

A BYLAW TO AMEND AN EXISTING BYLAW

BYLAW NO.

The Council of the Northern Hamlet of _____ in the Province of Saskatchewan under the provision of Section of *The Northern Municipalities Act*, enacts as follows:

1. Bylaw No. ___ adopted on _____, 20__ is hereby amended by striking out:

and substituting therefore the following:

2. This bylaw shall come into force and take effect upon approval by the Minister of Municipal Affairs.

Read a first time this _____ day of _____, 20__.

Read a second time this ___ day of _____, 20__.

Read a third time this _____ day of _____, 20__.

Mayor

(Seal)

Clerk/Administrator

Date Approved

Deputy Minister or designate for and
on behalf of the Minister of
Municipal Affairs

**A BYLAW TO AMEND AN EXISTING BYLAW
(Villages)**

BYLAW NO.

The Council of the Northern Village of _____ in the Province of Saskatchewan under the provision of Section ____ of The Northern Municipalities Act, enacts as follows:

1. Bylaw No. __ adopted on _____, 20__ is hereby amended by striking out:

and substituting therefor the following:

2. This bylaw shall come into force and take effect upon final passage thereof. (See Note)

Read a first time this ____ day of _____, 20__.

Read a second time this __ day of _____, 20__.

Read a third time this ____ day of _____, 20__.

Mayor

(SEAL)

Clerk/Administrator

NOTE: If the bylaw being amended was initially approved by the Minister of Municipal Affairs, this bylaw must also be submitted for Ministerial approval.

A BYLAW TO AUTHORIZE AN EXPENDITURE

BYLAW NO. _____

The Council of the Northern Village of _____ in the Province of Saskatchewan,
under the provision of Section 152(2) of *The Northern Municipalities Act*, enacts as follows:

1. It shall be lawful for the Council of the Northern Village of _____ to authorize an expenditure not exceeding _____ dollars in the year 20__ for the purpose of:

2. It is the intention of the Council upon approval of this bylaw to make this expenditure:

(See attached instructions)

3. This bylaw shall come into force and take effect upon approval by the Minister of Municipal Affairs.

Read a first time this _____ day of _____, 20__.
Read a second time this _____ day of _____, 20__.
Read a third time this _____ day of _____, 20__.

Mayor

(SEAL)

Clerk/Administrator

Date Approved

Deputy Minister or designate for and on
behalf of the Minister of Municipal
Affairs

INSTRUCTIONS FOR COMPLETION OF CLAUSE 2

There may be a number of sources of funding to be used to pay for the proposed expenditure. All these sources should be individually identified when preparing the bylaw indicating the amount of each. The combined total of the funding sources should agree with the total cost of the proposed expenditure.

For example, suppose the purchase of a major piece of equipment costing \$75,000 is to be funded using \$25,000 out of the current year's operating budget, \$5,000 out of capital funds on hand, and \$45,000 from the Northern Capital Grants Program. Clause 2 would be completed as follows:

- "a) out of current funds on hand, \$25,000;
- b) out of capital funds on hand, \$5,000; and
- c) out of the proceeds of a grant under the Northern Capital Grants Program, \$45,000."

As another example, suppose you are proposing to construct a municipal building costing \$250,000 using \$50,000 out of the current year's operating budget, \$75,000 from the Saskatchewan Employment Development Program, and by borrowing \$125,000 that will be paid back over the next 5 years. Clause 2 would be completed as follows:

- "a) out of current funds on hand, \$50,000;
- b) out of the proceeds of a grant under the Saskatchewan Employment Development Program, \$75,000; and
- c) by creating a liability of \$125,000 which will be paid from future revenues of the northern municipality in equal annual instalments in the years 20 , 20 , 20, 20 and 20 ."

There can be any number of funding combinations utilized in making major expenditures therefore it is entirely possible to have six or even more sources of funding identified in this clause.

A BYLAW TO AUTHORIZE AN EXPENDITURE

BYLAW NO._____

The Council of the Northern Hamlet of _____ in the Province of Saskatchewan, under the provision of Section 152(2) of *The Northern Municipalities Act*, enacts as follows:

- 1. It shall be lawful for the Council of the Northern Hamlet of _____ to authorize an expenditure not exceeding dollars in the year 20__ for the purpose of:

- 2. It is the intention of the Council upon approval of this bylaw to make this expenditure:

(See attached instructions)

- 3. This bylaw shall come into force and take effect upon approval by the Minister of Municipal Affairs.

Read a first time this _____ of _____, 20____.
Read a second time this _____ of _____, 20____.
Read a third time this _____ of _____, 20____.

(SEAL)

Mayor

Clerk/Administrator

Date Approved

Deputy Minister or designate for and on behalf of the Minister of Municipal Affairs

NOTE: The Minister may require that, before granting his approval of the bylaw, it be submitted to and approved by a vote of the electors.

INSTRUCTIONS FOR COMPLETION OF CLAUSE 2

There may be a number of sources of funding to be used to pay for the proposed expenditure. All these sources should be individually identified when preparing the bylaw indicating the amount of each. The combined total of the funding sources should agree with the total cost of the proposed expenditure.

For example, suppose the purchase of a major piece of equipment costing \$75,000 is to be funded using \$25,000 out of the current year's operating budget, \$5,000 out of capital funds on hand, and \$45,000 from the Northern Capital Grants Program. Clause 2 would be completed as follows:

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- c) out of the proceeds of a grant under the Northern Capital Grants Program, \$45,000."

As another example, suppose you are proposing to construct a municipal building costing \$250,000 using \$50,000 out of the current year's operating budget, \$75,000 from the Saskatchewan Employment Development Program, and by borrowing \$125,000 that will be paid back over the next 5 years. Clause 2 would be completed as follows:

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- b) out of the proceeds of a grant under the Saskatchewan Employment Development Program, \$75,000; and
- c) by creating a liability of \$125,000 which will be paid from future revenues of the northern municipality in equal annual instalments in the years 20 , 20 , 20 , 20 and 20 .

There can be any number of funding combinations utilized in making major expenditures therefore it is entirely possible to have six or even more sources of funding identified in this clause.

**COAT OF ARMS AND SEAL
A BYLAW TO ADOPT A CREST AND/OR COAT OF ARMS**

BYLAW NO.

The Council of the Northern _____ of _____ in the Province of Saskatchewan enacts as follows:

1. That the Council adopt a Crest and/or Coat of Arms for the Northern _____ of _____.
- 2) The design, according to the sketch attached hereto and marked Schedule "A" and which forms part of this bylaw, shall be the Crest and/or Coat of Arms of the Northern _____ of _____ from the date upon which approval of the Lieutenant Governor in Council is received to use such Crest and/or Coat of Arms.
- 3) This bylaw shall come into force and take effect upon approval of the Minister of Municipal Affairs and the Lieutenant Governor in Council.

Read a first time this _____ day of _____, 20__.

Read a second time this _____ day of _____, 20__.

Read a third time this _____ day of _____, 20__.

Mayor

(SEAL)

Clerk/Administrator

DATE APPROVED

Deputy Minister or designate
for and on behalf of the
Minister of Municipal
Affairs

ANIMAL CONTROL

BYLAW NO.

The Council of the Northern _____ of
in the Province of Saskatchewan, under the provision of *Subsection 100(1) of the Northern
Municipalities Act*, enacts as follows:

1. No person shall herd _____ (classify animals)
in the Northern _____ of
any time within the limits of the northern municipality.
2. No person shall graze _____ (classify animals)
at any time within the limits of the northern municipality.
3. No person shall keep _____ (classify animals) _____ within the limits of the northern
municipality.
4. Any person found guilty of any of the provisions of this bylaw shall be liable to the
penalties provided for in the General Penalty Bylaw of the northern municipality.
5. This bylaw shall come into force and take effect immediately upon approval by the
Minister of Municipal Affairs.

Read a first time this _____ day of _____, 20__.

Read a second time this _____ day of _____, 20__.

Read a third time this _____ day of _____, 20__.

(SEAL)

Mayor

Clerk/Administrator

DATE APPROVED

Deputy Minister or designate for and
on behalf of the Minister of
Municipal Affairs

TEMPORARY BORROWING

BYLAW NO.

A Bylaw of the Northern Hamlet of _____ in the Province of Saskatchewan, authorizing borrowing to meet current expenditures enacted under the provision of Section 157 of *The Northern Municipalities Act*.

WHEREAS the Northern Hamlet of _____ requires the sum of \$ _____ to meet current expenditure of the northern municipality for municipal purposes until the taxes levied or to be levied for the year can be collected and until unconditional operating grants are received;

AND WHEREAS the estimated amount of the municipal taxes to be levied for the current year are \$ _____ and the estimated unconditional operating grants for the current year are \$ _____;

NOW THEREFORE, the Council of the Northern Hamlet of _____ in the Province of Saskatchewan enacts as follows:

1. The Mayor and Clerk of the Northern Hamlet of _____ are hereby authorized to borrow from _____ the sum of \$ _____ to meet the current expenditures of the northern municipality for municipal purposes until the taxes levied or to be levied for the year can be collected and the unconditional operating grants are received and to pay interest on the sum so borrowed either in advance or at maturity and in either case after maturity at the rate of prime plus _____ % per annum.
2. The sum so borrowed shall be repayable, including interest, within the current year and, as agreed by Council, same shall be a first charge on all taxes excluding school taxes and on all unconditional operating grants to the Northern Hamlet of _____.
3. The Ministry of Municipal Affairs shall be authorized (by letter) to make remittances of operating grant payments for the northern municipality directly to the said _____ to the credit of the Northern Hamlet of _____ until such time as the temporary borrowing is repaid in full.
4. The Mayor and Clerk are hereby authorized to execute under the seal of the northern municipality, a promissory note or notes in favour of the said _____ for a sum or sums not to exceed in the aggregate the amount hereinbefore authorized to be borrowed and interest as aforesaid.

5. This bylaw shall come into force and take effect immediately upon approval by the Minister of Municipal Affairs.

Read a first time this _____ day of _____, 20____.
Read a second time this _____ day of _____, 20____.
Read a third time this _____ day of _____, 20____.

(SEAL)

Mayor

Clerk/Administrator

DATE APPROVED

Deputy Minister or designate
for and on behalf of the Minister of
Municipal Affairs

TEMPORARY BORROWING

BYLAW NO.

A bylaw of the Northern Village of _____, in the Province of Saskatchewan, authorizing borrowing to meet current expenditures enacted under the provision of Section 157 of *The Northern Municipalities Act*.

WHEREAS the Northern Village of _____ requires the sum of \$ _____ to meet current expenditures of the northern municipality for municipal purposes until the taxes levied or to be levied for the year can be collected and until unconditional operating grants are received;

AND WHEREAS the estimated amount of the municipal taxes to be levied for the current year are \$ _____ and the estimated unconditional operating grants for the current year are \$ _____;

NOW THEREFORE, the Council of the Northern Village of _____ in the Province of Saskatchewan enacts as follows:

1. The Mayor and Clerk of the Northern Village of _____ are hereby authorized to borrow from _____ the sum of \$ _____ to meet the current expenditures of the northern municipality for municipal purposes until the taxes levied or to be levied for the year can be collected and the unconditional operating grants are received and to pay interest on the sum so borrowed either in advance or at maturity and in either case after maturity at the rate of _____ % per annum.
2. The sum so borrowed shall be repayable, including interest, within the current year and, as agreed by Council, same shall be a first charge on all taxes excluding school taxes and on all unconditional operating grants to the Northern Village of _____.
3. The Ministry of Municipal Affairs shall be authorized (by letter) to make remittances of operating grant payments for the northern municipality directly to the said _____ to the credit of the Northern Village of _____ until such time as the temporary borrowing is repaid in full.
4. The Mayor and Clerk are hereby authorized to execute under the seal of the northern municipality, a promissory note or notes in favour of the said _____ for a sum of sums not to exceed in the aggregate the amount hereinbefore authorized to be borrowed and interest as aforesaid.

5. This bylaw shall come into force and have effect immediately upon approval by the Minister of Municipal Affairs.

Read a first time this ____ day of _____, 20__.

Read a second time this ____ day of _____, 20__.

Read a third time this ____ day of _____, 20__.

(SEAL)

Mayor

Clerk/Administrator

TEMPORARY BORROWING

BYLAW NO.

A bylaw of the Northern Village of _____, in the Province of Saskatchewan, authorizing borrowing to meet current expenditures enacted under the provision of Section 157 of *The Northern Municipalities Act*.

WHEREAS the Northern Village of _____ requires the sum of \$ _____ to meet current expenditures of the northern municipality for municipal purposes until the taxes levied or to be levied for the year can be collected and until unconditional operating grants are received;

AND WHEREAS the estimated amount of the municipal taxes to be levied for the current year are \$ _____ and the estimated unconditional operating grants for the current year are \$ _____;

NOW THEREFORE, the Council of the Northern Village of _____ in the Province of Saskatchewan enacts as follows:

1. The Mayor and Clerk of the Northern Village of _____ are hereby authorized to borrow from _____ the sum of \$ _____ to meet the current expenditures of the northern municipality for municipal purposes until the taxes levied or to be levied for the year can be collected and the unconditional operating grants are received and to pay interest on the sum so borrowed either in advance or at maturity and in either case after maturity at the rate of _____ % per annum.
2. The sum so borrowed shall be repayable, including interest, within the current year and, as agreed by Council, same shall be a first charge on all taxes excluding school taxes and on all unconditional operating grants to the Northern Village of _____.
3. The Ministry of Municipal Affairs shall be authorized (by letter) to make remittances of operating grant payments for the northern municipality directly to the said _____ to the credit of the Northern Village of _____ until such time as the temporary borrowing is repaid in full.
4. The Mayor and Clerk are hereby authorized to execute under the seal of the northern municipality, a promissory note or notes in favour of the said _____ for a sum of sums not to exceed in the aggregate the amount hereinbefore authorized to be borrowed and interest as aforesaid.

5. This bylaw shall come into force and have effect immediately upon approval by the Minister of Municipal Affairs.

Read a first time this ____ day of _____, 20 __.

Read a second time this ____ day of _____, 20 __.

Read a third time this ____ day of _____, 20 __.

(SEAL)

Mayor

Clerk/Administrator

BYLAW TO APPOINT A BYLAW ENFORCEMENT OFFICER

BYLAW NO.

The Council of the Northern Hamlet of _____ in the Province of Saskatchewan under the provision of Section 81 of *The Northern Municipalities Act*, enacts as follows:

1. The council from time to time may by resolution appoint a person or persons to serve as bylaw enforcement officers for the northern municipality and by the same or another resolution establish the remuneration to be paid.
2. Appointments under Section 1 shall commence on the date stipulated in the resolution and shall continue until terminated in accordance with Section 3.
3. The appointment may be terminated at any time by either party upon the giving of one (1) month written notice.
4. The duties of a bylaw enforcement officer shall be to enforce all bylaws of the northern municipality.
5. This bylaw shall come into force and take effect immediately upon approval by the Minister of Municipal Affairs.

Read a first time this _____ day of _____, 20__.

Read a second time this _____ day of _____, 20__.

Read a third time this _____ day of _____, 20__.

(SEAL)

Mayor

Clerk/Administrator

DATE APPROVED

Deputy Minister or designate for
and on behalf of the Minister of
Municipal Affairs

BYLAW TO APPOINT A BYLAW ENFORCEMENT OFFICER

BYLAW NO.

The Council of the Northern Village of _____ in the Province of Saskatchewan under the provision of Section 81 of *The Northern Municipalities Act*, enacts as follows:

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2. Appointments under Section 1 shall commence on the date stipulated in the resolution and shall continue until terminated in accordance with Section 3.
3. The appointment may be terminated at any time by either party upon the giving of one (1) month written notice.
4. The duties of a bylaw enforcement officer shall be to enforce all bylaws of the northern municipality.
5. This bylaw shall come into force and take effect from the date of final passage.

Read a first time this _____ day of _____, 20__.

Read a second time this _____ day of _____, 20__.

Read a third time this _____ day of _____, 20__.

(SEAL)

Mayor

Clerk/Administrator



**Government
Relations and
Aboriginal Affairs**

SAMPLE BYLAW

Authorize Payment of Wages and Accounts

**NOTE: THIS DRAFT BYLAW IS FOR GUIDANCE PURPOSES ONLY AND SHOULD BE
REWORDED AS NECESSARY TO SUIT LOCAL REQUIREMENTS**

This draft bylaw has been prepared by staff in the Advisory Services Unit, and not by legal experts. It is always good practice to obtain the advice of your solicitor in drafting bylaws.

Government Relations and Aboriginal Affairs
Provincial – Municipal Relations Division
Advisory Services Unit

1855 Victoria Avenue
Regina, SK S4P 3V7

ph 306-787-2680
fax 306-787-3641
web www.municipal.gov.sk.ca

BYLAW NO. _____
A BYLAW TO AUTHORIZE PAYMENT
OF WAGES AND ACCOUNTS

The Council of the _____ of _____ in the Province of Saskatchewan enacts as follows:

1. The Administrator/Treasurer, jointly with the Mayor/Reeve or Deputy Mayor/Reeve or **(specify the position of any other municipal employee)** are hereby authorized to pay the wages of municipal employees and all employee deductions and employer contributions required by law with respect to those wages on a *(insert applicable: “weekly”, “bi-weekly”, “monthly,” or “bi-monthly with a mid-month advance)* basis.
2. The Administrator/Treasurer, jointly with the Mayor/Reeve or Deputy Mayor/Reeve or **(specify the position of any other municipal employee)** are hereby authorized to pay the following utility accounts against the Municipality: *(insert applicable: power, heat, telephone, cellular phone or water and sewer).*
3. The Administrator/Treasurer, jointly with the Mayor/Reeve or Deputy Mayor/Reeve or **(specify the position of any other municipal employee)** are hereby authorized to pay the following accounts against the Municipality: *(insert any additional accounts that the council wishes to specify)*
4. The Administrator/Treasurer shall, at the Council meeting next following the payment of accounts as per sections 1 and 2, advise Council of the following:
 - (a) the date and number of the cheque
 - (b) the amount of the cheque
 - (c) the payee of the cheque

and if applicable:

- (d) the name of the recipient utility
- (e) the amount of the electronic transfer

[SEAL]

Mayor/Reeve

Clerk/Administrator

Subsection 63(1)(i) and 64(1)(2) *The Rural Municipality Act, 1989*
Subsection 65(1)(d) *The Urban Municipality Act, 1984*
Subsection 57(1)(n) *The Northern Municipality Act,*

Read a third time and adopted
this ____ day of _____

CABLE RADIO/TELEVISION RATES

BYLAW NO.

The Council of the Northern Hamlet of _____, in the Province of Saskatchewan, under the provision of Section 145.2(1) of *The Northern Municipalities Act*, enacts as follows:

1. Definition:

- 1.1 In this Bylaw the words Person, Persons, Customer, Customers, Consumer, Consumers, are synonymous and mean the person or persons, organization, corporations, etc. responsible for the payment of charges for radio/television cable services.
- 1.2 Foreman - means the person employed by the northern municipality in the capacity of foreman of Public Works and Utilities with responsibility for the administration of all public works and utilities under the jurisdiction of the Council.
- 1.3 Principal Occupancy - means in the case of premises with more than one (1) occupancy or use, the major purpose for which the premises is used, and if one of the occupancies is a commercial or industrial occupancy, it shall be deemed to be the principal occupancy.

2 Radio/Television Cable System:

- 2.1 Every person desiring to have his premises connected to the radio/television cable system shall apply to the northern municipality for that service in a form as prescribed by the Council as per Schedule "A" of this Bylaw. A deposit of (\$) dollars shall accompany the application form. No service will be given and any existing service may be disconnected without notice where no application has been submitted to the municipal office.
- 2.2 The charges to be paid by consumers whose radio/television cable service has been connected shall be those presently set forth in Schedule "B" hereto.
- 2.3 Accounts for radio/television cable service shall be rendered on or before the tenth day of every month. Such accounts shall be paid within twenty (20) days from the date of billing at the municipal office. In case an account is not paid within twenty (20) days from the date of billing, the radio/television cable service may be discontinued and when so discontinued shall not be resumed until all arrears have been paid, together with a fee of (\$) dollars to cover the expense of turning it on again.
- 2.4 The collection of the charges for radio/television cable service and the reconnection of such services and sums collected from customers and the supervision of all books, accounts and other records in connection with the radio/television cable service shall be under the immediate control and direction of the northern municipality.
- 2.5 No person other than the mayor, foreman or a person authorized by either of them, shall connect, disconnect or interfere with any cable connector or apparatus connected to the cable system outside of his premises. When the cable has been disconnected for non-payment of rates, or for any other necessary or proper reason, no person shall reconnect it again who is not duly authorized to do so.
- 2.6 Every customer intending to vacate any premises supplied with cable from the radio/television cable system or who intends to discontinue the use of such cable, shall give seven days notice of the same to the northern municipality office.
- 2.7 No person, being tenant or occupant of any house or building connected to the cable system shall sell or disconnect the cable signal or permit the same to be sold or distributed to others.

