

Bylaw 2018-2011

A BYLAW TO PROVIDE FOR THE CHARGING OF FEE FOR SERVICES PROVIDED BY THE CITY OF ESTEVAN.

WHEREAS, pursuant to the Section 8 (1) (I) of *The Cities Act* the City may set service charges for services provided and may set the time and place and the manner in which they will be payable;

AND WHEREAS the Council of the City of Estevan deems it necessary and desirable to do so;


NOW, THEREFORE, the Council of the City of Estevan hereby enacts as follows:

1. That the following service charges shall be set as identified in Schedule A
2. The fees indicated in of this Bylaw shall be payable at the time of request.
3. **FORMER BYLAW REPEALED**
That Bylaw 2002-1622 of the City of Estevan, Saskatchewan and all amendments thereto are hereby repealed; such repeal shall not prejudicially affect any matter or thing whatever done, existing or pending at the time of such repeal.

EFFECTIVE DATE:

This Bylaw shall come into force and effect January 1, 2019.

CITY OF ESTEVAN



Roy Ludwig
Mayor



Judy Pilloud
City Clerk

Read a first time this 3rd day of December, 2018.

Read a second time this 17th day of December, 2018.

Read a third time approved and adopted for use by the City of Estevan this 17th day of December, 2018.

Bylaw 2018-2011 Schedule A

Description of Service Administration	Units	2019 Fees
Photocopying	/page	\$0.50
Faxing	/page	\$1.00
NSF Cheque Charge	/cheque	\$40.00
Commissioner for Oaths and Witnessing Services	/document	\$10.00
Administration Research Fee	/hour	\$25.00
Digital Media Copy	/stick	\$10.00
Digital Image	/photo	\$15.00
Public Accounts (paper copy)		\$15.00
Annual Budget (paper copy)		\$15.00
Traffic Bylaw (paper copy)		\$25.00
Zoning Bylaw (paper copy)		\$25.00
Official Community Plan (paper copy)		\$50.00
City Pins	/pin	\$2.50
City Flags	/flag	\$85.00
City Maps		\$25.00
Color Maps		\$50.00

Where it is determined that the information requested will take extensive time to research, Section 5 (1) and (3) of the *Local Authority Freedom of Information and Protection of Privacy Act Regulations* will apply.

Request for Access in Information 20.00

Where time is in access of one hour 25.00/hr

Description of Service Finance	Units	2019 Fees
Tax Certificate		\$25.00
Assessment Field Sheets/assessment (Agents)		\$15.00
Tax Information Request (verbal)		\$15.00
Registration of Tax Lien	/title	\$50.00
Registration of all other Interests	/title	\$75.00
Tax Enforcement	/title	\$120.00
Tax Enforcement Final Notice	/title	\$250.00
Reprinting of Tax Notice	/notice	\$5.00
Assessment Roll Property Profile	/property	\$5.00
Tax Inquiry (written)		\$15.00

Description of Service Engineering	Units	2019 Fees
Utility Service Termination Deposit		\$1,500
Utility Service Disconnect	/property	77.00
Utility Service Reconnect (turn on service after hours)	/ property	150.00
Sewer and Water Inspections		\$50.00
Water and Sewer History of a Property	/property	\$20.00
Engineering Information Requests		\$25.00
Water Pressure Concerns – if not City related	/property	\$50.00
Water Quality Concerns – if not City related	/property	\$50.00
Property Pin Locates	\$25/pin	\$50.00

Description of Service Building Inspector	Units	2019 Fees
Building Order Letter	/letter	\$50.00
Third Party Inspections	/inspection	\$50.00
Preliminary Site Plan – City Property		\$50.00
Preliminary Site Pan – Other Property		\$50.00

Description of Service Fire Department	Units	2019 Fees
Review and Approval of Plans for new or existing buildings	/request	\$75.00
Outdoor Fire Pits (Excluding Barbeques)	/permit	\$10.00
Outdoor Fireplace and Chimney Approval	/permit	\$10.00
Fire Works and Pyrotechnics Display Permit	/permit	\$75.00

Description of Service Leisure Services Fees & Charges	Units	2019 Fees
Rentals - Transport Not Included		
Conference Room	/ Hour	\$26.50
City Wide Registration Table (3% increase)	/ Table	\$92.50
Playpark (rent pool & shack with staff)(3% increase)	/ 3 Hours	\$168.00
Park Permit	Admin	\$26.50
Key Deposit (All Leisure Facilities, inc Tennis Courts)	Deposit	\$100.00
Sports Fields		
Soccer Field Annual Fee	/ Season	\$5514.00
Girls Softball Diamond Annual Fee	/ Season	\$6528.00
Boys Baseball Diamond Annual Fee	/ Season	\$7653.00
Adult Slo-Pitch Diamond Annual Fee	/ Season	\$1600.00
Tennis Court Key Deposit	/ Season	\$100.00
Multi-Purpose Room (Youth/Family/Non Profit)	/ Hour	\$55.00
Multi-Purpose Room (Profit)	/ Hour	\$110.00

Description of Service 2018-2020 Leisure Services Fees & Charges	Units	2019 Fees
Arena Ice Rental: September 1 – April 30 Affinity Place, PDIC <i>All Fees Include Ice Resurfacing</i>		
Minor Ice Groups	/ Hour	\$112.50
Statutory Holiday	/Hour	\$162.50
Adult User Groups/Private Rentals/Casual Rentals	/ Hour	\$195.00
Last Minute Ice Rental (24 hour window)	/ Hour	\$112.50
Blade Sharpening	/ Blade	\$131.00

