

The Northern Municipalities Regulations

being

[Chapter N-5.2 Reg 1](#) (effective January 1, 2011) as amended by Saskatchewan Regulations [32/2011](#), [68/2012](#), [80/2012](#), [9/2013](#), [14/2013](#), [35/2013](#), [75/2013](#), [77/2013](#), [78/2013](#), [26/2014](#), [32/2014](#), [84/2014](#), [29/2016](#), [81/2016](#), [18/2017](#), [132/2017](#), [77/2018](#), [15/2019](#), [82/2019](#), [110/2020](#), [141/2020](#), [130/2021](#), [100/2022](#), [7/2023](#) and [97/2023](#).

NOTE:

This consolidation is not official. Amendments have been incorporated for convenience of reference and the original statutes and regulations should be consulted for all purposes of interpretation and application of the law. In order to preserve the integrity of the original statutes and regulations, errors that may have appeared are reproduced in this consolidation.

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Code of Ethics for Members of Council

CHAPTER N-5.2 REG 1
The Northern Municipalities Act, 2010

PART I
Title and Interpretation

Title

- 1** These regulations may be cited as *The Northern Municipalities Regulations*.

Interpretation

- 2(1)** In these regulations:

- (a) **“Act”** means *The Northern Municipalities Act, 2010*;
 - (a.1) **“cannabis plant”** means a plant that belongs to the genus *Cannabis*;
 - (a.2) **“centralized board of revision”** means a board of revision established pursuant to section 243.1 of the Act;
 - (b) **“Form”** means a form set out in Part I of the Appendix;
 - (c) **“Table”** means a table set out in Part II of the Appendix.
- (2) For the purposes of paragraph 2(1)(h.1) of the Act, **“contact information”** includes a user account on a website with secure information storage, if the following conditions are met:
- (a) the recipient has consented to receive documents or information through the website; and
 - (b) the sender informs the recipient when a document or information is posted on the website through at least 1 other option listed under **“contact information”** as defined in the Act in each instance that a document or information is required to be sent pursuant to the Act.
- (3) For the purposes of subclause 2(1)(s) of the Act, an improvement that is **“a building or structure”** includes the following facilities at an oil or gas well, battery or gas handling site:
- (a) an oil storage facility;
 - (b) a chemical storage facility.
- (4) For the purposes of clause 2(1)(zz) of the Act, **“resource production equipment”** includes fixtures, machinery, tools, railroad spur tracks and other appliances by which a mine or petroleum oil or gas well is operated, but does not include any of the following:
- (a) tipples, general offices, general stores, rooming houses, public halls or yards;

- (b) the following facilities at an oil or gas well, battery or gas handling site:
 - (i) an oil storage facility;
 - (ii) a chemical storage facility.

24 Dec 2010 cN-5.2 Reg 1 s2; 9 Nov 2018 SR 77/2018 s3; 9 Nov 2019 SR 82/2019 s2; 25 Sep 2020 SR 110/2020 s3; 23 Dec 2022 SR 100/2022 s3.

PART II

General

Oath – member of council

3 Form A is the form prescribed for the official oath to be taken by a member of council pursuant to section 108 of the Act.

24 Dec 2010 cN-5.2 Reg 1 s3.

Model code of ethics

3.1(1) Schedule 1 as set out in Part III of the Appendix is prescribed as the model code of ethics for the purposes of section 107.1 of the Act.

(2) Pursuant to clause 107.1(7)(b) of the Act, a council shall adopt a code of ethics within 120 days after the coming into force of this section.

(3) A council may make alterations to the wording of the prescribed code of ethics that do not conflict with the substance of the code and are not designed to mislead.

28 Oct 2016 SR 81/2016 s3.

Public disclosure statements

3.2(1) For the purposes of clause 160(6)(a) of the Act, a member of council is required to provide a written amendment to the public disclosure statement if the conflict of interest declared by the member of council involves information that:

- (a) has not been previously disclosed on his or her public disclosure statement; and
- (b) is required to be disclosed pursuant to section 160 of the Act.

(2) Subsection (1) only applies to information or a matter that is required to be disclosed on the municipality's public disclosure statement.

28 Oct 2016 SR 81/2016 s3.

Oath – member or secretary of board of revision

4 Form B is the form prescribed for the official oath to be taken by a member of a board of revision and the secretary of a board of revision pursuant to subsection 241(5) of the Act.

24 Dec 2010 cN-5.2 Reg 1 s4.

Conflict of interest

4.1 For the purposes of sections 159.1 and 162.2 of the Act, “**to improperly further another person’s private interests**” includes, but is not limited to, a member of council doing any of the following:

- (a) using that member’s office or position to execute or influence a decision of the council, council committee, controlled corporation or other body, or another person, regarding the private interest;
- (b) releasing or communicating information obtained by that member’s office or position that is not available to the public that the member knew or ought to have known may be used to further the private interest;
- (c) receiving any payment or reward, or promise of payment or reward, for the use of that member’s office or position to execute or influence a decision regarding the private interest;
- (d) using that member’s office or position to give preferential treatment or to show partiality or other bias in decision making that does not benefit residents or the public regarding a municipal matter;
- (e) directing or influencing a municipal employee to give preferential treatment, take action or make a recommendation regarding the private interest or a matter related to the private interest that the employee would not otherwise have given, taken or made.

25 Sep 2020 SR 110/2020 s4.

Emergency closure of streets and roads

5 The notice and consent requirements set out in subsection 14(2) of the Act respecting the temporary closure of a provincial highway or of certain streets or roads do not apply in the case of an emergency in which there is a present or imminent event, situation or condition:

- (a) that requires immediate action or prompt co-ordination and regulation of action; and
- (b) for which the normal use of the provincial highway, street or road would:
 - (i) constitute a significant risk or danger to public safety;
 - (ii) result in damage to property; or
 - (iii) endanger or interfere with those responding to the emergency.

24 Dec 2010 cN-5.2 Reg 1 s5.

Northern hamlets - prescribed minimum taxable assessment for incorporation

5.1 For the purpose of clause 71(1)(c) of the Act, the prescribed minimum taxable assessment is \$2 million.

23 May 2014 SR 32/2014 s3.

N-5.2 REG 1**NORTHERN MUNICIPALITIES****Northern villages – prescribed minimum taxable assessment for incorporation**

6 For the purpose of clause 72(1)(d) of the Act, the prescribed minimum taxable assessment is \$17 million.

24 Dec 2010 cN-5.2 Reg 1 s6; 23 May 2014 SR 32/2014 s4.

Criminal record check

7(1) If a candidate is required by a bylaw of a council pursuant to section 104 of the Act to submit a criminal record check, the criminal record check that is submitted must:

- (a) be in Form C; and
 - (b) have attached to it the criminal record check received from the candidate's local police service.
- (2)** The criminal record check mentioned in subsection (1) must have been completed by the local police service not more than 30 days before the date that the criminal record check is submitted in accordance with the requirements set out in section 104 of the Act.

24 Dec 2010 cN-5.2 Reg 1 s7.

Direct appeals re commercial and industrial property

8 For the purpose of clause 265(1)(b) of the Act, the prescribed amount is \$1,000,000.

24 Dec 2010 cN-5.2 Reg 1 s8.

Amounts for simplified appeals

8.1 For the purposes of clause 244(1)(b) of the Act, the prescribed amount is \$750,000.

23 Dec 2022 SR 100/2022 s4.

Date for mill rate survey return

8.2 For the purposes of subsection 311.1(1) of the Act, a municipality shall submit to the minister, on or before August 15 of each year, information respecting tax tools, tax rates and any other taxes and rates levied or proposed to be levied by the municipality.

24 Dec 2020 SR 141/2020 s3.

Service of documents

8.3(1) For the purposes of subsection 411(4) of the Act, if a notice, order or other document relates to an appeal, dispute resolution or the collection of tax arrears, the notice, order or other document is deemed to be received on:

- (a) the 5th business day after the date of its mailing, unless the person to whom it was mailed establishes that, through no fault of the person, the person did not receive the notice, order or other document or that the person received it at a later date; or

(b) the delivery date, if sent by registered mail and the delivery date shown on the signed post office receipt card is a date earlier than the 5th business day after the date of its mailing.

(1.1) For the purposes of subsection 411(4) of the Act, if a notice, order or other document relates to a property assessment appeal, the notice, order or other document may be served by email, and that email is deemed to be received on the date of transmission, unless the person to whom it was emailed establishes that, through no fault of the person, that person did not receive the notice, order or other document or that the person received it at a later date.

(2) If service cannot be effected in accordance with subsection 411(1) of the Act, a notice, order or other document may be served by publishing it in at least 2 issues of a newspaper, if the second publication appears at least 3 business days before any action is taken with respect to the matter to which the notice, order or document relates.

(3) In the circumstances mentioned in subsection (2), in addition to publication in a newspaper, a notice, order or other document may be served by publishing it:

(a) on a website operated by the municipality in a place on the website where public notices are usually published, for at least 10 business days before any action is taken with respect to the matter to which the notice, order or document relates; or

(b) in any other manner outlined in the public notice policy adopted by council bylaw.

24 Dec 2020 SR 141/2020 s3; 23 Dec 2022 SR 100/2022 s5.

8.4 Repealed. 24 Dec 2020 SR 141/2020 s3.

PART III

Road Maintenance Agreements and Road Committees

Interpretation of Part

9 In this Part:

(a) **“agreement”** means a road maintenance agreement that is described in section 22 of the Act between a hauler and a municipality;

(b) **“bulk haul”** means the transportation of goods by or to a hauler;

(c) **“hauler”** means a person described in clause 22(1)(b) of the Act who is required to enter into an agreement with a municipality pursuant to that section;

- (d) **“municipal road”** means a street or road as defined in the Act that is located in a municipality;
- (e) **“order”** means an order mentioned in clause 38(1)(f) of *The Highways and Transportation Act, 1997* that is issued by a road committee;
- (f) **“road committee”** means a committee established in accordance with section 100 of the Act for the purpose of issuing orders;
- (g) **“summer haul period”** means:
 - (i) the period agreed to by the parties to an agreement as the summer haul period; or
 - (ii) in the absence of a period agreed to pursuant to subclause (i), the period commencing on March 16 in one year and ending on November 14 of that year;
- (h) **“undeveloped road”** means a road allowance in a municipality that:
 - (i) has not been developed as a municipal road; or
 - (ii) is not being maintained for the movement of traffic;
- (i) **“winter haul period”** means:
 - (i) the period agreed to by the parties to an agreement as the winter haul period; or
 - (ii) in the absence of a period agreed to pursuant to subclause (i), the period commencing on November 15 in one year and ending on March 15 of the following year.

24 Dec 2010 cN-5.2 Reg 1 s9.

Roads to be specified in agreement

10 Every agreement must identify the municipal roads and the undeveloped roads to which the agreement applies.

24 Dec 2010 cN-5.2 Reg 1 s10.

Normal costs to be considered

11 The parties to an agreement must take into account the normal road maintenance and restoration expenses incurred or to be incurred by the municipality to provide road maintenance and restoration services to municipal roads during the period of the bulk hauls to be made by or to the hauler.

24 Dec 2010 cN-5.2 Reg 1 s11.

Maintenance and restoration of roads by hauler

12(1) Subject to subsections (2) and (3), every agreement must provide that the hauler shall:

- (a) provide for the maintenance and restoration of municipal roads to which the agreement applies; or

- (b) pay to the municipality an amount for the cost of maintaining and restoring municipal roads to which the agreement applies that is:
 - (i) not more than:
 - (A) in 2013:
 - (I) 1.86 cents per tonne or 3.31 cents per cubic metre, whichever is less, of load per kilometre hauled in the summer haul period; and
 - (II) 0.93 cents per tonne or 1.655 cents per cubic metre, whichever is less, of load per kilometre hauled in the winter haul period; and
 - (B) in 2014 and subsequent years:
 - (I) 2.15 cents per tonne or 3.83 cents per cubic metre, whichever is less, of load per kilometre hauled in the summer haul period; and
 - (II) 1.075 cents per tonne or 1.915 cents per cubic metre, whichever is less, of load per kilometre hauled in the winter haul period; and
 - (ii) not less than:
 - (A) in 2013:
 - (I) \$71.10 per kilometre of municipal road used for bulk haul during the summer haul period; and
 - (II) \$35.55 per kilometre of municipal road used for bulk haul during the winter haul period; and
 - (B) in 2014 and subsequent years:
 - (I) \$82.26 per kilometre of municipal road used for bulk haul during the summer haul period; and
 - (II) \$41.13 per kilometre of municipal road used for bulk haul during the winter haul period.
- (2) The provision of any maintenance and restoration of municipal roads, or the payment to a municipality of an amount for the restoration or maintenance of municipal roads, pursuant to subsection (1) is to be only for maintenance and restoration that is:
- (a) in addition to the normal road maintenance and restoration that the municipality is required to provide to those roads; and
 - (b) required by reason of the bulk hauls to be made by or to the hauler.

- (3) A municipality may waive its right to the minimum amounts mentioned in subclause (1)(b)(ii).
- (4) Every agreement must provide that the hauler who is a party to the agreement shall provide:
 - (a) any road maintenance that is required to the undeveloped roads to which the agreement applies for the bulk hauls to be made by or to the hauler; and
 - (b) the restoration that is required to the undeveloped roads to which the agreement applies by reason of the bulk hauls made by or to the hauler.

24 Dec 2010 cN-5.2 Reg 1 s12; 20 Sep 2013 SR
77/2013 s3.

Payment for shortening of lifetime of municipal roads

13(1) Every agreement must provide that the hauler shall pay to the municipality an amount as compensation for any shortening of the lifetime of the municipal roads to which the agreement applies that will be caused by the bulk hauls to be made by or to the hauler.

- (2) The maximum amount payable pursuant to subsection (1) is:
 - (a) in 2013:
 - (i) 1.59 cents per tonne or 2.83 cents per cubic metre, whichever is less, of load per kilometre hauled in the summer haul period; and
 - (ii) 0.795 cents per tonne or 1.415 cents per cubic metre, whichever is less, of load per kilometre hauled in the winter haul period; and
 - (b) in 2014 and subsequent years:
 - (i) 1.84 cents per tonne or 3.27 cents per cubic metre, whichever is less, of load per kilometre hauled in the summer haul period; and
 - (ii) 0.92 cents per tonne or 1.635 cents per cubic metre, whichever is less, of load per kilometre hauled in the winter haul period.

24 Dec 2010 cN-5.2 Reg 1 s13; 20 Sep 2013 SR
77/2013 s4.

Public interest

14 Every agreement may contain conditions that regulate the bulk hauls to which the agreement relates for the purpose of protecting the public interest in the municipal roads and undeveloped roads to which the agreement applies.

