## Protective Services Cost Recovery Bylaw

**Disclaimer:**

***This draft bylaw has been prepared by staff in the Advisory Services and Municipal Relations Branch of the Ministry of Government Relations, not legal experts. It is intended for guidance/illustrative purposes only and may be reworded to suit local conditions and requirements. It is always advisable to obtain the advice of a solicitor in drafting bylaws.***

**(MUNICIPALITY STATUS) OF (NAME / #)**

**BYLAW NO \_\_\_\_\_\_**

**A BYLAW TO RECOVER PROTECTIVE SERVICES COSTS** 1

The Council of the \_\_\_\_\_\_\_\_\_ of \_\_\_\_\_\_\_\_\_ in the Province of Saskatchewan enacts as follows:

1. In this bylaw:
   1. “Administrator” shall mean the administrator of the municipality;
   2. “Council” shall mean the council of the municipality; and
   3. “Municipality” shall mean the [full name of municipality].
2. The cost of fire prevention, suppression and emergency response services 2  shall be charged directly on the persons who receive the service in accordance with *[select one of the following]*

* Schedule “A” which is attached to and forming a part of this bylaw.
* The rates contained within the [short name used for Fire Rates Bylaw] which may be revised from time to time.

1. The Council may authorize the Administrator to add to the taxes 3 of any property owned by the person referenced in Section 2 of this bylaw any amount which remains unpaid *[select one of the following]*

* at the end of the calendar year.
* [x] days after the person has been invoiced for said services.
* at the end of the calendar year or [x] days after the person has been invoiced for said services, whichever is earlier.

1. Bylaw No. yyyy-## is hereby repealed. 4

|  |  |
| --- | --- |
|  |  |
|  | Mayor / Reeve |
| [SEAL] |  |
|  |  |
|  | Administrator |

Read a third time and adopted

this \_\_\_\_ day of \_\_\_\_\_\_\_\_\_\_\_

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

Administrator

Notes:

1. Municipalities are encouraged to review the following article *Changes to Municipal Law May Affect Fire Insurance* available at [www.rslaw.com](http://www.rslaw.com) prior to consideration of a bylaw to directly charge property owners for fire response and related services.
2. Clause 8(1)(i) provides authority for municipalities to pass bylaws in relation to services provided by the municipality (where it has its own fire department) or on behalf of the municipality (where it contracts the service from another municipality) and to establish fees for those services. These fees should be stipulated either within this bylaw or within some other bylaw which may be revised from time to time. If proceeding with the second option, referencing a short title rather than a specific bylaw number will negate the necessity of amending this bylaw when rates are amended. The rates bylaw may also be referenced by other bylaws, such as an inter-municipal agreement with respect to services provided by a fire department.
3. The municipality should clearly define its administrative process regarding recovery of costs for fire response and related services. A municipality which contracts fire response and related services from another service provider should demonstrate that the amount due by the person is owed to the recipient municipality. A municipality may wish to incorporate invoicing procedures within the bylaw or it may choose to address the issue through municipal policy.
4. If applicable.