

TOWN OF ROSETOWN

BYLAW NO. 887-23

A BYLAW TO ESTABLISH ADMINISTRATION FEES FOR BUILDING PERMITS, THE PROVISION OF TAX CERTIFICATES AND OTHER ASSESSMENT OR TAXATION AND GENERAL INFORMATION.

The Council of the Town of Rosetown in the Province of Saskatchewan enacts as follows:

1. This bylaw shall be referred to as the Administration Fee Bylaw.
2. In this bylaw:
 - a) “Act” shall mean *The Municipalities Act*;
 - b) “Designated officer” shall mean the Administrator of the municipality or any other person who has been assigned responsibility to issue tax certificates by the council of the municipality;
 - c) “Municipality” shall mean the Town of Rosetown.
3. The municipality upon receipt of a request for information or service and the appropriate fee as described in Schedule 1, attached hereto and forming a part of this bylaw, shall provide to the applicant the information or service as described in Schedule 1.
4. 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. 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 current year;
 - b) other items which are deemed appropriate
6. A tax certificate issued by the municipality shall contain no more than one property.
7. That Bylaw No. 875-22 and all amendments thereto are hereby repealed.
8. This bylaw shall come into force on the date of its final passing.

S E A L

MAYOR

ADMINISTRATOR

Read a third time and hereby adopted this
19th day of June, 2023.

**TOWN OF ROSETOWN
BYLAW NO. 887-23**

**SCHEDULE 1
ADMINISTRATION FEES**

Service / Information	Fee
1. Tax Certificate	
a) first property	\$20.00
b) each additional property requested at the same time	\$20.00
2. General property assessment and/or tax information relating to a single property provided verbally, written or in electronic format to the property owner or their representative.	Free
3. Appeals to the Development Appeals Board.	\$100.00
4. Building Permit fee for construction, erection, placement, alteration, repair, renovation or reconstruction of a building.	Amount as set in Contract for the Third-Party Building Inspection Services
5. Demolition or Removal Permit fee	\$50.00
6. Sign Permit	\$10.00
7. Property Pin Location	\$50.00
8. Development Permit	\$100.00
9. Request for Information – includes gathering & photocopies	\$40.00/hour