24 Dec 2010 cN-5.2 Reg 1 s14.

Dispute resolution

- 15(1)** Every agreement must provide for a dispute resolution process.
- (2) The dispute resolution process mentioned in subsection (1) must be used in the event of a dispute between the parties before any party may apply to the Saskatchewan Municipal Board pursuant to clause 23(2)(b) of the Act.

24 Dec 2010 cN-5.2 Reg 1 s15.

Resolution to establish road committee

16 The resolution establishing a road committee may be passed at any regular or special meeting of the council.

24 Dec 2010 cN-5.2 Reg 1 s16.

Issuance of order

17 A road committee may issue an order only if, due to inclement weather or unfavourable road conditions, the use of the road in the manner prohibited by the order would, in the opinion of the road committee, reasonably be expected to result in:

- (a) damage to the road; or
- (b) a high risk of:
 - (i) property damage; or
 - (ii) personal injury to the public.

24 Dec 2010 cN-5.2 Reg 1 s17.

Requirements of order

18 Every order must:

- (a) be signed by the members of the road committee; and
- (b) state the date on which it is signed and the date on which it takes effect.

24 Dec 2010 cN-5.2 Reg 1 s18.

Duties of administrator re order

19 The road committee shall file every order with the administrator, and the administrator shall:

- (a) promptly notify the permit officer in the ministry over which the minister responsible for the administration of *The Highways and Transportation Act, 1997* presides of the issuance of or the cancellation of an order, as the case may be; and
- (b) present a copy of the order to the next meeting of the council, which presentation shall be recorded in the minutes of that meeting.

24 Dec 2010 cN-5.2 Reg 1 s19.

Notice of order

20 On the issuance of an order, the road committee shall cause a notice in accordance with section 21 to be posted conspicuously:

- (a) at each end of the road to which the order applies; and
- (b) at any junction or intersection of that road as the road committee considers advisable.

24 Dec 2010 cN-5.2 Reg 1 s20.

Requirements of notice

21 Every notice must:

- (a) clearly set out the restrictions specified in the order;
- (b) state the penalty for contravening the order;
- (c) be of reasonably durable material;
- (d) be at least 30 centimetres by 45 centimetres in size; and
- (e) be placed at least one metre above the ground.

24 Dec 2010 cN-5.2 Reg 1 s21.

Cancellation of order

22(1) The road committee shall cancel an order when the road conditions, in the opinion of the road committee, will withstand the traffic otherwise restricted by the order.

(2) On the cancellation of an order, the road committee shall cause the notices posted in accordance with this Part to be removed.

24 Dec 2010 cN-5.2 Reg 1 s22.

PART III.1

Applications and Appeals to the Provincial Court**Interpretation of Part**

22.1 In this Part:

- (a) **“appeal”** means an appeal to the court as authorized by the Act;
- (b) **“appellant”** means a party who may appeal to the court pursuant to the following provisions of the Act:
 - (i) subsection 19(10); or
 - (ii) subsection 166(3);
- (c) **“applicant”** means a party who may apply to the court pursuant to the following provisions of the Act:
 - (i) subsection 13(7);
 - (ii) subsection 59(8);
 - (iii) subsection 59(11);
 - (iv) subsection 156(1);

- (v) subsection 164(3);
- (vi) clause 166(2)(b); or
- (vii) subsection 366(4) of the Act;
- (d) **“application”** means an application to the court as authorized by the Act;
- (e) **“clerk”** means a clerk of the court appointed pursuant to *The Court Officials Act, 1984*;
- (f) **“court”** means the Provincial Court of Saskatchewan.

23 Nov 2012 SR 80/2012 s3.

Applications or appeals for a hearing

22.2(1) A council or any person who intends to make an application or an appeal shall file with the court a Notice of Application in Form K, M, N or O or Notice of Appeal in Form L, as the case may be, signed by the applicant or appellant.

(2) On receiving a signed Notice of Application or Notice of Appeal, the clerk shall set a time and place for the hearing of the application or appeal.

23 Nov 2012 SR 80/2012 s3.

Serving a notice

22.3(1) For the purposes of applications or appeals to the court, a copy of the notice must be served by the applicant or appellant on any party requiring notice pursuant to the Act:

- (a) for applications pursuant to subsections 13(7) and 366(4), at least 20 business days before the hearing date stated in the notice; or
 - (b) for all other applications or appeals at least 15 business days before the hearing date stated in the notice.
- (2) For the purposes of this section, a document may be served on a municipality by leaving a copy of the document with the mayor or administrator of the municipality or with a deputy of any of those persons.
- (3) For the purposes of this section, a document may be served on the minister by delivering by registered mail a copy of the document to the deputy minister of the ministry over which the minister presides.
- (4) If a notice has not been served or if there is not enough time before the hearing date stated in the notice to comply with subsection (1), or both, a judge of the court may adjourn the hearing to a new date to permit service in accordance with subsection (1).
- (5) If a new hearing date is set in accordance with subsection (3), the notice must be amended to reflect the new hearing date.

23 Nov 2012 SR 80/2012 s3.

Proof of service

22.4(1) Service of a document may be proved:

- (a) if service is by personal service, by hand delivery in accordance with clause 411(1)(c) of the Act, or by posting the document in accordance with clause 411(1)(d) of the Act, by the oral testimony or affidavit of the person who served the document; or
 - (b) if service is by registered mail, by the oral testimony or affidavit of the person who served the document accompanied by the filing with the court of the post office acknowledgment of receipt or proof of delivery card purporting to be signed by or on behalf of the addressee.
- (2) An affidavit mentioned in clauses (1)(a) and (b) is to be in Form Q.
- (3) If service is by registered mail, the post office acknowledgment of receipt or proof of delivery card purporting to be signed by or on behalf of the addressee is admissible in evidence as proof, in the absence of evidence to the contrary, of service without proof of the signature of the person purported to have signed the document.

23 Nov 2012 SR 80/2012 s3.

Failure to appear

22.5 If a party to the application or appeal has been served but does not appear at the hearing:

- (a) the hearing may proceed in the party's absence; and
- (b) if proof of service of the application or appeal on that party is filed, the judge may do one or both of the following:
 - (i) make any appropriate order against a party who does not appear at the hearing;
 - (ii) give judgment without hearing evidence in the absence of:
 - (A) an applicant or appellant; or
 - (B) any other party who does not appear at the hearing.

23 Nov 2012 SR 80/2012 s3.

Subpoenas

22.6(1) Any party may apply to have a judge of the court or clerk issue a subpoena in Form R to compel a person to give evidence or to compel a person to give evidence and bring documents directed to a witness.

- (2) A subpoena must be served personally by delivering a copy of the subpoena, together with the prescribed witness fee, to the person named in the subpoena.
- (3) A person who is served with a subpoena shall attend at the time and court location mentioned in the subpoena.
- (4) A subpoena issued pursuant to subsection (1) has the same effect as a subpoena issued by the Court of Queen's Bench, and any witness who does not attend in obedience to a subpoena is liable in the same manner as if the witness had disobeyed a subpoena issued by the Court of Queen's Bench.

- (5) The fee payable to a witness on being served with a subpoena is:
- (a) for a professional witness or a consultant within the meaning of Schedule IV of the Tariff of Costs to the Queen's Bench Rules, \$40; or
 - (b) for a witness other than a witness mentioned in clause (a), \$15.
- (6) A witness who resides outside a radius of 10 kilometres from the municipality where the witness is attending court is entitled to be paid his or her expenses for necessary travel, accommodation and meals at the rate approved for similar expenses incurred by members of the public service of Saskatchewan.

23 Nov 2012 SR 80/2012 s3.

Hearing and determination of application or appeal

- 22.7(1)** Every application or appeal is to be heard on the hearing date set pursuant to subsection 22.2(2) or on the date to which the hearing is adjourned pursuant to subsection 22.3(4).
- (2) A judge or clerk may adjourn a hearing as may be required, and a judge may reserve his or her decision.
- (3) When a decision is made by the judge, the clerk shall send, by ordinary mail, a copy of the decision together with written reasons, if any, for the decision to each party in the application or appeal.

23 Nov 2012 SR 80/2012 s3.

PART IV Financial Matters

Budget re calculation of operating deficit

23 For the purposes of clause 176(1)(f) of the Act, **“the amount of any operating deficit incurred in the previous financial year”** means, if the total actual revenues and transfers of the municipality in the previous financial year are less than the total actual expenditures and transfers of the municipality for that same year, the amount needed to recover the unfunded portion of that deficit.

24 Dec 2010 cN-5.2 Reg 1 s23.

Grants expended by municipality

- 24(1)** For the purpose of clause 179(2)(a) of the Act, a municipality may expend the following grants:
- (a) grants for the erection, maintenance or operation of any facility to be operated or being operated for the purpose of health, welfare, public entertainment, recreation or culture, agricultural, social or other clubs or societies whose activities are considered to be beneficial to the municipality whether or not located in the municipality;
 - (b) grants to any recognized organization, association, society or institution or an agency thereof, whether or not located in the municipality, that the council determines is entitled to aid;

- (c) grants to boards of trade, school and domestic exhibitions;
 - (d) grants to privately owned airports or landing fields that provide airport or landing field services to the inhabitants of the municipality;
 - (e) grants to persons providing ambulance services within the municipality.
- (2) For the purpose of clause 179(2)(b) of the Act, the maximum total amount of all grants to be expended by a municipality during a year is one mill on the taxable assessment of the municipality.

24 Dec 2010 cN-5.2 Reg 1 s24.

Investment of proceeds of sale of land

25 The net proceeds of the sale of lands mentioned in clause 181(1)(a) of the Act may be invested in the securities listed in clause 182(1)(a) of the Act.

24 Dec 2010 cN-5.2 Reg 1 s25.

Investments of funds in northern municipal trust account

26 For the purpose of section 436 of the Act, the minister may invest the funds of the northern municipal trust account in the following:

- (a) debentures or securities of the Government of Canada or of the government of any province of Canada;
- (b) debentures or securities whose payment is guaranteed by the Government of Canada or the government of any province of Canada;
- (c) debentures of any municipal corporation or school division in Saskatchewan;
- (d) deposit certificates or similar investments issued by a bank or credit union.

24 Dec 2010 cN-5.2 Reg 1 s26.

PART V

Classification of Property

Classes of property

27 The following classes of property are established pursuant to clause 219(1)(a) of the Act:

- (a) Non-arable (Range) Land and Improvements, which includes only land and improvements, other than occupied dwellings:
 - (i) for which the predominant potential use is as range land or pasture land, determined as the best use that could reasonably be made of the majority of the surface area; or
 - (ii) the majority of the surface area of which is not developed for any use, has been left in or is being returned to its native state or cannot be used for agricultural purposes;

- (b) Other Agricultural Land and Improvements, which includes only land and improvements, other than occupied dwellings:
 - (i) for which the predominant potential use is cultivation, determined as the best use that could reasonably be made of the majority of the surface area;
 - (ii) used for dairy production, raising poultry or livestock, producing poultry or livestock products, bee-keeping, seed growing or growing plants, other than cannabis plants, in an artificial environment; or
 - (iii) used for other agricultural purposes, except for land and improvements classified as Non-arable (Range) Land and Improvements;
- (c) Residential, which, except for land and improvements classified as Multi-unit Residential or Seasonal Residential, includes only land and improvements used or intended to be used for, or in conjunction with, a residential purpose, including vacant land subdivided into lots for residential use, provided that where land is used as a yardsite in conjunction with a purpose mentioned in clause (a) or (b), three acres of that land is to be classified as Residential;
- (d) Multi-unit Residential, which includes only:
 - (i) land and improvements designed and used for or intended to be used for, or in conjunction with, a residential purpose and to accommodate four or more self-contained dwelling units within a parcel, or in the case of a condominium, any part of a parcel within the meaning of *The Condominium Property Act, 1993* that is used for a residential purpose; and
 - (ii) vacant land zoned for use for multiple dwelling units;
- (e) Seasonal Residential, which includes only:
 - (i) land and improvements:
 - (A) used or intended to be used for, or in conjunction with, both residential and recreational purposes;
 - (B) located in:
 - (I) a resort subdivision; or
 - (II) the Northern Saskatchewan Administration District outside the boundaries of towns, northern villages, northern hamlets and northern settlements;
 - (C) normally used for a maximum of six months in any year, as determined by the municipal assessor; and
 - (D) not being the principal residence in Canada of the occupant; and
 - (ii) land and improvements used for seasonal camps;

- (f) Commercial and Industrial, which includes only land and improvements:
 - (i) used or intended to be used for business purposes, including but not limited to land and improvements for office, wholesale, retail, service, hotel, motel, industrial and manufacturing activities, transportation, communications and utilities;
 - (ii) used or intended to be used for institutional, government, recreational or cultural purposes;
 - (iii) used or intended to be used for mines or petroleum oil wells and gas wells;
 - (iii.1) used or intended to be used to grow cannabis plants in an artificial environment; or
 - (iv) not specifically included in another class of property;
- (g) Elevators, which includes only:
 - (i) land and improvements designed and used for receiving, processing and shipping grains, oilseeds and special forages and licensed by the Canadian Grain Commission; and
 - (ii) land and improvements used in conjunction with the land and improvements described in subclause (i); and
- (h) Railway Rights of Way and Pipeline, which includes only railway roadway, railway superstructure, and pipeline, and other land and improvements used in conjunction with a pipeline.

24 Dec 2010 cN-5.2 Reg 1 s27; 9 Nov 2018 SR
77/2018 s4.

Percentages of value

28 In accordance with clause 219(1)(b) of the Act, the following percentages of value are applicable to the classes of property established in section 27:

- (a) Non-arable (Range) Land and Improvements – 45%;
- (b) Other Agricultural Land and Improvements – 55%;
- (c) Residential – 80%;
- (d) Multi-unit residential – 80%;
- (e) Seasonal Residential – 80%;
- (f) Commercial and Industrial – 85%;
- (g) Elevators – 85%;
- (h) Railway Rights of Way and Pipeline – 85%.

24 Dec 2010 cN-5.2 Reg 1 s28; 15 Feb 2013 SR
9/2013 s2; 10 Mar 2017 SR 18/2017 s2; 24 Dec
2020 SR 141/2020 s4.

Minimum tax and base tax

29 The following classes of assessment of property are established for the purposes of minimum tax pursuant to section 310 of the Act and base tax pursuant to section 311 of the Act:

- (a) Agricultural, which includes land, improvements or land and improvements classified as Non-arable (Range) Land and Improvements and Other Agricultural Land and Improvements pursuant to section 27;
- (b) Residential, which includes land, improvements or land and improvements classified as Residential, Multi-unit Residential and Seasonal Residential pursuant to section 27;
- (c) Commercial and Industrial, which includes land, improvements or land and improvements classified as Commercial and Industrial, Elevators and Railway Rights of Way and Pipeline pursuant to section 27.

