M-11 (a)

Town of Kelvington

BYLAW NO. 2025-7

A BYLAW OF THE *Town* OF *Kelvington* TO ESTABLISH ADMINISTRATIVE FEES AND CHARGES FOR SERVICE PROVIDED BY THE TOWN

Subject to Section and in accordance with 8(I)(i) of *The Municipalities Act*;

COUNCIL of the ***Town*** of ***Kelvington,*** in the Province of Saskatchewan, enacts as follows:

1. The Town of Kelvington shall establish fees for services provided as set out in Schedule "A", attached to and forming part of this Bylaw.
2. All fees as prescribed in Schedule "A" shall be paid prior to the service or information being provided.
3. The Town Administrator shall determine the method and location of the payment of fees.
4. If a cheque used for payment of fees is returned to the Town of Kelvington due to non-sufficient funds or closure of an account, the fee is deemed to have not been received.
5. For any other information or service that does not expressly require Council approval and is not defined within Schedule "A", the Town Administrator shall have the authority to determine an appropriate fee or charge.
6. This Bylaw shall come into force on the date of passing by Council.
7. This bylaw shall come into effect on January 1, 2026

TOWN OF KELVINGTON INCORPORATED MAY 1st, 1944 SASKATCHEWAN
Seal

Mayor

Administrator

Read a third time and adopted by resolution # 25/296

this 1st day of December, 2025

Administrator

SCHEDULE "A"

1. Taxation

Description	Fee Amount
Registration of a Tax Lien	$50 per title
Registration of Other Interests	$50 per title
Tax Enforcement-	
Six Month Notice	$120 per title
Final Notice	$250 per title
Tax Search	Free to owner
Tax Certificate Fees	$20 per certificate
Tax Search - Non- Owner	$10 per search
Adding Costs to Taxes	$50 per addition

2. Building Permit

Building Permit Application Fees	**$100 plus** Building Official Fee Schedule
Building Official Fee Schedule:	
Class 1- Single family dwelling, decks residential garages	1.05 per $1,000 of construction value with a minimum plan review fee of $50
	Plus $165 per required inspection
Class 2 - Other buildings covered under Part 9 of NBCC. All other part 9 building permit applications	$2.10 per $1,000 of construction value with a minimum plan review of $75,00
	Plus $195 per required inspection
Class 3 - Buildings that fall under part 3 of the NBCC. All Class 3 application reviews	$3.15 per $1,000 of construction value with a minimum plan review fee of $100.
	Plus $220 per required inspection
Plan review for revised plans after submission	$50 per review
Phone consultation fee	$45 per hour
Demolition or Moving Permit Fee	$100

3. General

Description	Fee Amount
Administrative Research fee	$25 per hour
Faxing- Receiving	$0.25 per page
Faxing - Sending	$1.00 for first page, $0.25 per additional page
Returned Cheque Fee	$20 plus Bank Charges
Photocopying	
First 1-15 copies	B&W $0.25/copy; Color $0.40/copy
16-50 copies	B&W $0.15/copy; Color $0.30/copy
Over 50 copies	B&W $0.10/copy; Color $0.25/copy

4. Legislative

Description	Fee Amount
Application Fee for LAFOIP	$20 or prescribed fee whichever is greater
Application Processing Fee	$25 per hour

5. Custom Work

Backhoe	$175/hr
Grader in Town	$175/hr
Grader out of Town	$200/hr
Snow Blower	$175/hr
Snow Blower out of Town	$200/hr
Truck	$125/hr
Steamer	$125/hr
Foreman	$75/hr
Employees	$50/hr
Minimum 1 hour and 1/2 hr. increments thereafter	
Equipment must be supervised by Town personnel and operated by qualified persons	