

# RURAL MUNICIPALITY OF ORKNEY No. 244

## BYLAW No. 8/2024

### A BYLAW TO ESTABLISH FEES FOR THE PROVISION OF TAX CERTIFICATES AND OTHER ASSESSMENT OR TAXATION INFORMATION

A Bylaw of the Rural Municipality of Orkney No. 244 in the Province of Saskatchewan to create a provision of cost for the provision of Tax Certificates and other assessment or taxation information

**1. Short Title:**

This Bylaw may be cited as the "Tax Certificate Bylaw".

WHEREAS, the Council of the Rural Municipality of Orkney considers it desirable and expedient to authorize the charging of fees for the issuance of Tax Certificates and for the provision of providing assessment or taxation information.

NOW THEREFORE, The Council of the Rural Municipality of Orkney No. 244 in the Province of Saskatchewan enacts as follows:

**2. Definitions:**

- |                          |  |
|--------------------------|--|
| (a) "Act"                | shall mean <i>The Municipalities Act</i> .   |
| (b) "Designated Officer" | shall mean the Administrator of the municipality or in absence of the Administrator, the Assistant Administrator, any other person who has been assigned responsibility to issue tax certificates by the council of the municipality.      |
| (c) "Municipality"       | shall mean the Rural Municipality of Orkney No. 244  |
| (d) "Council"            | shall mean the duly elected council for the Rural Municipality of Orkney No. 244   |
| (e) "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. Submission of Request**

Upon receipt of:

- a) A request for property assessment and/or taxation information or service, and
- b) The appropriate fee as described in Schedule A, attached hereto and forming part of this bylaw,

The municipality shall provide to the applicant the requested information or service pertaining to property assessment and/or taxation.

**4. Non-Chargeable Applications:**

Notwithstanding Section 3 of this bylaw, no person shall be required to pay a fee to inspect:

- a) The assessment roll for the current year during the period the roll is open for inspection pursuant to subsection 213(1) of the Act; and
- b) That portion of the assessment roll for the current year which council has authorized to be available for public inspection at any additional times.

**5. Information on Tax Certificate:**

In addition to the requirements described within subsection 276(1) of the Act, tax certificates issued by the municipality shall contain the following information:

- a) Tax levy for the previous year, if the taxes for the current year have not yet been levied;
- b) Date of registration and/or the interest number of a tax lien in favour of the municipality;

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- c) The amount of outstanding amounts which may be added to property taxes pursuant to section 405 of the Act.
- d) May include any or all of the following information:
  - i) arrears of water and/or utility fees from the Yorkville Public Utility Board;
  - ii) any open or outstanding permits and/or deficiencies for building permits
  - iii) an intent to subdivide
  - iv) open appeals for assessment or develop

6. Form:

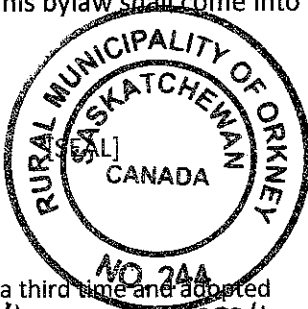
The tax certificate issued by the municipality shall be Form "a", attached hereto and forming part of this bylaw, which may be amended by the designated officer provided that the amendment does not alter the substance of the form.

7. Number of Properties:

A tax certificate issued by the municipality shall contain no more than one property defined as per Roll Number.

8. Coming into Force

This bylaw shall come into force upon its third reading and adoption.



Read a third time and adopted  
this 9th day of May, 2024

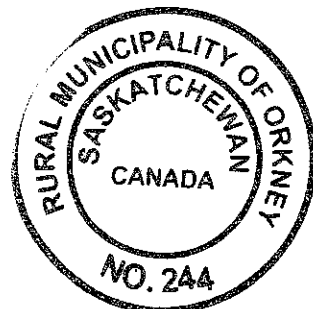
Administrator

Ruby  
Reeve

[Signature]  
Administrator

Certified a true copy of Bylaw No.8/2024 adopted by the  
Council of the Council of the R.M. of Orkney No. 244 on the  
9th day of May, 2024.

[Signature]  
Administrator – Bridgette Rushkewich



Bylaw No 8/2024  
Tax Certificate Bylaw  
Schedule "A"

Property Assessment and Taxation Fees

1. Pursuant to this Tax Certificate Bylaw, the fees for the following Administrative Services shall apply to either printed or electronic copies and shall be paid prior to receiving the requested product or service:

Service Information	Fee
1. Tax Certificate	\$50.00
General Property assessment and/or tax information relating to a single property, defined as a single Roll Number	
1. Property Owner, that is provided either verbally or in written or electronic format, other than the issuance of a tax certificate	\$0.00 (no charge)

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Bylaw No 8/2024  
Tax Certificate Bylaw  
Form "A"

Property Assessment and Taxation Fees

Letter Head

TAX CERTIFICATE

To:			Tax Certificate No.	
			Your Reference No.	

Roll Number	Property Description	Current	Arrears	Interest	Total Owing

Assessment Details:

Property Class	Type	Assessed Value	%	Taxable	Exempt	Total

Is there an outstanding appeal regarding this property before the Board of Revision or the Saskatchewan Municipal Board  
Do any local improvements apply to this property  
Is there an intention to undertake a local improvement that will affect the land  
Additional information (may include payment options)  
Have the taxes for the current year been levied  
The amount of taxes which have been levied in the most recent year

Dated at the Rural Municipality of Orkney No. 244 this \_\_\_\_ day \_\_\_\_ of \_\_\_\_\_, \_\_\_\_ A.D.

(SEAL)

\_\_\_\_\_  
Designated Officer  
E. & O. E.

RT