2.8 In premises, including dwellings and apartment blocks, where more than one (1) occupancy exists, each occupancy shall be charged at the full rate as shown in Schedule "B" to this bylaw, for the class or classes of consumers shown thereon.

3. General:

For the purposes of this bylaw the payment by a consumer of any rates or levies charged hereunder shall constitute acceptance of a contract for the supply of such services between the northern municipality and such consumer in accordance with this Bylaw.

4. Any person found guilty of an infraction of any of the provisions of this Bylaw shall be liable upon summary conviction to the penalties provided for in the General Penalty Bylaw of the northern municipality.

5. This bylaw shall come into force and take effect upon _____ approval by the Minister of Municipal Affairs and the Saskatchewan Municipal Board.

Read a first time this _____ day of _____, 20 __.

Read a second time this _____ day of _____, 20 __.

Read a third time this _____ day of _____, 20 __.

Mayor

(SEAL)

Clerk/Administrator

Date Approved

Deputy Minister or designate for and on behalf of the Minister of Municipal Affairs

Date Approved

Saskatchewan Municipal Board

CABLE RADIO/TELEVISION RATES

BYLAW NO.

The Council of the Northern Village of _____, in the Province of Saskatchewan, under the provision of Section 145.2(1) of *The Northern Municipalities Act*, enacts as follows:

1. Definition:

- 1.1 In this Bylaw the words Person, Persons, Customer, Customers, Consumer, Consumers, are synonymous and mean the person or persons, organization, corporations, etc. responsible for the payment of charges for radio/television cable services.
- 1.2 Foreman - means the person employed by the northern municipality in the capacity of foreman of Public Works and Utilities with responsibility for the administration of all public works and utilities under the jurisdiction of the Council.
- 1.3 Principal Occupancy - means in the case of premises with more than one (1) occupancy or use, the major purpose for which the premises is used, and if one of the occupancies is a commercial or industrial occupancy, it shall be deemed to be the principal occupancy.

2 Radio/Television Cable System:

- 2.1 Every person desiring to have his premises connected to the radio/television cable system shall apply to the northern municipality for that service in a form as prescribed by the Council as per Schedule "A" of this Bylaw. A deposit of (\$) dollars shall accompany the application form. No service will be given and any existing service may be disconnected without notice where no application has been submitted to the municipal office.
- 2.2 The charges to be paid by consumers whose radio/television cable service has been connected shall be those presently set forth in Schedule "B" hereto.
- 2.3 Accounts for radio/television cable service shall be rendered on or before the tenth day of every month. Such accounts shall be paid within twenty (20) days from the date of billing at the municipal office. In case an account is not paid within twenty (20) days from the date of billing, the radio/television cable service may be discontinued and when so discontinued shall not be resumed until all arrears have been paid, together with a fee of (\$) dollars to cover the expense of turning it on again.
- 2.4 The collection of the charges for radio/television cable service and the reconnection of such services and sums collected from customers and the supervision of all books, accounts and other records in connection with the radio/television cable service shall be under the immediate control and direction of the northern municipality.
- 2.5 No person other than the mayor, foreman or a person authorized by either of them, shall connect, disconnect or interfere with any cable connector or apparatus connected to the cable system outside of his premises. When the cable has been disconnected for non-payment of rates, or for any other necessary or proper reason, no person shall reconnect it again who is not duly authorized to do so.
- 2.6 Every customer intending to vacate any premises supplied with cable from the radio/television cable system or who intends to discontinue the use of such cable, shall give seven days notice of the same to the northern municipality office.
- 2.7 No person, being tenant or occupant of any house or building connected to the cable system shall sell or disconnect the cable signal or permit the same to be sold or distributed to others.

2.8 In premises, including dwellings and apartment blocks, where more than one (1) occupancy exists, each occupancy shall be charged at the full rate as shown in Schedule "B" to this bylaw, for the class or classes of consumers shown thereon.

3. General:

For the purposes of this bylaw the payment by a consumer of any rates or levies charged hereunder shall constitute acceptance of a contract for the supply of such services between the northern municipality and such consumer in accordance with this Bylaw.

4. Any person found guilty of an infraction of any of the provisions of this Bylaw shall be liable upon summary conviction to the penalties provided for in the General Penalty Bylaw of the northern municipality.

5. This bylaw shall come into force and take effect upon _____ approval by the Minister of Municipal Affairs and the Saskatchewan Municipal Board.

Read a first time this _____ day of _____, 20 __.

Read a second time this _____ day of _____, 20 __.

Read a third time this _____ day of _____, 20 __.

Mayor

(SEAL)

Clerk/Administrator

Date Approved

Deputy Minister or designate for and on
behalf of the Minister of Municipal
Affairs

Date Approved

Saskatchewan Municipal Board

NORTHERN _____ OF

BYLAW NO.

SCHEDULE "A"

APPLICATION FOR THE SUPPLY OF RADIO/TELEVISION CABLE SERVICES

Name: (Print) _____

Address: _____

Location: Lot _____ Block _____ Plan No. _____ Assessment Number _____

The undersigned hereby submit application for the supply of radio/television cable service to a building situated on the above described location.

I hereby agree to pay, in advance, the _____ of _____, cable service charges within twenty (20) days from the date of billing. It is understood that if I do not make payment within twenty (20) days from date of billing, the service will be disconnected and a charge of (\$ _____) dollars for turning it on again.

I further agree to pay to the _____ of _____, in advance, the radio/television cable charge effective the date of this application or notification by registered mail.

I hereby agree to give the _____ of _____ written notice of at least seven (7) days of the date that the radio/television cable service to the above mentioned building is to be disconnected, and that I am responsible for payment of the billing until the date given to the notice of termination of service.

Signed this _____ of _____, 20__.

Witness

Signature of Applicant

NORTHERN _____ OF

BYLAW NO.

SCHEDULE "B"

1. RESIDENTIAL:

Single family unit _____ per month basic rate payable at the Municipal office on a monthly basis in advance.

COMMERCIAL AND INSTITUTIONAL:

Basic rate shall be _____ per month. Payment shall be made at the Municipal office on a monthly basis in advance.

SAMPLE BYLAW

ESTABLISH A LIMIT ON CASH COLLECTIONS

NOTE: THIS DRAFT BYLAW IS FOR GUIDANCE PURPOSES ONLY AND SHOULD BE REWORDED AS NECESSARY TO SUIT LOCAL REQUIREMENTS

This draft bylaw has been prepared by staff in the Advisory Services Unit, and not by legal experts. It is always good practice to obtain the advice of your solicitor in drafting bylaws.

Municipal Affairs
Provincial – Municipal Relations Division
Advisory Services Unit

1855 Victoria Avenue
Regina, SK S4P 3V7

ph 306-787-2680
fax 306-787-3641
web www.municipal.gov.sk.ca

BYLAW NO _____

**A BYLAW TO ESTABLISH
A LIMIT ON CASH COLLECTIONS**

The Council of the _____ of _____ in the Province of Saskatchewan, enacts as follows:

1. The treasurer shall deposit in the name of the municipality, in a bank or credit union designated by Council, all moneys collected and receipted when they have accumulated to the amount of _____ (*may be any amount up to the limit of the treasurer's bond*).
2. At the treasurer's discretion, deposits may be made more frequently but in any case, not less than once a month.

[SEAL]

Mayor

Clerk / Administrator

Subsection 65(1)(c) *The Urban Municipality Act, 1984*
Subsection 63(1)(g) *The Rural Municipality Act, 1989 (May be by resolution)*
Subsection 57(1)(l) *The Northern Municipality Act, 1983*

Read a third time and adopted
this ____ day of _____

**A BYLAW TO CLASSIFY, LICENSE AND
REGULATE CLUBS AND ASSOCIATIONS**

BYLAW NO. _____

The Council of the Northern _____ of _____ in the Province of Saskatchewan under the provision of Subsection 111.5(1) of *The Northern Municipalities Act*, enacts as follows:

1. In this bylaw the words "Club" and "Association" shall mean any club or association whether incorporated or unincorporated and whether formed or maintained for social or commercial purposes or for purposes of recreation.
2. Every club or association which carries on its activities in the northern municipality for commercial purposes shall obtain a license from the Clerk and shall pay in advance a license fee of \$ _____.
3. Every club or association which carries on its activities in the northern municipality for social purposes or for the purposes of recreation shall obtain a license from the Clerk and shall pay in advance a license fee of \$ _____.
4. Every license issued under this bylaw shall expire on the 31st day of December in the year in which it is issued.
5. No club or association shall carry on its activities in the northern municipality without first having obtained a license.
6. Any person acting as an officer of a club or association carrying on its activities in the northern municipality without the said club or association having first obtained a license shall be guilty of an offence.
7. Any person found guilty of an infraction of any of the provisions of this bylaw shall upon summary conviction be liable to the penalties imposed by the general penalty bylaw of the northern municipality.
8. This bylaw shall come into force and take effect on approval by the Minister of Municipal Affairs.

Read a first time this _____ day of _____, 20____.
Read a second time this _____ day of _____, 20____.
Read a third time this _____ day of _____, 20____.

Mayor

(SEAL)

Clerk/Administrator

DATE APPROVED

Deputy Minister or designate for and on
behalf of the Minister of Municipal Affairs

**A BYLAW TO CLASSIFY, LICENSE,
REGULATE AND GOVERN BUSINESSES**

BYLAW NO.

The Council of the Northern _____ of _____ in the Province of Saskatchewan, under the provision of Section 90.3 of *The Northern Municipalities Act*, enacts as follows:

1. In this bylaw the expression "transient trader" shall have the meaning ascribed to it by *The Northern Municipalities Act*.
2. No person shall carry on any of the businesses set out in Section 9 of this bylaw within the northern municipality unless he possess a valid and subsisting licence for the purpose issued in accordance with the provisions of this bylaw.
3. The Clerk of the northern municipality is hereby authorized to issue a licence to any person carrying on business in the northern municipality
 - (a) who is not assessable for the purpose of business taxation in respect of that business; and
 - (b) who makes application for such licence stating specifically the nature of his business in the northern municipality; and
 - (c) who has complied with *The Auctioneers Act* if the same applies or may apply in respect of the licence for which he has made application under this bylaw; and
 - (d) who tenders with his application the proper licence fee as herein provided for.
4. Subject to the right of the Council to suspend or revoke the same, as provided by *The Northern Municipalities Act*, every licence issued hereunder shall remain in force and effect until and including the thirty-first day of December of the year of issue.
5. Where a licence is issued hereunder after July first of any year the fee payable under Section 9 shall be reduced by _____ % percent.
6. Every licence issued hereunder shall specifically state the kinds of services, goods or merchandise which the licensee is authorized to offer for sale of or take orders for as the case may be and whether in the case of goods or merchandise, he may offer the same for sale by retail or by public auction or both. Such licence shall also state the restriction as set forth in Section 9 hereof.
7. No person to whom a licence has been granted under this bylaw shall offer for sale services, goods or merchandise or solicit orders for future delivery of goods or merchandise within the northern municipality.
 - (a) other than of a kind or kinds described in the licence; or
 - (b) by any method except as authorized therein; or
 - (c) at any time or during any period when shops within the northern municipality offering for sale or taking orders for similar services, goods or merchandise are required by the northern municipality bylaw to be and remain closed.
8. Every person licensed under this bylaw shall, at all reasonable times, upon request of the Clerk, the northern municipality constable or licence inspector, or any peace officer, produce such licence for inspection purposes.
9. Subject to Section 5, the fee payable for a licence under this bylaw shall be as follows:
(suggested list of classifications)
 - (a) for a transient trader (is to be classified) \$
 - (b) for a person who goes from house to house carrying on he business of a barber or hairdresser or who carries on such business at the private residence of customers \$
 - (c) for a contractor who enters into contracts for the construction, alteration, repair or removal of buildings or structures, the installation of heating plants, plumbing or

other fixtures, electric wiring, or performance of other similar work in the northern municipality: (classify if deemed necessary)

\$

(d) or a person who goes from house to house soliciting orders for work consisting of the dry cleaning, dyeing, glazing, cleaning, pressing, making alterations or repair of clothing or furs:

\$

(e) for a person who sells, distributes or delivers coal, coke, wood, oil, or propane gas for use as heating fuel, by retail within the northern municipality:

\$

(f) for a person carrying on any other business within the northern municipality and which is classified as follows:

(1) _____ \$

(2) _____ \$

(3) _____ \$

10. Any person who violates any provision of this bylaw is guilty of an offence and shall be liable on summary conviction to the penalties as provided in the General Penalty Bylaw of the northern municipality.

11. This bylaw shall come into force and take effect upon approval by the Minister of Municipal Affairs.

Read a first time this _____ day of _____, 20__.

Read a second time this _____ day of _____, 20__.

Read a third time this _____ day of _____, 20__.

(SEAL)

Mayor

Clerk/Administrator

DATE APPROVED

Deputy Minister or designate
for and on behalf of the Minister of
Municipal Affairs

SCHEDULE "A" TO BYLAW

	<u>FEE</u>
ADVERTISING CANVASSER	\$ 75.00
ADVERTISING DISTRIBUTOR	75.00
AMBULANCE SERVICE - Each Vehicle	60.00
AUCTIONEER	100.00
AUCTION ROOMS (NOT TAXED)	100.00
AUTOMATIC DEVICES AND VENDING MACHINES	
1.(a) The owner of any automatic device or vending machine, who is not otherwise exempt by the provisions of this bylaw.	110.00
2.(a) Vending machines or slot machines not hereinafter specifically classified - per machine	75.00
(b) Slot machines, pin ball machines or other similar devices manufactured, designed and capable of being used for the sole purpose of amusement and no provision for monetary returns - per machine	11.50
(c) Cigarette vending machines - per machine	5.00
(d) Machines vending confectionary or nuts or non-alcoholic beverages - per machine	5.00
(e) Slot machines manufactured, designed and capable of being used for the sole purpose of rendering music - per machine	5.00
(f) Slot machines manufactured, designed and capable of being used for the sole purpose of weighing - per machine	5.00
(g) Match vending machines - per machine	5.00
(h) Slot machines manufactured, designed and capable of vending toilet articles including face tissue, sanitary napkins and photographic supplies - per machine	5.00
(i) Any person who owns any vending machine or device which is solely for the purpose of vending any one article of merchandise not previously mentioned except coin exchange or postage stamps pay therefore - per machine	5.00
(j) Shuffle Boards - per machine	17.50
(k) Pin Ball Machine - per machine	17.50
(l) Coin operated pool tables - per machine	17.50
AUTO RENTALS - Each Vehicle	40.00
AUTO BUS - Each Vehicle	90.00
AUTO REPAIR SHOP	75.00
AUTO WRECKERS	75.00
BARBERS - Per Chair	55.00
BEAUTY PARLORS - Per Chair	55.00
BILLIARD TABLES - Each Table	25.00

BILL POSTERS	110.00
BOARDING HOUSEKEEPERS - Four to twelve persons	40.00
BOND BROKER	90.00
BOOT BLACK	7.00
BOOK AGENT - Each Person	50.00
BOOKKEEPER OR AUDITOR - Per Person	115.00
BOWLING ALLEY - Each Alley	50.00
BOXING AND WRESTLING - Per Day	75.00
BUILDING MOVERS	110.00
BUSINESS COLLEGE	75.00
CANTEEN (Mobile)	75.00
CANVASSERS FOR SUBSCRIBERS - Each Salesman	75.00
CAR DEALER - NEW OR USED (Not assessed for business)	220.00
CATERER	75.00
CARNIVALS - First Day	220.00
- Each additional day	110.00
CIRCUS - First Day	500.00
- Each additional day (Includes menageries, waxworks, wild animals, sleight of hand, juggling).	300.00
CHIMNEY SWEEP	25.00
CHIROPODIST OR CHIROPRACTOR	175.00
COLLECTION AGENCIES	110.00
COMMISSION AGENTS	150.00

CONTRACTORS:

1.	GENERAL CONTRACTORS IN THE BUILDING AND EXCAVATING TRADE (Including front end loaders, backhoes and draglines, etc.)	
	a) Contractors occupying business premises or carrying on a business from a principle dwelling or residence (business tax included) up to five employees	110.00
	Six or more employees	150.00
	b) Contractors commencing business and not occupying a premises under subsection a)	220.00
2.	OTHER CONTRACTORS, SUB-CONTRACTORS OR JOURNEYMEN OF THE FOLLOWING TRADES:	
	a) Electrical;	
	b) Plasterers, dry wall, applicators, or brick layers;	
	c) Painting, decorating and sign painting;	
	d) Plumbing and Heating;	
	e) Roofing;	
	f) Non specified (not assessed for business)	
	(a) Occupying business premises or carrying on a business from a principle dwelling or residence:	
	- up to 5 employees	110.00
	- 6 or more employees	150.00
	(b) Contractors commencing business and not occupying a premises under subsection (a) of the above businesses	220.00
3.	CONTRACTORS - Special Licence	60.00
	DANCE ORCHESTRA - Per Day	40.00
	DETECTIVE AGENCIES	150.00

DOG KENNELS		40.00
DELIVERY VEHICLES - Per Vehicle		40.00
DRIVE-IN THEATRE - Per Stall		.75
EXCAVATING MACHINES - Front end Loaders and bulldozers		
SEE GENERAL CONTRACTORS	---	
FISH AND PRODUCE DEALERS		75.00
FLOOR SANDER		50.00
FLORIST		75.00
FUMIGATOR AND EXTERMINATOR		25.00
FUR AND HIDE DEALER		75.00
GARDEN TILLING, LAWN AERATING		25.00
GOLD DEALER		150.00
GOLF DRIVING RANGE AND MINIATURE GOLF		75.00
HAMBURGER AND HOT DOG STANDS		75.00
HANDYMAN		25.00
HYPNOTIST		150.00
ICE CREAM/SOFT DRINK BOOTHS		50.00
IMPLEMENT DEALER - (Not assessed for business)		220.00
INSURANCE SALES		110.00
JANITORIAL SERVICE (Includes Window Cleaners)		75.00
JOB PRINTERS		75.00
JUNK AND SCRAP IRON DEALER	110.00	
LANDSCAPING, NURSERY STOCK SALES		75.00
LEASED VEHICLES - Single axle trucks		70.00
- Tandem trucks		80.00
- Semi-trailer trucks		90.00
LUMBER DEALERS (Not assessed for business)		220.00
MANUFACTURER'S AGENT		150.00
MERRY-GO-ROUND		75.00
NEWSPAPER AGENTS		75.00
PALMIST	NOT PERMITTED	
PAWN BROKER		110.00
PEANUT AND POPCORN VENDORS		45.00
OTHER VENDORS		45.00
PHOTOGRAPHERS		75.00
PIANO TUNERS		30.00
POSTER PANELS - Per Panel		6.00
REAL ESTATE AGENT - Per Salesman		110.00
REDI-MIX CONCRETE - Per Trucking Unit		75.00
RODEO		150.00
SECOND HAND DEALERS		110.00
SHOOTING GALLERY		75.00
SIGN ERECTORS AND PAINTERS		90.00
TAXIS		45.00
TRANSIENT TRADERS		290.00
TOMBSTONE AND MONUMENT SALESMEN		60.00
TROUPE IN TENTS - Public Hall, Auditorium		110.00
THEATRES - Per Seat	.80	
TRANSIENT DRY CLEANERS AND/OR LAUNDERERS		150.00
TRUCKING FIRMS AND LEASED TRUCKS		
- Single axle trucks		70.00
- Tandem Trucks		80.00
- Semi-Trailer trucks		90.00
USED CAR DEALERS (Not assessed for business)		220.00
U-DRIVE CAR OPERATORS	SEE AUTO RENTAL	
WATCH REPAIR		50.00
WELDER (Not assessed for business)		75.00
WHOLESALE (Not assessed for business)		150.00
NOT SPECIFIED OR UNCLASSIFIED		
_ Resident		75.00
- Non-Resident	100.00	

BYLAW RESPECTING EXPLOSIVES

BYLAW NO.

The Council of the Northern Hamlet of _____
in the Province of Saskatchewan, under the provision of Clause 100.1(3)(b) of *The Northern Municipalities Act*, enacts as follows:

1. For the purpose of this bylaw "explosive" means gunpowder, blasting powder, nitroglycerine, gun cotton, dynamite, blasting gelatine gelignite, fulminates of mercury or of other metals, and every other substance made, manufactured or used with a view to produce a violent effect by explosion, and includes percussion caps, detonators, and every other adaptation or preparation of any such substance.
2. Subject to Section 3 hereof, no person shall use, set off, detonate or ignite an explosive of any kind within this Northern Municipality.
3. The Council may authorize a designated officer of the Northern Municipality to issue to any person or persons a permit, in writing, for the use, setting off, detonating or igniting of an explosive or explosives in accordance with such terms and conditions as the Council may prescribe.
4. Any person found guilty of an infraction of any of the provisions of this bylaw shall upon summary conviction be liable to the penalties as provided in the general penalty bylaw of the northern municipality.
5. This bylaw shall come into force and take effect immediately upon approval by the Minister of Municipal Affairs.