24 Dec 2010 cN-5.2 Reg 1 s29; 22 Mar 2013 SR
14/2013 s2.

Mill rate factors

30 The following classes of assessment of property are established pursuant to subsection 305(1) of the Act:

- (a) Agricultural, which includes the assessments of land and improvements classified as Non-arable (Range) Land and Improvements and Other Agricultural Land and Improvements pursuant to section 27;
- (b) Residential, which includes the assessments of land and improvements classified as Residential, Multi-unit Residential and Seasonal Residential pursuant to section 27;
- (c) Commercial and Industrial, which includes the assessments of land and improvements classified as Commercial and Industrial, Elevators, and Railway Rights of Way and Pipeline pursuant to section 27.

24 Dec 2010 cN-5.2 Reg 1 s30.

Effective tax rate limit

30.1(1) Pursuant to section 305 of the Act, beginning with the 2023 taxation year, in setting the mill rate factors, minimum tax and base tax applicable to classes of property, a council is subject to the limitation that the ratio of the highest effective tax rate applicable to a class of property to the lowest effective tax rate applicable to any other class of property must not be greater than 7:1 as calculated in accordance with the following formula:

$$\frac{\text{HETR}}{\text{LETR}}$$

where:

HETR is the highest effective tax rate applicable to any class of property; and

LETR is the lowest effective tax rate applicable to any class of property.

- (2) The effective tax rate for a class of property is the total municipal property tax levy for that class of property divided by the total taxable assessment for that class of property after all tax tools, the mill rate factor, base tax, and minimum tax are considered.
- (3) In calculating the effective tax rate limit set out in subsection (1), a council shall:
- (a) include taxable assessment, tax levies from the use of a uniform rate and tax tools levied by the council before any abatements or exemptions pursuant to sections 295 and 315 of the Act; and
 - (b) exclude education property taxes, grants-in-lieu of property taxes, special levies, local improvement levies, special taxes, amusement and other taxes, regional parks' taxable assessments and tax levies, municipal revenue sharing and fees and charges levied as an alternative to taxation.
- (4) A council shall determine its effective tax rate limit at the time of adopting its budget.

17 Feb 2023 SR 7/2023 s2.

Compliance

- 30.2(1)** A council must calculate the effective tax rate limit in accordance with section 30.1 beginning with the 2023 taxation year.
- (2) The minister may grant an extension of time to a council to comply with the effective tax rate limit set out in section 30.1 on receipt of a request for an extension of time by the council.
- (3) A request by a council mentioned in subsection (2) must:
- (a) be in the form and manner specified by the minister; and
 - (b) set out the reasons why the extension of time is required and the council's plan to achieve compliance with the effective tax rate limit.
- (4) For the purposes of subsections (2) and (3), the council shall submit to the minister any supporting documentation and information requested by the minister.
- (5) After reviewing a request from a council pursuant to subsections (2) and (3), the minister shall provide written notice to the council of the minister's decision to:
- (a) grant the extension on any terms and conditions the minister considers appropriate; or
 - (b) refuse to grant the extension.
- (6) Notice of any extensions granted pursuant to this section may be made available to the public in any manner the minister considers appropriate, including by publishing it on the ministry's website.

17 Feb 2023 SR 7/2023 s2.

Multiple-use property

31(1) If one use of any property is clearly distinct from the property's predominant use and is not integrated with or directly related to the property's predominant use, the assessor may:

- (a) determine that portions of any property that include more than one use, or portions of the property's assessment, belong to different classes established pursuant to this Part; and
 - (b) apportion the assessed value of the property among those classes.
- (2) Pursuant to section 226 of the Act, if the assessor determines that portions of any property, or portions of the property's assessment, belong to different classes established pursuant to this Part, the property may be entered more than once in the assessment roll for the purpose of indicating the assessed value of each portion of the property within a class.

24 Dec 2010 cN-5.2 Reg 1 s31.

Date of classification

32(1) Subject to subsections (2) and (3), in each year as of January 1, property and the assessments of properties are to be classified as belonging to the classes established pursuant to this Part.

(2) A new improvement or a newly subdivided parcel is to be classified as of the date that it is added to the assessment roll.

(3) If there is a change in the use of a property, the property is to be classified as of the date that the change is made to the assessment roll.

24 Dec 2010 cN-5.2 Reg 1 s32.

PART V.1

Boards of Revision

Provincial Registrar of boards of revision

32.1(1) The Office of the Registrar is established pursuant to section 242.1 of the Act as the certification body for all boards of revision in Saskatchewan.

(2) Applications for board of revision certification may be made to the Office of the Registrar on and after June 1, 2022.

(3) The Office of the Registrar may certify a board of revision to hear property assessment appeals if the Office of the Registrar is satisfied that:

- (a) each member of the board of revision and the secretary of the board of revision have completed the relevant training approved by the minister with respect to property assessment appeals; and
- (b) the board of revision has met all other certification requirements set by the minister, if any.

- (4) Certification of a board of revision expires on the date set out in the certification notice or on the occurrence of one of the following events:
- (a) more than half of the members of the board have resigned or been replaced by new members;
 - (b) the board of revision no longer meets the certification requirements set by the minister pursuant to clause (3)(b), if any.
- (5) The Office of the Registrar may enter into an agreement with a third party to provide training for board of revision members that is approved by the minister with respect to property assessment appeals.
- (6) The Office of the Registrar may require a third party with which it has a current or past agreement to provide training as mentioned in subsection (5) to provide a list of all board of revision members who have started or completed training with that third party.
- (7) The Office of the Registrar, for the purposes of carrying out its functions, may collect information from boards of revision, including the following:
- (a) a list of municipalities for which a board of revision has been appointed;
 - (b) statistics on property assessment appeals and board decisions for a specified period;
 - (c) any other information with respect to property assessment appeals and board of revision activities requested by the Office of the Registrar.
- (8) The Office of the Registrar, for the purposes of carrying out its functions, may collect information from municipalities, including the following:
- (a) the names of the members of the board of revision appointed by a municipality;
 - (b) statistics respecting assessment value change for a specified period, including any agreements to adjust the assessment value pursuant to section 249 of the Act;
 - (c) any appeal fees set by a council pursuant to section 245 of the Act for a specified period;
 - (d) any expenditures with respect to a board of revision incurred by a municipality for a specified period;
 - (e) any other information with respect to property assessment appeals and board of revision activities requested by the Office of the Registrar.
- (9) The minister may request that the Office of the Registrar provide the minister with a written report respecting any matter concerning the Office of the Registrar, and the Office of the Registrar shall provide that report within the period specified by the minister.

(10) The minister may require the Office of the Registrar to make publicly available, in any manner that the minister considers appropriate, any information respecting any matter concerning the Office of the Registrar, including a list of certified boards of revision.

(11) If the minister establishes certification requirements for the purposes of clause (3)(b), the Office of the Registrar shall cause those requirements to be made public in any manner that it considers appropriate.

24 Dec 2021 SR 130/2021 s2.

Certification of boards of revision

32.2(1) Every board of revision must be certified by the Office of the Registrar in accordance with section 32.1 to hear property assessment appeals commencing with the 2023 taxation year.

(2) A council shall ensure that its appointed board of revision is certified by the Office of the Registrar pursuant to subsection 32.1(3) before any property assessment appeal is heard with respect to that council's municipality by that board of revision.

(3) A board of revision is eligible to apply to the Office of the Registrar for certification only after:

(a) each member of the board of revision and the secretary of the board of revision have completed the relevant training approved by the minister with respect to property assessment appeals; and

(b) the board of revision has met all other certification requirements set by the minister pursuant to clause 32.1(3)(b), if any.

(4) A board of revision must apply to the Office of the Registrar for certification:

(a) within 30 days after being appointed by a council and not later than the day on which the assessment roll is prepared in any municipality for which the board of revision is appointed; or

(b) if the certification of the board of revision expires pursuant to subsection 32.1(4), before hearing a property assessment appeal.

24 Dec 2021 SR 130/2021 s2.

Board of revision appointment

32.3 A resolution passed by a council pursuant to section 241 of the Act appointing persons to the board of revision for the municipality must be submitted to the Office of the Registrar immediately after the meeting at which it was passed and not later than the date on which the assessment roll is prepared.

24 Dec 2021 SR 130/2021 s2.

Centralized board of revision

32.4(1) For the purposes of clause 243.1(5)(a) of the Act, a centralized board of revision must obtain certification from the Office of the Registrar pursuant to subsection 32.2(1).

(2) A centralized board of revision established pursuant to section 243.1 of the Act is deemed to be the appointed board of revision pursuant to section 241 of the Act for the current taxation year for any municipality that:

- (a) has not provided the Office of the Registrar with a resolution of appointment of a board of revision pursuant to section 32.3;
- (b) has appointed a board of revision and that board has not applied for certification pursuant to subsection 32.2(4); or
- (c) has appointed a board of revision that has applied to be certified and the Office of the Registrar has denied the application for certification.

(3) Every municipality for which a centralized board of revision is appointed or is deemed to be appointed pursuant to subsection (2) shall pay the following:

- (a) an annual retainer to the centralized board of revision in the amount of \$250;
- (b) the amounts to that board that do not exceed the maximum rates for the remuneration that may be paid to members and secretaries of the centralized board of revision in accordance with Table 4 of the Appendix.

(4) A centralized board of revision may require a municipality to cover the reasonable travel and accommodation costs associated with that board's services and hearings of assessment appeals related to that municipality.

(5) For the purposes of clause 243.1(7)(e) of the Act, the secretary of a centralized board of revision shall be appointed by the centralized board of revision.

23 Dec 2022 SR 100/2022 s6.

PART VI

Tax Exemptions

Exemption from taxation

33(1) The following buildings are prescribed pursuant to paragraph 313(1)(c)(ii)(A) of the Act:

- (a) a building or part of a building used as a dormitory for students of an independent school;
- (b) any portion of a building used as a student dormitory that is occupied as a residence by a residential supervisor of that dormitory;
- (c) a building or part of a building used as a kitchen or dining room for students of an independent school;
- (d) a building or part of a building used primarily for the purpose of an independent school; and
- (e) a building or part of a building used for storage or maintenance purposes for an independent school.

(2) The following amounts are prescribed pursuant to paragraph 313(1)(c)(ii)(B) of the Act:

- (a) two square metres of land for every one square metre of occupied space of a building or part of a building exempt pursuant to clause (1)(a), (b) or (e);
 - (b) two square metres of land for every one square metre of occupied space of a building or part of a building exempt pursuant to clause (1)(c) if that building or part of that building is used in connection with a building or part of a building mentioned in clause (1)(a) or (b);
 - (c) with respect to a building or part of a building mentioned in clause (1)(d), the land used in connection with the building or part of a building in an amount calculated in accordance with Table 1 in the Appendix.
- (3) Notwithstanding subsection (2), if a municipality has a bylaw in effect that requires that more land than that calculated pursuant to clause (2)(a) or (b) be used in connection with the buildings or parts of buildings mentioned in that clause, the amount of land exempt from taxation is the amount of land required by the municipality's bylaw.

24 Dec 2010 cN-5.2 Reg 1 s33.

PART VII

Tax Penalties and Discounts

Interpretation of Part

34 In this Part, “**due date**” means the date that:

- (a) is in the year in which a tax is imposed; and
- (b) is shown on the tax notice as the date by which the tax is to be paid.

24 Dec 2010 cN-5.2 Reg 1 s34.

Maximum discount for prompt payment

35(1) For the purpose of subsection 293(1) of the Act, a council may allow a discount in any year for the prompt payment of:

- (a) the current year's taxes on property, except for taxes the municipality levies in accordance with *The Education Property Tax Act*;
 - (b) special taxes; or
 - (c) local improvement special assessments.
- (2) If a council allows a discount for prompt payment pursuant to subsection (1):
- (a) for each of the taxes or special assessments mentioned in subsection (1), the maximum discount is 15% of the tax or special assessment for that year;

- (b) subject to clause (c), the discount must be offered over the entire period from which the date the notice of levy is sent until the earlier of:
 - (i) the due date; and
 - (ii) November 30 of the year in which the taxes and special assessments are levied; and
 - (c) the greatest percentage discount must be offered at the beginning of the period mentioned in clause (b) and must be decreased in each subsequent month.
- (3) If a council allows any of the taxes or special assessments mentioned in subsection (1) to be paid in instalments, the maximum discount that a council may allow for payment in instalments is the maximum discount described in clause (2)(a).

24 Dec 2010 cN-5.2 Reg 1 s35; 28 Sep 2012 SR 68/2012 s3; 15 Dec 2017 SR 132/2017 s3.

Maximum discount for prepayment

- 36(1)** For the purpose of subsection 293(2) of the Act, a council may allow a discount in any year for the prepayment of:
- (a) the current year's taxes on property, except for taxes the municipality levies in accordance with *The Education Property Tax Act*;
 - (b) special taxes; or
 - (c) local improvement special assessments.
- (2) If a council allows a discount for prepayment pursuant to subsection (1), for each of the taxes or special assessments mentioned in subsection (1), the maximum discount is 15% of the tax or special assessment for that year.
- (3) If a council allows a discount for prepayment pursuant to subsection (1) for more than one month:
- (a) the greatest percentage of the discount must be offered in the first month; and
 - (b) the percentage discount offered in subsequent months must be equal to or less than the percentage discount offered in the first month.

24 Dec 2010 cN-5.2 Reg 1 s36; 28 Sep 2012 SR 68/2012 s4; 15 Dec 2017 SR 132/2017 s4.

Maximum penalty on arrears of taxes

- 37** For the purpose of subsection 300(1) of the Act, the amount of penalty to be added to the arrears of taxes is 10% of the arrears.

24 Dec 2010 cN-5.2 Reg 1 s37.

Maximum additional penalty on arrears of taxes

38 For the purpose of subsection 301(1) of the Act, the amount of additional penalty to be added to the arrears of taxes and penalty is 5% of the combined amount of arrears of taxes and penalty remaining unpaid.

24 Dec 2010 cN-5.2 Reg 1 s38.

Maximum discount for payment of penalty

39(1) For the purpose of subsection 293(3) of the Act, a council may allow a discount in any year for payment of the penalty, except the penalty on taxes the municipality levies in accordance with *The Education Property Tax Act*, on:

- (a) land;
- (b) improvements; or
- (c) local improvement special assessments.

(2) If a council allows a discount for payment of the penalty pursuant to subsection (1), the maximum discount is 100% of the penalty.

