

**RURAL MUNICIPALITY OF KINISTINO NO. 459**  
**BYLAW NO. 2023-03**

**A bylaw to establish administrative fees and charges.**

The Council of the Rural Municipality of Kinistino No. 459, in the Province of Saskatchewan, enacts as follows:

1. The authority for this bylaw is Section 8(1), of *The Municipalities Act*, providing Council the power to pass bylaws for services provided by or on behalf of the municipality, including establishing fees for providing those services.
2. If any section, subsection, sentence, clause, phrase or other portion of this bylaw is for any reason held invalid or unconstitutional by any Court of competent jurisdiction, that portion shall be deemed a separate, distinct and independent provision and the holding of the Court shall not affect the validity of the remaining portions of the bylaw.
3. The purpose of this bylaw is to establish certain fees and charges, as well as related conditions or requirements for certain information requested from the municipality.
  - i. The aforementioned fees shall be as set out in Schedule "A", attached to and forming part of this bylaw, plus any applicable taxes.
  - ii. The provision of any service or information is subject to the restrictions of The Local Authority Freedom of Information and Protection of Privacy Act, and any other Act.
  - iii. Unless otherwise provided for in this bylaw, all fees prescribed in Schedule "A" shall be paid prior to the service or information being provided, or paid through a charge to a deposit account held by the Rural Municipality of Kinistino No.459 on behalf of the person requesting the service or information.
  - iv. The municipality shall determine the method and location of the payment of fees or deposits.
  - v. The Administrator shall determine the initial deposit required, subject to a minimum deposit of \$50.00.
  - vi. A deposit account shall be replenished as required, by the person establishing the deposit account. If a deposit account is depleted or has insufficient funds to pay for the service of information, the service or information requested may be withheld until the deposit account is replenished.
  - vii. Unless otherwise provided for in this bylaw, where a cheque is submitted to the municipality for payment on account, for payment of a fee or charge where the cheque is returned to the municipality for any reason by a financial institution:

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- (a) a fee of \$40.00 will be charged and added to the account that was to be paid by the returned cheque; or where the returned cheque was to apply to more than one account of service provided by the municipality, a fee of \$20.00 will be charged and added to each account subject to the returned cheque.
- (b) If a cheque used for payment of fees or services is returned to the Rural Municipality of Kinistino due to non-sufficient funds or closure of the account, the fee is deemed to have not been received.
4. For any other information or service that does not expressly require Council approval and is not defined within Schedule "A" the Administrator shall have the authority to determine an appropriate fee or charge.
  5. Council and the Administrator reserve the right to waive research, processing or any fees if such fees are deemed unnecessary.
  6. This bylaw shall come into force and take effect on the day of final passing.
  7. Bylaw 2013-03 is hereby repealed.

Introduced and read a FIRST time this 12<sup>th</sup> day of July, 2023.  
 Read a SECOND time this 12<sup>th</sup> day of July, 2023.  
 Read a THIRD time and passed this 12<sup>th</sup> day of July, 2023.



*Chris Paine*

REEVE

*Jacquelynnne Mann*

ADMINISTRATOR

Certified a true, original and correct copy of Bylaw 2023-03 adopted by Resolution of Council on the 12<sup>th</sup> day of July, 2023.

*Jacquelynnne Mann*  
 Administrator



SCHEDULE A  
THE RURAL MUNICIPALITY OF KINISTINO NO. 459

BYLAW NO. 2023-03

Fees and Charges effective July 6, 2023

TAXATION

Description	Amount of Fee
Registration of a Tax Lien	\$25 plus costs per title
Registration of all other interests	\$50 plus costs per title
Tax Enforcement – Six Months Notice	\$120 plus costs per title
Tax Enforcement – Final Notice	\$200 plus costs per title
Tax Certificate Fee	\$20 per certificate

GENERAL

	Amount of Fee
Administrative Research Fee	\$50 per hour
General Office Services	\$50 per hour
Faxing	\$5 per request
NSF Charges	\$45 per NSF cheque
Photocopying	\$1 per copy

LEGISLATIVE

	Amount of Fee
Application Fee per LAFOIP	\$20 or the prescribed fee, whichever is greater
LAFOIP application processing fee	\$25 per hour

The Administrator is given the authority to waive any such fees if deemed necessary.