**TOWN OF STAR CITY**

**BYLAW NO. 531-2023**

**A BYLAW TO ESTABLISH ADMINISTRATIVE**

 **CHARGES**

The Council of the Town of Star City, in the Province of Saskatchewan, enacts as follows:

**TITLE**

1) This Bylaw shall be cited as “Fees & Charges 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 provide by or on behalf of the Town.

**PURPOSE**

3) The purpose of this Bylaw is to establish certain fees and charges as well as related conditions or requirements.

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 provisions 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 presented in Schedule “A” shall be paid prior to the service or information being provided.

d) The CAO shall determine the method and location of payment of the fees.

e) If a cheque used for payment of fees or services is returned to the Town of Star City for any reason, the fee is fee will be charged as noted in Schedule “A”.

f) The Assessment Appeal Fee provided for in Bylaw 471-2001, if paid by cheque, are 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 file; and

 iii) Should the cheque be returned to the Town of Star City due to non-sufficient funds or closure of account, the fee is deemed to have not been received for the purpose of filing the assessment appeal.

g) WATER & SEWER INSTALLATION

 i) For new water connection, the registered property owner is to pay all cost of the installing the line and material to the main.

 ii) An application shall be made and duly signed by the registered property owner as outlined in the Water & Sewer Connection Form

 iii) The registered property owner shall hire a town approved contractor to complete the work.

PRE-APPROVED CONTRACTORS ARE LISTED BELOW

* TAYLOR’S TRENCHING

 iv) If the registered property owner wishes to hire a contractor not listed on the approved contractors listing, an application must be made for approval of this contractor to complete the work.

 v) The registered property owner shall be responsible for the cost of returning the land to its previous condition including the cost of repairing sidewalks and road surfaces to the satisfaction of the Town.

 vi) The Public Works Foreman will inspect the line before the trench is backfilled to ensure the work meets Town specifications.

This bylaw goes into effect on January 1, 2024.

Policy 22-01 is hereby repealed.

Introduced and read a first time this 14th day of November, 2023.

Read a second time this 14th day of November, 2023.

Read a third time this 14th day of November, 2023.

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Mayor

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

CAO

**SCHEDULE A**

**PUBLIC WORKS MACHINERY RATES**

|  |  |  |
| --- | --- | --- |
| **SERVICE OR INFORMATION** | **DESCRIPTION** | **FEE** |
| SKIDSTEER | ½ HR MIN – INCLUDES OPERATOR | $85.00/HR |
| ROAD BOSS |  | $35.00/HR |
| DRIVEWAY SNOW REMOVAL | MINIMUM CHARGE | $30.00 MIN |
| BACKHOE |  | $120.00/HR |
| RIDING MOWER  | MINIMUM CHARGE | $30.00 MIN |
| TRACTOR & MOWER |  | $50.00/HR |
| CN – CUSTOM MOWING  |  | $300.00/MOW |
| POLE SAW  | INCLUDES REMOVAL  | $30.00/HR |

**\*PRICES SUBJECT TO APPLICABLE TAXES\***

**PUBLIC WORKS SUPPLY RATES**

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| --- | --- | --- |
| **SERVICE OR INFORMATION** | **DESCRIPTION** | **FEE** |
| GRAVEL |  | $30.00/BUCKET |
| SAND |  | $25.00/BUCKET |
| TOP SOIL  |  | $25.00/BUCKET |
| DELIVERY CHARGE  |  | $10.00/LOAD  |
| CULVERT – 6” | IN TOWN ONLY INC INSTALLATION | $5.00/FT |
| CULVERT – 8”  | IN TOWN ONLY INC INSTALLATION | $7.00/FT  |
| CULVERT – 12” | IN TOWN ONLY INC INSTALLATION | $10.00/FT  |
| COUPLER FOR 12”  |  | $45.00 EACH |

**\*PRICES SUBJECT TO APPLICABLE TAXES\***

**OFFICE SERVICES**

|  |  |  |
| --- | --- | --- |
| **SERVICE OR INFORMATION** | **DESCRIPTION** | **FEE** |
| PHOTOCOPYING  | \*\*SEE NOTE\*\* | $0.20/PAGE |
| FAXING  | UP TO 10 PAGES  | $1.25 |
|  | LOCAL OR TOLL FREE  | FREE  |
| TAX CERTIFICATE  | AS PER BYLAW 478-2012 | $20.00/ROLL |
| RETURNED BANK ITEMS |  | $35.00  |
| PROPERTY PIN LOCATE NOT A LEGAL SURVEY | PROPERTY PIN LOCATE FORM  | FREE UPON SIGNED RELEASE  |
| CULVERT – 12” | IN TOWN ONLY INC INSTALLATION | $10.00/FT  |
| COUPLER FOR 12”  |  | $45.00 EACH |

**\*PRICES SUBJECT TO APPLICABLE TAXES\***

**\*\*NOTE – Ratepayers requesting hard copies of town documents ie: minutes, policies etc are limited to 20 copies per year per household at no charge. Any copies above that amount will be charged at the current rate. The 20 copies at no charge does not pertain to any personal copies requested.**

**SCHEDULE A - continued**

**PROMOTIONAL MERCHANDISE**

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| **SERVICE OR INFORMATION** | **DESCRIPTION** | **FEE** |
| HOODIE – ZIP UP  | ADULT | $42.00 |
| HOODIE – PULL OVER TYPE  | ADULT | $35.00 |
| T-SHIRTS | YOUNG & TOT | $12.00  |
| T-SHIRTS  | ADULT  | $20.00 |
| BASEBALL SHIRTS | ADULT | $30.00  |
| CAMO BALL HATS |  | $20.00 |
| SWEAT PANTS | ADULT | $30.00  |
| SWEAT PANTS  | YOUTH | $20.00 |
| STAR CITY PINS |  | $3.00  |
| STAR CITY WINE GLASSES |  | $7.50 EACH  |
| STAR CITY COFFEE CUPS |  | $7.50 EACH |
| “I REMEMBER WHEN” | HISTORY BOOK | $30.00  |
| “STAR CITY PIONEER DAYS” | HISTORY BOOK  | $20.00  |
| “MY MEMORIES OF THE VALLEY” |  | $30.00  |

**\*PRICES SUBJECT TO APPLICABLE TAXES\***

Council authorizes administration to adjust pricing on promotional merchandise as needed to maintain a cost recovery position.

**CURLING RINK STORAGE**

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| --- | --- | --- |
| **SERVICE OR INFORMATION** | **DESCRIPTION** | **FEE** |
| STORAGE RATE  | BUMPER TO BUMPER  | $12.00/RUNNING FT  |
| ALTERNATE STORAGE DATE | If you are unable to deliver/remove the stored item on the specified date and an alternate time is required  | $50.00  |

**\*PRICES SUBJECT TO APPLICABLE TAXES\***