24 Dec 2010 cN-5.2 Reg 1 s39; 28 Sep 2012 SR 68/2012 s5; 15 Dec 2017 SR 132/2017 s5.

PART VIII

Public Reporting on Municipal Waterworks**Interpretation**

40 In this Part:

- (a) **“consumer”** means a consumer of water supplied by a municipality’s municipal waterworks;
- (b) **“debt payments”** means a municipality’s total annual payments of principal on all long-term debts that the municipality has incurred in relation to its municipal waterworks;
- (c) **“expenditures”** means a municipality’s total annual expenditures in relation to its municipal waterworks, as included in its financial statements pursuant to section 207 of the Act;
- (d) **“human consumptive use”** means human consumptive use as defined in *The Water Regulations, 2002*;
- (e) **“hygienic use”** means hygienic use as defined in *The Water Regulations, 2002*;
- (f) **“municipal distribution system”** means a distribution system, as defined in *The Water Regulations, 2002*, that is:
 - (i) owned by a municipality, directly or through a controlled corporation; and
 - (ii) operated by a municipality, directly or through a controlled corporation, or by another person on behalf of a municipality;

- (g) **“municipal waterworks”** means waterworks that are:
 - (i) owned by a municipality, directly or through a controlled corporation; and
 - (ii) operated by a municipality, directly or through a controlled corporation, or by another person on behalf of a municipality;
- (h) **“reserves”** means the moneys that a municipality has set aside for capital infrastructure projects relating to its municipal waterworks;
- (i) **“revenues”** means a municipality’s total annual revenues in relation to its municipal waterworks, as reported in its financial statements pursuant to section 207 of the Act;
- (j) **“waterworks”** means works that are used to supply, collect, treat, store or distribute water intended or used for a human consumptive use or a hygienic use, whether or not any other use is or has been made of that water.

24 Dec 2010 cN-5.2 Reg 1 s40.

Application

41(1) This Part only applies to municipal waterworks:

- (a) that are connected to and part of a municipal distribution system;
- (b) that are used to supply, collect, treat, store or distribute water intended or used for a human consumptive use; and
- (c) for which an independent engineering assessment is required pursuant to section 35 of *The Water Regulations, 2002*.

(2) This Part does not apply to municipal waterworks that are:

- (a) regulated pursuant to *The Health Hazard Regulations*; or
- (b) used to supply water for a hygienic use, as authorized pursuant to *The Water Regulations, 2002*, but not for a human consumptive use.

24 Dec 2010 cN-5.2 Reg 1 s41.

Rate policy

42 Every council must adopt, by bylaw or resolution, a rate policy that:

- (a) sets out the rates or fees to be charged to consumers for the use of water from the municipality’s municipal waterworks; and
- (b) includes the method used for determining those rates or fees.

24 Dec 2010 cN-5.2 Reg 1 s42.

Investment strategy

43 Every council must adopt, by bylaw or resolution, a capital investment strategy that includes the method used for determining capital plans respecting the municipality’s municipal waterworks.

24 Dec 2010 cN-5.2 Reg 1 s43.

Information available for public inspection

44 On or before September 1 of each year, every council must make the following information available to the public through its municipal office:

- (a) the municipality's current rate policy and capital investment strategy as adopted pursuant to sections 42 and 43;
- (b) a financial overview that includes the following information respecting the municipality's municipal waterworks for the previous calendar year:
 - (i) a statement of the municipality's revenues, expenditures, debt payments and transfers to and from all funds;
 - (ii) a comparison of the municipality's revenues to the municipality's expenditures and debt payments, expressed as a ratio in accordance with the following formula:

$$\frac{R}{(E + D)}$$

where:

R is the municipality's revenues;

E is the municipality's expenditures; and

D is the municipality's debt payments;

- (iii) any explanation of the ratio mentioned in subclause (ii) that the municipality considers necessary;
- (c) the municipality's current reserves;
- (d) the most recent independent engineering assessment conducted pursuant to section 35 of *The Water Regulations, 2002* respecting the municipal waterworks;
- (e) capital plans for infrastructure projects;
- (f) the sources of funding to be used for the infrastructure projects mentioned in clause (e);
- (g) all current agreements entered into by the municipality respecting the provision of municipal waterworks services.

24 Dec 2010 cN-5.2 Reg 1 s44.

Information to be provided to consumers and to the minister

45(1) On or before September 1 of each year, every council must provide the following information to its consumers respecting the municipality's municipal waterworks:

- (a) a statement of the municipality's revenues, expenditures and debt payments for the previous calendar year;

(b) a comparison of the municipality's revenues to the municipality's expenditures and debt payments, expressed as a ratio in accordance with the following formula:

$$\frac{R}{(E + D)}$$

where:

R is the municipality's revenues;

E is the municipality's expenditures; and

D is the municipality's debt payments;

(c) any explanation of the ratio mentioned in clause (b) that the municipality considers necessary;

(d) notice that the information required pursuant to section 44 is available for inspection at the municipality's municipal office during regular office hours.

(2) A council is deemed to have provided the information mentioned in subsection (1) to its consumers if the council has caused the information to be:

(a) published in a newspaper as defined in clause 2(1)(bb) of the Act;

(b) posted on the municipality's website; or

(c) included in the mailing of annual reports, bills or other municipal forms to each household or place of business that receives water from the municipality's municipal waterworks.

(3) On or before September 1 of each year, every council must submit to the minister copies of the information being provided by the council to its consumers pursuant to this section.

(4) On receipt of the materials pursuant to subsection (3), the minister may request, and the council shall submit to the minister within the period set by the minister, any additional information that the minister considers appropriate respecting the municipality's municipal waterworks.

(5) If, on receipt of additional information pursuant to subsection (4), the minister directs the council to do so, the council shall provide the additional information to its consumers, as soon as possible, in a manner mentioned in subsection (2).

(6) Notwithstanding any other provision of this section, subsections (3) to (5) do not apply with respect to the district.

PART IX
Dangerous Animals

Interpretation of Part

46 In this Part:

- (a) **“enclosure”** includes a dwelling place;
- (b) **“veterinarian”** means a member in good standing of the Saskatchewan Veterinary Medical Association.

24 Dec 2010 cN-5.2 Reg 1 s46.

Enclosure

47 For the purpose of subclause 396(5)(a)(i) of the Act, the enclosure in which the animal is to be kept must meet the following criteria:

- (a) the enclosure shall be constructed of wood or any other building material of sufficient strength and in a manner adequate to:
 - (i) confine the animal; and
 - (ii) prevent the entry of young children;
- (b) the entrances and other areas by which entry to or exit from the enclosure may be made shall be locked or fastened in a manner adequate to prevent the animal from escaping from the enclosure;
- (c) the enclosure shall be at least 3 metres in length, 1.5 metres in width and 1.8 metres in height;
- (d) the enclosure shall have a top secured to the sides of the enclosure;
- (e) the enclosure shall:
 - (i) have a floor secured to the sides of the enclosure; or
 - (ii) have sides that are embedded in the ground to a depth of at least 0.6 metres;
- (f) the enclosure shall:
 - (i) provide protection from the elements for the animal;
 - (ii) provide adequate light and ventilation for the animal; and
 - (iii) be kept in a sanitary and clean condition.

24 Dec 2010 cN-5.2 Reg 1 s47.

Muzzle and leash

48 For the purpose of subclause 396(5)(a)(ii) of the Act, the animal is to be muzzled and leashed in accordance with the following criteria:

- (a) the animal shall be fitted with a collar or a harness for the body that is properly placed and fitted on the animal;

- (b) the movement of the animal shall be controlled by a person by means of a leash attached to the collar or harness on the animal;
- (c) the leash shall not exceed 1.2 metres in length and shall be constructed of a material having a tensile strength of at least 140 kilograms;
- (d) the muzzle on the animal shall be properly fitted on the animal to prevent it from biting any other animal or any person;
- (e) the muzzle shall be fitted on the animal in a manner so that it will not interfere with the vision or respiration of the animal.

24 Dec 2010 cN-5.2 Reg 1 s48.

Insurance

49 For the purpose of subclause 396(5)(a)(iii) of the Act, the liability insurance must be in an amount not less than \$300,000.

24 Dec 2010 cN-5.2 Reg 1 s49.

Warning sign

50 For the purpose of subclause 396(5)(a)(iv) of the Act, the sign warning of the presence of the animal on the property must be:

- (a) in Form D;
- (b) within 10 days after the date of the judge's order, placed at each entrance to the property where the animal is kept and on the enclosure in which the animal is confined; and
- (c) clearly visible and capable of being read from any adjacent public road.

24 Dec 2010 cN-5.2 Reg 1 s50.

Quarantine

51 If an animal has bitten a person or domestic animal, unless the animal is ordered to be destroyed, the owner shall quarantine the animal for observation for symptoms of rabies for a period of not less than 10 days in accordance with the *Health of Animals Act (Canada)*.

24 Dec 2010 cN-5.2 Reg 1 s51.

Inoculation

52(1) For the purpose of subclause 396(5)(a)(v) of the Act, within five days after the date of the order, the owner shall have the animal inoculated against rabies by a veterinarian and provide proof to the administrator that the animal has been inoculated.

(2) If the owner provides proof that the animal has been inoculated against rabies during the period of 12 months before the date of the order mentioned in subsection (1), the owner is not required to comply with that subsection until the expiration of 12 months after the date of inoculation of the animal.

(3) The owner shall have the animal inoculated within each 12-month period following the inoculation mentioned in subsection (1) or (2) during the lifetime of the animal.

24 Dec 2010 cN-5.2 Reg 1 s52.

Rabies testing

53(1) Every person who destroys an animal after it has bitten, but not fatally wounded, a person or a domestic animal, whether the destruction is pursuant to an order of a judge or at the decision of the owner of the animal, shall, if the destruction is carried out before the completion of the quarantine period mentioned in section 51, retain the head of the animal in a manner usable for testing the animal for rabies.

(2) If a person destroys an animal in the circumstances described in subsection (1), the person shall immediately notify a veterinarian or a peace officer that he or she is in possession of the head of an animal to be tested for rabies.

24 Dec 2010 cN-5.2 Reg 1 s53.

Tattoo

54 For the purpose of subclause 396(5)(a)(viii) of the Act, within 10 days after the date of the order, the owner shall cause the animal to be tattooed:

- (a) at the owner's expense;
- (b) on the animal's ear, inside flank or other suitable area;
- (c) by a veterinarian;
- (d) by means of indelible or permanent ink; and
- (e) with the number assigned to the animal by the municipality.

24 Dec 2010 cN-5.2 Reg 1 s54.

PART X Crown Land Dispositions

Interpretation of Part

55 In this Part, "Crown land" means any land vested in the Crown in right of Saskatchewan.

24 Dec 2010 cN-5.2 Reg 1 s55.

Application of Part

56 This Part applies to all Crown land in the district.

24 Dec 2010 cN-5.2 Reg 1 s56.

Revenues payable

57 For the purpose of clause 426(3)(d) of the Act, the revenues relating to the disposition of Crown land that are payable to the northern municipal trust account include revenues from:

- (a) wild rice licences;
- (b) Treaty Land Entitlement transfers and specific claims;
- (c) Crown land leases, permits, sales, and easements; and
- (d) sand and gravel royalties;

but do not include:

- (e) mining royalties;
- (f) fees from term supply licences and forest management agreements; and
- (g) parkland leases and permit fees.

24 Dec 2010 cN-5.2 Reg 1 s57.

PART XI**Northern Municipal Revenue Sharing Grants Program****Interpretation of Part**

58 In this Part:

- (a) **“fiscal year”** means the period commencing on April 1 in one year and ending on March 31 of the following year;
- (b) **“northern municipal revenue sharing grant”** means the grant paid to municipalities pursuant to this Part;
- (c) **“population”**, unless otherwise determined by the minister, means population as determined by the most recent census taken pursuant to the *Statistics Act* (Canada) that is available to the minister;
- (d) **“program”** means the Northern Municipal Revenue Sharing Grants Program continued pursuant to section 59.

4 Mar 2016 SR 29/2016 s3.

Program continued

59(1) The Northern Municipal Operating Grants Program is continued as the Northern Municipal Revenue Sharing Grants Program.

- (2) The purpose of the program is to provide financial assistance in the form of:
 - (a) northern municipal revenue sharing grants to municipalities; and
 - (b) grants to organizations operating on behalf of municipalities or northern settlements for the purposes of promoting municipal interests.

4 Mar 2016 SR 29/2016 s3.

Maximum amount of northern municipal revenue sharing grants

60 The maximum amount of northern municipal revenue sharing grants that may be paid pursuant to section 62 is the amount calculated in accordance with sections 5 and 6 of *The Municipal Grants Regulations*.

4 Mar 2016 SR 29/2016 s3.

Information sources for northern municipal revenue sharing grant calculation

61(1) For the purposes of calculating the northern municipal revenue sharing grant for a municipality or any factor mentioned in this Part used to calculate the grant, the minister may use:

- (a) financial and other data as reported to the minister in the municipality's most recent audited financial statements; and
 - (b) reports or information available to the ministry or other ministries or agencies of the Government of Saskatchewan that the minister considers relevant.
- (2) If the minister is satisfied on reasonable grounds that using the most recent audited financial statements of the municipality would result in an inaccurate or inequitable grant calculation for a municipality, or if reports or information mentioned in clause (1)(b) are not available, the minister:
- (a) may calculate the northern municipal revenue sharing grant in any other manner that the minister is satisfied will result in a grant calculation that is accurate and equitable; and
 - (b) if the minister acts pursuant to clause (a), shall record the methodology and the rationale for its use and inform the municipality of the methodology and the rationale.

4 Mar 2016 SR 29/2016 s3.

Amount of northern municipal revenue sharing grant

62 For the 2015-16 fiscal year and subsequent fiscal years, the minister may pay to each municipality a northern municipal revenue sharing grant in the amount G calculated in accordance with the following formula:

$$G = A + WS + T + L - (WSF + PT) + OCS$$

where:

- A is the administration amount, calculated in accordance with section 62.1;
- WS is the water and sewer amount, calculated in accordance with section 62.4;
- T is the transportation amount, calculated in accordance with section 62.5;
- L is the landfill amount, calculated in accordance with section 62.6;
- WSF is the water and sewer fees amount, calculated in accordance with section 62.7;
- PT is the property taxes fees amount, calculated in accordance with section 62.8;
- and
- OCS is the other community services amount, calculated in accordance with section 62.9.

4 Mar 2016 SR 29/2016 s3.

Administration amount formula

62.1 For the purpose of the formula set out in section 62, the administration amount is the amount A calculated in accordance with the following formula:

$$A = W + CC + O$$

where:

W is the estimated administrator's or clerk's salary and benefits and support staff wages and benefits as determined by the Urban Municipal Administrators' Association of Saskatchewan guidelines or any other similar source that the minister considers appropriate;

CC is the northern municipal council costs amount as determined in accordance with the formula set out in section 62.2; and

O is the other fixed municipal administration costs and is the following amount, as the case may be:

- (a) if the population of the municipality is 250 or less, \$56,000;
- (b) if the population of the municipality is greater than 250 but less than 500, \$98,000;
- (c) if the population of the municipality is 500 or greater but less than 1050, \$140,000;
- (d) if the population of the municipality is 1050 or greater but less than 1500, \$168,000;
- (e) if the population of the municipality is 1500 or greater, \$196,000.