Read a first time this _____ day of _____, 20 __.
Read a second time this ___ day of _____, 20 __.
Read a third time this _____ day of _____, 20 __.

Mayor

(SEAL)

Clerk/Administrator

Date Approved

Deputy Minister or designate for
and on behalf of the Minister of
Municipal Affairs

BYLAW RESPECTING EXPLOSIVES

BYLAW NO.

The Council of the Northern Village of
in the Province of Saskatchewan, under the provision of Clause 100.1(3)(b) of *The Northern
Municipalities Act*, enacts as follows:

1. For the purpose of this bylaw "explosive" means gunpowder, blasting powder, nitroglycerine, gun cotton, dynamite, blasting gelatine gelignite, fulminates of mercury or of other metals, and every other substance made, manufactured or used with a view to produce a violent effect by explosion, and includes percussion caps, detonators, and every other adaptation or preparation of any such substance.
2. Subject to Section 3 hereof, no person shall use, set off, detonate or ignite an explosive of any kind within this Northern Municipality.
3. The Council may authorize a designated officer of the Northern Municipality to issue to any person or persons a permit, in writing, for the use, setting off, detonating or igniting of an explosive or explosives in accordance with such terms and conditions as the Council may prescribe.
4. Any person found guilty of an infraction of any of the provisions of this bylaw shall upon summary conviction be liable to the penalties as provided in the general penalty bylaw of the northern municipality.
5. This bylaw shall come into force and take effect immediately upon approval by the Minister of Municipal Affairs.

Read a first time this _____ day of _____, 20 __.
 Read a second time this ___ day of _____, 20 __.
 Read a third time this _____ day of _____, 20 __.

 Mayor

(SEAL)

 Clerk/Administrator

 Date Approved

 Deputy Minister or designate for and
 on behalf of the Minister of
 Municipal Affairs

**A BYLAW FOR THE PURPOSE OF
CREATING A CAPITAL TRUST FUND**

BYLAW NO.

WHEREAS the Council of the Northern _____ of _____ deems it desirable to create a Capital Trust Fund for constructing or acquiring capital works, including the purchase of machinery, and for such other purposes as may be approved by the Minister of Government Relations, pursuant to the provisions of section 187 of *The Northern Municipalities Act*.

NOW, THEREFORE, the Council of the _____ of _____ in the Province of Saskatchewan, hereby enacts:

1. That for the purpose hereinbefore stated and subject to the approval of the Minister of Municipal Affairs, a Capital Trust Fund in the sum of _____ Dollars (\$ ____) shall be created.
2. There shall be assigned to the said fund the following:
 - 2.1. Current year cash contribution \$
 - 2.2. Balance set out in section 3 \$
 - TOTAL FUND BALANCE \$

and same shall be deposited with a chartered bank or credit union incorporated under *The Credit Union Act, 1998*, in a separate and designated account called "The Northern ____ of _____ Capital Trust Fund."

3. The sum of \$_____, being the balance required to complete the said Fund, shall be provided by the _____ in equal annual instalments of \$_____ in the years 20 __ to 20 __ inclusive, and each such instalment shall be deposited in the Fund on or before December 31st in the year in which it falls due.
4. The establishment, addition to, reduction of, and use of the Fund shall be subject to the approval of the Minister of Municipal Affairs upon such terms and conditions as the Minister may specify.

Read a first time this ____ day of _____, 20__.

SEAL

Mayor

Date

Clerk/Administrator

Date Approved

Deputy Minister or designate
for and on behalf of the Minister of
Municipal Affairs

Read a second time this ____ day of _____, 20__.
Read a third time this ____ day of _____, 20__.

Mayor

SEAL

Clerk/Administrator

NOTE:

1. This bylaw should be given first reading only and submitted to the Minister of Municipal Affairs for approval. Only after the proposed bylaw has been approved by the Minister can the bylaw be given second and third readings.
2. If section "b" of the second enacting clause and the third enacting clause of the bylaw are not applicable then these should be omitted and the following enacting clauses should be renumbered to form a proper sequence. Non applicable statutory references should also be omitted from the bylaw.

**A BYLAW TO PROHIBIT CHILDREN BEING
ON THE STREETS AFTER
THE HOUR OF _____.**

BYLAW NO.

The Council of the Northern _____ of _____ in the Province of Saskatchewan under the provision of Section 101 of *The Northern Municipalities Act* enacts as follows:

1. This bylaw shall be known and referred to as the "Curfew Bylaw" of the Northern _____ of _____.
2. No child under the age of _____ () years, or appearing to be under the said age, and lacking definite proof of age, shall be on the streets of the Northern _____ of _____ after the hour of _____ and every such child shall be in his or her home after that hour throughout the night.
3. Nothing contained in this bylaw shall apply to a child who is on the streets for some unavoidable cause or who is accompanied by or in charge of a parent or guardian, who is over the age of eighteen (18) years.
4. Any child found on the streets or away from his or her home in contravention of the provisions of this bylaw may be warned by the Municipal Curfew Officer or any Police Officer of the community to go home and, if after such warning such child is loitering on the streets, he or she may be taken by such officer or Police Officer to his or her home.
5. Any parent or guardian who permits a child to contravene the provisions of this bylaw after being warned in writing by the clerk is guilty of an offence and shall, upon summary conviction be liable to a penalty of twenty-five (\$25.00) dollars for the first offence and fifty (\$50.00) dollars for each subsequent offence.
6. This bylaw shall come into force and take effect upon approval by the Minister of Municipal Affairs.

Read a first time this _____ day of _____, 20____.

Read a second time this _____ day of _____, 20 ____.

Read a third time this _____ day of _____, 20 ____.

Mayor

(SEAL)

Clerk/Administrator

DATE APPROVED

Deputy Minister or designate for
and on behalf of the Minister of
Municipal Affairs

SAMPLE BYLAW
CONTROL OF DANGEROUS DOGS

NOTE:

1. This sample bylaw is intended to guide Northern Villages and Northern Hamlets that wish to control dangerous dogs.
2. This sample bylaw was not prepared nor reviewed by persons with formal legal training. It is recommended a solicitor be consulted in drafting a similar bylaw to suit local conditions and requirements.
3. PROTECTION FROM DANGEROUS DOGS EXISTS IN NORTHERN MUNICIPALITIES EVEN IF THE COUNCIL HAS NOT PASSED A DANGEROUS DOG BYLAW. THIS PROTECTION IS PROVIDED UNDER *THE NORTHERN MUNICIPALITIES ACT* AND RELATED REGULATIONS. THEREFORE, IT IS NOT NECESSARY FOR A NORTHERN MUNICIPAL COUNCIL TO PASS A DANGEROUS DOG BYLAW. HOWEVER, COUNCILS MAY WISH TO PASS A BYLAW TO SUPPLEMENT THE ACT AND REGULATIONS ON DANGEROUS DOGS. THIS SAMPLE BYLAW IS PROVIDED FOR THIS PURPOSE.

_____ of
[Northern Village/Northern Hamlet] [Name of Municipality]

Bylaw No.

A Bylaw to Control Dangerous Dogs

OR

A Bylaw to Amend Bylaw No.____,
being a Bylaw to
[name of existing animal control or dog control bylaw]

EXPLANATION

Choose the above bylaw title that is appropriate. You may either pass a new and separate bylaw respecting dangerous dogs or amend your existing animal control (or dog control) bylaw.

The Council of the _____ of
[Northern Village/Northern Hamlet] [Name of Municipality]

in the Province of Saskatchewan, enacts as follows:

DEFINITIONS

1. In this Bylaw:

a) "owner" includes:

(i) a person who keeps, possesses or harbours a dog;

(ii) the person responsible for the custody of a minor where the minor is the owner of a dog; but does not include:

(iii) a veterinarian registered pursuant to The Veterinarians Act, 1987 who is keeping or harbouring a dog for the prevention, diagnosis or treatment of a disease of or an injury to the dog;

- 2 -

(iv) a northern municipality or the Saskatchewan Society for the Prevention of Cruelty to Animals in respect of an animal shelter or impoundment facility operated by it.

EXPLANATION

This definition of "owner" is taken from The Northern Municipalities Act. It is designed to assist with enforcement. It defines "owner" to include persons who are keeping or harbouring a dog that may belong to someone else.

Also, the definition states that the person who is responsible for the custody of a minor (e.g., someone 17 years of age or younger) is responsible for any dog that belongs to the minor.

Veterinarians, however, are not defined as "owners" of dogs they have in their possession for the purpose of medical care. Similarly, municipalities and the SPCA are not considered the "owners" of dogs they keep in animal shelters or dog pounds.

CONTROL OF DANGEROUS DOGS

1. [OPTIONAL] PROHIBITING OWNERSHIP OF A PARTICULAR BREED OR CROSSBREED OF DOG

EXPLANATION

Under section 100 northern municipal councils may define a particular breed or crossbreed dog as dangerous and prohibit anyone from owning such a dog in the municipality.

Alternatively, section 100 authorizes municipalities to provide additional controls on a particular type of dog, such as a higher licence fee.

To take either step, that particular breed or crossbreed would have to be defined as dangerous under the definition section above, as well as prohibited or controlled under this section of the Bylaw.

However, drafting a bylaw to "ban" one type of dog or to apply extra control measures to one type of dog, particularly a crossbreed, is a complex task and is beyond the scope of this Sample Bylaw. Therefore, if municipalities wish to draft such a provision, it is suggested that a solicitor be consulted.

2. [OPTIONAL] SEARCH AND SEIZURE OF DANGEROUS DOG

The following municipal official(s) is (are) hereby designated for purposes of section 100.08 of The Northern Municipalities Act:

(Title of municipal official - e.g., dogcatcher, poundkeeper, bylaw enforcement officer)

EXPLANATION

Based on section 100.08 of The Northern Municipalities Act, this section of the bylaw would permit a designated municipal official to seize a dog from any premises or vehicle, but not a dwelling house, if he has reasonable and probable grounds for believing the dog is dangerous or has been ordered to be destroyed. The municipal official then may deliver the dog to the pound or to the person appointed in the order to destroy or otherwise dispose of it. Note that 100.08 of the Act also gives this search and seizure power to peace officers (e.g., the police). Municipal councils that wish to leave this function entirely to the police would not make use of this section of the sample bylaw.

3. [OPTIONAL] NUMBERING SYSTEM FOR TATTOO OF DANGEROUS DOG

EXPLANATION

Section 10 of The Dangerous Dogs Control (Northern Saskatchewan) Regulations states:

"Where a judge orders an owner of a dog to have the dog tattooed pursuant to section 100.02 of the Act, the owner, at his or her own expense and within 10 days of the date of the order, shall cause the dog to be tattooed on its ear or inside flank by a veterinarian by

means of indelible or permanent ink with the number assigned to the dog by the clerk of the northern municipality."

In order to ensure that a judge is able to require an owner to tattoo a dangerous dog, a municipality may pass a bylaw (or resolution) setting out the tattoo numbering system to be used. A tattoo will help in identifying the dog for enforcement purposes.

Consult your local veterinarian before establishing a tattoo numbering system.

Mayor

Clerk/Administrator

**A BYLAW TO PROVIDE FOR THE DISCLOSURE OF
HOLDINGS BY MEMBERS OF COUNCIL**

Bylaw No.

The Council of the Northern Hamlet of _____, in the Province of Saskatchewan, enacts as follows:

1. Section 33 of *The Northern Municipalities Act* relating to the disclosure of holding by members of council, shall apply to the Northern Hamlet of _____.

2. This bylaw shall come into force and take effect on the date of approval by the Minister of Municipal Affairs.

Read a first time this ____ day of _____, 20 __.
Read a second time this __ day of _____, 20 __.
Read a third time this ____ day of _____, 20 __.

Mayor

(SEAL)

Clerk/Administrator

Date Approved

Deputy Minister or designate for
and on behalf of the Minister of
Municipal Affairs

**A BYLAW TO PROVIDE FOR DISCLOSURE OF HOLDINGS
BY DESIGNATED EMPLOYEES AND OFFICIALS**

Bylaw No.

The Council of the Northern Hamlet of _____, in the Province of Saskatchewan, enacts as follows:

1. Section 36.1 of *The Northern Municipalities Act*, relating to the disclosure of holdings shall apply to the Northern Hamlet of _____.

2. The offices to which this bylaw applies are as follows:

(Please refer to Section 36.1 and list the offices)

3. This bylaw shall come into force and take effect on the date of approval by the Minister of Municipal Affairs.

Read a first time this _____ day of _____, 20__.

Read a second time this ___ day of _____, 20__.

Read a third time this _____ day of _____, 20__.

Mayor

(SEAL)

Clerk/Administrator

Date Approved

Deputy Minister or designate for
and on behalf of the Minister of
Municipal Affairs

**A BYLAW TO PROVIDE FOR THE DISCLOSURE OF
HOLDINGS BY MEMBERS OF COUNCIL**

Bylaw No.

The Council of the Northern Village of _____, in the Province of Saskatchewan, enacts as follows:

1. Section 33 of *The Northern Municipalities Act* relating to the disclosure of holding by members of council, shall apply to the Northern Village of _____.
2. This bylaw shall come into force and take effect upon final passage thereof.

Read a first time this ____ day of _____, 20__.

Read a second time this ____ day of _____, 20__.

Read a third time this ____ day of _____, 20__.

Mayor

(SEAL)

Clerk/Administrator

**A BYLAW TO PROVIDE FOR DISCLOSURE OF
HOLDINGS BY DESIGNATED EMPLOYEES AND OFFICIALS**

BYLAW NO.

The Council of the Northern Village of _____, in the Province of Saskatchewan, enacts as follows:

1. Section 36.1 of *The Northern Municipalities Act*, relating to the disclosure of holdings shall apply to the Northern Village of _____.

2. The offices to which this bylaw applies are as follows:

 (Please refer to Section 36.1 and list the offices)

3. This bylaw shall come into force and take effect upon final passage thereof.

Read a first time this _____ day of _____, 20 ____.
Read a second time this ____ day of _____, 20 ____.
Read a third time this _____ day of _____, 20 ____.

Mayor

(SEAL)

Clerk/Administrator

**A BYLAW TO ALLOW A DISCOUNT FOR
THE PROMPT PAYMENT OF CURRENT TAXES**

BYLAW NO. _____

The Council of the Northern _____ of _____ in the Province of Saskatchewan, under the provision of Subsection 234 (6) of *The Northern Municipalities Act*, enacts as follows:

1. Discounts shall be allowed on current taxes, other than local improvements taxes (whether or not the amount of taxes for the current year has been determined) calculated as follows:
 - (a) A discount of _____ per cent shall be allowed on all current taxes paid before the _____ day of _____.
 - (b) (Insert additional discount provisions if any)
 - (c)

2. This bylaw shall come into force and take effect upon approval by Council.

Read a first time this _____ day of _____, 20__.

Read a second time this _____ day of _____, 20__.

Read a third time this _____ day of _____, 20__.

MAYOR

SEAL)

CLERK/ADMINISTRATOR

**A BYLAW TO DISPENSE WITH MAILING
OF ASSESSMENT NOTICES**

BYLAW NO.

The Council of the Northern Village of _____, in the Province of Saskatchewan, under the provision of *Subsection 201(3) of The Northern Municipalities Act*, enacts as follows:

1. The assessor of the northern municipality is hereby authorized to dispense with the mailing of assessment notices except in cases where the assessed value in respect of land, improvements or business is new or altered.

2. This bylaw shall come into force and take effect immediately upon final passage thereof.

Read a first time this _____ day of _____, 20__.

Read a second time this _____ day of _____, 20__.

Read a third time this _____ day of _____, 20__.

(SEAL)

Mayor

Clerk/Administrator

**A BYLAW TO LICENSE AND
REGULATE THE RUNNING AT
LARGE OF CATS AND DOGS**

BYLAW NO.

The Council of the Northern _____ of _____ in the Province of Saskatchewan, under the provision of subsection 100(1) of *The Northern Municipalities Act*, enacts as follows:

Interpretation

1. For the purpose of this bylaw the expression:
 - a) "dog and cat" shall mean either male or female over six months old;
 - b) "northern municipality" shall mean the Northern _____ of _____:
 - c) "running at large" shall mean when the cat or dog is beyond the boundaries of the land occupied by the owner, possessor, or harbourer of the said cat or dog, or beyond the boundaries of said lands where it may be with the permission of the owner or occupant of the said land and when it is not under control by being:
 - (i) in direct continuous charge of a person competent to control it; or
 - (ii) securely confined within its enclosure;or
 - (iii) securely fastened so that it cannot roam at will.

Licence

2.
 - a) Every person within the northern municipality who owns, possesses, or harbours a cat or dog shall obtain a licence from the clerk of the northern municipality.
 - b) The licence shall be in effect from January 1 to December 31 of a calendar year, and shall be obtained on or before _____ (Date).
 - c) The licence fee shall be
 - (i) for each female: \$ _____
 - (ii) for each male or spayed female: \$ _____
 - d) The sum payable for a licence required after _____ shall be _____ of the charge for a full year.
3. Every person to whom a licence has been issued under this bylaw shall cause his cat or dog to wear a collar to which shall be attached the licence tag issued by the northern municipality pursuant to this bylaw.

Infraction of a Bylaw

4. A person residing in the northern municipality who owns, possesses, or harbours a cat or dog, and neglects to or refuses to confine or securely fasten same is deemed guilty of an infraction of this bylaw.
5.
 - (a) No person shall keep more than (specify a number) (classify animals) within the limits of the northern municipality.
 - (b) A person who owns, possesses, or harbours more (classify animals) as specified in 5(a) shall be deemed guilty of an infraction of this bylaw.
6.
 - (a) No cat or dog shall run at large in the northern municipality.
 - (b) A person who owns, possesses, or harbours a cat or dog found running at large shall be deemed guilty of an infraction of this bylaw.
7. Any person may take any cat or dog found running at large contrary to the provisions of this bylaw to the municipal pound, where it shall be kept for three days unless the owner, possessor, or harbourer redeems the cat or dog by paying the Clerk/Poundkeeper the sum of \$ _____ for each cat or dog impounded, and the sum of \$ _____ per day for the care and keep of the cat or dog.

8. a) The Clerk/Poundkeeper may sell any cat or dog which is not redeemed within three days, provided that the purchaser thereof obtains a licence if he is a resident of the northern municipality.
- b) The Clerk/Poundkeeper, or at his request, any other person, may destroy any cat or dog which has not been redeemed within six days.

Penalties

(Note: For a penalty clause, you may use either clause

a), b), or c)).

9. a) (1) A person found guilty of an infraction of any of the provisions of sections 3, 4, or 6 of this bylaw shall be liable on summary conviction to a penalty of:

- (i) Section 3 - \$ _____
- (ii) Section 4 - \$ _____
- (iii) Section 5(b) - \$ _____
- (iv) Section 6(b) - \$ _____

- (2) The Notice of Violation shall be in Form "A", attached to and forming part of this bylaw.

- b) (1) A person found guilty of an infraction of any provision of this bylaw shall be liable to penalties provided in the general penalty bylaw of the northern municipality.

- (2) The Notice of Violation shall be in Form "B", attached to and forming part of this bylaw.

- c) (1) A person who contravenes any of the provisions of this bylaw or fails to comply therewith, or with any notice or order given thereunder shall be guilty of an offence and upon conviction, shall be liable to a penalty of \$20.00 for each offence.

- (2) A violator of this bylaw, upon being served with a Notice of Violation, may, during office hours, voluntarily pay the penalty at the Municipal Office, and upon payment as so provided, that person shall not be liable to prosecution of the offence.

- (3) The Notice of Violation shall be in Form "C", attached to and forming part of this bylaw.

10. This bylaw shall come into force and take effect upon approval by the Minister of Municipal Affairs.

Read a first time this _____ day of _____, 20____.

Read a second time this _____ day of _____, 20____.

Read a third time this _____ day of _____, 20____.

(SEAL)

Mayor

Clerk/Administrator

DATE APPROVED

Deputy Minister or designate for and on behalf of the Minister of Government Relations

Form "A"
Bylaw No. _____

NOTICE OF VIOLATION

CATS OR DOGS RUNNING AT LARGE

Owner's Name: _____

Owner's Address: _____

DETAILS OF OFFENCE

Date: _____ Time: _____ p.m./ a.m.

Description of dog or cat: _____

Location of Violation: _____

Licence No. (If applicable) _____

Served By: _____

(To be signed by complainant or person
impounding the cat or dog)

You are charged with violation of Bylaw No.: _____

section(s) _____.

