

# TOWN OF CORONACH

## BYLAW NO. 9.2025

### A BYLAW TO AUTHORIZE CHARGING FEES FOR VARIOUS SERVICES

**WHEREAS** the Council of the Town of Coronach considers it desirable and expedient to authorize the charging of fees for various municipal services;

**NOW THEREFORE**, the Council of the Town of Coronach in the Province of Saskatchewan, enacts as follows:

**TITLE**

1) This Bylaw shall be cited as “Fees Bylaw.”

**AUTHORITY**

2) The authority for this Bylaw is Part II of *The Municipalities Act*, clause 8(1)(i), providing Council the power to pass bylaws for services provided by or on behalf of the Town, including establishing fees for providing those services; subsection 224(1) regulating the establishment of assessment appeal fees; and subsection 19(1) of *The Tax Enforcement Act*.

**PURPOSE**

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 administrative staff.

- a) The aforementioned fees shall be as set out in Schedule "A", as attached to and forming part of this bylaw, plus any applicable taxes.
- b) The provision of any service or information is subject to the restrictions of *The Local Authority Freedom of Information and Protection of Privacy Act* or any other Act.
- c) Unless otherwise authorized in this bylaw, all fees prescribed in Schedule "A" shall be paid prior to the service or information being provided.
- d) The Administrator shall determine the method of payment of the fees.
- e) If a cheque used for payment of fees or services is returned to the Town of Coronach due to Non-Sufficient Funds (NSF), the fee is deemed to have not been received and an NSF Fee will be charged as noted in Schedule "A".
- f) The Assessment Appeal Fee provided for in Schedule "A" shall be paid by cheque, subject to the following:
  - i) The Assessment Appeal Fee must be paid at the time the appeal is filed;
  - ii) The cheque must be dated no later than the date the appeal is filed; and,
  - iii) Should the cheque be returned to the Town of Coronach due to non-sufficient funds or closure of the account, the fee is deemed to have not been received for the purpose of filing the assessment appeal.
- g) For other information or services that are not defined within Schedule "A", they shall be set by resolution.

**REPEALING OF BYLAWS**

4) Bylaw No. 1-2001 is hereby repealed.

**COMING INTO FORCE**

5) This Bylaw shall come into force on the date of final passing thereof.

\_\_\_\_\_  
Mayor, Town of Coronach

\_\_\_\_\_  
Administrator, Town of Coronach

[SEAL]

Certified a true copy of Bylaw No. 9. 2025 as adopted by the Council of the Town of Coronach on the \_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
Town Administrator

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#### SCHEDULE “A” To Bylaw No. 9.2025

##### Taxation Fees and Charges

Service or Information	Description	Fee
Tax Certificate	Issued pursuant to section 276 of <i>The Municipalities Act</i> .	\$25.00 per property
Tax/Assessment Roll Search	General tax and/or assessment information provided about a property.	Free to the owner of the property. Not provided to others unless necessary, estate matters, listing real estate agent, etc.
Tax Notice	Providing tax notices to lending institutions, where proof of mortgage or upon request of the property owner, to assist in the processing of tax payments or for monitoring the payment of taxes on accounts.	Free
Statement of Account	Providing a statement of account to lending institutions, where proof of mortgage or upon request of the property owner, to assist in the processing of tax payments or for monitoring the payment of taxes.	Free
Duplicate Copies of Tax Notice		Current Year: No charge Previous Year: \$5.00 per notice

##### Assessment Fees and Charges

Service or Information	Description	Fee
Inspection of the assessment roll	Inspection of the paper version of the assessment roll while the roll is open to the public pursuant to section 213 of <i>The Municipalities Act</i> .	No charge for inspection of the roll.
Summary Assessment Field Sheet	Basic property information about a property.	Free to property owner. \$20.00 per property for other patrons; publicly available via SAMAView online.
Detailed Assessment Field Sheet	Assessment details and calculations for a property.	\$25.00 per a property or available via SAMAView online.
Assessment Appeal Fee	Pursuant to section 226 of <i>The Municipalities Act</i> .	\$100.00 per property.

##### Other Fees and Charges

Service or Information	Description	Fee
Notary of Public	Providing Notary Public Services.	Free
NSF Charge		\$30.00 per NSF Cheque
Locating Pins for Property		Free for residents that submit a development permit for building; if no permit was submitted, a Legal Land Surveyor will need to be hired by the resident, at the resident's cost.
Photocopying Black & White		\$0.05 per page
Photocopying Color		\$0.10 per page
Minutes		\$10.00 per copy/meeting

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Lagoon Deposit	Only available with a permit.	\$60.00 per empty.
Branches Pickup		\$50.00 per load.

#### Tax Enforcement Fees and Charges

Service or Information	Description	Fee
Copy of Title	Printed from ISC.	\$25.00 per property
Advertising	Advertising in local Paper.	Actual Costs by Assiniboia Times
Lien Registration	Register tax lien with ISC.	Actual Costs by Taxervice
Serve Six-Month Notice	Service of Six-month notice on all parties with an interest registered on title.	Actual Costs by Taxervice
Application to Provincial Mediation Board (PMB)	Application to PMB for requesting consent to transfer title.	Actual Costs by Taxervice
Serve 30-Day Final Notice	Service of 30-day notice on all parties with an interest registered on title.	Actual Costs by Taxervice
Transfer Title	Title transfer request to ISC.	Actual Costs by Taxervice
Costs to Dispose of Unclaimed Property	Time spent by Town Staff and contractors to clean-up tax enforcement properties with unclaimed property.	Actual Costs
Sale of Property	Tendering, open houses, advertising, preparing property for sale upkeep until sale, etc.	Actual Costs

#### Transportation Rates – In Town Limits\*

Service or Information	Description	Fee
Gravel Truck	Rental with operator	\$150.00 per hour.
Grasshopper Mower	Rental with operator	\$125.00 per hour.
Bobcat Loader	Rental with operator	\$150.00 per hour.
Grader	Rental with operator	\$150.00 per hour.
4440 Tractor only	Rental with operator	\$100.00 per hour.
1 Ton Truck only	Rental with operator	\$100.00 per hour.
1 Ton Truck with salt/sand spreader	Rental with operator	\$125.00 per hour.
1 Town Truck with salt/sand spreader with extra man	Rental with operators	\$150.00 per hour.
Weed Wacker with operator	Rental with operator	\$50.00 per hour.
Backhoe	Rental with operator	\$225.00 per hour.
Additional Operator/Staff		\$50.00 per hour.

\*Non-Ratepayer/Resident- Add \$15.00 per hour. There is a minimum \$25.00 per hour charge for all work requested.

#### Aggregate Rates\*\*

Service or Information	Fee
Traffic Gravel	\$105.00 per yard
A Base Gravel (Pit Run)	\$75.00 per yard
Sand	\$54.00 per yard
Rock (3/4" to 2")	\$89.00 per yard
Topsoil	\$20.00 per backhoe bucket
Cold Mix	\$150.00 per yard

\*\*Delivery charges are extra. There is a minimum half hour charge. Bobcat bucket = 1 yard. Backhoe bucket= 1.5 yards.