4 Mar 2016 SR 29/2016 s3.

Northern municipal council costs formula

62.2 The northern municipal council costs amount set out in the administration formula in section 62.1 is the amount CC calculated in accordance with the following formula:

$$CC = (C \times (M \times H \times 12)) + (TF \times TM \times 12)$$

where:

C is the actual number of councillors for each municipality;

M is:

- (a) the number of regular council meetings per month as determined by each municipality's Council Procedure Bylaw; or
- (b) if no bylaw mentioned in clause (a) exists, one;

H is the councillor meeting honouraria, as determined by the minister based on a survey of averages taken from similar municipalities of the same type;

TF is the travel factor cost amount as determined in accordance with the formula set out in section 62.3; and

TM is the travel multiplier cost amount for travel and accommodations and is:

- (a) \$2,000 for northern towns and northern villages; and
- (b) \$1,000 for northern hamlets.

4 Mar 2016 SR 29/2016 s3.

Travel factor cost formula

62.3 The travel factor cost amount set out in the northern municipal council costs formula in section 62.2 is the amount TF calculated in accordance with the following formula:

$$TF = \frac{D}{129}$$

where D is the distance of the municipality from Prince Albert, Saskatchewan measured in kilometres.

4 Mar 2016 SR 29/2016 s3.

Water and sewer amount formula

62.4 The water and sewer amount for the purpose of the formula set out in section 62 is the amount WS calculated in accordance with the following formula:

$$WS = W + O$$

where:

W is the equal to the sum of:

- (a) the product of:
 - (i) the estimated annual wages per staff member as set out in the most recent Saskatchewan Water and Wastewater Association wage recommendation survey; and
 - (ii) the number of staff members that the minister is satisfied are needed to operate the water and sewer system for the municipality; and
- (b) an amount that the minister considers appropriate to reflect benefits paid to the staff members mentioned in clause (a); and

O is an amount determined by water and sewer operating costs other than wages, as determined by the minister based on an analysis of averages of the most recent audited financial statement of the municipality.

4 Mar 2016 SR 29/2016 s3.

Transportation amount formula

62.5 The transportation amount for the purpose of the formula set out in section 62 is the amount T calculated in accordance with the following formula:

$$T = K \times C$$

where:

K is the actual number of kilometres of municipal roads in each municipality;
and

C is the estimated transportation cost per kilometre and is:

- (a) \$39,000 for towns;
- (b) \$20,000 for northern villages at or over 1,000 in population; and
- (c) \$13,000 for northern villages under 1,000 in population and for northern hamlets.

4 Mar 2016 SR 29/2016 s3.

Landfill amount

62.6 The landfill amount for the purpose of the formula set out in section 62 is the greater of:

- (a) \$25,000; and
- (b) the landfill costs as determined by the minister based on an analysis of averages of the most recent financial statements of the municipality.

4 Mar 2016 SR 29/2016 s3.

Water and sewer fees amount formula

62.7 The water and sewer fees amount for the purpose of the formula set out in section 62 is the amount WSF calculated in accordance with the following formula:

$$WSF = H \times CR \times 12$$

where:

H is the number of households as determined in accordance with the latest census taken pursuant to the *Statistics Act* (Canada) that is available to the minister or by any other means that the minister considers appropriate; and

CR is the cost recovery factor per household estimated by the minister based on the average water and sewer fees charged in Saskatchewan as determined by an analysis of averages of the most recent audited financial statements of the municipality.

4 Mar 2016 SR 29/2016 s3.

Property taxes fees amount formula

62.8 The property taxes fees amount for the purpose of the formula set out in section 62 is the amount PT calculated in accordance with the following formula:

$$PT = MR \times CA$$

where:

MR is the average of the commercial and industrial mill rates set by all municipalities for the year in which the grant is paid; and

CA is the community's commercial and industrial taxable assessment established annually by the Saskatchewan Assessment Management Agency.

4 Mar 2016 SR 29/2016 s3.

Other community services amount formula

62.9 The other community services amount for the purpose of the formula set out in section 62 is the amount OCS calculated in accordance with the following formula:

$$OCS = \left(\frac{RSP - CF}{TP} \right) \times LP$$

where:

RSP is the total revenue sharing pool as approved by the current budget;

CF is the total core funding amount for all municipalities related to administration, water and sewer, transportation, landfill, water and sewer fees and property taxes fees;

TP is the total population of all municipalities as determined in accordance with the latest census taken pursuant to the *Statistics Act* (Canada) that is available to the minister or by any other means that the minister considers appropriate; and

LP is the population of a municipality as determined in accordance with the latest census taken pursuant to the *Statistics Act* (Canada) that is available to the minister or by any other means that the minister considers appropriate.

4 Mar 2016 SR 29/2016 s3.

Minister to inform amount of grant

62.91 As soon as is reasonably possible after the minister completes the calculation of a municipality's northern municipal revenue sharing grant for each fiscal year, the minister shall:

- (a) cause the municipality to be informed in writing of the amount of its northern municipal revenue sharing grant, including an explanation of the grant with a breakdown that shows how the amount was determined; and
- (b) cause the amount of the northern municipal revenue sharing grant for the municipality to be published on the ministry's website.

4 Mar 2016 SR 29/2016 s3.

Grant for municipal interests

62.92(1) Subject to subsection (2), the minister may make a grant to the following organizations for the purposes of promoting municipal interests:

- (a) the Saskatchewan Association of Northern Communities;
 - (b) any other organization that, in the opinion of the minister, promotes municipal interests on behalf of a municipality or northern settlement.
- (2) The total amount of any grants made pursuant to clause (1)(a) is not to exceed \$360,000 in any fiscal year.

4 Mar 2016 SR 29/2016 s3.

Review of program, process, methodologies

62.93(1) For the purposes of this Part, the minister shall conduct a review of the program, process, methodology and information used to calculate northern municipal revenue sharing grants:

- (a) in the case of the first review, no later than the end of the 2015-16 fiscal year; and
 - (b) in the case of a subsequent review, within five years after the completion of the previous review.
- (2) In conducting the review mentioned in subsection (1), the minister may consult with the Saskatchewan Association of Northern Communities and any other person or agencies.

4 Mar 2016 SR 29/2016 s3.

PART XII

Northern Grants

Interpretation of Part

63 In this Part:

- (a) **“asset registry”** means a complete and accurate list of the tangible capital assets a municipality owns that is regularly updated and validated;
- (b) **“capital cost”** means the cost of acquiring, constructing, designing or equipping a capital work, including the cost of any land required for a capital work, but does not include:
 - (i) any operating or maintenance costs associated with a capital work;
 - (ii) any costs that the minister may disallow; or
 - (iii) in the case of the Northern Infrastructure Grants Program, any costs incurred before October 1, 2023 or after September 30, 2028 except any costs that the minister may allow that were incurred before October 1, 2023 and with respect to which no other claim has been made under any Northern Grants Program pursuant to section 64, 65 or 66;

(b.1) **“capital grant”** means a grant payable pursuant to this Part respecting capital costs;

(c) **“capital work”** means an eligible facility that is:

- (i) purchased, constructed, added to, replaced or altered; and
- (ii) included in the capital works plan of an eligible recipient;

but does not include any operating or maintenance work;

(d) **“capital works budget”** means:

- (i) a plan for purchasing or constructing capital works that is in a form that is acceptable to the minister and that:
 - (A) covers a period of one year; and
 - (B) shows the estimated capital cost of, and the proposed sources of financing for, each capital work; or
- (ii) in the case of a capital works plan, the plan for the first year of the capital works plan;

(e) **“capital works plan”** means a plan for purchasing or constructing capital works that is in a form that is acceptable to the minister and that:

- (i) covers a period of not less than five years; and
- (ii) shows:
 - (A) the estimated capital cost of, and the proposed sources of financing for, each capital work; and
 - (B) the construction priority of each capital work;

(f) **“eligible facility”** means:

- (i) in the case of the Northern Water and Sewer Upgrading Grant Program or the Northern New Water and Sewer Facilities Grant Program:
 - (A) a sewage treatment system, which includes a pipeline commencing, in the case of a gravity outfall, at the last lateral or, in the case of a pressure system, at the pumping station, a trunk sewer, a sanitary sewer, a sewage pumping station, a sewage lagoon or mechanical treatment facilities;
 - (B) a water treatment and storage system, which includes the capital costs related to the construction of filtration equipment, chemical introduction and mixing equipment, distribution pumps, related mechanical and electrical equipment, water storage reservoirs and required housing structures; or
 - (C) structural renovations, expansions or repairs that significantly increase the useful life of the building, facility or equipment;

- (ii) in the case of the Northern Infrastructure Grants Program:
 - (A) a fixed asset;
 - (B) new equipment, facilities or infrastructure or capital planning;
 - (C) structural renovations, expansions or repairs that significantly increase the useful life of the building, facility or equipment;
 - (D) renovations that increase the energy efficiency of buildings, facilities or equipment;
- (g) **“eligible recipient”** means:
 - (i) a town, a northern village or a northern hamlet;
 - (ii) a northern settlement;
 - (iii) the City of Flin Flon, Manitoba for the boundary area as defined in *The Flin Flon Extension of Boundaries Act, 1952*; and
 - (iv) the district;
- (h) **“eligible recipient’s cost”** means the capital costs or the operating or maintenance costs incurred by an eligible recipient, less any amount the eligible recipient will recover from:
 - (i) property owners who abut the capital work;
 - (ii) special assessments, charges or levies;
 - (iii) other grants for the capital work received from the Government of Canada or the government of a province or territory of Canada;
 - (iv) private contributions; or
 - (v) any grant for the capital work received from a job creation program;
- (i) **“grant”** means a grant payable pursuant to this Part;
- (j) **“job creation program”** means a program established to provide employment incentives to businesses, municipal governments or others by means of grants to subsidize wages and benefits paid for new jobs created.
- (k) **“operating or maintenance cost”** means the cost of operating or maintaining community infrastructure, but does not include:
 - (i) any costs that the minister may disallow; or
 - (ii) in the case of the Northern Infrastructure Grants Program, any costs incurred before October 1, 2023 or after September 30, 2028 except any costs that the minister may allow that were incurred before October 1, 2023 and with respect to which no other claim has been made under any Northern Grants Program pursuant to section 64, 65 or 66;
- (l) **“operating or maintenance grant”** means a grant payable pursuant to this Part respecting operating or maintenance costs;
- (m) **“operating or maintenance work”** means activities undertaken by eligible recipients to operate or maintain community infrastructure.

Program continued

64(1) The Northern Water and Sewer Upgrading Grant Program is continued for the purpose of providing financial and technical assistance to eligible recipients for expansion and upgrading or emergency repair of existing sewer and water systems.

(2) The program does not apply to:

(a) the provision of a new water and sewer system in an unserved eligible recipient; or

(b) an eligible recipient that is eligible for assistance under a provincial land assembly program for the proposed capital work.

(3) Except for emergency repairs, the maximum amount of the grant that is payable to an eligible recipient pursuant to this section in any fiscal year of the eligible recipient is an amount equal to the greater of:

(a) the eligible recipient's cost for all capital works undertaken by the eligible recipient in the fiscal year less an amount equal to two mills on the most recently confirmed taxable assessment of the eligible recipient; and

(b) 90% of the eligible recipient's cost.

(4) Subject to subsection (5), in the case of emergency repairs, the maximum amount of the grant that is payable to an eligible recipient pursuant to this section in any fiscal year of the eligible recipient is \$150,000 less:

(a) \$5,000 in the case northern settlements and northern hamlets;

(b) \$10,000 in the case of northern villages, and

(c) \$20,000 in the case of towns, the Saskatchewan portion of the City of Flin Flon and municipally owned regional corporations.

(5) Notwithstanding subsections (1) to (4), no grant is payable under the program for the following:

(a) damage that the minister is satisfied, based on Sask Water reports, resulted from inadequate repair or maintenance of existing sewer or water systems; or

(b) any loss or damage that, in the minister's opinion, could be covered by municipal property insurance, regardless of whether the municipality had a policy or not.

(6) The minister may, at any time, order a review of the Northern Water and Sewer Upgrading Grant Program.

Program continued

65(1) The Northern New Water and Sewer Facilities Grant Program is continued for the purpose of providing financial and technical assistance to eligible recipients for the construction of new sewer and water systems.

(2) The program does not apply to:

- (a) the expansion or upgrading of existing water and sewage systems, unless the replacement of existing water and sewage mains is necessary; or
- (b) an eligible recipient that is eligible for assistance under a provincial land assembly program for the proposed capital work.

(3) The maximum amount of the grant that is payable to an eligible recipient pursuant to this section is an amount equal to 100% of the eligible recipient's cost.

(4) The minister may, at any time, order a review of the Northern New Water and Sewer Facilities Grant Program.

24 Dec 2010 cN-5.2 Reg 1 s65; 20 Oct 2023 SR 97/2023 s6.

Program continued

66(1) The Northern Infrastructure Grants Program is continued for the period commencing on October 1, 2023 and ending on September 30, 2028 for the purpose of assisting eligible recipients to:

- (a) acquire, construct and equip capital works; and
- (b) operate and maintain community infrastructure.

(2) No grant is payable pursuant to this section to an eligible recipient with respect to a capital work that is not designed and built to comply with all relevant requirements and standards imposed by statute or by any other law.

(3) The maximum amount of the grant that is payable to an eligible recipient pursuant to this section is an amount equal to 90% of the eligible recipient's cost of the capital work, or the operating or maintenance work, with respect to which the grant is paid.

(4) The minister may make a grant pursuant to this section during any fiscal year within the period mentioned in subsection (1).

(5) **Repealed.** 20 Oct 2023 SR 97/2023 s7.

(6) **Repealed.** 20 Oct 2023 SR 97/2023 s7.

(7) Subject to subsection (8), before the end of the period mentioned in subsection (1), the minister may approve the carryover of a grant for an eligible recipient.

(8) An eligible recipient that wishes to apply for the carryover of a grant pursuant to subsection (7) must:

- (a) apply to the minister in a form satisfactory to the minister; and
- (b) include all of the following items with the application:
 - (i) an explanation of the need to carry over the grant eligibility for a specific project;
 - (ii) a description of the project;
 - (iii) a cost estimate of the project;

- (iv) a schedule for the project;
 - (v) a capital works plan for the eligible recipient.
- (9) The minister may make payments pursuant to this section for grants after September 30, 2028 if, on or before that date, the minister has:
- (a) received a written application and the materials mentioned in subsection (8) from the eligible recipient; and
 - (b) approved payment of the grant to the eligible recipient.
- (10) The minister may, at any time, order a review of the Northern Infrastructure Grants Program.