The penalty for violation of section(s) _____ is \$ _____.

Clerk/Bylaw Enforcement Officer

Form "B"
Bylaw No. _____

NOTICE OF VIOLATION

CATS OR DOGS RUNNING AT LARGE

Owner's Name: _____

Owner's Address: _____

DETAILS OF OFFENCE

Date: _____ Time: _____ p.m. a.m.

Description of dog or cat: _____

Location of Violation: _____

Licence No. (If applicable) _____

Served By: _____

(To be signed by complainant or person
impounding the cat or dog)

You are charged with violation of Bylaw No. _____ section(s) _____.

The penalty for violation of section(s) _____ is \$ _____.

Clerk/Bylaw Enforcement Officer

Form "C"
Bylaw No. _____

NOTICE OF VIOLATION

CATS OR DOGS RUNNING AT LARGE

Owner's Name: _____

Owner's Address: _____

DETAILS OF OFFENCE

Date: _____ Time: _____ p.m. a.m.

Description of dog or cat: _____

Location of Violation: _____

Licence No. (If applicable) _____

You are charged with violation of Bylaw No.: _____

section(s) _____.

The penalty for violation of section(s) _____

is \$ _____.

Served By: _____

(To be signed by complainant or person
impounding the cat or dog)

The penalty for violation of section(s) _____ is \$20.00.

You may make voluntary payment of the above penalty at the Municipal Office
_____ or mail the penalty to the Municipal Office at:

within seven (7) days from the date of service of the Notice of Violation.

If you do not make a voluntary payment within the time set out above, you shall
be liable to prosecution and, upon summary conviction, you shall be liable to
penalties provided under section _____ of the said bylaw.

Clerk/Bylaw Enforcement Officer

Form "C" (Alternate)
Bylaw No. _____

NOTICE OF VIOLATION

No. _____

_____ of _____

Name: _____

Address: _____

Postal Code: _____

DETAILS OF OFFENCE

Date: _____ Time: _____ a.m. _____ p.m. Licence No.: _____

Violation:

Parking Bylaw No. _____
Dog Bylaw No. _____
Other Bylaw No. _____

Description of Violation: _____

Location of Violation: _____

Owner/Possessor or Harbourer of Dog

You are charged with violation of Bylaw No.: _____ Section(s): _____

Penalty for the above violation: _____

Clerk/Bylaw Enforcement Officer

Where the penalty for the above violation is \$20 or less, you may make voluntary payment of the above penalty at the municipal office of the northern (village/hamlet) of _____ during regular office hours or by mail within _____ days from the date of service of this Notice of Violation.

If you do not make a voluntary payment within the time set out above, you shall be liable to prosecution and, upon summary conviction, you shall be liable to the penalty provided under section _____ of the said bylaw.

NOTE:

Where a dangerous dog is suspected of being rabid, the judge should be requested to contact any one or more of the following:

- a) Medical Health Officer
- b) Veterinarian
Health of Animals Branch
Canada Department of Agriculture
- c) Local Veterinarian
- d) Officer of the Royal Canadian Mounted Police

before ordering the dog destroyed.

SCHEDULE "A"
DOG BYLAW TICKET

NUMBER

This ticket has been issued for breach of provisions of the Dog Bylaw No. _____.

TIME: _____ a.m./p.m. **DATE:**

TO:

NAME:

ADDRESS:

Owner, Possessor or Harbourer of a dog described as follows:

OFFENCE AND SECTION

LOCATION OF OFFENCE

FINE \$ _____ **OFFENCE**
(1st, 2nd, 3rd)

DATE DESTROYED

Dog Catcher/Enforcement Officer

A BYLAW TO ESTABLISH A RECREATION BOARD

BYLAW NO.

The Council of the _____ of _____ in the Province of Saskatchewan under the provision of Subsection 107(b) of *The Northern Municipalities Act*, enacts as follows:

ESTABLISHMENT

- 1. A Recreation Board is hereby established to be known as the _____ Recreation Board which shall promote, implement and manage a recreation program and manage municipal recreation facilities in _____ and shall encourage and develop recreation activities in _____, Saskatchewan.

CONSTITUTION

- 2. The Recreation Board shall be governed by a Constitution in the form as annexed to and forming a part of this bylaw and adopted and approved by the said Board and the Council of _____.

REPEAL

- 3. All previous Recreation Board Bylaws are hereby repealed provided however, that the repeal shall not affect any right or rights accrued or accruing thereunder at the time of the coming into force of this Bylaw.

COMING INTO FORCE

- 4. This Bylaw shall come into force and effect on approval by the Minister of Municipal Affairs.

Read a first time this ____ day of _____, 20 ____.
 Read a second time this ____ day of _____, 20 ____.
 Read a third time this ____ day of _____, 20 ____.

 Mayor

SEAL)

 Clerk/Administrator

 Date Approved

 Deputy Minister or designate for and
 on behalf of the Minister of Municipal Affairs

RECREATION BOARD OF _____

CONSTITUTION

The Recreation Board of the _____ of _____ adopts the following regulations and laws as the Constitution of the Board:

OBJECTIVES

1. The Recreation Board of _____ shall have the following objectives:
 - (a) to promote, implement and manage a recreation program;
 - (b) to manage municipal recreation facilities in _____;
 - (c) to encourage and develop recreation activities in _____.

COMPOSITION

2. (1) The Board shall consist of seven (7) members and so far as is practical shall be composed of one member from the elected council and a cross-section of community leaders.
 - (2) The Mayor and _____ shall be ex-officio members of the Board.
 - (3) Members of the Recreation Board shall be appointed by resolution of Council.

APPOINTMENTS

3. The members of the Recreation Board shall be appointed as follows:
 - (a) All member appointments shall be reviewed at the time of passage of this Constitution.
 - (b) Council representation to be appointed in conformity with the policy of Council.
 - (c) Four members shall hold office until December 31, 20____ and the remaining three members shall hold office until December 31, 20____. Thereafter, each member shall be appointed for two years.
 - (d) At the first council meeting of the year, the council shall by resolution and upon the recommendation of the Recreation Board, fill vacancies occurring on the Board through retirement of members or the expiry of their terms of office.
 - (e) A retiring or former member of the Board may be re-appointed by Council provided that every member of the Board must retire for at least one year after they have served two consecutive terms except in the case of councillors who may be appointed repeatedly.
 - (f) Each member of the Board shall hold office at the pleasure of council and the council may request the resignation of any member of the Board at any time, prior to the expiry date of his term of office with due cause
 - (g) Any member of the Board who shall be absent from three consecutive meetings of the Board shall, unless such absence was duly authorized and entered in the minutes, forfeit his office and another member shall be appointed in his place for the remainder of his term.

- (h) Any member of the Board may resign therefrom at any time, upon submitting notice to the Secretary of the Board to that effect. The council shall, upon recommendation of the Board when a vacancy occurs, appoint by resolution, a person to fill such vacancy and such person shall hold office for the remainder of the term concerned.

MEETINGS

- 4. (1) The Board shall meet regularly, at least once each month, the time and place of such regular meeting to be determined by the Board at its first meeting of each year which shall be held on or before the 20th day of January.
- (2) The officers of the Board shall be a Chairman, Vice- Chairman and Secretary, who shall be elected from the membership of the Board at its first meeting of each year.
- (3) Special meetings of the Board shall be called on 24 hours notice to the members thereof by the Chairman or at the request of any three members of the Board.
- (4) A quorum of the Board shall be four (4) members in good standing. Each member, including the Chairman, shall have one vote on any question.
- (5) The Chairman shall preside at all meetings of the Board, and in his absence, the Vice-Chairman shall assume his duties.
- (6) The Board may appoint sub-committees to deal with any special phase of the matters coming within the scope and jurisdiction of the Board as herein set forth.

RESPONSIBILITIES

- 5. (1) The Recreation Board shall be concerned with and shall be responsible for all aspects of managing, supervising and controlling the equipping, staffing, maintaining and programming of public playgrounds, athletic fields, recreation centres, arenas and other recreational facilities owned and/or controlled by the Council or other properties with the written consent of the owners or authorities thereof. The following facilities shall be under the jurisdiction of the Recreation Board:
 - 1.
 - 2.
 - etc.
- (2) The Board shall promote and/or develop at its discretion and to the limit of the finances made available to it, a broad range of recreational activities and shall provide the necessary facilities therefore that will enable the residents of _____ regardless of age, to use their leisure time in a wholesome and satisfying manner. To accomplish this objective, it shall develop a well-balanced and co-ordinated recreation program and shall continually review the said program to ensure that it is meeting the objective.
- (3) The Board shall be concerned with and shall be responsible for developing and maintaining long range plans for the development of both recreational facilities and programs for _____.
- (4) In the interest of a well-balanced, co-ordinated recreational program, the Board shall co-ordinate with and encourage all organizations, cultural, private, civic, social and religious within its jurisdiction which are supporting, encouraging and working for recreation in its entire application.

- (5) The Board will have the power to make such rules, regulations and policies as it may deem necessary from time to time, provided such rules, regulations and policies are not inconsistent with the powers herein conferred. Copies of all such rules and regulations shall be filed with Council.
- (6) The Board shall hear and consider representation by individuals, organizations or delegations on matters with respect to recreation and act on such recommendations arising thereafter as the Board deems to be in the general interest of all citizens.

RECREATION COMMITTEE OF COUNCIL

6. In addition to the above duties, the Recreation Board shall serve as the Recreation Committee of Council. The Council shall refer all matters pertaining to recreation to the Board. If the matter is within the jurisdiction of the Board, it shall be dealt with in accordance with the powers granted to the Board in this Constitution. If the matter is outside the jurisdiction of the Board, then the Board shall make recommendations to Council on the matter.

BOARD LIMITATIONS

7. The Recreation Board's powers shall be limited to the following areas even though these may fall within their jurisdiction:
 - (a) The Board shall make recommendations to Council with regard to entering into formal agreements, but they may not enter into formal agreements on their own accord.
 - (b) The Board must seek approval from Council before entering into long-range informal agreements.
 - (c) The Board will submit for approval of Council any informal agreements or working arrangements which substantially change portions of the formal agreement.
 - (d) The Board may not dispose of any lands or buildings without first receiving written approval from Council.
 - (e) The Board may not proceed with the construction or development of a facility without first having the development plan and/or design approved by Council.

COUNCIL VETO

8. Council may overrule a Board decision or pass resolutions affecting the Board's area of jurisdiction and these shall be binding on the Board, provided that if such decisions of Council involve increased expenditures of funds not provided for in the Board's budget that the Council must provide for these additional funds. The foregoing should not be meant to diminish the authority of the Board and is meant to indicate the ultimate authority of Council, however, the normal procedures should be to make recommendations to the Board and/or enter into discussions with the Board prior to resorting to the use of the authority herein specified.

RECREATION DIRECTOR

9.
 - (1) The Board shall have the responsibility of developing policies with regards to the duties and responsibilities of the Recreation Director and other recreational staff.
 - (2) The Recreation Board shall make recommendations on the appointment and/or dismissal by Council of the Recreation Director.

FINANCES

10. All finances shall be under the control and custody of the Council. The Council shall receive:

- (a) All funds raised by the Board from local activities.
- (b) All funds donated directly to the Board.
- (c) All grants and contributions received from the Provincial or Federal Governments.

The Council shall pay:

- (a) All expenses incurred for local recreation or cultural activities organized by the Board.
- (b) All expenses incurred to purchase items to be used by the Board for local fund raising conducted by the Board.
- (c) All expenses provided for in the annual budget of the Board.
- (d) All wages and employee costs of the Recreation Director and other employees employed in recreation and recreation facilities in _____.
- (e) Maintenance, repair and operating costs of the facilities owned and/or operated by the _____.

REPORTING

11. The Board shall supply the Council with the following:

- (a) On or before the 28th day of February in each year the Board will submit a budget outlining estimated revenues and expenditures for the year with respect to all matters over which the Board has jurisdiction according to the terms of this Constitution. Once this budget is approved by Council, the total amount of the budget shall not be exceeded by the Board without first seeking the approval of Council but the Board may make any change within their budget without Council approval.
- (b) Within two weeks of each Board meeting, a certified copy of the minutes shall be filed in the Council office.

FISCAL YEAR

12. The fiscal year of the Board shall be from January 1 to December 31.

JOINT MEETING

13. The Council of _____ and the _____ Recreation Board shall hold a joint meeting at least once each year for the purpose of giving the Board an opportunity of outlining to the Council plans, programs, problems and objectives, and also for the purpose of giving the members of Council the opportunity to ask questions in regard to action taken by the Board or questions on recommendations tabled by the Board.

Chairman of the Board

Secretary of the Board

Mayor

(SEAL)

Clerk/Administrator

**A BYLAW TO ESTABLISH A
VOLUNTEER FIRE DEPARTMENT**

BYLAW NO. _____

The Council of the Northern Hamlet of _____ in the Province of Saskatchewan, under the provision of Section 100.1 of *The Northern Municipalities Act*, enacts as follows:

INTERPRETATION

1. (a) "Fire Department" means the Volunteer Fire Department established pursuant to this bylaw.
- (b) "Unit" means the Fire Department established pursuant to this bylaw.
- (c) "Northern Municipality" means the Northern Hamlet of _____.
- (d) "Fire Equipment" means the fire truck, pumps, hoses, fire suits, and any and all other firefighting equipment or lifesaving equipment owned by and provided by the Northern Hamlet of _____ for use of the Fire Department in the prevention and control of fires.
- (e) "Fire Hall" means the premises owned by the Northern Hamlet of _____ that are used for housing the fire truck and all other equipment.

SCOPE OF THE BYLAW

2. The Council shall by resolution appoint fire department personnel for the following purposes:
 - (a) to maintain and operate the fire truck for the prevention and extinguishing of fires within the northern municipality.
 - (b) to control, supervise and manage the premises known as the fire hall, and all the equipment contained therein.
 - (c) to ensure to Council's satisfaction that adequate fire protection be provided for the safety and welfare of the northern municipality.
 - (d) to promote and encourage preventive fire measures in the northern municipality.
 - (e) to regulate the conduct and assistance of persons present at fires within the northern municipality.
 - (f) to maintain and operate the firefighting equipment in extinguishing fires outside the northern municipality, where a request for such service is made by another municipality, urban or rural, or any of its officers, or by any person outside the Northern Hamlet of _____.

COMPOSITION OF THE FIRE DEPARTMENT UNIT

3. (a) The Fire Department shall consist of a Fire Chief and a maximum of _____ () volunteer firefighters.
- (b) The Fire Chief may appoint a Deputy Fire Chief from among the volunteer firefighters. Any senior member of the Fire Department may take charge in the event both the Fire Chief and the Deputy Fire Chief are absent from a fire.
- (c) All members of the Fire Department Unit shall be appointed by Council, and shall sit at the discretion of Council. Council shall accept recommendations for such appointments from the existing Fire Department Chief or members.
- (d) The Council shall be given written notice by the Fire Chief of any vacancy occurring within the Fire Department, such notice to be given within ten (10) days of its occurrence.

POWERS, DUTIES AND RESPONSIBILITIES
OF FIRE DEPARTMENT AND COUNCIL

4. The Fire Chief and Volunteers shall meet for an instruction and/or training session. Notification shall be provided to Council and the Fire Department by the Fire Chief at least seven (7) days prior to the meetings.
5. The Fire Chief shall report all activities and meetings to Council in writing, and shall include a report regarding any fires occurring since the previous report. Council shall then issue a service bill for fires attended by the Fire Department outside the northern municipality.
6. The Fire Chief shall, before the 31st of December of each year, prepare an inventory of all fire equipment of the northern municipality, and shall indicate on such inventory the working condition of each piece of equipment. One copy of each annual inventory shall be forwarded to Council to be held in the municipal records, and one copy shall be held in the records of the Fire Department.
7. The Fire Chief shall, upon completion of the annual inventory, prepare an operating and Capital Budget for the following year, and shall present such annual budget to the Council before the 28th day of February annually. Upon approval by Council, this budget shall be included and form part of the Municipal Budget.
8. The Fire Chief shall try to maintain a list of volunteers who may be called upon by the Fire Department for assistance, should additional people be required in the extinguishing of fires, fire prevention campaigns, fire education and so forth.
9. No volunteers shall vote on Fire Department matters unless appointed to the Fire Department by Council.
10. The Fire Department may, by fund raising campaigns, assist Council in the purchase of additional equipment as deemed necessary in the opinion of Council and the Fire Chief.
11. The Fire Chief shall ensure that Council and all citizens of the northern municipality are provided with a list of names and phone numbers of persons who may be contacted in case of fires.
12. The Fire Chief, and the volunteer firefighters under the supervision of the Fire Chief, shall control, manage and operate the fire equipment and facilities as listed in Section 1 within the budgetary allowances approved by Council.
13. The Fire Department shall provide fire fighting and life saving training to all Fire Department members within the budgetary allowances approved by Council.
14. The Fire Department shall not enter into any contracts or lease agreements for service to another municipality. All such contracts and lease agreements must be approved and signed by Council.
15. The Fire Chief shall ensure that all fees, donations and grants to the Fire Department are made payable to the Northern Hamlet of _____ and that any monies received by the Fire Department appear in the records of the northern municipality to be used for fire protection. Council shall provide the Fire Chief with an annual accounting of all fire protection revenues and expenditures.
16. Council shall, before approving the municipal budget or the fire department budget annually, set aside a portion of municipal revenue for fire protection. Council shall determine; how these revenues are to be used, but shall give due consideration to the National Fire Code regulations, the recommendations of the Provincial Fire Commissioner, the recommendations of the Fire Chief, and to the general financial position of the northern municipality in arriving at a decision regarding such revenues and expenditures.

17. The Fire Chief and Council shall mutually agree upon a sum of money deemed sufficient to cover any necessary emergency repairs to the fire truck or pumping equipment. It shall be the responsibility of the Fire Chief to maintain equipment in working order as provided in the budgetary allowance.
18. Council shall ensure that adequate personal injury, death and liability insurance be maintained for the fire department, such coverage to be provided out of the municipal budget for fire protection.
19. Failure to comply with the regulations of this bylaw shall make any or all members of the fire department liable to dismissal from the fire department, entirely at the discretion of Council.
20. This Bylaw shall come into force and take effect on the date of approval by the Minister of Municipal Affairs.

Read a first time this _____ day of _____, 20__.

Read a second time this _____ day of _____, 20__.

Read a third time this _____ day of _____, 20__.

Mayor

(SEAL)

Clerk/Administrator

Date Approved

Deputy Minister or designate for and
on behalf of the Minister of
Municipal Affairs.

**A BYLAW TO ESTABLISH A
VOLUNTEER FIRE DEPARTMENT (VILLAGE)**

BYLAW NO. _____

The Council of the Northern Village of _____ in the Province of Saskatchewan, under the provision of Section 100.1 of *The Northern Municipalities Act*, enacts as follows:

INTERPRETATION

1. (a) "Fire Department" means the Volunteer Fire Department established pursuant to this bylaw.
- (b) "Unit" means the Fire Department established pursuant to this bylaw.
- (c) "Northern Municipality" means the Northern _____ of _____.
- (d) "Fire Equipment" means the fire truck, pumps, hoses, fire suits, and any and all other firefighting equipment or lifesaving equipment owned by and provided by the Northern _____ of _____ for use of the Fire Department in the prevention and control of fires.
- (e) "Fire Hall" means the premises owned by the Northern _____ of _____ that are used for housing the fire truck and all other equipment.

SCOPE OF THE BYLAW

2. The Council shall by resolution appoint fire department personnel for the following purposes:
 - a) to maintain and operate the fire truck for the prevention and extinguishing of fires within the northern municipality.
 - b) to control, supervise and manage the premises known as the fire hall, and all the equipment contained therein.
 - c) to ensure to Council's satisfaction that adequate fire protection be provided for the safety and welfare of the northern municipality.
 - d) to promote and encourage preventive fire measures in the northern municipality.
 - e) to regulate the conduct and assistance of persons present at fires within the northern municipality.
 - f) to maintain and operate the firefighting equipment in extinguishing fires outside the northern municipality, where a request for such service is made by another municipality, urban or rural, or any of its officers, or by any person outside the Northern _____ of _____.

COMPOSITION OF THE FIRE DEPARTMENT UNIT

3. (a) The Fire Department shall consist of a Fire Chief and a maximum of _____ () volunteer firefighters.
- (b) The Fire Chief may appoint a Deputy Fire Chief from among the volunteer firefighters. Any senior member of the Fire Department may take charge in the event both the Fire Chief and the Deputy Fire Chief are absent from a fire.
- (c) All members of the Fire Department Unit shall be appointed by Council, and shall sit at the discretion of Council. Council shall accept recommendations for such appointments from the existing Fire Department Chief or members.
- (d) The Council shall be given written notice by the Fire Chief of any vacancy occurring within the Fire Department, such notice to be given within ten (10) days of its occurrence.

