$275.00/hour |
| Grader Non-Ratepayers | Not Allowed |
| Minimum Charge (per site, 20 minutes max) | \$125.00 |
| Mower- OH of Crystal Lake | \$200/hour |
| Mower- Other Custom | Not allowed |

| Dust Control | |
|--|------------------------|
| 3-meter pass | \$0.65 per linear foot |
| 4.5-meter pass | \$0.90 per linear foot |
| 6-meter pass | \$1.25 per linear foot |
| The width is based on the Road Width, not the option of the customer. | |
| | |

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