24 Dec 2010 cN-5.2 Reg 1 s66; 23 May 2014 SR 32/2014 s6; 15 Mar 2019 SR 15/2019 s4; 20 Oct 2023 SR 97/2023 s7.

67 Repealed. 20 Oct 2023 SR 97/2023 s8.

Application for capital grant

68 An eligible recipient that wishes to apply for a capital grant pursuant to this Part shall:

- (a) apply to the minister in the form and manner determined by the minister;
- (b) if applicable, in the case of a grant for capital works, file a copy of the eligible recipient's current capital works plan with the minister;
- (c) if applicable, in the case of a grant for capital works, file a copy of the eligible recipient's tangible capital asset management plan supported by a current asset registry;
- (d) if applicable, in the case of an application for a grant for an eligible facility, include the eligible facility in the eligible recipient's capital works budget; and
- (e) in the case of an application under the Northern Infrastructure Grants Program for capital works:
 - (i) include an analysis satisfactory to the minister of the impact of the operating and maintenance costs of any new building or facility on municipal finances; and
 - (ii) submit competitive quotes with the application, or, if no competitive quotes are submitted, submit an explanation satisfactory to the minister of why competitive quotes are not submitted.

20 Oct 2023 SR 97/2023 s9.

Application for operating or maintenance grant

68.1 An eligible recipient that wishes to apply for an operating or maintenance grant under the Northern Infrastructure Grants Program shall:

- (a) apply to the minister in the form and manner determined by the minister; and
- (b) include an analysis satisfactory to the minister of the need to use that grant to financially assist the eligible recipient in operating or maintaining its infrastructure.

20 Oct 2023 SR 97/2023 s9.

Payment of grant

69(1) An eligible recipient that wishes to make a claim for payment of a grant pursuant to this Part must provide evidence satisfactory to the minister to establish the amount of the claim.

(2) The minister may inspect a capital work that is being constructed, altered or added to at any state of completion.

(3) An eligible recipient in receipt of a grant paid by the minister shall:

(a) keep records, satisfactory to the minister, relating to the cost of and payments made with respect to, as the case may be:

(i) the capital work; or

(ii) the operating or maintenance work; and

(b) provide the minister with access to those records.

(4) The minister may cancel any further payments on a grant if, based on the actual amount of the eligible recipient's cost, the further payment of grant moneys would exceed the maximum amount allowed pursuant to this Part.

(5) The minister may cancel any further payment on a grant in the event that the terms or conditions of the grant or any of the regulations are contravened.

(6) The eligible recipient shall inform the minister of any other grants that the eligible recipient receives for a capital work from the Government of Canada or the government of a province or territory of Canada.

24 Dec 2010 cN-5.2 Reg 1 s69; 20 Oct 2023 SR 97/2023 s10.

Authentication

70 The minister may require any document or other evidence of eligibility to accompany an application for a grant.

24 Dec 2010 cN-5.2 Reg 1 s70.

Vote of electors re capital works project

71 The minister may require an eligible recipient to submit a capital works project mentioned in its application for a grant to a vote of the electors to be conducted in accordance with *The Local Government Election Act*.

24 Dec 2010 cN-5.2 Reg 1 s71; 20 Oct 2023 SR 97/2023 s11.

Minister's decision final

72 A decision of the minister regarding any of the following matters is final:

(a) the eligibility of an eligible recipient for a grant;

(b) the disallowance of the inclusion of any cost;

(c) the amount of a grant payable to an eligible recipient.

20 Oct 2023 SR 97/2023 s12.

PART XIII
Designation of Resort Subdivisions

Designation of resort subdivisions

73 For the purpose of clause 439(3)(b) of the Act, the following subdivisions of land are designated as resort subdivisions:

- (a) East Trout Lake;
- (b) Jan Lake;
- (c) Keeley Lake;
- (d) Lac La Plonge;
- (e) Little Amyot Lake;
- (f) Little Bear Lake;
- (g) Michel Point;
- (h) Napatak;
- (i) Ramsey Bay;
- (j) Sturgeon Weir;
- (k) Tower Beach;
- (l) Tyrrell Lake;
- (m) Waden Bay;
- (n) Whelan Bay.

PART XIV
District Boundaries

Area of district

74 The district consists of that portion of Saskatchewan lying north of the following limit:

- (a) commencing at the point of intersection of the east boundary of Saskatchewan with the north boundary of Township 54, Range 30;
- (b) thence west along the north boundaries of Township 54, Ranges 30 and 31 to the Second Meridian;
- (c) thence west along the south boundaries of Township 55, Ranges 1 to 7 inclusive;
- (d) thence north along the east boundary of Township 55, Range 8, to the right bank of the Saskatchewan River;
- (e) thence along the right bank of the Saskatchewan River in Township 55, Ranges 8 and 9, Township 54, Ranges 9 and 10, to the Full Supply Level line of Tobin Lake;
- (f) thence westerly along the northerly Full Supply Level line of Tobin Lake to the east boundary of Range 12;
- (g) thence north along the east boundary of Township 54, Range 12;
- (h) thence west along the north boundary of Township 54, Range 12, to the east boundary of Township 55, Range 12;
- (i) thence north along the east boundary of Township 55, Range 12;
- (j) thence west along the north boundaries of Township 55, Ranges 12 to 21 inclusive;
- (k) thence north along the east boundaries of Townships 56 and 57, Range 22;
- (l) thence west along the north boundaries of Township 57, Ranges 22 to 26 inclusive and fractional Range 27 to the Third Meridian;
- (m) thence north along the Third Meridian from the north boundary of Township 57 to the north boundary of Township 61;
- (n) thence west along the north boundary of Prince Albert National Park;
- (o) thence south along the west boundary of Prince Albert National Park to the north boundary of Township 59, Range 6;
- (p) thence west along the north boundaries of Township 59, Ranges 6 to 13 inclusive;
- (q) thence north along the east boundaries of Townships 60 to 64 inclusive, Range 14;
- (r) thence west along the north boundaries of Township 64, Ranges 14 to 16 inclusive;

- (s) thence north along the east boundary of Township 65, Range 17;
- (t) thence west along the north boundary of Township 65, Range 17, and the north boundary of Section 36, Township 65, Range 18;
- (u) thence south along the east boundaries of Sections 35, 26, 23, 14, 11 and 2;
- (v) thence west along the south boundaries of Sections 2 and 3, Township 65, Range 18;
- (w) thence south along the east boundaries of Sections 33, 28, 21, 16 and 9;
- (x) thence west along the north boundaries of Sections 4, 5 and 6, Township 64, Range 18, and Sections 1, 2 and 3, Township 64, Range 19;
- (y) thence south along the east boundaries of Section 4, Township 64, Range 19, and Section 33, Township 63, Range 19;
- (z) thence west along the south boundaries of Sections 33, 32 and 31, Township 63, Range 19, Sections 36, 35, 34, 33, 32 and 31, Township 63, Range 20, Sections 36, 35, 34, 33 and 32, Township 63, Range 21;
- (aa) thence north along the east boundary of Section 31;
- (bb) thence west along the north boundary of Section 31, Township 63, Range 21, the north boundaries of Township 63, Ranges 22 and 23, and the north boundaries of Sections 36 and 35, Township 63, Range 24;
- (cc) thence north along the east boundary of Section 3;
- (dd) thence west along the north boundaries of Sections 3, 4 and 5;
- (ee) thence north along the east boundary of Section 7;
- (ff) thence west along the north boundary of Section 7, Township 64, Range 24;
- (gg) thence north along the east boundaries of Sections 13 and 24;
- (hh) thence west along the north boundaries of Sections 24, 23, 22, 21, 20 and 19, Township 64, Range 25;
- (ii) thence north along the east boundary of Township 64, Range 26;
- (jj) thence west along the north boundaries of Sections 36, 35 and 34, Township 64, Range 26;
- (kk) thence north along the east boundary of Section 4;
- (ll) thence west along the north boundary of Section 4;
- (mm) thence north along the east boundary of Section 8;
- (nn) thence west along the north boundary of the east half of Section 8;
- (oo) thence north along the east boundary of the west half of Section 17;
- (pp) thence west along the north boundary of Section 17;
- (qq) thence north along the east boundary of Section 19;

(rr) thence west along the north boundary of Section 19, Township 65, Range 26;

(ss) thence north along the east boundary of the south half of Section 25;

(tt) thence west along the north boundaries of the south halves of Sections 25, 26 and 27, Township 65, Range 27, to the west boundary of Saskatchewan.

24 Dec 2010 cN-5.2 Reg 1 s74; 3 Jne 2011 SR
32/2011 s4.

PART XV

Forms

Registration of interest

75 Form E is the form to be used to register an interest with the Registrar of Titles pursuant to:

- (a) subsection 59(5) of the Act; or
- (b) subsection 61(5) of the Act.

24 Dec 2010 cN-5.2 Reg 1 s75.

Discharge of interest

76 Form F is the form to be used to apply to the Registrar of Titles to discharge an interest pursuant to:

- (a) subsection 59(7) of the Act; or
- (b) subsection 61(7) of the Act.

24 Dec 2010 cN-5.2 Reg 1 s76.

Petition for incorporation of northern hamlet

77 Form G is the form of petition to be used for the incorporation of a northern hamlet pursuant to subsection 76(1) of the Act.

24 Dec 2010 cN-5.2 Reg 1 s77.

Application for incorporating or restructuring

78 Form H is the application form to be used:

- (a) for the incorporation of a northern hamlet pursuant to section 71 of the Act; or
- (b) for the restructuring of municipalities pursuant to subsection 74(1) of the Act.

24 Dec 2010 cN-5.2 Reg 1 s78.

Notice of appeal to board of revision

79 Form I is the form to be used for the notice of appeal required by:

- (a) subclause 236(1)(c)(ii) of the Act; or
- (b) subsection 246(6) of the Act.

24 Dec 2010 cN-5.2 Reg 1 s79.

Notice of appeal to Saskatchewan Municipal Board

80 Form J is the form to be used for the notice of appeal required by subsection 268(2) of the Act.

24 Dec 2010 cN-5.2 Reg 1 s80.

Notice of application for determination for compensation to the provincial court

80.1 Form K is the form to be used for an application for a determination for compensation pursuant to subsection 13(7) or 366(4) of the Act.

23 Nov 2012 SR 80/2012 s6.

Notice of appeal to the provincial court

80.2 Form L is the form to be used for a notice of appeal pursuant to subsection 19(10) or 166(3) of the Act.

23 Nov 2012 SR 80/2012 s6.

Notice of application for review to the provincial court

80.3 Form M is the form to be used for an application for a review pursuant to subsection 59(8) of the Act.

23 Nov 2012 SR 80/2012 s6.

Notice of an application for an order by the provincial court - *ex parte*

80.4 Form N is the form to be used for an application for an order pursuant to the following provisions of the Act:

- (a) subsection 59(11);
- (b) subsection 164(3).

23 Nov 2012 SR 80/2012 s6.

Notice of an application for an order by the provincial court - council member's qualification

80.5 Form O is the form to be used for an application for an order by the provincial court pursuant to clause 166(2)(b) of the Act.

23 Nov 2012 SR 80/2012 s6.

Notice of application for direction to the provincial court

80.6 Form P is the form to be used for an application for direction pursuant to subsection 156(1) of the Act.

23 Nov 2012 SR 80/2012 s6.

Affidavit of Service

80.7 Form Q is the form to be used for an affidavit of service pursuant to section 22.4 of these regulations.

23 Nov 2012 SR 80/2012 s6.

Subpoena

80.8 Form R is the form to be used for a subpoena pursuant to section 22.6 of these regulations.

23 Nov 2012 SR 80/2012 s6.

PART XVI
Repeals

R.R.S. c.N-5.1 Reg 1 repealed

81 *The Northern Saskatchewan Administration District Boundaries Regulations* are repealed.

24 Dec 2010 cN-5.2 Reg 1 s81.

R.R.S. c.N-5.1 Reg 2 repealed

82 *The Northern Municipalities General Regulations (No. 1)* are repealed.

24 Dec 2010 cN-5.2 Reg 1 s82.

R.R.S. c.N-5.1 Reg 3 repealed

83 *The Northern Municipalities General Regulations (No. 2)* are repealed.

24 Dec 2010 cN-5.2 Reg 1 s83.

R.R.S. c.N-5.1 Reg 7 repealed

84 *The Northern Village of Beauval Boundary Designation Regulations* are repealed.

24 Dec 2010 cN-5.2 Reg 1 s84.

R.R.S. c.N-5.1 Reg 9 repealed

85 *The Dangerous Dogs Control (Northern Saskatchewan) Regulations* are repealed.

24 Dec 2010 cN-5.2 Reg 1 s85.

R.R.S. c.N-5.1 Reg 11 repealed

86 *The Northern Municipalities Tax Exemption Regulations, 1990* are repealed.

24 Dec 2010 cN-5.2 Reg 1 s86.

R.R.S. c.N-5.1 Reg 12 repealed

87 *The Northern Municipality Assessment and Taxation Regulations* are repealed.

24 Dec 2010 cN-5.2 Reg 1 s87.

R.R.S. c.N-5.1 Reg 14 repealed

88 *The Northern Municipalities Public Reporting on Municipal Waterworks Regulations* are repealed.

24 Dec 2010 cN-5.2 Reg 1 s88.

R.R.S. c.N-5.1 Reg 15 repealed

89 *The Northern Municipalities Tax Discount and Penalty Regulations, 2007* are repealed.

24 Dec 2010 cN-5.2 Reg 1 s89.

R.R.S. c.N-5.1 Reg 16 repealed

90 *The Northern Revenue Sharing Capital Grants Regulations* are repealed.

24 Dec 2010 cN-5.2 Reg 1 s90.

R.R.S. c.N-5.1 Reg 17 repealed

91 *The Northern Municipal Operating Grants Regulations* are repealed.

24 Dec 2010 cN-5.2 Reg 1 s91.

Sask Reg. 243/79 repealed

92 The Northern Crown Land Disposition Regulations, being Saskatchewan Regulations 243/79, are repealed.

24 Dec 2010 cN-5.2 Reg 1 s92.

PART XVII
Coming into Force

Coming into force

93(1) Subject to subsection (2), these regulations come into force on January 1, 2011.

(2) If these regulations are filed after January 1, 2011, these regulations come into force on the day on which they are filed with the Registrar of Regulations.