POWERS, DUTIES AND RESPONSIBILITIES
OF FIRE DEPARTMENT AND COUNCIL

4. The Fire Chief and Volunteers shall meet for an instruction and/or training session. Notification shall be provided to Council and the Fire Department by the Fire Chief at least seven (7) days prior to the meetings.
5. The Fire Chief shall report all activities and meetings to Council in writing, and shall include a report regarding any fires occurring since the previous report. Council shall then issue a service bill for fires attended by the Fire Department outside the northern municipality.
6. The Fire Chief shall, before the 31st of December of each year, prepare an inventory of all fire equipment of the northern municipality, and shall indicate on such inventory the working condition of each piece of equipment. One copy of each annual inventory shall be forwarded to Council to be held in the municipal records, and one copy shall be held in the records of the Fire Department.
7. The Fire Chief shall, upon completion of the annual inventory, prepare an operating and Capital Budget for the following year, and shall present such annual budget to the Council before the 28th day of February annually. Upon approval by Council, this budget shall be included and form part of the Municipal Budget.
8. The Fire Chief shall try to maintain a list of volunteers who may be called upon by the Fire Department for assistance, should additional people be required in the extinguishing of fires, fire prevention campaigns, fire education and so forth.
9. No volunteers shall vote on Fire Department matters unless appointed to the Fire Department by Council.
10. The Fire Department may, by fund raising campaigns, assist Council in the purchase of additional equipment as deemed necessary in the opinion of Council and the Fire Chief.
11. The Fire Chief shall ensure that Council and all citizens of the northern municipality are provided with a list of names and phone numbers of persons who may be contacted in case of fires.
12. The Fire Chief, and the volunteer firefighters under the supervision of the Fire Chief, shall control, manage and operate the fire equipment and facilities as listed in Section 1 within the budgetary allowances approved by Council.
13. The Fire Department shall provide fire fighting and life saving training to all Fire Department members within the budgetary allowances approved by Council.
14. The Fire Department shall not enter into any contracts or lease agreements for service to another municipality. All such contracts and lease agreements must be approved and signed by Council.
15. The Fire Chief shall ensure that all fees, donations and grants to the Fire Department are made payable to the Northern _____ of _____ and that any monies received by the Fire Department appear in the records of the northern municipality to be used for fire protection. Council shall provide the Fire Chief with an annual accounting of all fire protection revenues and expenditures.

16. Council shall, before approving the municipal budget or the fire department budget annually, set aside a portion of municipal revenue for fire protection. Council shall determine; how these revenues are to be used, but shall give due consideration to the National Fire Code regulations, the recommendations of the Provincial Fire Commissioner, the recommendations of the Fire Chief, and to the general financial position of the northern municipality in arriving at a decision regarding such revenues and expenditures.
17. The Fire Chief and Council shall mutually agree upon a sum of money deemed sufficient to cover any necessary emergency repairs to the fire truck or pumping equipment. It shall be the responsibility of the Fire Chief to maintain equipment in working order as provided in the budgetary allowance.
18. Council shall ensure that adequate personal injury, death and liability insurance be maintained for the fire department, such coverage to be provided out of the municipal budget for fire protection.
19. Failure to comply with the regulations of this bylaw shall make any or all members of the fire department liable to dismissal from the fire department, entirely at the discretion of Council.
20. This Bylaw shall come into force and take effect on the date of approval by the council.

Read a first time this _____ day of _____, 20__.

Read a second time this _____ day of _____, 20__.

Read a third time this _____ day of _____, 20__.

Mayor

(SEAL)

Clerk/Administrator

**A BYLAW TO ESTABLISH AN
EMERGENCY MEASURES ORGANIZATION**

BYLAW NO.

The Council of The Northern _____ of _____ in the Province of Saskatchewan, under provisions of *The Emergency Planning Act*, enacts as follows:

1. The Council shall establish an emergency measures organization to deal with any emergency or disaster that may occur.
2. The Organization shall consist of two branches:
 - (a) The Executive Committee which shall consist of ____ members appointed by resolution of council. This committee shall establish policy for the Emergency Measures Organization and appoint a co-ordinator of the organization.
 - (b) The Planning Committee shall consist of officers of the Northern _____ of _____ and such other persons as deemed necessary. The Planning Committee, under the chairmanship of the co-ordinator shall formulate a municipal emergency plan.
3. The Northern _____ of _____ shall provide funding as deemed necessary and appropriate in the establishment and maintenance of the Emergency Measures Organization.
4. The Council may co-operate with councils of other northern municipalities or Indian Bands for the purpose of jointly establishing and operating a Mutual Aid Area Emergency Measures Organization.
5. This bylaw shall come into force and take effect on the final passing thereof.

Read a first time this _____ day of _____, 20 __.
Read a second time this __ day of _____, 20 __.
Read a third time this _____ day of _____, 20 __.

Mayor

(SEAL)

Clerk/Administrator

BYLAW NO.

**A BYLAW TO PROVIDE FOR ENTERING INTO AN AGREEMENT
FOR THE ESTABLISHMENT OF A MUTUAL AID AREA
EMERGENCY MEASURES ORGANIZATION**

The Council of the Northern _____ of _____ in the Province of Saskatchewan, under the provisions of *The Emergency Planning Act*, enacts as follows:

1. The Northern _____ of _____ is hereby authorized to enter into an agreement with the councils of:

_____, and
_____, and
_____, and
_____.

The terms of which are attached hereto and marked Exhibit "A".

2. The mayor and clerk of the Northern _____ of _____, are hereby authorized to sign and execute an agreement, the terms of which are set out in Exhibit "A" herebefore referred to.
3. This bylaw shall come into force and take effect on final passing thereof.

Read a first time this _____ day of _____, 20 __.

Read a second time this _____ day of _____, 20 __.

Read a third time this _____ day of _____, 20 __.

Mayor

(SEAL)

Clerk/Administrator

**A BYLAW TO ESTABLISH AND
CONTROL A CEMETERY**

BYLAW NO. _____

The Council of the Northern _____ of _____ in the Province of Saskatchewan, under the provision of Section 122.1 of *The Northern Municipalities Act*, and subject to *The Cemeteries Act, 1999*, enacts as follows:

1. That part of the _____ quarter of section _____, range _____, west of the _____ meridian (or such other description as will define the site of the cemetery), in the Province of Saskatchewan, as designated by the Registrar under *The Cemeteries Act, 1999*, shall be and is hereby appropriated as a public cemetery to be called the _____ cemetery.
2. No burial shall be made in the _____ cemetery unless a licence has been first obtained in accordance with this bylaw.
3. Upon written application therefore and upon payment of the fees hereinafter set forth, the clerk of the northern municipality, shall issue a licence for a burial lot for the burial of a deceased person in the _____ cemetery.
4. The following sums shall be charged for licences and shall be paid by applicants at the time of selection:

Single graves for adults.....	\$
Single graves for children.....	\$
Corner lots.....	\$
Block of two lots.....	\$
Block of three lots.....	\$
Block of five lots.....	\$
5. Every licence shall be in Form "A" as attached to and forming part of this bylaw.
6. No licensee of a lot shall allow any interment to be made therein for remuneration.
7. The licensee of a lot may, subject to the approval of council, erect proper stones or monuments and cultivate trees, shrubs, and plants thereon but no such tree or shrub shall be cut down or destroyed.
8. This bylaw shall come into force and take effect upon the approval of the Registrar under *The Cemeteries Act, 1999*, and by the Minister of Municipal Affairs.

Read a first time this _____ day of _____, 20____.
Read a second time this _____ day of _____, 20____.
Read a third time this _____ day of _____, 20____.

(SEAL)

Mayor

Clerk/Administrator

Date Approved

Registrar

Date Approved

Deputy Minister or designate
for and on behalf of the Minister of
Municipal Affairs

FORM "A"- To Bylaw No.

_____ of _____

Cemetery Licence No. _____

In consideration of the sum of _____ dollars paid this day by _____ to the Clerk of the northern municipality of _____, permission is hereby granted to use, for the purpose of burial therein, lot (here set out number of lot) in _____ cemetery.

This licence is granted subject to the provisions of bylaw No. _____ governing the said cemetery.

Dated this _____ day of _____ A.D. 20____.

Clerk/Administrator

**A BYLAW TO ESTABLISH A
WASTE DISPOSAL GROUND**

BYLAW NO.

The Council of the _____ of _____ in the Province of Saskatchewan under the provision of Clause 108(1)(c) of *The Northern Municipalities Act*, enacts as follows:

1. The land described herein, having been acquired by the _____ of _____ as a waste disposal ground, is hereby declared to be a waste disposal ground for the said northern municipality, namely _____ of Section _____ Municipality Range _____ West of the _____ Meridian.
2. All carcasses of animals and all filth, rubbish, manure refuse, offal, garbage and night soil, not otherwise provided for by bylaw or resolution of the council or by notice of the medical health officer, shall be drawn to and deposited on the said waste disposal ground and disposed of to the satisfaction of the health officer.
3. Any person found guilty of an infraction of any of the provisions of this bylaw is guilty of an offence and upon summary conviction shall be liable to the penalties provided in the General Penalty Bylaw of the northern municipality.
4. This bylaw shall come into force and take effect upon approval by the Minister of Municipal Affairs.

Read a first time this ____ day of _____, 20__.

Read a second time this ____ day of _____, 20__.

Read a third time this ____ day of _____, 20__.

Mayor

(Seal)

Clerk/Administrator

Date Approved

Deputy Minister or designate for and
on behalf of the Minister of
Municipal Affairs

**A BYLAW TO PROVIDE FOR ENTERING INTO AN AGREEMENT
FOR THE ESTABLISHMENT OF A JOINT FIRE AGREEMENT**

BYLAW NO. ____

The Council of the Northern Village of _____ in the Province of Saskatchewan, enacts as follows:

1. The Northern Village of _____ is hereby authorized to enter into an agreement with the councils of:

_____, and
_____, and
_____, and
_____, and
_____.

The terms of which are attached hereto and marked Exhibit "A".

2. The mayor and clerk of the Northern Village of _____, are hereby authorized to sign and execute an agreement, the terms of which are set out in Exhibit "A" heretofore referred to.
3. This bylaw shall come into force and take effect on final passing thereof.

Read a first time this _____ day of _____, 20__.
Read a second time this _____ day of _____, 20__.
Read a third time this _____ day of _____, 20__.

Mayor

(SEAL)

Clerk/Administrator

**A BYLAW TO PROVIDE FOR ENTERING INTO AN AGREEMENT
FOR THE ESTABLISHMENT OF A JOINT FIRE AGREEMENT**

BYLAW NO. ____

The Council of the Northern Hamlet of _____ in the Province of Saskatchewan, enacts as follows:

1. The Northern Hamlet of _____ is hereby authorized to enter into an agreement with the councils of:

_____, and
_____, and
_____, and
_____, and
_____.

The terms of which are attached hereto and marked Exhibit "A".

2. The mayor and clerk of the Northern Hamlet of _____, are hereby authorized to sign and execute an agreement, the terms of which are set out in Exhibit "A" heretofore referred to.
3. This bylaw shall come into force and take effect immediately upon approval by the Minister of Municipal Affairs.

Read a first time this _____ day of _____, 20__.
Read a second time this _____ day of _____, 20__.
Read a third time this _____ day of _____, 20__.

(SEAL)

Mayor

Clerk/Administrator

DATE APPROVED

Deputy Minister or designate
for and on behalf of the
Minister of Municipal Affairs

SAMPLE BYLAW

Type of Bylaw

NOTE: THIS DRAFT BYLAW IS FOR GUIDANCE PURPOSES ONLY AND SHOULD BE REWORDED AS NECESSARY TO SUIT LOCAL REQUIREMENTS

This draft bylaw has been prepared by staff in the Advisory Services Unit, and not by legal experts. It is always good practice to obtain the advise of your solicitor in drafting bylaws.

Municipal Affairs
Provincial – Municipal Relations Division
Advisory Services Unit

1855 Victoria Avenue
Regina, SK S4P 3V7

ph 306-787-2680
fax 306-787-3641
web www.municipal.gov.sk.ca

BYLAW NO _____

**A BYLAW TO ESTABLISH A FEE TO APPEAL ASSESSMENTS
ENTER DRAFT BYLAW AT THIS LOCATION**

The Council of the _____ of _____ in the Province of Saskatchewan, enacts as follows:

1. Persons desiring to appeal their assessment to the Board of Revision for the _____ of _____ (*Name of Municipality*) shall file their appeal in the form prescribed in *The Northern Municipalities Act*.
2. A fee in the amount of \$_____ shall accompany the form, or shall be paid to the _____ of _____ (*Name of Municipality*) within 30 days of the notice of assessment being published in the Saskatchewan Gazette pursuant to subsection 202(1)(a) of *The Northern Municipalities Act*
3. Where the appellant is successful in whole or in part on an assessment or classification appeal at either the board of revision or the appeal board, the _____ (*Name of Municipality*) shall refund any fee that was submitted by the appellant to the _____. (*Name of Municipality*)
4. Where an appellant fails to pay the fee pursuant to Section 2 of this bylaw, the appeal is deemed to be dismissed.

[SEAL]

Mayor

Clerk / Administrator

Subsection 202(7) *The Northern Municipalities Act, 1984*

Read a third time and adopted
this ____ day of _____

**BYLAW TO SET THE DAY
FOR A GENERAL ELECTION (H)**

BYLAW NO.

The Council of the Northern Hamlet of _____ in the Province of Saskatchewan under the provision of Subsection 5(2.1) of *The Local Government Election Act*, enacts as follows:

1. The day on which general elections shall be held in the Northern Hamlet of _____ shall be the ____ Wednesday in _____ in each general election year.

(insert second last or last Wednesday in September, or first Wednesday in October)

2. This bylaw shall have application commencing with the general election to be held in (year)
3. This bylaw shall come into force and take effect upon the date of approval by the Minister of Municipal Affairs.

Read a first time this ___ day of _____, 20__.
Read a second time this ___ day of _____, 20__.
Read a third time this ___ day of _____, 20__.

Mayor

(SEAL)

Clerk/Administrator

Date Approved

Deputy Minister or designate for and
on behalf of the Minister of
Municipal Affairs

**BYLAW TO SET THE DAY FOR
A GENERAL ELECTION (V)**

BYLAW NO.

The Council of the Northern Village of _____ in the Province of Saskatchewan under the provision of Subsection 5(2.1) of *The Local Government Election Act*, enacts as follows:

1. The day on which general elections shall be held in the Northern Village of _____ shall be the _____ Wednesday in _____ in each general election year.

(insert second last or last Wednesday in September, or first Wednesday in October)

2. This bylaw shall have application commencing with the General election to be held in (year).

3. This bylaw shall come into force and take effect upon final passage thereof.

Read a first time this ___ day of _____, 20_.

Read a second time this ___ day of _____, 20_.

Read a third time this ___ day of _____, 20_.

Mayor

(SEAL)

Clerk/Administrator

GENERAL PENALTY BYLAW

BYLAW NO. _____

The Council of the Northern Hamlet of _____ in the Province of Saskatchewan under the provision of Subsection 80(1) of *The Northern Municipalities Act*, enacts as follows:

1. This bylaw shall be known and referred to as the "General Penalty Bylaw" of the _____.
2. Section 3 shall apply only to an infraction of a bylaw of the Northern Hamlet of _____ for which no other fine is provided and which, such bylaw states, shall incur the fines herein provided.
3. Subject to the provisions of Section 2, any person found guilty of an infraction of a bylaw of the northern municipality is liable to a fine of not more than;
 - a) \$ _____ in the case of an Individual*
 - b) \$ _____ in the case of a Corporation*
4. This bylaw shall come into force and take effect immediately upon approval by the Minister of Municipal Affairs.

Read a first time this _____ day of _____, 20____.

Read a second time this _____ day of _____, 20____.

Read a third time this _____ day of _____, 20____.

Mayor

(SEAL)

Clerk/Administrator

DATE APPROVED

Deputy Minister or designate for
and on behalf of the Minister of
Municipal Affairs

- The maximum fine provided under the Northern Municipalities Act is \$2,000 for an Individual and \$5,000 for a Corporation. The fine provisions in this bylaw must not exceed either of these amounts.

GENERAL PENALTY BYLAW

BYLAW NO. _____

The Council of the Northern Village of _____ in the Province of Saskatchewan under the provision of Subsection 80(1) of *The Northern Municipalities Act*, enacts as follows:

- 1. This bylaw shall be known and referred to as the "General Penalty Bylaw" of the _____.
- 2. Section 3 shall apply only to an infraction of a bylaw of the Northern Village of _____ for which no other fine is provided and which, such bylaw states, shall incur the fines herein provided.
- 3. Subject to the provisions of Section 2, any person found guilty of an infraction of a bylaw of the northern municipality is liable to a fine of not more than;
 - a) \$ _____ in the case of an Individual*
 - b) \$ _____ in the case of a Corporation*
- 4. This bylaw shall come into force and take effect immediately upon approval by the Minister of Municipal Affairs.

Read a first time this _____ day of _____, 20____.

Read a second time this _____ day of _____, 20____.

Read a third time this _____ day of _____, 20____.

Mayor

(SEAL)

Clerk/Administrator

DATE APPROVED

Deputy Minister or designate for
and on behalf of the Minister of
Municipal Affairs

* The maximum fine provided under the Northern Municipalities Act is \$2,000 for an Individual and \$5,000 for a Corporation. The fine provisions in this bylaw must not exceed either of these amounts.

**A BYLAW TO INCREASE THE NUMBER
OF ALDERMEN - Hamlets**

BYLAW NO. _____

A bylaw of the Northern Hamlet of _____ in the Province of Saskatchewan,
authorizing the council to increase the number of aldermen, enacted under the provision of
Subsection 6(4) of *The Northern Municipalities Act*.

The Council of the Northern Hamlet of _____ in the Province of Saskatchewan,
enacts as follows:

1. The number of aldermen for the Northern Hamlet of _____ shall be
increased from two to four.

2. The additional two aldermen are to be elected at the next general election.

3. This bylaw shall come into force and take effect upon the approval of the Minister of
Municipal Affairs.

Read a first time this _____ day of _____, 20 ____.
Read a second time this _____ day of _____, 20 ____.
Read a third time this _____ day of _____, 20 ____.

(SEAL)

Mayor

Clerk/Administrator

DATE APPROVED

Deputy Minister or designate for and
on behalf of the Minister of
Municipal Affairs

**A BYLAW TO INCREASE THE NUMBER
OF ALDERMEN - Villages**

BYLAW NO. _____

A bylaw of the Northern Village of _____ in the Province of Saskatchewan,
authorizing the council to increase the number of aldermen, enacted under the provision of
Subsection 7(4) of *The Northern Municipalities Act*.

The Council of the Northern Village of _____ in the Province of Saskatchewan,
enacts as follows:

1. The number of aldermen for the Northern Village of _____ shall be increased from four to six.
2. The additional two aldermen are to be elected at the next general election.
3. This bylaw shall come into force and take effect upon approval by council.

Read a first time this _____ day of _____, 20__.

Read a second time this _____ day of _____, 20__.

Read a third time this _____ day of _____, 20__.

(SEAL)

Mayor

Clerk/Administrator

**A BYLAW FOR THE PURPOSE OF INCREASING A
CAPITAL TRUST FUND**

BYLAW NO.

WHEREAS the Council of the Northern _____ of _____ deems it desirable to repeal the existing Capital Trust Fund bylaw as may have been increased and to create a new Capital Trust Fund for constructing or acquiring capital works, including the purchase of machinery, and for such other purposes as may be approved by the Minister of Government Relations, pursuant to the provisions of section 187 of *The Northern Municipalities Act*.

NOW, THEREFORE, the Council of the _____ of _____ in the Province of Saskatchewan, hereby enacts:

1. That for the purpose hereinbefore stated and subject to the approval of the Minister of Municipal Affairs, a Capital Trust Fund in the sum of _____ Dollars (\$ ___) shall be created.

2. There shall be assigned to the said fund the following:

2.1. The total amount for which the Capital Trust Fund under Bylaw No. _____ was created represented by all cash in the fund, plus outstanding repayments of withdrawals from the Fund as authorized by the Minister of Municipal Affairs Relations, plus all outstanding instalments due for fund increases.

\$

2.2. Current Year Cash Contribution

\$

2.3. Fund increase by future instalments as set out in section 3.

\$

TOTAL FUND BALANCE

\$

and same shall be deposited with a chartered bank or credit union incorporated under *The Credit Union Act, 1998*, in a separate and designated account called "The Northern _____ of _____ Capital Trust Fund."