Description of Service Leisure Services Fees & Charges	Units	2019 Fees
Facility Admissions – Estevan Leisure Centre		
Child Daily (17% increase)		\$3.50
Child 1 Month Facility Pass (17% increase)		\$45.50
Child 3 Month Facility Pass		\$83.00
Child 6 Month Facility Pass		\$156.00
Child Master Facility Pass (10 admissions, no expiry)		\$35.00
Senior/Youth Daily (10% increase)		\$5.50
Senior/Youth 1 Month Facility Pass		\$48.00
Senior/Youth 3 Month Facility Pass		\$105.00
Senior/Youth 6 Month Facility Pass		\$200.00
Senior/Youth Master Facility Pass (10 admissions, no expiry) (10% increase)		\$48.00
Adult Daily		\$10.00
Adult 1 Month Facility Pass		\$55.00
Adult 3 Month Facility Pass		\$140.00
Adult 6 Month Facility Pass		\$253.00
Adult Master Facility Pass (10 admissions, no expiry)		\$77.00
Family Daily (7% increase)		\$15.00
Family 1 Month Facility Pass		\$120.00
Family 3 Month Facility Pass		\$330.00
Family 6 Month Facility Pass		\$595.00
Family Master Facility Pass (10 admissions, no expiry)		\$140.00
Locker in Change Room	/ Month	\$12.00
Playcare Daily Fee	/ Hour	\$5.00
Playcare Punch Card	/ Card	\$50.00
Spin Classes (10 classes/set)	/ Set	\$100.00

- 10% off passes purchased in September (Shutdown)
- 10% off customer appreciation in December

Description of Service 2018-2020 Leisure Services Fees & Charges	Units	2019 Fees
Dry Floor Rental - Affinity Place		
Private/Commercial Groups	/ Day	\$4470.00
Non Profit Groups (Local Clubs, Charities, Fundraisers)	/ Day	\$1379.00
Sporting Activities	/ Hour	\$64.00
Lounge Rental	/ Hour	\$65.00
Additional Services		
Set Up & Tear Down	/ Day	\$2673.50
Glass Removal	/ Day	\$2673.50
Floor Install Over Ice	/ Day	\$2673.50
Dry Floor Rental – LMC, Curling Rink <i>No Set Up/Take Down Charges - Includes Table & Chairs</i>		
Private/Commercial Groups	/ Day	\$3395.00
Non Profit Groups (Local Clubs, Charities, Fundraisers)	/ Day	\$1061.00
Sporting Activities	/ Hour	\$64.00
Curling Club Annual Rent: September 15 – April 15	Annual	\$31,827.00
Rentals - Transport Not Included		
Table (8 foot plastic)	/ Table	\$12.75
Chair (metal, folding)	/ Chair	\$
Bleacher (3 rows)	/ Bleacher	\$43.00
Stage (8*14 section)	/ Section	\$43.00
Forecourt (Tables/Chairs Included)	/ Day	\$106.00
Tennis Court Key Deposit	/ Season	\$100.00
Multi-Purpose Room (Youth/Family/Non Profit)	/ Hour	\$55.00
Multi-Purpose Room (Profit)	/ Hour	\$110.00

Description of Service	Units	2019 Fees
Leisure Services Fees & Charges		
Pool		
Swimming Lessons	Units	2019
Swimming Lessons (All levels)(3% increase)	/ Set	\$59.00
Private Swimming Lessons (5 - 30 minute Lessons)	/ Set	\$115.00
Semi – Private Swimming Lessons (5 – 30 minute Lessons)	/ Set	\$88.00
School Swimming Lessons (45 minute Lessons)	/ Instructor	\$36.00
Babysitting Training Course (Red Cross)	/ Course	\$46.00
Swimming Instructor Advance Lesson		
Water Safety Instructor (WSI)	/ Course	\$300.00
Water Safety Instructor (WSI) Re-Certification	/ Re-Cert	\$87.50
Lifeguard Advance Lesson		
Bronze Cross or Red Cross Assistant Lifeguard Course	/ Course	\$285.00
Private Pool Rental		
Minor Swim Club Rental (Eels, Sharks, Mermaids)	/ Hour	\$113.00

Description of Service	Units	2019 Fees
Cemetery Services Fees & Charges		
Cemetery Lot Purchase		Prices without tax
Full Lot Adult / child (all available sections)	/lot	795.00
Infant Lot (section 10 only)	/ lot	475.00
Columbarium Niche (top four rows)	/ niche	2592.00
Columbarium Niche (bottom two rows)	/ niche	2268.00
Columbarium Gardens Memorial Stone		475.00
Columbarium Gardens Single lot (1m x 1m)	/lot	475.00
Columbarium Gardens Double lot (1m x 1.5 m)		550.00
Interment		
Interment – Summer Weekday (April 15 – Oct 15)		
Ash(Ground lot or Niche – (Adult /Child/Infant)	/ lot or niche	220.00
Full Burial – Child / Infant		440.00
Full Burial – Adult		719.00
Ash (Ground lot or Niche – Adult/Child/Infant	/ lot or niche	260.00
Full Burial – Child/ Infant		624.00
Full Burial – Adult		873.00
Interment –Winter Weekday (Oct 16 – April 14)		
Ash (Ground lot or Niche – Adult /Child/Infant)	/lot or niche	315.00
Full burial – Child / Infant		634.00
Full burial – Adult		938.00
Interment – Winter Holiday / Weekend		
Ash (Ground lot or Niche – Adult/Child/Infant)		374.00
Full Burial – Child/Infant		748.00
Full Burial - Adult		1063.00
Disinterment (Summer weekday only service)		
Removal of Human Remains		2160.00
Removal of Cremated Remains (Columbarium Niche)		220.00
Removal of Cremated Remains (Ground Lot)		315.00
Administration Fees		
Staking Permits – monument placement		36.00
Return / transfer of Cemetery lot rights		60.00

Site specific requested work (hourly rates on actuals)