24 Dec 2010 cN-5.2 Reg 1 s93.

Appendix**PART I****FORM A**
[Section 3]**Oath or Affirmation – Member of Council**

I, _____, having been elected to the office of _____
in the _____ of _____,

DO SOLEMNLY PROMISE AND DECLARE THAT:

- 1 I will truly, faithfully and impartially, to the best of my knowledge and ability, perform the duties of this office;
- 2 I am qualified to hold the office to which I have been elected;
- 3 I have not received and will not receive any payment or reward, or promise of payment or reward, for the exercise of any corrupt practice or other undue execution or influence of this office;
- 4 I have read, understand and agree to abide by the code of ethics, rules of conduct and procedures applicable to my position as a member of council required of me by *The Northern Municipalities Act, 2010* and any other Act and by the council;
- 5 I will:
 - (a) perform the duties of office imposed by *The Northern Municipalities Act, 2010* and any other Act or law and by the council;
 - (b) disclose any conflict of interest within the meaning of Part VII of *The Northern Municipalities Act, 2010*; and
 - (c) comply with the code of ethics, rules of conduct and procedures applicable to the office I now hold that are imposed by *The Northern Municipalities Act, 2010* and any other Act and by the council.

DECLARED before me at

_____, Saskatchewan

this ____ day of _____, 20____.

A Commissioner for Oaths for Saskatchewan,
a Notary Public, a municipal administrator, etc.
(as the case may be)

Signature of Declarant

My commission expires _____

FORM B

[Section 4]

Oath – member or secretary of board of revision

I, _____, having been appointed to the
office of _____
(member/secretary)

of the board of revision for the _____
of _____,

DO SOLEMNLY PROMISE AND DECLARE THAT:

1. I will truly, faithfully and impartially, to the best of my knowledge and ability, perform the duties of this office;
2. I have not received and will not receive any payment or reward, or promise of payment or reward, for the exercise of any corrupt practice or other undue execution of this office;
3. I am not for any reason disqualified from holding this office.

DECLARED before me at

_____, Saskatchewan

this ____ day of _____, 20 ____

*A Commissioner, etc. (or as the case may be)*_____
Signature of Declarant

24 Dec 2010 cN-5.2 Reg 1.

FORM C
[Clause 7(1)(a)]

| RESULTS OF CRIMINAL RECORD CHECK FOR CANDIDATE FOR ELECTION | | | |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|------------------------|--|
| NAME OF CANDIDATE: _____ | | | |
| Last Name | Given Name | Middle Name | |
| PREVIOUS NAME and/or ANY OTHER NAMES USED: _____ | | | |
| ADDRESS: _____ | | | |
| Apt.# | Street/Avenue | | |
| City/Town | Province/Postal Code | Telephone Number | |
| DATE OF BIRTH: _____ | | PLACE OF BIRTH: _____ | |
| Year/Month/Day | | | |
| GENDER: Male / Female | | | |
| MUNICIPALITY: _____ of _____ | | | |
| (town, northern village, northern hamlet) | | (name of municipality) | |
| NAME OF LOCAL POLICE SERVICE THAT CONDUCTED CHECK: _____ | | | |
| CRIMINAL RECORD CHECK ATTACHED: Yes / No | | | |
| <i>Note: The criminal record check from the local police service must be attached to this form to be acceptable for submission with the nomination paper and must have been completed not more than 30 days before the date of submission.</i> | | | |
| STATEMENT OF CONSENT: <i>I consented to a search of all records available at the time the search was conducted, including charges before the courts (including active alternative measures, stays of proceedings entered within one year of this request and findings of unfit to stand trial), findings of guilt or convictions (including youth records accessible under subsection 119(2) of the Youth Criminal Justice Act) and court orders (including peace bonds, restraining orders and recognizances under sections 810.01, 810.1 or 810.2 of the Criminal Code) registered in my name in the National Repository and local records available to the police service. I understand that if a possible record existed, it would not be disclosed until identification was confirmed by either myself or by fingerprints. I also understand that apprehensions, orders or other records relating to The Mental Health Services Act or The Youth Drug Detoxification and Stabilization Act were not disclosed.</i> <i>I understand criminal record checks submitted pursuant to section 104 of The Northern Municipalities Act, 2010:</i> <ul style="list-style-type: none"> <i>are not considered to be for a volunteer position;</i> <i>are not considered to be for a position with the vulnerable sector;</i> <i>do not require fingerprint verification for the sake of submission with the nomination paper and it was my option to submit a fingerprint verification to confirm my identity and record or lack of a record;</i> <i>do not require a release of information to a third party because I received the results personally; and</i> <i>are not required to include copies of the records themselves.</i> | | | |
| Dated this _____ day of _____ 20 ____ . Signature: _____ | | | |

FORM D
[Clause 50(a)]

Sign to be Displayed by Owner of Dangerous Animal

WARNING

Dangerous Animal on Premises

WARNING



DANGEROUS DOG ON PREMISES

(or if the animal that has been declared dangerous is a dog, use the following sign:)

24 Dec 2010 cN-5.2 Reg 1.

FORM E
[Section 75]

Notice of Order

To the Registrar of Titles,

(Please check one box only)

Take notice that an interest is to be registered against the title(s) for the parcel(s) of land described below, with respect to:

☐ an order issued pursuant to subsection 59(3) of *The Northern Municipalities Act, 2010* on _____, 20_____, to demolish, remove or remedy the condition of a building or site where a building has been declared to be a nuisance.

☐ an order issued pursuant to subsection 61(4) of *The Northern Municipalities Act, 2010* on _____, 20_____, to repair a building that does not conform to minimum standards, or to clear a site.

Legal description(s) of parcel(s):

Dated this _____ day of _____, 20 _____.

[SEAL] _____
Mayor or Authorized Municipal Employee

_____ of _____
(Name of Municipality)

24 Dec 2010 cN-5.2 Reg 1.

FORM F
[Section 76]

Removal of Notice

To the Registrar of Titles,

Take notice that the Notice of Order registered as No. _____ shall be removed insofar as it affects the following land:

_____.

Dated this _____ day of _____, 20 _____.

[SEAL] _____
Mayor or Authorized Municipal Employee

_____ of _____
(Name of Municipality)

24 Dec 2010 cN-5.2 Reg 1.

Petition for Northern Hamlet

1. *Petitions must be submitted to the administrator of the district in accordance with The Northern Municipalities Act, 2010.*
2. *The signatures of at least 30 persons who would be voters of the proposed northern hamlet meeting the respective qualifications are required; and each page must have an identical statement of purpose.*

[illegible]

STATEMENT OF REPRESENTATIVE OF PETITIONERS

TO: ADMINISTRATOR OF THE DISTRICT

Submitted herewith is a petition pursuant to sections 71 and 76 of *The Northern Municipalities Act, 2010*.

I am attaching this statement to the petition as required by section 76 of *The Northern Municipalities Act, 2010*.

I do hereby declare that:

- I am a representative of the petitioners;
- The administrator may direct any inquiries about the petition to me at the following address:

Print Name

Address

Northern settlement/Resort subdivision/Area of the district

Postal Code

Daytime telephone number

Other contact information where you can be reached

SIGNATURE OF REPRESENTATIVE

DATE SUBMITTED TO ADMINISTRATOR

24 Dec 2010 cN-5.2 Reg 1.

FORM H
[Section 78]
Application for Incorporation or Restructuring

APPLICATION AND PROPOSAL

- 1** In accordance with section 80 of *The Northern Municipalities Act, 2010* (“the Act”):
the petitioners in the _____ of _____
*(northern settlement /
resort subdivision / area of the district)*

apply for incorporation as a Northern Hamlet pursuant to section 71 of the Act.

OR

the council of the _____ of _____
(type of municipality) (name of municipality)

applies for restructuring pursuant to subsection 74(1) of the Act by:

(details of restructuring - e.g. adding to or withdrawing territory, merger, inclusion, etc.)

REASONS

- 2** The reasons for the request are: *(Attach extra sheets if necessary)*
- (a)
 - (b)
 - (c)

PETITION/COUNCIL RESOLUTION

- 3** In the case of an application to incorporate a northern hamlet, the petition together with a certificate of the administrator of the district verifying that the petitioners are persons who would be voters of the northern hamlet if it were incorporated is attached as Schedule 1.

OR

- 3** In the case of an application for restructuring, a certified copy of a resolution of the council requesting the restructuring is attached as Schedule 1.

MAP AND PLANS FOR FUTURE GROWTH AND DEVELOPMENT

- 4** A map or plan showing in detail the boundaries of the proposal including a legal description of any proposed boundary changes to the municipalities affected by the application and changed by the proposal as verified by the administrators of the municipalities or the district affected by the proposal is attached as Schedule 2.
- 5** An outline of plans for future growth or development of the proposed municipality is attached as Schedule 3.

PROPOSED OPERATING AND CAPITAL BUDGET

- 6** Except in the case of an application pursuant to clause 74(1)(a) of the Act, a proposed operating and capital budget for the proposed northern hamlet or municipality and for any other municipality affected by the application is attached as Schedule 4.

RESOLUTION(S) OF AFFECTED COUNCIL(S)

7 The council of the _____
 (Town/Northern Village/Northern Hamlet)

of _____ has consented/has not consented to this proposal.

Accordingly, a certified complementary resolution along with the reasons of the council(s) is attached as Schedule 5.

(Attach resolutions and reasons of all councils affected by the proposal)

Where applicable, as the proposal affects the district, the minister, as mayor and council for the district, has consented/has not consented to this proposal. Accordingly, a letter including reasons from the minister is attached as Schedule 5b.

PUBLIC NOTICES, MEETINGS AND OBJECTIONS

8 Copies of public notices and any written submissions respecting the proposal received by the council are attached as Schedule 6.

9 Minutes of the public meeting held pursuant to section 78 of the Act are attached as Schedule 7.

POPULATION, ASSESSMENT AND DWELLINGS

10 A statement setting out the population, total taxable assessments, and the number of dwellings and lots for each municipality and other municipality affected by the proposal is attached as Schedule 8.

VOLUNTARY RESTRUCTURING AGREEMENT

11 A voluntary restructuring agreement is/is not attached as Schedule 9.

PRIOR MEDIATION/DISPUTE RESOLUTION

11.1 Copies of reports or records with respect to any attempt at mediation within the previous year in relation to this application are attached as Schedule 10.

11.2 If this application requires the statements regarding matters in dispute pursuant to subsection 81(8) of *The Northern Municipalities Act, 2010* the statements are attached as Schedule 11.

DECLARATION

12 I, _____, of _____,
 Saskatchewan, being the Petitioners' Representative,

OR

12 I, _____, being:

☐ the Administrator for the municipality of _____, Saskatchewan

OR

☐ the Administrator for the district,

CERTIFY THAT:

- 1 I have personal knowledge of the matters herein deposed to.
- 2 The statements contained within this application are true.
- 3 The preliminary proceedings required by sections 76, 77 and 78 of *The Northern Municipalities Act, 2010* were carried out.
- 4 In the case of an application for restructuring, this application was duly authorized by the council of the municipality of _____ .

I make this solemn declaration believing it to be true and knowing that it is of the same force and effect as if made under oath and by virtue of the *Canada Evidence Act*.

DECLARED before me at

_____, Saskatchewan

this ____ day of _____, 20 ____

A Commissioner, etc. (or as the case may be)

Signature of Declarant

FORM I
[Section 79]

Notice of Appeal to the Board of Revision

(DEADLINE FOR APPEAL IS _____)

To the secretary of the board of revision of the municipality
of _____, Saskatchewan.
(name of municipality)

I choose the: *(see below¹)*

- ☐ Simplified appeal process (section 244 of *The Northern Municipalities Act*)
- ☐ Regular appeal process

I appeal against the: *(check beside those that apply)*

- ☐ Property valuation (land valuation or improvement valuation or both)
- ☐ Property classification (land classification or improvement classification or both)
- ☐ Exemption
- ☐ Preparation or content of the assessment roll
- ☐ Preparation or content of the notice of assessment (assessed value or taxable assessment)

of the following property _____
(legal land description, civil address, assessment roll number or alternate)

on the following grounds, and, in support of these grounds, I state the following material facts to be true and accurate:

1 Ground of Appeal

Supporting material facts:

2 Ground of Appeal

Supporting material facts:

3 Ground of Appeal

Supporting material facts:

*(Attach extra sheets if necessary)*I request that the following change(s) be made to the assessment roll *(if known)*:

(Attach extra sheets if necessary)

I discussed my appeal with _____

(Assessor's or assessment appraiser's name)

of the municipality on _____ and the following is a summary of that discussion:

*(month/day/year)**(Include the outcome of the discussion and any details of the facts or issues agreed to by the parties)*

OR

I have not discussed my appeal with the municipality's assessor for the following reasons:

(Provide reasons why no discussion was held)

(Attach extra sheets if necessary)

N-5.2 REG 1**NORTHERN MUNICIPALITIES**

| | | | |
|-------------------|-------------------|----------------------------------------------------|-------------------|
| Appellant's Name: | | Agent's Name <i>(if named/known²)</i> : | |
| Mailing Address: | | Mailing Address: | |
| City/Town: | | City/Town: | |
| Province: | Postal Code: | Province: | Postal Code: |
| Home Phone #: | Business Phone #: | Home Phone #: | Business Phone #: |
| Fax #: | Cell #: | Fax #: | Cell #: |
| E-mail address: | | E-mail address: | |

The appellant's interest in the property is:

(e.g. owner, tenant, property manager)

Dated this _____ day of _____, 20____.

(day) (month) (year)

Assessment Value under Appeal: \$ _____ \$ _____

(Enclosed Appeal Fee³)

(Appellant's/Agent's Name - please print)

(Appellant's/Agent's Signature)

¹ What is the difference between the regular and simplified appeal processes? For regular appeals, any written material and photographs you provide in support of your appeal must be submitted to BOTH the secretary of the board of revision and the municipality's assessor at least 20 days before the date of your hearing. The appeal will be heard by an panel comprising three members of the board.

Section 244 of *The Northern Municipalities Act* provides for a simplified appeal process to be used at the option of the appellant. You may choose the simplified appeal process if your appeal is for:

- a single family residential property or residential condominium; or
- any property that has an assessed value of \$250,000 or less.

In the simplified process, the chairperson may appoint only one member of the board to hear the appeal. If you qualify for a simplified appeal process and request it on the Notice of Appeal, you *may* provide any written material and photographs in support of your appeal to the board of revision and the municipality's assessor at your hearing. However, to avoid delays at your hearing, you are encouraged to provide your material to BOTH the secretary of the board of revision and the municipality's assessor at least 20 days before the date of your hearing.

The written material you provide for either process should identify why you feel there is an error in your assessment.

² Subsection 246(7) of *The Northern Municipalities Act, 2010* provides that regardless of whether or not an appellant has named an agent in the notice of appeal, the appellant retains the right to name an agent, change an agent or use additional agents at any time during the appeal process.