3. The sum of \$ _____, as set out in subsection (c) of section 2, shall be provided out of funds of the _____ in equal annual instalments of \$ _____ in the years 20 _____ to 20 _____ inclusive, and each such instalment shall be deposited in the Fund on or before December 31st in the year in which it falls due, in accordance with the following schedule.

Year

Amount of Instalment

4. The establishment, addition to, reduction of, and use of the Fund shall be subject to the approval of the Minister of Municipal Affairs upon such terms and conditions as the Minister may specify.

5. Capital Trust Fund Bylaw No. _____ is hereby repealed.

Read a first time this ___ day of _____, 20__.

Mayor

SEAL

Clerk/Administrator

Date Approved

Deputy Minister or designate
for and on behalf of the
Minister of Municipal Affairs

Read a second time this ___ day of _____, 20__.

Read a third time this ___ day of _____, 20__.

Mayor

SEAL

Clerk/Administrator

NOTE:

1. This bylaw should be given first reading only by Council and submitted to the Minister of Municipal Affairs for approval. Only after the proposed bylaw has been approved by the Minister can the bylaw be given second and third readings.
2. If section "c" of the second enacting clause and the third enacting clause of the bylaw are not applicable then these should be omitted and the following enacting clauses should be renumbered to form a proper sequence. Non applicable statutory references should also be omitted from the bylaw.

**A BYLAW TO LICENSE PERSONS HAVING
FOR HIRE OR GAIN ELECTRONIC GAMES**

BYLAW NO. _____

The Council of the Northern _____ of _____ in the Province of Saskatchewan, under subsection 111.4(b) of *The Northern Municipalities Act*, enacts as follows:

1. No person shall keep or have in his possession for hire or gain any automatic vending machines, automatic baseball machines, automatic golf machines, pin ball games, marble games, problem punch boards and all other machines, instruments, contrivances, games or mechanical devices of like nature, without first obtaining a licence.
2. Any person requiring a licence for the games mentioned in Section (1) shall make written application to the Clerk of the northern municipality, stating the name and address of the applicant, the location of the premises to be used and the number of games for which the licence is required and shall pay in advance a fee of \$_____ dollars for each game or mechanical device.
3. All licences shall expire on December 31st next following the date of issue and shall be subject to the provisions of Section 4 to 6 hereof.
4. The premises shall be open from the hours of _____ to _____.
5. The premises shall remain closed and no playing ball be allowed at any time on Sunday or on a Statutory Holiday.
6. No betting or gambling or foul language of any kind shall be permitted on the premises.
7. Any person found guilty of an infraction of any of the provisions of this bylaw shall upon summary conviction be liable to the penalties provided for in the general penalty bylaw of the northern municipality.
8. This bylaw shall come into force and take effect upon approval by the Minister of Municipal Affairs.

Read a first time this _____ day of _____, 20____.

Read a second time this _____ day of _____, 20____.

Read a third time this _____ day of _____, 20____.

(SEAL)

Mayor

Clerk/Administrator

DATE APPROVED

Deputy Minister or designate for
and on behalf of the Minister of
Municipal Affairs

**TO PROVIDE FOR THE LICENSING
OF FUEL DEALERS**

BYLAW NO.

The Council of the Northern _____ of _____ in the Province of Saskatchewan, under the provision of Section 90.2 of *The Northern Municipalities Act*, enacts as follows:

1. Any person who is not assessed for business in the Northern _____ of _____ and who sells, distributes or delivers coal, coke, wood, oil or propane gas for use as heating fuel by retail within the northern municipality shall obtain a fuel dealer's licence from the northern municipality.
2. Application for a fuel dealer's licence shall be made to the Clerk of the northern municipality, and the Clerk is hereby authorized to issue a licence upon payment of the required fee.
3. The fee for a fuel dealer's licence under this bylaw shall be _____.
4. A person who contravenes any of the provisions of this bylaw is guilty of an offence and liable to summary conviction to the penalties provided in the general penalty bylaw of this northern municipality.
5. This bylaw shall come into force and take effect upon approval by the Minister of municipal Affairs.

Read a first time this ___ day of _____, 20__.
Read a second time this ___ day of _____, 20__.
Read a third time this ___ day of _____, 20__.

(SEAL)

Mayor

Clerk/Administrator

DATE APPROVED

Deputy Minister or designate for and
on behalf of the Minister of
Municipal Affairs

NOISE BYLAW

BYLAW NO. ____

The Council of the Northern _____ of _____ in the Province of Saskatchewan under the provision of Section 97 of *The Northern Municipalities Act*, enacts as follows:

1. This Bylaw may be cited as "The Noise Bylaw".
2. In this Bylaw, including this section:
 - (a) "municipality" means the Northern _____ of _____;
 - (b) "holiday" means any statutory holiday as defined in *The Interpretation Act, 1995*, and amendments thereto, or any holiday proclaimed as such by the municipality;
 - (c) "motor vehicle" means "motor vehicle" as defined in *The Vehicle Administration Act*;
 - (d) "residential building" means a building which is constructed as a dwelling for human beings;
 - (e) "signalling device" means a horn, gong, bell, klaxon, siren or other device producing an audible sound for the purpose of drawing people's attention to an approaching vehicle, including a bicycle;
 - (f) "weekdays" means any day other than a Sunday or holiday.

General Prohibition

3. (1) Except to the extent it is allowed by this Bylaw no person shall make, or continue to make, or cause to be made, or allow to be made, or allow to be continued to be made, any loud noise, or any unnecessary noise, or any unusual noise.
- (2) Except to the extent it is allowed by this Bylaw, no person shall make, or continue to make, or cause to be made or cause to be continued, or allow to be made, or allow to be continued, any noise whatsoever which either annoys, disturbs, injures, endangers or detracts from the comfort, repose, health, peace or safety of other persons within the limits of the municipality.
- (3) What is a loud noise, an unnecessary noise, an unusual noise, or a noise which annoys, disturbs, injures or endangers the comfort, repose, health, peace or safety of other persons is a question of fact for a court which hears a prosecution of an offence against this Bylaw.

Domestic Noises

4. Without restricting the generality of Section 3, no person shall operate or allow to be operated a lawn mower of any kind, or a snow clearing device powered by an engine of any type or a model aircraft driven by an internal combustion engine in any residential district between the hours of:
 - (a) 10 o'clock in the evening and 7 o'clock of the next forenoon on weekdays;
 - (b) 10 o'clock in the evening and 9 o'clock in the forenoon of the following day which is a Sunday or holiday.
5. No person who owns, keeps, houses, harbours or allows to stay in his premises a dog shall allow such dog to bark excessively or howl excessively.

6. (1) No person being the owner or occupant of any premises shall operate, or permit to be operated, or suffer to be operated, or allow to be operated, play or allow to be played, any radio, phonograph, record player, tape recorder, television set, musical instrument, or any other apparatus, appliance, device or machine used for the production or amplification of sound, either in or on private premises in a residential district in such a manner that the same can be easily heard by an individual or member of the public who is not on the same premises from which such noise or sound emanates.
- (2) For the purpose of this Bylaw, "premises" shall mean the area contained within the boundaries of any lot and include any building situated within such boundaries. Provided, however, that where any building contains more than one dwelling unit, each dwelling unit, or common area of such building and the land surrounding the building within the boundaries of the lot shall be deemed to be separate premises.
- (3) For the purpose of this Bylaw, "occupant" shall mean the owner, occupant or licensee of the premises or any person found on the premises at or around the time when the noise or sound issues from the premises.

Construction Noises

7. Except in an emergency, no person shall carry on the construction, erection, demolition, alteration or repair of any type of building or structure which involves hammering, sawing, drilling or the use of any machine, tools or any other equipment capable of creating a sound beyond the boundaries of the site on which the activity is being carried on, after the hour of 10 o'clock in the evening and before the hour of 7 o'clock in the morning of any day.
8. Except in an emergency, no person shall operate or allow to be operated a cement mixer, a cement mixer truck, a gravel crusher, a riveting machine, a trenching machine, a drag line, an air or steam compressor, a jack hammer or pneumatic drill, a tractor or bulldozer or any other tools, device or machine in any residence between the hours of 10 o'clock in the evening and 7 o'clock in the morning.

Advertising Noises

9. No person shall advertise any event or merchandise by ringing bells, blowing whistles, calling loudly, playing music, playing any type of musical instrument, playing or using any type of noise making instrument, or by the use of loud speakers or other devices for the amplification of sound, or by any other audible means, on any street or other public place or in any building or premises with the intention or result that the sound therefrom shall be or is audible to persons using or frequenting any street or other public place.

Diesel Motors

10. No person shall allow the diesel motor on a tractor which pulls a trailer or on a semi-trailer truck to remain running for longer than 20 minutes while the tractor-trailer, or tractor alone, is stationary in a residential district.

Exceptions

11. The provisions of this Bylaw shall not apply to:
 - (a) the ringing of bells in churches, religious establishments and schools;
 - (b) the moderate use of musical instruments to call attention to an opportunity to contribute to a collection made for a charitable undertaking during the Christmas season or at any other time;
 - (c) the playing of a band, the sounding of steam whistle, the sounding of motor vehicles' horns or the use of sound amplification equipment used in connection with any parade;
 - (d) the moderate playing of musical instruments appropriate to any religious street service;

- (e) the sounding of a general or a particular alarm or warning to announce a fire or other emergency or disaster;
- (f) the sounding of a factory whistle and similar devices at normal appropriate times;
- (g) the sounding of police whistles or the sirens on any vehicle used by the police or fire department or on any ambulance or public service vehicle;
- (h) any use of sound amplification equipment used by the police, fire department or any ambulance service or public service;
- (i) the use in a reasonable manner of any apparatus or mechanism for the amplification of the human voice or of music in a public park or any other commodious space in connection with any public election meeting, public celebration, or other reasonable gathering.

Penalties

- 12. Any person who contravenes any provision of this Bylaw is guilty of an offence and is liable on summary conviction to a fine not in excess of Five Hundred (\$500.00) dollars, under the General Penalty bylaw of the Northern Municipality.

Coming Into Force

- 13. This Bylaw shall come into force and take effect upon approval by the Minister.

Read a first time this _____ day of _____, 20__.

Read a second time this ____ day of _____, 20__.

Read a third time this _____ day of _____, 20__.

(SEAL)

Mayor

Clerk/Administrator

DATE APPROVED

Deputy Minister or designate for
and on behalf of the Minister of
Municipal Affairs

A BYLAW TO AMEND AN EXISTING BYLAW

BYLAW NO.

The Council of the Northern Hamlet of _____ in the Province of Saskatchewan under the provision of Section of *The Northern Municipalities Act*, enacts as follows:

1. Bylaw No. ___ adopted on _____, 20__ is hereby amended by striking out:

and substituting therefore the following:

2. This bylaw shall come into force and take effect upon approval by the Minister of Municipal Affairs.

Read a first time this _____ day of _____, 20__.

Read a second time this ___ day of _____, 20__.

Read a third time this _____ day of _____, 20__.

Mayor

(Seal)

Clerk/Administrator

Date Approved

Deputy Minister or designate for and
on behalf of the Minister of
Municipal Affairs

**A BYLAW TO AMEND AN EXISTING BYLAW
(Villages)**

BYLAW NO.

The Council of the Northern Village of _____ in the Province of Saskatchewan under the provision of Section ____ of The Northern Municipalities Act, enacts as follows:

1. Bylaw No. __ adopted on _____, 20__ is hereby amended by striking out:

and substituting therefor the following:

2. This bylaw shall come into force and take effect upon final passage thereof. (See Note)

Read a first time this _____ day of _____, 20__.

Read a second time this __ day of _____, 20__.

Read a third time this ____ day of _____, 20__.

Mayor

(SEAL)

Clerk/Administrator

NOTE: If the bylaw being amended was initially approved by the Minister of Municipal Affairs, this bylaw must also be submitted for Ministerial approval.

A BYLAW TO AUTHORIZE AN EXPENDITURE

BYLAW NO. _____

The Council of the Northern Village of _____ in the Province of Saskatchewan,
under the provision of Section 152(2) of *The Northern Municipalities Act*, enacts as follows:

1. It shall be lawful for the Council of the Northern Village of _____ to authorize an expenditure not exceeding _____ dollars in the year 20__ for the purpose of:

2. It is the intention of the Council upon approval of this bylaw to make this expenditure:

(See attached instructions)

3. This bylaw shall come into force and take effect upon approval by the Minister of Municipal Affairs.

Read a first time this _____ day of _____, 20__.
Read a second time this _____ day of _____, 20__.
Read a third time this _____ day of _____, 20__.

Mayor

(SEAL)

Clerk/Administrator

Date Approved

Deputy Minister or designate for and on
behalf of the Minister of Municipal
Affairs

INSTRUCTIONS FOR COMPLETION OF CLAUSE 2

There may be a number of sources of funding to be used to pay for the proposed expenditure. All these sources should be individually identified when preparing the bylaw indicating the amount of each. The combined total of the funding sources should agree with the total cost of the proposed expenditure.

For example, suppose the purchase of a major piece of equipment costing \$75,000 is to be funded using \$25,000 out of the current year's operating budget, \$5,000 out of capital funds on hand, and \$45,000 from the Northern Capital Grants Program. Clause 2 would be completed as follows:

- "a) out of current funds on hand, \$25,000;
- b) out of capital funds on hand, \$5,000; and
- c) out of the proceeds of a grant under the Northern Capital Grants Program, \$45,000."

As another example, suppose you are proposing to construct a municipal building costing \$250,000 using \$50,000 out of the current year's operating budget, \$75,000 from the Saskatchewan Employment Development Program, and by borrowing \$125,000 that will be paid back over the next 5 years. Clause 2 would be completed as follows:

- "a) out of current funds on hand, \$50,000;
- b) out of the proceeds of a grant under the Saskatchewan Employment Development Program, \$75,000; and
- c) by creating a liability of \$125,000 which will be paid from future revenues of the northern municipality in equal annual instalments in the years 20 , 20 , 20, 20 and 20 ."

There can be any number of funding combinations utilized in making major expenditures therefore it is entirely possible to have six or even more sources of funding identified in this clause.

A BYLAW TO AUTHORIZE AN EXPENDITURE

BYLAW NO._____

The Council of the Northern Hamlet of _____ in the Province of Saskatchewan, under the provision of Section 152(2) of *The Northern Municipalities Act*, enacts as follows:

- 1. It shall be lawful for the Council of the Northern Hamlet of _____ to authorize an expenditure not exceeding dollars in the year 20__ for the purpose of:

- 2. It is the intention of the Council upon approval of this bylaw to make this expenditure:

(See attached instructions)

- 3. This bylaw shall come into force and take effect upon approval by the Minister of Municipal Affairs.

Read a first time this _____ of _____, 20____.
Read a second time this _____ of _____, 20____.
Read a third time this _____ of _____, 20____.

(SEAL)

Mayor

Clerk/Administrator

Date Approved

Deputy Minister or designate for and on behalf of the Minister of Municipal Affairs

NOTE: The Minister may require that, before granting his approval of the bylaw, it be submitted to and approved by a vote of the electors.

INSTRUCTIONS FOR COMPLETION OF CLAUSE 2

There may be a number of sources of funding to be used to pay for the proposed expenditure. All these sources should be individually identified when preparing the bylaw indicating the amount of each. The combined total of the funding sources should agree with the total cost of the proposed expenditure.

For example, suppose the purchase of a major piece of equipment costing \$75,000 is to be funded using \$25,000 out of the current year's operating budget, \$5,000 out of capital funds on hand, and \$45,000 from the Northern Capital Grants Program. Clause 2 would be completed as follows:

- "a) out of current funds on hand, \$25,000;
- b) out of capital funds on hand, \$5,000; and
- c) out of the proceeds of a grant under the Northern Capital Grants Program, \$45,000."

As another example, suppose you are proposing to construct a municipal building costing \$250,000 using \$50,000 out of the current year's operating budget, \$75,000 from the Saskatchewan Employment Development Program, and by borrowing \$125,000 that will be paid back over the next 5 years. Clause 2 would be completed as follows:

- "a) out of current funds on hand, \$50,000;
- b) out of the proceeds of a grant under the Saskatchewan Employment Development Program, \$75,000; and
- c) by creating a liability of \$125,000 which will be paid from future revenues of the northern municipality in equal annual instalments in the years 20 , 20 , 20 , 20 and 20 .

There can be any number of funding combinations utilized in making major expenditures therefore it is entirely possible to have six or even more sources of funding identified in this clause.

**COAT OF ARMS AND SEAL
A BYLAW TO ADOPT A CREST AND/OR COAT OF ARMS**

BYLAW NO.

The Council of the Northern _____ of _____ in the Province of Saskatchewan enacts as follows:

1. That the Council adopt a Crest and/or Coat of Arms for the Northern _____ of _____.
- 2) The design, according to the sketch attached hereto and marked Schedule "A" and which forms part of this bylaw, shall be the Crest and/or Coat of Arms of the Northern _____ of _____ from the date upon which approval of the Lieutenant Governor in Council is received to use such Crest and/or Coat of Arms.
- 3) This bylaw shall come into force and take effect upon approval of the Minister of Municipal Affairs and the Lieutenant Governor in Council.

Read a first time this _____ day of _____, 20__.

Read a second time this _____ day of _____, 20__.

Read a third time this _____ day of _____, 20__.

Mayor

(SEAL)

Clerk/Administrator

DATE APPROVED

Deputy Minister or designate
for and on behalf of the
Minister of Municipal
Affairs

ANIMAL CONTROL

BYLAW NO.

The Council of the Northern _____ of
in the Province of Saskatchewan, under the provision of *Subsection 100(1) of the Northern
Municipalities Act*, enacts as follows:

1. No person shall herd _____ (classify animals)
in the Northern _____ of
any time within the limits of the northern municipality.
2. No person shall graze _____ (classify animals)
at any time within the limits of the northern municipality.
3. No person shall keep _____ (classify animals) _____ within the limits of the northern
municipality.
4. Any person found guilty of any of the provisions of this bylaw shall be liable to the
penalties provided for in the General Penalty Bylaw of the northern municipality.
5. This bylaw shall come into force and take effect immediately upon approval by the
Minister of Municipal Affairs.

Read a first time this _____ day of _____, 20__.

Read a second time this _____ day of _____, 20__.

Read a third time this _____ day of _____, 20__.

(SEAL)

Mayor

Clerk/Administrator

DATE APPROVED

Deputy Minister or designate for and
on behalf of the Minister of
Municipal Affairs

TEMPORARY BORROWING

BYLAW NO.

A Bylaw of the Northern Hamlet of _____ in the Province of Saskatchewan, authorizing borrowing to meet current expenditures enacted under the provision of Section 157 of *The Northern Municipalities Act*.

WHEREAS the Northern Hamlet of _____ requires the sum of \$ _____ to meet current expenditure of the northern municipality for municipal purposes until the taxes levied or to be levied for the year can be collected and until unconditional operating grants are received;

AND WHEREAS the estimated amount of the municipal taxes to be levied for the current year are \$ _____ and the estimated unconditional operating grants for the current year are \$ _____;

NOW THEREFORE, the Council of the Northern Hamlet of _____ in the Province of Saskatchewan enacts as follows:

1. The Mayor and Clerk of the Northern Hamlet of _____ are hereby authorized to borrow from _____ the sum of \$ _____ to meet the current expenditures of the northern municipality for municipal purposes until the taxes levied or to be levied for the year can be collected and the unconditional operating grants are received and to pay interest on the sum so borrowed either in advance or at maturity and in either case after maturity at the rate of prime plus _____ % per annum.
2. The sum so borrowed shall be repayable, including interest, within the current year and, as agreed by Council, same shall be a first charge on all taxes excluding school taxes and on all unconditional operating grants to the Northern Hamlet of _____.
3. The Ministry of Municipal Affairs shall be authorized (by letter) to make remittances of operating grant payments for the northern municipality directly to the said _____ to the credit of the Northern Hamlet of _____ until such time as the temporary borrowing is repaid in full.
4. The Mayor and Clerk are hereby authorized to execute under the seal of the northern municipality, a promissory note or notes in favour of the said _____ for a sum or sums not to exceed in the aggregate the amount hereinbefore authorized to be borrowed and interest as aforesaid.

5. This bylaw shall come into force and take effect immediately upon approval by the Minister of Municipal Affairs.

Read a first time this _____ day of _____, 20____.
Read a second time this _____ day of _____, 20____.
Read a third time this _____ day of _____, 20____.

(SEAL)

Mayor

Clerk/Administrator

DATE APPROVED

Deputy Minister or designate
for and on behalf of the Minister of
Municipal Affairs

TEMPORARY BORROWING

BYLAW NO.

A bylaw of the Northern Village of _____, in the Province of Saskatchewan, authorizing borrowing to meet current expenditures enacted under the provision of Section 157 of *The Northern Municipalities Act*.

