

RURAL MUNICIPALITY OF WEYBURN NO. 67

BYLAW NO. 3-2026

A BYLAW TO PROVIDE ADMINISTRATION FEES & CHARGES

The council of the Rural Municipality of Weyburn No. 67 in the Province of Saskatchewan enacts as follows:

1. TITLE

This bylaw shall be referred to as the "Administration Fees and Charges Bylaw".

2. PURPOSE

To provide a Bylaw that established fees and costs for services provided by or on behalf the Municipality to the public.

3. TABLE OF FEES & CHARGES

3.1 Council & Public Meeting Records

Description	Fee
Printed Copies	
Council Meeting Minutes	\$10.00 + \$2.00 per page
Note: Does not include attachments	(per meeting/set)
Public Hearing Minutes	\$10.00 + \$2.00 per page
Note: Does not include attachments	(per hearing/set)
Special Meeting Minutes	\$10.00 + \$2.00 per page
Note: Does not include attachments	(per meeting/set)
Digital Copies	
Copies of Digital Council or Committee meeting minutes that are more than one (1) year old from the date of the request are subject to the fees established below	
Council Meeting Minutes	\$10.00 (per meeting/set)
Note: Does not include attachments	
Public Hearing Minutes	\$10.00 (per hearing/set)
Note: Does not include attachments	
Special Meeting Minutes	\$10.00 (per meeting/set)
Note: Does not include attachments	
Certified copy of minutes (printed or digital)	Fee + additional \$10.00 per set
Note: Does not include attachments	
Additional printed pages (where printing is required)	\$2.00 per page

3.2 Municipal Records & Documents

Description	Fee
Printed Copies	
Bylaw, Policies, Resolutions or Reports	\$10.00 per document + \$2.00 per page

Certified copy of Bylaw, Policy, Resolution or Report (printed or digital)	Fee + additional \$10.00 per set
Zoning Bylaw, Official Community Plan, Weyburn Planning District – District Plan	\$50.00 per document
Digital Copies Bylaws, policies, resolutions or reports	\$10.00 per document
Archived or historical record retrieval (records greater than 1 year old from date of request)	\$50.00 per request + \$30.00 per hour after the first hour of time
Extraordinary or complex requests Requests requiring greater than 1 hour of staff time	\$50.00 per request + \$30.00 per hour after the first hour of time
Printed pages (where printing is required)	\$2.00 per page
Postage, courier or shipping	Actual Cost
Rush or expediated processing (when approved)	Fee + additional \$30.00 per request
Documents or maps printed	\$5.00
Black & White or Colour Printing or Copying (max. 11x17 paper size)	\$2.00 per page

3.3 Taxation & Assessment Services

Description	Fee
Tax Certificate	\$20.00 (up to 4 parcels)
Reprint Tax Notice	\$5.00
Title Search	\$10.00 + ISC Fees
SAMA Appeal Fee Note: Fee is refundable if applicant is successful	\$100.00 per parcel
SAMA Maintenance Fee (when requested by property owner)	as determined by SAMA

3.4 RM Maps

Description	Fee
Non-ratepayer	\$20.00
Ratepayer	\$5.00
Mailing RM Map	Map Fee + \$7.00

3.5 Document Signing

Description	Fee
Commissioner of Oaths	

Ratepayer	FREE
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Notary of Public

Ratepayer	FREE
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3.6 Special Requests

Description	Fee
GIS or custom map request	\$50.00 minimum + \$30.00 per hour
Custom Data Compilation or Report	\$50.00 minimum + \$30.00 per hour
External or third part costs incurred by RM due to a request	Actual Cost

3.7 Freedom of Information (LA FOIP) Requests

Description	Fee
LA FOIP Request	Refer to Access to Information Policy

Note: Fees are applied in accordance with The Local Authority Freedom of Information and Protection of Privacy Act and its Regulations.

3.8 Planning & Development Fees

Description	Fee
Planning and Development Fees	Refer to Planning & Development Fees Bylaw

4. FEE WAIVERS & DISCRETION

- .1 Council or the Administrator may waive or reduce fees where deemed reasonable and in the public interest.
- .2 Where a request for a fee waiver or reduction a written request shall be made to the Council or Administrator outlining the details of the request and reasons for the reduction.
- .3 All fees are payable prior to release of records or provision of services unless otherwise authorized.

5. COMING INTO FORCE

.1 This Bylaw shall come into effect on the day of its final passing.

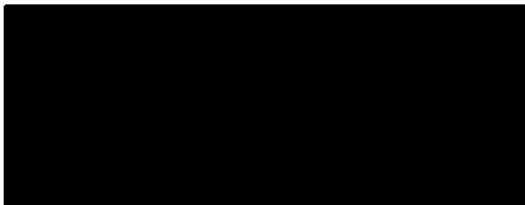


Reeve James 'Bud' Grohn

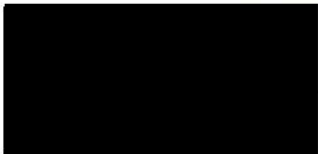


Administrator Jenna Smolinski

Certified a true copy of
Bylaw No. 3-2026 adopted
by Council on the 18th day
of March, 2026.



Reeve James 'Bud' Grohn



Administrator Jenna Smolinski

