

**RURAL MUNICIPALITY OF ORKNEY No. 244**

**BYLAW No. 16/2025**

**A BYLAW TO AUTHORIZE CHARGING FEES FOR VARIOUS SERVICES AND PRODUCTS**

A Bylaw of the Rural Municipality of Orkney No. 244 in the Province of Saskatchewan to create a bylaw for the charging of fees for services and products.

**1. Short Title**

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

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

**2. Definitions:**

- (a) "Municipality" shall mean the Rural Municipality of Orkney No. 244
- (b) "Council" shall mean the duly elected council for the Rural Municipality of Orkney No. 244
- (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. Application:**

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

**4. Fees:**

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" Assessment Appeal Fees
- (c) Schedule "C" Developmental & Building Fees
- (d) Schedule "D" Public Works Fees

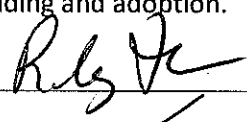
**5. Repealing of Policy and Bylaws**

Bylaw No. 7/2024 is hereby repealed

**6. Coming into Force**

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




  
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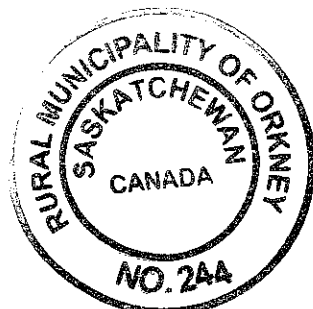
  
\_\_\_\_\_  
Administrator

Read a third time and adopted this 8<sup>th</sup> day of December, 2025

\_\_\_\_\_  
Administrator

Certified a true copy of Bylaw No.16/2025 adopted by the Council of the Council of the R.M. of Orkney No. 244 on the

8<sup>th</sup> day of December, 2025.  
  
Administrator – Bridgette Rushkewich



Bylaw No 16/2025  
Fees Bylaw  
Schedule "A"

Administrative Fees

1. Pursuant to this Municipal Fees 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:

<b>Sale of Items/Provision of Service</b>	
RM Map	\$20.00 (including applicable tax)
Subdivision Map	\$3.00 (including applicable tax)
Commissioner for Oaths Signature	\$5.00 per signature
Minutes of Council Meetings	\$125.00 per year or \$25.00 per meeting
Photocopies	\$0.50 per page
Postage	\$5.00
Administration Fee – Non-Municipal Services Requiring Specific Personalized Service	\$30.00 per hour with a minimum of one- hour charge
Administration Fee – Inspection of municipal documents set by appointment only	\$30.00 per hour with a minimum of one- hour charge
Searches	\$15.00 per half hour of search time with a minimum half hour charge
Public Information Meeting Agenda Items: Minutes/Bylaws/Financial Statements	\$25.00 per item
Public Information Other Meeting Agenda Items Not Excluded Under LAFOIP	\$10.00 per item
Municipal Weight Permits	No charge
Special Events Permit	\$20.00

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Fees Bylaw  
Schedule "B"

Assessment Appeal Fees

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

<b>Assessment Appeals</b>	
• <i>To be returned if successful</i>	
Assessment Appeal Fee for property classification per Alternate Number	
Residential	\$100.00
Agricultural	\$100.00
Commercial and Industrial as follows:	
Where the fair value assessment is from 0 to \$499,999	\$200.00
Where the fair value assessment is from \$500,000 to \$999,999	\$500.00
Where the fair value assessment is equal to or greater than \$1,000,000	\$750.00
Copies, per appeal document, pertaining to the Board's decision and other documents	\$25.00

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Fees Bylaw  
Schedule "C"

Developmental and Building Fees

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

<b>Development Permit</b>	
Permitted Uses	\$50.00
Permitted Uses - Fencing/Trees	\$20.00
Discretionary Uses	\$200.00 + advertising costs
Minor Variance	\$50.00
Appeal	\$150.00
<b>Amendment</b>	
Zoning Bylaw Amendment	\$200.00 + advertising costs
Official Community Plan Amendment	\$200.00 + advertising costs

<b>Copy of Planning Documents</b>	
Zoning Bylaw	\$50.00
Official Community Plan	\$50.00

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

<b>Building &amp; Moving Permit</b>	
Administrative Fee	\$50.00
Building Inspector Fee	As per Building Inspector
SAMA Fee	\$50.00
Renewal Fee	\$65.00
No Permit Violation	\$500.00

<b>Demolition Permit</b>	
Administrative Fee	\$150.00
Farm Buildings Deposit	NIL
Residential Buildings Deposit	\$500.00
All other Buildings Deposit	\$750.00

\*\*All deposit fees will be returned if the site is completely cleaned up. The Administrative fees are non-refundable\*\*

<b>Other Services</b>	
Approach Applications	\$30.00
Application to Alter Road Allowance	\$30.00

5. Permit Fees are exempt from GST.
6. 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.
7. Payment of the above fees shall not be presumed to constitute an approval by Council.

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Bylaw No 16/2025

Fees Bylaw  
Schedule "D"

Public Works Fees

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

<b>Custom Work Rates</b>	
Grader Ratepayers – minimum charge of \$150.00	\$275.00/hour
Grader Non-Ratepayers	Not Allowed
Mower	Not allowed

All Custom Work shall be completed in accordance with the Custom Work Policy.

9. Pursuant to this Municipal Fees Bylaw, the fees for the following Dust Control Services shall apply:

<b>Dust Control Services</b>	
Cost for first 100 meters	\$350.00 plus PST
Cost for requests over 100 meters	Cost of the product including product, delivery and application
Should the RM Employees be required to place any dust suppressant the labor portion will be charged from RM Shop to return to RM Shop	\$100.00/hour

All Dust Control Work shall be completed in accordance with the Dust Control Work Policy.

10. Pursuant to this Municipal Fees Bylaw, the fees for the following sale of materials shall apply:

Sale of Culverts (new or used)	Not permitted
Sale of gravel or other road materials	Not permitted

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