WHEREAS the Northern Village of _____ requires the sum of \$ _____ to meet current expenditures of the northern municipality for municipal purposes until the taxes levied or to be levied for the year can be collected and until unconditional operating grants are received;

AND WHEREAS the estimated amount of the municipal taxes to be levied for the current year are \$ _____ and the estimated unconditional operating grants for the current year are \$ _____;

NOW THEREFORE, the Council of the Northern Village of _____ in the Province of Saskatchewan enacts as follows:

1. The Mayor and Clerk of the Northern Village of _____ are hereby authorized to borrow from _____ the sum of \$ _____ to meet the current expenditures of the northern municipality for municipal purposes until the taxes levied or to be levied for the year can be collected and the unconditional operating grants are received and to pay interest on the sum so borrowed either in advance or at maturity and in either case after maturity at the rate of _____ % per annum.
2. The sum so borrowed shall be repayable, including interest, within the current year and, as agreed by Council, same shall be a first charge on all taxes excluding school taxes and on all unconditional operating grants to the Northern Village of _____.
3. The Ministry of Municipal Affairs shall be authorized (by letter) to make remittances of operating grant payments for the northern municipality directly to the said _____ to the credit of the Northern Village of _____ until such time as the temporary borrowing is repaid in full.
4. The Mayor and Clerk are hereby authorized to execute under the seal of the northern municipality, a promissory note or notes in favour of the said _____ for a sum of sums not to exceed in the aggregate the amount hereinbefore authorized to be borrowed and interest as aforesaid.

5. This bylaw shall come into force and have effect immediately upon approval by the Minister of Municipal Affairs.

Read a first time this ____ day of _____, 20__.

Read a second time this ____ day of _____, 20__.

Read a third time this ____ day of _____, 20__.

(SEAL)

Mayor

Clerk/Administrator

TEMPORARY BORROWING

BYLAW NO.

A bylaw of the Northern Village of _____, in the Province of Saskatchewan, authorizing borrowing to meet current expenditures enacted under the provision of Section 157 of *The Northern Municipalities Act*.

WHEREAS the Northern Village of _____ requires the sum of \$ _____ to meet current expenditures of the northern municipality for municipal purposes until the taxes levied or to be levied for the year can be collected and until unconditional operating grants are received;

AND WHEREAS the estimated amount of the municipal taxes to be levied for the current year are \$ _____ and the estimated unconditional operating grants for the current year are \$ _____;

NOW THEREFORE, the Council of the Northern Village of _____ in the Province of Saskatchewan enacts as follows:

1. The Mayor and Clerk of the Northern Village of _____ are hereby authorized to borrow from _____ the sum of \$ _____ to meet the current expenditures of the northern municipality for municipal purposes until the taxes levied or to be levied for the year can be collected and the unconditional operating grants are received and to pay interest on the sum so borrowed either in advance or at maturity and in either case after maturity at the rate of _____ % per annum.
2. The sum so borrowed shall be repayable, including interest, within the current year and, as agreed by Council, same shall be a first charge on all taxes excluding school taxes and on all unconditional operating grants to the Northern Village of _____.
3. The Ministry of Municipal Affairs shall be authorized (by letter) to make remittances of operating grant payments for the northern municipality directly to the said _____ to the credit of the Northern Village of _____ until such time as the temporary borrowing is repaid in full.
4. The Mayor and Clerk are hereby authorized to execute under the seal of the northern municipality, a promissory note or notes in favour of the said _____ for a sum of sums not to exceed in the aggregate the amount hereinbefore authorized to be borrowed and interest as aforesaid.

5. This bylaw shall come into force and have effect immediately upon approval by the Minister of Municipal Affairs.

Read a first time this ____ day of _____, 20 __.

Read a second time this ____ day of _____, 20 __.

Read a third time this ____ day of _____, 20 __.

(SEAL)

Mayor

Clerk/Administrator

BYLAW TO APPOINT A BYLAW ENFORCEMENT OFFICER

BYLAW NO.

The Council of the Northern Hamlet of _____ in the Province of Saskatchewan under the provision of Section 81 of *The Northern Municipalities Act*, enacts as follows:

1. The council from time to time may by resolution appoint a person or persons to serve as bylaw enforcement officers for the northern municipality and by the same or another resolution establish the remuneration to be paid.
2. Appointments under Section 1 shall commence on the date stipulated in the resolution and shall continue until terminated in accordance with Section 3.
3. The appointment may be terminated at any time by either party upon the giving of one (1) month written notice.
4. The duties of a bylaw enforcement officer shall be to enforce all bylaws of the northern municipality.
5. This bylaw shall come into force and take effect immediately upon approval by the Minister of Municipal Affairs.

Read a first time this _____ day of _____, 20____.
 Read a second time this _____ day of _____, 20____.
 Read a third time this _____ day of _____, 20____.

(SEAL)

Mayor

Clerk/Administrator

DATE APPROVED

Deputy Minister or designate for
and on behalf of the Minister of
Municipal Affairs

BYLAW TO APPOINT A BYLAW ENFORCEMENT OFFICER

BYLAW NO.

The Council of the Northern Village of _____ in the Province of Saskatchewan under the provision of Section 81 of *The Northern Municipalities Act*, enacts as follows:

1. The council from time to time may by resolution appoint a person or persons to serve as bylaw enforcement officers for the northern municipality and by the same or another resolution establish the remuneration to be paid.
2. Appointments under Section 1 shall commence on the date stipulated in the resolution and shall continue until terminated in accordance with Section 3.
3. The appointment may be terminated at any time by either party upon the giving of one (1) month written notice.
4. The duties of a bylaw enforcement officer shall be to enforce all bylaws of the northern municipality.
5. This bylaw shall come into force and take effect from the date of final passage.

Read a first time this _____ day of _____, 20__.

Read a second time this _____ day of _____, 20__.

Read a third time this _____ day of _____, 20__.

(SEAL)

Mayor

Clerk/Administrator



**Government
Relations and
Aboriginal Affairs**

SAMPLE BYLAW

Authorize Payment of Wages and Accounts

**NOTE: THIS DRAFT BYLAW IS FOR GUIDANCE PURPOSES ONLY AND SHOULD BE
REWORDED AS NECESSARY TO SUIT LOCAL REQUIREMENTS**

This draft bylaw has been prepared by staff in the Advisory Services Unit, and not by legal experts. It is always good practice to obtain the advice of your solicitor in drafting bylaws.

Government Relations and Aboriginal Affairs
Provincial – Municipal Relations Division
Advisory Services Unit

1855 Victoria Avenue
Regina, SK S4P 3V7

ph 306-787-2680
fax 306-787-3641
web www.municipal.gov.sk.ca

BYLAW NO. _____
A BYLAW TO AUTHORIZE PAYMENT
OF WAGES AND ACCOUNTS

The Council of the _____ of _____ in the Province of Saskatchewan enacts as follows:

1. The Administrator/Treasurer, jointly with the Mayor/Reeve or Deputy Mayor/Reeve or *(specify the position of any other municipal employee)* are hereby authorized to pay the wages of municipal employees and all employee deductions and employer contributions required by law with respect to those wages on a *(insert applicable: “weekly”, “bi-weekly”, “monthly,” or “bi-monthly with a mid-month advance)* basis.
2. The Administrator/Treasurer, jointly with the Mayor/Reeve or Deputy Mayor/Reeve or *(specify the position of any other municipal employee)* are hereby authorized to pay the following utility accounts against the Municipality: *(insert applicable: power, heat, telephone, cellular phone or water and sewer).*
3. The Administrator/Treasurer, jointly with the Mayor/Reeve or Deputy Mayor/Reeve or *(specify the position of any other municipal employee)* are hereby authorized to pay the following accounts against the Municipality: *(insert any additional accounts that the council wishes to specify)*
4. The Administrator/Treasurer shall, at the Council meeting next following the payment of accounts as per sections 1 and 2, advise Council of the following:
 - (a) the date and number of the cheque
 - (b) the amount of the cheque
 - (c) the payee of the cheque

and if applicable:

- (d) the name of the recipient utility
- (e) the amount of the electronic transfer

[SEAL]

Mayor/Reeve

Clerk/Administrator

Subsection 63(1)(i) and 64(1)(2) *The Rural Municipality Act, 1989*
Subsection 65(1)(d) *The Urban Municipality Act, 1984*
Subsection 57(1)(n) *The Northern Municipality Act,*

Read a third time and adopted
this ____ day of _____

CABLE RADIO/TELEVISION RATES

BYLAW NO.

The Council of the Northern Hamlet of _____, in the Province of Saskatchewan, under the provision of Section 145.2(1) of *The Northern Municipalities Act*, enacts as follows:

1. Definition:

- 1.1 In this Bylaw the words Person, Persons, Customer, Customers, Consumer, Consumers, are synonymous and mean the person or persons, organization, corporations, etc. responsible for the payment of charges for radio/television cable services.
- 1.2 Foreman - means the person employed by the northern municipality in the capacity of foreman of Public Works and Utilities with responsibility for the administration of all public works and utilities under the jurisdiction of the Council.
- 1.3 Principal Occupancy - means in the case of premises with more than one (1) occupancy or use, the major purpose for which the premises is used, and if one of the occupancies is a commercial or industrial occupancy, it shall be deemed to be the principal occupancy.

2 Radio/Television Cable System:

- 2.1 Every person desiring to have his premises connected to the radio/television cable system shall apply to the northern municipality for that service in a form as prescribed by the Council as per Schedule "A" of this Bylaw. A deposit of (\$) dollars shall accompany the application form. No service will be given and any existing service may be disconnected without notice where no application has been submitted to the municipal office.
- 2.2 The charges to be paid by consumers whose radio/television cable service has been connected shall be those presently set forth in Schedule "B" hereto.
- 2.3 Accounts for radio/television cable service shall be rendered on or before the tenth day of every month. Such accounts shall be paid within twenty (20) days from the date of billing at the municipal office. In case an account is not paid within twenty (20) days from the date of billing, the radio/television cable service may be discontinued and when so discontinued shall not be resumed until all arrears have been paid, together with a fee of (\$) dollars to cover the expense of turning it on again.
- 2.4 The collection of the charges for radio/television cable service and the reconnection of such services and sums collected from customers and the supervision of all books, accounts and other records in connection with the radio/television cable service shall be under the immediate control and direction of the northern municipality.
- 2.5 No person other than the mayor, foreman or a person authorized by either of them, shall connect, disconnect or interfere with any cable connector or apparatus connected to the cable system outside of his premises. When the cable has been disconnected for non-payment of rates, or for any other necessary or proper reason, no person shall reconnect it again who is not duly authorized to do so.
- 2.6 Every customer intending to vacate any premises supplied with cable from the radio/television cable system or who intends to discontinue the use of such cable, shall give seven days notice of the same to the northern municipality office.
- 2.7 No person, being tenant or occupant of any house or building connected to the cable system shall sell or disconnect the cable signal or permit the same to be sold or distributed to others.

2.8 In premises, including dwellings and apartment blocks, where more than one (1) occupancy exists, each occupancy shall be charged at the full rate as shown in Schedule "B" to this bylaw, for the class or classes of consumers shown thereon.

3. General:

For the purposes of this bylaw the payment by a consumer of any rates or levies charged hereunder shall constitute acceptance of a contract for the supply of such services between the northern municipality and such consumer in accordance with this Bylaw.

4. Any person found guilty of an infraction of any of the provisions of this Bylaw shall be liable upon summary conviction to the penalties provided for in the General Penalty Bylaw of the northern municipality.

5. This bylaw shall come into force and take effect upon _____ approval by the Minister of Municipal Affairs and the Saskatchewan Municipal Board.

Read a first time this _____ day of _____, 20 __.

Read a second time this _____ day of _____, 20 __.

Read a third time this _____ day of _____, 20 __.

Mayor

(SEAL)

Clerk/Administrator

Date Approved

Deputy Minister or designate for and on behalf of the Minister of Municipal Affairs

Date Approved

Saskatchewan Municipal Board

CABLE RADIO/TELEVISION RATES

BYLAW NO.

The Council of the Northern Village of _____, in the Province of Saskatchewan, under the provision of Section 145.2(1) of *The Northern Municipalities Act*, enacts as follows:

1. Definition:

- 1.1 In this Bylaw the words Person, Persons, Customer, Customers, Consumer, Consumers, are synonymous and mean the person or persons, organization, corporations, etc. responsible for the payment of charges for radio/television cable services.
- 1.2 Foreman - means the person employed by the northern municipality in the capacity of foreman of Public Works and Utilities with responsibility for the administration of all public works and utilities under the jurisdiction of the Council.
- 1.3 Principal Occupancy - means in the case of premises with more than one (1) occupancy or use, the major purpose for which the premises is used, and if one of the occupancies is a commercial or industrial occupancy, it shall be deemed to be the principal occupancy.

2 Radio/Television Cable System:

- 2.1 Every person desiring to have his premises connected to the radio/television cable system shall apply to the northern municipality for that service in a form as prescribed by the Council as per Schedule "A" of this Bylaw. A deposit of (\$) dollars shall accompany the application form. No service will be given and any existing service may be disconnected without notice where no application has been submitted to the municipal office.
- 2.2 The charges to be paid by consumers whose radio/television cable service has been connected shall be those presently set forth in Schedule "B" hereto.
- 2.3 Accounts for radio/television cable service shall be rendered on or before the tenth day of every month. Such accounts shall be paid within twenty (20) days from the date of billing at the municipal office. In case an account is not paid within twenty (20) days from the date of billing, the radio/television cable service may be discontinued and when so discontinued shall not be resumed until all arrears have been paid, together with a fee of (\$) dollars to cover the expense of turning it on again.
- 2.4 The collection of the charges for radio/television cable service and the reconnection of such services and sums collected from customers and the supervision of all books, accounts and other records in connection with the radio/television cable service shall be under the immediate control and direction of the northern municipality.
- 2.5 No person other than the mayor, foreman or a person authorized by either of them, shall connect, disconnect or interfere with any cable connector or apparatus connected to the cable system outside of his premises. When the cable has been disconnected for non-payment of rates, or for any other necessary or proper reason, no person shall reconnect it again who is not duly authorized to do so.
- 2.6 Every customer intending to vacate any premises supplied with cable from the radio/television cable system or who intends to discontinue the use of such cable, shall give seven days notice of the same to the northern municipality office.
- 2.7 No person, being tenant or occupant of any house or building connected to the cable system shall sell or disconnect the cable signal or permit the same to be sold or distributed to others.

2.8 In premises, including dwellings and apartment blocks, where more than one (1) occupancy exists, each occupancy shall be charged at the full rate as shown in Schedule "B" to this bylaw, for the class or classes of consumers shown thereon.

3. General:

For the purposes of this bylaw the payment by a consumer of any rates or levies charged hereunder shall constitute acceptance of a contract for the supply of such services between the northern municipality and such consumer in accordance with this Bylaw.

4. Any person found guilty of an infraction of any of the provisions of this Bylaw shall be liable upon summary conviction to the penalties provided for in the General Penalty Bylaw of the northern municipality.

5. This bylaw shall come into force and take effect upon _____ approval by the Minister of Municipal Affairs and the Saskatchewan Municipal Board.

Read a first time this _____ day of _____, 20 __.

Read a second time this ____ day of _____, 20 __.

Read a third time this _____ day of _____, 20 __.

Mayor

(SEAL)

Clerk/Administrator

Date Approved

Deputy Minister or designate for and on
behalf of the Minister of Municipal
Affairs

Date Approved

Saskatchewan Municipal Board

NORTHERN _____ OF

BYLAW NO.

SCHEDULE "A"

APPLICATION FOR THE SUPPLY OF RADIO/TELEVISION CABLE SERVICES

Name: (Print) _____

Address: _____

Location: Lot _____ Block _____ Plan No. _____ Assessment Number _____

The undersigned hereby submit application for the supply of radio/television cable service to a building situated on the above described location.

I hereby agree to pay, in advance, the _____ of _____, cable service charges within twenty (20) days from the date of billing. It is understood that if I do not make payment within twenty (20) days from date of billing, the service will be disconnected and a charge of (\$ _____) dollars for turning it on again.

I further agree to pay to the _____ of _____, in advance, the radio/television cable charge effective the date of this application or notification by registered mail.

I hereby agree to give the _____ of _____ written notice of at least seven (7) days of the date that the radio/television cable service to the above mentioned building is to be disconnected, and that I am responsible for payment of the billing until the date given to the notice of termination of service.

Signed this _____ of _____, 20__.

Witness

Signature of Applicant

NORTHERN _____ OF

BYLAW NO.

SCHEDULE "B"

1. RESIDENTIAL:

Single family unit _____ per month basic rate payable at the Municipal office on a monthly basis in advance.

COMMERCIAL AND INSTITUTIONAL:

Basic rate shall be _____ per month. Payment shall be made at the Municipal office on a monthly basis in advance.

SAMPLE BYLAW

ESTABLISH A LIMIT ON CASH COLLECTIONS

NOTE: THIS DRAFT BYLAW IS FOR GUIDANCE PURPOSES ONLY AND SHOULD BE REWORDED AS NECESSARY TO SUIT LOCAL REQUIREMENTS

This draft bylaw has been prepared by staff in the Advisory Services Unit, and not by legal experts. It is always good practice to obtain the advice of your solicitor in drafting bylaws.

Municipal Affairs
Provincial – Municipal Relations Division
Advisory Services Unit

1855 Victoria Avenue
Regina, SK S4P 3V7

ph 306-787-2680
fax 306-787-3641
web www.municipal.gov.sk.ca

BYLAW NO _____

**A BYLAW TO ESTABLISH
A LIMIT ON CASH COLLECTIONS**

The Council of the _____ of _____ in the Province of Saskatchewan, enacts as follows:

1. The treasurer shall deposit in the name of the municipality, in a bank or credit union designated by Council, all moneys collected and receipted when they have accumulated to the amount of _____ (*may be any amount up to the limit of the treasurer's bond*).
2. At the treasurer's discretion, deposits may be made more frequently but in any case, not less than once a month.

[SEAL]

Mayor

Clerk / Administrator

Subsection 65(1)(c) *The Urban Municipality Act, 1984*
Subsection 63(1)(g) *The Rural Municipality Act, 1989 (May be by resolution)*
Subsection 57(1)(l) *The Northern Municipality Act, 1983*

Read a third time and adopted
this ____ day of _____

**A BYLAW TO CLASSIFY, LICENSE AND
REGULATE CLUBS AND ASSOCIATIONS**

BYLAW NO. _____

The Council of the Northern _____ of _____ in the Province of Saskatchewan under the provision of Subsection 111.5(1) of *The Northern Municipalities Act*, enacts as follows:

1. In this bylaw the words "Club" and "Association" shall mean any club or association whether incorporated or unincorporated and whether formed or maintained for social or commercial purposes or for purposes of recreation.
2. Every club or association which carries on its activities in the northern municipality for commercial purposes shall obtain a license from the Clerk and shall pay in advance a license fee of \$ _____.
3. Every club or association which carries on its activities in the northern municipality for social purposes or for the purposes of recreation shall obtain a license from the Clerk and shall pay in advance a license fee of \$ _____.
4. Every license issued under this bylaw shall expire on the 31st day of December in the year in which it is issued.
5. No club or association shall carry on its activities in the northern municipality without first having obtained a license.
6. Any person acting as an officer of a club or association carrying on its activities in the northern municipality without the said club or association having first obtained a license shall be guilty of an offence.
7. Any person found guilty of an infraction of any of the provisions of this bylaw shall upon summary conviction be liable to the penalties imposed by the general penalty bylaw of the northern municipality.
8. This bylaw shall come into force and take effect on approval by the Minister of Municipal Affairs.

Read a first time this _____ day of _____, 20____.
Read a second time this _____ day of _____, 20____.
Read a third time this _____ day of _____, 20____.

Mayor

(SEAL)

Clerk/Administrator

DATE APPROVED

Deputy Minister or designate for and on
behalf of the Minister of Municipal Affairs

**A BYLAW TO CLASSIFY, LICENSE,
REGULATE AND GOVERN BUSINESSES**

BYLAW NO.