³ The appellant must file this Notice of Appeal with the secretary of the board of revision, together with any fee set by council, within the period set out in section 247 of *The Northern Municipalities Act, 2010*. Information on appeal fees may be obtained from the municipality. On receipt of this notice, the secretary of the board of revision must determine whether the notice complies with the requirements set out in section 246 of *The Northern Municipalities Act, 2010*. If the notice does not comply, the secretary must notify the appellant of the deficiencies in the notice and grant the appellant one 14-day extension to perfect it.

FORM J
[Section 80]

Notice of Appeal to the Saskatchewan Municipal Board

To the secretary of the Saskatchewan Municipal Board:

I appeal the decision (or failure to render a decision) of the board of revision appeal
no. _____ for the municipality of _____

(check beside those that apply)

to the Saskatchewan Municipal Board respecting the:

- ☐ Property valuation (land valuation or improvement valuation or both)
- ☐ Property classification (land classification or improvement classification or both)
- ☐ Exemption
- ☐ Preparation or content of the assessment roll
- ☐ Preparation or content of the notice of assessment

of _____
(legal land description) *(assessment or alternate number)*

(street address, if applicable)

Assessment value under appeal: \$ _____ Assessment year: _____

My grounds for appeal are as follows:

(Attach additional sheets if necessary)

| | | | |
|-------------------|-------------------|----------------------------------------------------|-------------------|
| Appellant's Name: | | Agent's Name <i>(if named/known²)</i> : | |
| Mailing Address: | | Mailing Address: | |
| City/Town: | | City/Town: | |
| Province: | Postal Code: | Province: | Postal Code: |
| Home Phone #: | Business Phone #: | Home Phone #: | Business Phone #: |
| Fax #: | Cell #: | Fax #: | Cell #: |
| E-mail address: | | E-mail address: | |

Contact information for this appeal:

The appellant's interest in the property is:

(e.g. owner, tenant, property manager, assessor)

Dated this _____ day of _____, 20____.

(day) (month) (year)

(Appellant's/Agent's Name - please print)

(Appellant's/Agent's Signature)

\$ _____

(Enclosed Appeal Fee)

INFORMATION NOTE

- (1) The appellant must serve this Notice of Appeal on the secretary of the Saskatchewan Municipal Board (SMB).
- (2) The appeal fee prescribed in *The Saskatchewan Municipal Board Fees Regulations*, payable to the SMB, must accompany this notice, along with a copy of the Notice of Assessment for the property under appeal. Information on appeal fees may be obtained from the SMB.
- (3) On receipt of this notice, the secretary of the SMB must determine whether the notice complies with the requirements set out in section 268 of *The Northern Municipalities Act, 2010*. If the notice does not comply, the secretary must notify the appellant of the deficiencies in the notice and grant the appellant one 14-day extension to perfect it.
- (4) On receipt of a perfected notice of appeal, the secretary must serve a copy of this notice on every party to the appeal other than the appellant and provide a copy of this notice to the secretary of the board of revision.

at _____

| | |
|-------------------|--------------------|
| Act reference | Party to be served |
| Subsection 13(7) | Municipality |
| Subsection 366(4) | Municipality |

Contact Information:

Applicant: _____ Other party: _____

Mailing Address: _____ Mailing Address: _____

Telephone No.: _____ Telephone No.: _____
(home) (home)_____
(work) (work)

Fax No.: _____ Fax No.: _____

Dated this _____ day of _____, 20 _____.
(day) (month)_____
(Applicant's Signature)Received on _____
(year, month, day)A hearing is set for _____
(year, month, day, time)at: _____
(place) (street address) (city/town)_____
Signature of Clerk of the Court

17 May 2013 SR 35/2013 s2.

| | |
|-------------------|----------------------------------------------------------------------------------------------|
| Act reference | Party to be served |
| Subsection 19(11) | Other parties to the dispute resolution process Deputy Minister on behalf of the minister |
| Subsection 166(3) | Municipality |

Contact Information:

Appellant: _____ Other party: _____

Mailing Address: _____ Mailing Address: _____

Telephone No.: _____ Telephone No.: _____
(home) (home)_____
(work) (work)

Fax No.: _____ Fax No.: _____

Dated this _____ day of _____, 20 _____.
(day) (month)_____
(Applicant's Signature)Received on _____
(year, month, day)A hearing is set for _____
(year, month, day, time)at: _____
(place) (street address) (city/town)_____
Signature of Clerk of the Court

17 May 2013 SR 31/2013 s2.

at _____

Application for Review

To the Provincial Court of Saskatchewan:

I, _____
(print name)

pursuant to *The Northern Municipalities Act, 2010*, apply for a review pursuant to subsection 59(8) - the municipality's order to remedy a building nuisance;

I am:

- ☐ the building's owner; or
- ☐ a person having a registered interest in the building.

My grounds for review are as follows:

[illegible]

Service of notice

Note: The applicant must serve a copy of this Application for Review on the municipality at least 15 business days before the hearing. The hearing may proceed if the other party has been served and does not appear.

Contact Information:

Applicant: _____ Other party: _____

Mailing Address: _____ Mailing Address: _____

Telephone No.: _____ Telephone No.: _____
(home) (home)

(work) (work)

Fax No.: _____ Fax No.: _____

Dated this _____ day of _____, 20____.

(day) (month)

(Applicant's Signature)

Received on _____
(year, month, day)

A hearing is set for _____
(year, month, day, time)

at: _____
 (place) (street address) (city/town)

Signature of Clerk of the Court

FORM N
[Section 80.4]

The Provincial Court of Saskatchewan

at _____

Application for an Order - *Ex Parte*

To the Provincial Court of Saskatchewan:

I, _____
(print name)

am applying for an order pursuant to *The Northern Municipalities Act, 2010*:

- ☐ subsection 59(11) - requiring a person to vacate a building declared to be a nuisance; or
- ☐ subsection 164(3) - authorizing council to give consideration to, discuss, and vote on a question or matter.

I am the administrator or an appointed representative acting on behalf of the municipal council.

My grounds are as follows:

[illegible]

Contact Information:

Applicant: _____ Other party: _____

Mailing Address: _____ Mailing Address: _____

Telephone No.: _____ Telephone No.: _____
(home) (home)_____
(work) (work)

Fax No.: _____ Fax No.: _____

Dated this _____ day of _____, 20 _____.
(day) (month)_____
(Applicant's Signature)Received on _____
(year, month, day)A hearing is set for _____
(year, month, day, time)at: _____
(place) (street address) (city/town)_____
Signature of Clerk of the Court

17 May 2013 SR 31/2013 s2.

[illegible]

at _____

Application for Direction

To the Provincial Court of Saskatchewan:

Pursuant to subsection 156(1) of *The Northern Municipalities Act, 2010*,

I, _____
(print name)

am applying for direction because:

- ☐ the wording of a petition is unclear;
- ☐ two or more petitions received are in conflict; or
- ☐ for any other reason respecting a referendum, direction is required

as described:

[illegible]

I am the administrator or an appointed representative acting on behalf of the municipal council

in the _____ of _____, Saskatchewan.
(town, northern village, northern hamlet) (name of municipality)

Pursuant to subsection 156(2), the administrator's report on the sufficiency of the petition or petitions was made on the _____ day of _____, 20____.

Service of notice

Note: The applicant must serve a copy of this Application for Direction on the petitioners' representative(s) at least 15 business days before the hearing. The hearing may proceed if the other party has been served and does not appear.

Contact Information:

Applicant: _____ Other party: _____

Mailing Address: _____ Mailing Address: _____

Telephone No.: _____ Telephone No.: _____
(home) (home)

(work) (work)

Fax No.: _____ Fax No.: _____

If more than one petition received:

Other party: _____ Other party: _____

Mailing Address: _____ Mailing Address: _____

Telephone No.: _____ Telephone No.: _____
(home) (home)

(work) (work)

Fax No.: _____ Fax No.: _____

Dated this _____ day of _____, 20____.

(day) (month)

(Applicant's Signature)

Received on _____
(year, month, day)

A hearing is set for _____
(year, month, day, time)

at: _____
 (place) (street address) (city/town)

Signature of Clerk of the Court

FORM Q
[Section 80.7]

Affidavit of Service

I, _____ of _____ make oath and say:
(name)(address)

1. That on the _____ day of _____, I served _____
(name of person served)
with a true copy of the _____ attached to this affidavit by
(name of document served)

(select one and strike out the inapplicable parts);

☐ leaving a true copy with *(him/her)* at _____,
(address)
and that my means of knowledge as to the identity of _____
(name of person served)
are as follows:
_____.

☐ posting the document at the land, building or structure or on a vehicle to which
the notice, order or document relates, namely _____

(describe the land, building, structure or vehicle, including the civic address, if applicable)

☐ by mailing it by registered mail addressed as follows:

_____, and that
attached to this affidavit is the post office acknowledgement of receipt or proof
of delivery card for it, purporting to be signed by or on behalf of the addressee
on the _____ day of _____,
*(or, where the receipt is undated: which was returned on the _____ day
of _____, _____)*, and that the basis of my information
and belief as to the postal address of the addressee is:

_____.

SWORN before me at _____,
Saskatchewan this _____ day of _____,
_____.

A Commissioner for Oaths in and
for Saskatchewan.

(Signature)

FORM R
[Section 80.8]

Subpoena

Province of Saskatchewan.

To: _____

You must appear before a judge at _____

(state urban centre at which trial is to be held and the location or description of the building in which trial is to be held)

on the _____ day of _____, _____, at _____ o'clock _____.m.
(state whether a.m. or p.m.)

and, if the trial is adjourned, to appear on the date to which it is adjourned, to give evidence on behalf of

(insert name of party)

And you must bring with you and produce at the trial: _____

(specify books, papers, documents or other thing to be produced)

If you fail to appear and testify, a judge may issue a warrant for your arrest.

Dated at _____, Saskatchewan, the _____ day of _____, _____.

(Signature of Judge or Clerk)

PART II

Tables

TABLE 1

[*Clause 33(2)(c)*]**Calculation of Amounts of Lands Exempt From Taxation**

| Maximum Enrolment of Students in School | Divisions I and II School (hectares) | Combined Divisions I, II, III and IV or Divisions III and IV School (hectares) |
|-----------------------------------------|--------------------------------------|--------------------------------------------------------------------------------|
| 75 or less | 1.2 | 1.6 |
| 100 | 2.2 | 2.2 |
| 200 | 2.4 | 2.4 |
| 300 | 2.4 | 2.8 |
| 400 | 2.8 | 3.2 |
| 500 | 2.8 | 3.6 |
| 700 | 3.2 | 4.4 |
| 1000 | 4.0 | 5.7 |

Plus 0.4 hectares for each additional 100 pupils

24 Dec 2010 cN-5.2 Reg 1.

TABLE 2

[*Section 61*]**Northern Municipal Grants****Repealed.** 4 Mar 2016 SR 30/2016 s4.

TABLE 3

[*Section 66*]**Northern Capital Grants Eligibility****Repealed.** 20 Oct 2023 SR 97/2023 s13.

TABLE 4
[*Clause 32.4(3)(b)*]

**Maximum rates for the remuneration to be paid to
members and secretaries of a centralized board of revision**

| Activity | Maximum Fee |
|--------------------------------------------------------------------------------------------------------------------------------|--------------------|
| Hourly board member rate with respect to hearing of single family residential property assessment appeal | \$150 |
| Hourly board member rate with respect to hearing of any appeal other than single family residential property assessment appeal | \$250 |
| Hourly secretary rates | \$50 |

23 Dec 2022 SR 100/2022 s7.

PART III

Schedule 1
[*Section 3.1*]

Code of Ethics for Members of Council

Preamble

As members of council, we recognize that our actions have an impact on the lives of all residents and property owners in the community. Fulfilling our obligations and discharging our duties responsibly requires a commitment to the highest ethical standards.

The quality of the public administration and governance of the municipality of _____, as well as its reputation and integrity, depends on our conduct as elected officials.

Purpose and Interpretation

The purpose of this code is to outline basic ethical standards and values for members of council. It is to be used to guide members of council respecting what their obligations are when fulfilling their duties and responsibilities as elected officials.

This code is to be interpreted in accordance with the legislation applicable to the municipality, the common law and the policies and bylaws of the municipality.

Neither the law nor this code is to be interpreted as exhaustive, and there will be occasions on which a council will find it necessary to adopt additional rules of conduct in order to protect the public interest and to enhance the public confidence and trust in local government.

It is the responsibility of each member of council to uphold the standards and values set out in this code.

Standards and Values

a. Honesty

Members of council shall be truthful and open in their roles as council members and as members of the communities they serve.

b. Objectivity

Members of council shall make decisions carefully, fairly and impartially.

c. Respect

Members of council shall treat every person, including other members of council, municipal employees and the public, with dignity, understanding and respect.

Members of council shall not engage in discrimination, bullying or harassment in their roles as members of council. They shall not use derogatory language towards others, shall respect the rights of other people and groups, shall treat people with courtesy and shall recognize the importance of the different roles others play in local government decision making.

d. Transparency and Accountability

Members of council shall endeavour to conduct and convey council business and all their duties in an open and transparent manner, other than those discussions that are authorized to be dealt with in a confidential manner in closed session, so that stakeholders can view the process and rationale used to reach decisions and the reasons for taking certain actions.

Members of council are responsible for the decisions that they make. This responsibility includes acts of commission and acts of omission.

e. Confidentiality

Members of council shall refrain from disclosing or releasing any confidential information acquired by virtue of their office except when required by law or authorized by council to do so. Members shall not take advantage of or obtain private benefit from information that is obtained in the course of or as a result of their official duties or position and that is not in the public domain. This includes complying with *The Local Authority Freedom of Information and Protection of Privacy Act* in their capacity as members of council of a local authority.

f. Leadership and the Public Interest

Members of council shall serve their constituents in a conscientious and diligent manner and act in the best interests of the municipality. A member shall strive, by focussing on issues important to the community and demonstrating leadership, to build and inspire the public's trust and confidence in local government.

Members of council are expected to perform their duties in a manner that will bear close public scrutiny and shall not provide the potential or opportunity for personal benefit, wrongdoing or unethical conduct.

g. Responsibility

Members of council shall act responsibly and in accordance with the Acts of the Parliament of Canada and the Legislature of Saskatchewan, including *The Northern Municipalities Act, 2010*.

This duty includes disclosing actual or potential conflicts of interest, either financial or otherwise relating to their responsibilities as members of council, following policies and procedures of the municipality, and exercising all conferred powers strictly for the purpose for which the powers have been conferred. Every member of council is individually responsible for preventing potential and actual conflicts of interest.

28 Oct 2016 SR 81/2016 s5.