The Council of the Northern _____ of _____ in the Province of Saskatchewan, under the provision of Section 90.3 of *The Northern Municipalities Act*, enacts as follows:

1. In this bylaw the expression "transient trader" shall have the meaning ascribed to it by *The Northern Municipalities Act*.
2. No person shall carry on any of the businesses set out in Section 9 of this bylaw within the northern municipality unless he possess a valid and subsisting licence for the purpose issued in accordance with the provisions of this bylaw.
3. The Clerk of the northern municipality is hereby authorized to issue a licence to any person carrying on business in the northern municipality
 - (a) who is not assessable for the purpose of business taxation in respect of that business; and
 - (b) who makes application for such licence stating specifically the nature of his business in the northern municipality; and
 - (c) who has complied with *The Auctioneers Act* if the same applies or may apply in respect of the licence for which he has made application under this bylaw; and
 - (d) who tenders with his application the proper licence fee as herein provided for.
4. Subject to the right of the Council to suspend or revoke the same, as provided by *The Northern Municipalities Act*, every licence issued hereunder shall remain in force and effect until and including the thirty-first day of December of the year of issue.
5. Where a licence is issued hereunder after July first of any year the fee payable under Section 9 shall be reduced by _____ % percent.
6. Every licence issued hereunder shall specifically state the kinds of services, goods or merchandise which the licensee is authorized to offer for sale of or take orders for as the case may be and whether in the case of goods or merchandise, he may offer the same for sale by retail or by public auction or both. Such licence shall also state the restriction as set forth in Section 9 hereof.
7. No person to whom a licence has been granted under this bylaw shall offer for sale services, goods or merchandise or solicit orders for future delivery of goods or merchandise within the northern municipality.
 - (a) other than of a kind or kinds described in the licence; or
 - (b) by any method except as authorized therein; or
 - (c) at any time or during any period when shops within the northern municipality offering for sale or taking orders for similar services, goods or merchandise are required by the northern municipality bylaw to be and remain closed.
8. Every person licensed under this bylaw shall, at all reasonable times, upon request of the Clerk, the northern municipality constable or licence inspector, or any peace officer, produce such licence for inspection purposes.
9. Subject to Section 5, the fee payable for a licence under this bylaw shall be as follows:
(suggested list of classifications)
 - (a) for a transient trader (is to be classified) \$
 - (b) for a person who goes from house to house carrying on he business of a barber or hairdresser or who carries on such business at the private residence of customers \$
 - (c) for a contractor who enters into contracts for the construction, alteration, repair or removal of buildings or structures, the installation of heating plants, plumbing or

other fixtures, electric wiring, or performance of other similar work in the northern municipality: (classify if deemed necessary)

\$

(d) or a person who goes from house to house soliciting orders for work consisting of the dry cleaning, dyeing, glazing, cleaning, pressing, making alterations or repair of clothing or furs:

\$

(e) for a person who sells, distributes or delivers coal, coke, wood, oil, or propane gas for use as heating fuel, by retail within the northern municipality:

\$

(f) for a person carrying on any other business within the northern municipality and which is classified as follows:

(1) _____ \$

(2) _____ \$

(3) _____ \$

10. Any person who violates any provision of this bylaw is guilty of an offence and shall be liable on summary conviction to the penalties as provided in the General Penalty Bylaw of the northern municipality.

11. This bylaw shall come into force and take effect upon approval by the Minister of Municipal Affairs.

Read a first time this _____ day of _____, 20__.

Read a second time this _____ day of _____, 20__.

Read a third time this _____ day of _____, 20__.

(SEAL)

Mayor

Clerk/Administrator

DATE APPROVED

Deputy Minister or designate
for and on behalf of the Minister of
Municipal Affairs

SCHEDULE "A" TO BYLAW

		<u>FEE</u>
ADVERTISING CANVASSER	\$	75.00
ADVERTISING DISTRIBUTOR		75.00
AMBULANCE SERVICE - Each Vehicle		60.00
AUCTIONEER		100.00
AUCTION ROOMS (NOT TAXED)		100.00
AUTOMATIC DEVICES AND VENDING MACHINES		
1.(a) The owner of any automatic device or vending machine, who is not otherwise exempt by the provisions of this bylaw.		110.00
2.(a) Vending machines or slot machines not hereinafter specifically classified - per machine		75.00
(b) Slot machines, pin ball machines or other similar devices manufactured, designed and capable of being used for the sole purpose of amusement and no provision for monetary returns - per machine		11.50
(c) Cigarette vending machines - per machine		5.00
(d) Machines vending confectionary or nuts or non-alcoholic beverages - per machine	5.00	
(e) Slot machines manufactured, designed and capable of being used for the sole purpose of rendering music - per machine		5.00
(f) Slot machines manufactured, designed and capable of being used for the sole purpose of weighing - per machine		5.00
(g) Match vending machines - per machine		5.00
(h) Slot machines manufactured, designed and capable of vending toilet articles including face tissue, sanitary napkins and photographic supplies - per machine		5.00
(i) Any person who owns any vending machine or device which is solely for the purpose of vending any one article of merchandise not previously mentioned except coin exchange or postage stamps pay therefore - per machine		5.00
(j) Shuffle Boards - per machine		17.50
(k) Pin Ball Machine - per machine		17.50
(l) Coin operated pool tables - per machine		17.50
AUTO RENTALS - Each Vehicle		40.00
AUTO BUS - Each Vehicle		90.00
AUTO REPAIR SHOP		75.00
AUTO WRECKERS		75.00
BARBERS - Per Chair	55.00	
BEAUTY PARLORS - Per Chair		55.00
BILLIARD TABLES - Each Table		25.00

BILL POSTERS	110.00
BOARDING HOUSEKEEPERS - Four to twelve persons	40.00
BOND BROKER	90.00
BOOT BLACK	7.00
BOOK AGENT - Each Person	50.00
BOOKKEEPER OR AUDITOR - Per Person	115.00
BOWLING ALLEY - Each Alley	50.00
BOXING AND WRESTLING - Per Day	75.00
BUILDING MOVERS	110.00
BUSINESS COLLEGE	75.00
CANTEEN (Mobile)	75.00
CANVASSERS FOR SUBSCRIBERS - Each Salesman	75.00
CAR DEALER - NEW OR USED (Not assessed for business)	220.00
CATERER	75.00
CARNIVALS - First Day	220.00
- Each additional day	110.00
CIRCUS - First Day	500.00
- Each additional day (Includes menageries, waxworks, wild animals, sleight of hand, juggling).	300.00
CHIMNEY SWEEP	25.00
CHIROPODIST OR CHIROPRACTOR	175.00
COLLECTION AGENCIES	110.00
COMMISSION AGENTS	150.00

CONTRACTORS:

1.	GENERAL CONTRACTORS IN THE BUILDING AND EXCAVATING TRADE (Including front end loaders, backhoes and draglines, etc.)	
	a) Contractors occupying business premises or carrying on a business from a principle dwelling or residence (business tax included) up to five employees	110.00
	Six or more employees	150.00
	b) Contractors commencing business and not occupying a premises under subsection a)	220.00
2.	OTHER CONTRACTORS, SUB-CONTRACTORS OR JOURNEYMEN OF THE FOLLOWING TRADES:	
	a) Electrical;	
	b) Plasterers, dry wall, applicators, or brick layers;	
	c) Painting, decorating and sign painting;	
	d) Plumbing and Heating;	
	e) Roofing;	
	f) Non specified (not assessed for business)	
	(a) Occupying business premises or carrying on a business from a principle dwelling or residence:	
	- up to 5 employees	110.00
	- 6 or more employees	150.00
	(b) Contractors commencing business and not occupying a premises under subsection (a) of the above businesses	220.00
3.	CONTRACTORS - Special Licence	60.00
	DANCE ORCHESTRA - Per Day	40.00
	DETECTIVE AGENCIES	150.00

DOG KENNELS		40.00
DELIVERY VEHICLES - Per Vehicle		40.00
DRIVE-IN THEATRE - Per Stall		.75
EXCAVATING MACHINES - Front end Loaders and bulldozers		
SEE GENERAL CONTRACTORS	---	
FISH AND PRODUCE DEALERS		75.00
FLOOR SANDER		50.00
FLORIST		75.00
FUMIGATOR AND EXTERMINATOR		25.00
FUR AND HIDE DEALER		75.00
GARDEN TILLING, LAWN AERATING		25.00
GOLD DEALER		150.00
GOLF DRIVING RANGE AND MINIATURE GOLF		75.00
HAMBURGER AND HOT DOG STANDS		75.00
HANDYMAN		25.00
HYPNOTIST		150.00
ICE CREAM/SOFT DRINK BOOTHS		50.00
IMPLEMENT DEALER - (Not assessed for business)		220.00
INSURANCE SALES		110.00
JANITORIAL SERVICE (Includes Window Cleaners)		75.00
JOB PRINTERS		75.00
JUNK AND SCRAP IRON DEALER	110.00	
LANDSCAPING, NURSERY STOCK SALES		75.00
LEASED VEHICLES - Single axle trucks		70.00
- Tandem trucks		80.00
- Semi-trailer trucks		90.00
LUMBER DEALERS (Not assessed for business)		220.00
MANUFACTURER'S AGENT		150.00
MERRY-GO-ROUND		75.00
NEWSPAPER AGENTS		75.00
PALMIST	NOT PERMITTED	
PAWN BROKER		110.00
PEANUT AND POPCORN VENDORS		45.00
OTHER VENDORS		45.00
PHOTOGRAPHERS		75.00
PIANO TUNERS		30.00
POSTER PANELS - Per Panel		6.00
REAL ESTATE AGENT - Per Salesman		110.00
REDI-MIX CONCRETE - Per Trucking Unit		75.00
RODEO		150.00
SECOND HAND DEALERS		110.00
SHOOTING GALLERY		75.00
SIGN ERECTORS AND PAINTERS		90.00
TAXIS		45.00
TRANSIENT TRADERS		290.00
TOMBSTONE AND MONUMENT SALESMEN		60.00
TROUPE IN TENTS - Public Hall, Auditorium		110.00
THEATRES - Per Seat	.80	
TRANSIENT DRY CLEANERS AND/OR LAUNDERERS		150.00
TRUCKING FIRMS AND LEASED TRUCKS		
- Single axle trucks		70.00
- Tandem Trucks		80.00
- Semi-Trailer trucks		90.00
USED CAR DEALERS (Not assessed for business)		220.00
U-DRIVE CAR OPERATORS	SEE AUTO RENTAL	
WATCH REPAIR		50.00
WELDER (Not assessed for business)		75.00
WHOLESALE (Not assessed for business)		150.00
NOT SPECIFIED OR UNCLASSIFIED		
_ Resident		75.00
- Non-Resident	100.00	

BYLAW RESPECTING EXPLOSIVES

BYLAW NO.

The Council of the Northern Hamlet of _____
in the Province of Saskatchewan, under the provision of Clause 100.1(3)(b) of *The Northern Municipalities Act*, enacts as follows:

1. For the purpose of this bylaw "explosive" means gunpowder, blasting powder, nitroglycerine, gun cotton, dynamite, blasting gelatine gelignite, fulminates of mercury or of other metals, and every other substance made, manufactured or used with a view to produce a violent effect by explosion, and includes percussion caps, detonators, and every other adaptation or preparation of any such substance.
2. Subject to Section 3 hereof, no person shall use, set off, detonate or ignite an explosive of any kind within this Northern Municipality.
3. The Council may authorize a designated officer of the Northern Municipality to issue to any person or persons a permit, in writing, for the use, setting off, detonating or igniting of an explosive or explosives in accordance with such terms and conditions as the Council may prescribe.
4. Any person found guilty of an infraction of any of the provisions of this bylaw shall upon summary conviction be liable to the penalties as provided in the general penalty bylaw of the northern municipality.
5. This bylaw shall come into force and take effect immediately upon approval by the Minister of Municipal Affairs.

Read a first time this _____ day of _____, 20 __.
 Read a second time this ___ day of _____, 20 __.
 Read a third time this _____ day of _____, 20 __.

 Mayor

(SEAL)

 Clerk/Administrator

 Date Approved

 Deputy Minister or designate for
 and on behalf of the Minister of
 Municipal Affairs

BYLAW RESPECTING EXPLOSIVES

BYLAW NO.

The Council of the Northern Village of
in the Province of Saskatchewan, under the provision of Clause 100.1(3)(b) of *The Northern
Municipalities Act*, enacts as follows:

1. For the purpose of this bylaw "explosive" means gunpowder, blasting powder, nitroglycerine, gun cotton, dynamite, blasting gelatine gelignite, fulminates of mercury or of other metals, and every other substance made, manufactured or used with a view to produce a violent effect by explosion, and includes percussion caps, detonators, and every other adaptation or preparation of any such substance.
2. Subject to Section 3 hereof, no person shall use, set off, detonate or ignite an explosive of any kind within this Northern Municipality.
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4. Any person found guilty of an infraction of any of the provisions of this bylaw shall upon summary conviction be liable to the penalties as provided in the general penalty bylaw of the northern municipality.
5. This bylaw shall come into force and take effect immediately upon approval by the Minister of Municipal Affairs.

Read a first time this _____ day of _____, 20 __.
 Read a second time this ___ day of _____, 20 __.
 Read a third time this _____ day of _____, 20 __.

 Mayor

(SEAL)

 Clerk/Administrator

 Date Approved

 Deputy Minister or designate for and
 on behalf of the Minister of
 Municipal Affairs

**A BYLAW FOR THE PURPOSE OF
CREATING A CAPITAL TRUST FUND**

BYLAW NO.

WHEREAS the Council of the Northern _____ of _____ deems it desirable to create a Capital Trust Fund for constructing or acquiring capital works, including the purchase of machinery, and for such other purposes as may be approved by the Minister of Government Relations, pursuant to the provisions of section 187 of *The Northern Municipalities Act*.

NOW, THEREFORE, the Council of the _____ of _____ in the Province of Saskatchewan, hereby enacts:

1. That for the purpose hereinbefore stated and subject to the approval of the Minister of Municipal Affairs, a Capital Trust Fund in the sum of _____ Dollars (\$ ____) shall be created.
2. There shall be assigned to the said fund the following:
 - 2.1. Current year cash contribution \$
 - 2.2. Balance set out in section 3 \$
 - TOTAL FUND BALANCE \$

and same shall be deposited with a chartered bank or credit union incorporated under *The Credit Union Act, 1998*, in a separate and designated account called "The Northern ____ of _____ Capital Trust Fund."

3. The sum of \$_____, being the balance required to complete the said Fund, shall be provided by the _____ in equal annual instalments of \$_____ in the years 20 __ to 20 __ inclusive, and each such instalment shall be deposited in the Fund on or before December 31st in the year in which it falls due.
4. The establishment, addition to, reduction of, and use of the Fund shall be subject to the approval of the Minister of Municipal Affairs upon such terms and conditions as the Minister may specify.

Read a first time this ____ day of _____, 20__.

SEAL

Mayor

Date

Clerk/Administrator

Date Approved

Deputy Minister or designate
for and on behalf of the Minister of
Municipal Affairs

Read a second time this ____ day of _____, 20__.
Read a third time this ____ day of _____, 20__.

Mayor

SEAL

Clerk/Administrator

NOTE:

1. This bylaw should be given first reading only and submitted to the Minister of Municipal Affairs for approval. Only after the proposed bylaw has been approved by the Minister can the bylaw be given second and third readings.
2. If section "b" of the second enacting clause and the third enacting clause of the bylaw are not applicable then these should be omitted and the following enacting clauses should be renumbered to form a proper sequence. Non applicable statutory references should also be omitted from the bylaw.

**A BYLAW TO PROHIBIT CHILDREN BEING
ON THE STREETS AFTER
THE HOUR OF _____.**

BYLAW NO.

The Council of the Northern _____ of _____ in the Province of Saskatchewan under the provision of Section 101 of *The Northern Municipalities Act* enacts as follows:

1. This bylaw shall be known and referred to as the "Curfew Bylaw" of the Northern _____ of _____.
2. No child under the age of _____ () years, or appearing to be under the said age, and lacking definite proof of age, shall be on the streets of the Northern _____ of _____ after the hour of _____ and every such child shall be in his or her home after that hour throughout the night.
3. Nothing contained in this bylaw shall apply to a child who is on the streets for some unavoidable cause or who is accompanied by or in charge of a parent or guardian, who is over the age of eighteen (18) years.
4. Any child found on the streets or away from his or her home in contravention of the provisions of this bylaw may be warned by the Municipal Curfew Officer or any Police Officer of the community to go home and, if after such warning such child is loitering on the streets, he or she may be taken by such officer or Police Officer to his or her home.
5. Any parent or guardian who permits a child to contravene the provisions of this bylaw after being warned in writing by the clerk is guilty of an offence and shall, upon summary conviction be liable to a penalty of twenty-five (\$25.00) dollars for the first offence and fifty (\$50.00) dollars for each subsequent offence.
6. This bylaw shall come into force and take effect upon approval by the Minister of Municipal Affairs.

Read a first time this _____ day of _____, 20____.

Read a second time this _____ day of _____, 20 ____.

Read a third time this _____ day of _____, 20 ____.

Mayor

(SEAL)

Clerk/Administrator

DATE APPROVED

Deputy Minister or designate for
and on behalf of the Minister of
Municipal Affairs

SAMPLE BYLAW
CONTROL OF DANGEROUS DOGS

NOTE:

1. This sample bylaw is intended to guide Northern Villages and Northern Hamlets that wish to control dangerous dogs.
2. This sample bylaw was not prepared nor reviewed by persons with formal legal training. It is recommended a solicitor be consulted in drafting a similar bylaw to suit local conditions and requirements.
3. PROTECTION FROM DANGEROUS DOGS EXISTS IN NORTHERN MUNICIPALITIES EVEN IF THE COUNCIL HAS NOT PASSED A DANGEROUS DOG BYLAW. THIS PROTECTION IS PROVIDED UNDER *THE NORTHERN MUNICIPALITIES ACT* AND RELATED REGULATIONS. THEREFORE, IT IS NOT NECESSARY FOR A NORTHERN MUNICIPAL COUNCIL TO PASS A DANGEROUS DOG BYLAW. HOWEVER, COUNCILS MAY WISH TO PASS A BYLAW TO SUPPLEMENT THE ACT AND REGULATIONS ON DANGEROUS DOGS. THIS SAMPLE BYLAW IS PROVIDED FOR THIS PURPOSE.

_____ of
[Northern Village/Northern Hamlet] [Name of Municipality]

Bylaw No.

A Bylaw to Control Dangerous Dogs

OR

A Bylaw to Amend Bylaw No.____,
being a Bylaw to
[name of existing animal control or dog control bylaw]

EXPLANATION

Choose the above bylaw title that is appropriate. You may either pass a new and separate bylaw respecting dangerous dogs or amend your existing animal control (or dog control) bylaw.

The Council of the _____ of
[Northern Village/Northern Hamlet] [Name of Municipality]

in the Province of Saskatchewan, enacts as follows:

DEFINITIONS

1. In this Bylaw:

a) "owner" includes:

(i) a person who keeps, possesses or harbours a dog;

(ii) the person responsible for the custody of a minor where the minor is the owner of a dog; but does not include:

(iii) a veterinarian registered pursuant to The Veterinarians Act, 1987 who is keeping or harbouring a dog for the prevention, diagnosis or treatment of a disease of or an injury to the dog;

- 2 -

(iv) a northern municipality or the Saskatchewan Society for the Prevention of Cruelty to Animals in respect of an animal shelter or impoundment facility operated by it.

EXPLANATION

This definition of "owner" is taken from The Northern Municipalities Act. It is designed to assist with enforcement. It defines "owner" to include persons who are keeping or harbouring a dog that may belong to someone else.

Also, the definition states that the person who is responsible for the custody of a minor (e.g., someone 17 years of age or younger) is responsible for any dog that belongs to the minor.

Veterinarians, however, are not defined as "owners" of dogs they have in their possession for the purpose of medical care. Similarly, municipalities and the SPCA are not considered the "owners" of dogs they keep in animal shelters or dog pounds.

CONTROL OF DANGEROUS DOGS

1. [OPTIONAL] PROHIBITING OWNERSHIP OF A PARTICULAR BREED OR CROSSBREED OF DOG

EXPLANATION

Under section 100 northern municipal councils may define a particular breed or crossbreed dog as dangerous and prohibit anyone from owning such a dog in the municipality.

Alternatively, section 100 authorizes municipalities to provide additional controls on a particular type of dog, such as a higher licence fee.

To take either step, that particular breed or crossbreed would have to be defined as dangerous under the definition section above, as well as prohibited or controlled under this section of the Bylaw.

However, drafting a bylaw to "ban" one type of dog or to apply extra control measures to one type of dog, particularly a crossbreed, is a complex task and is beyond the scope of this Sample Bylaw. Therefore, if municipalities wish to draft such a provision, it is suggested that a solicitor be consulted.

2. [OPTIONAL] SEARCH AND SEIZURE OF DANGEROUS DOG

The following municipal official(s) is (are) hereby designated for purposes of section 100.08 of The Northern Municipalities Act:

(Title of municipal official - e.g., dogcatcher, poundkeeper, bylaw enforcement officer)

EXPLANATION

Based on section 100.08 of The Northern Municipalities Act, this section of the bylaw would permit a designated municipal official to seize a dog from any premises or vehicle, but not a dwelling house, if he has reasonable and probable grounds for believing the dog is dangerous or has been ordered to be destroyed. The municipal official then may deliver the dog to the pound or to the person appointed in the order to destroy or otherwise dispose of it. Note that 100.08 of the Act also gives this search and seizure power to peace officers (e.g., the police). Municipal councils that wish to leave this function entirely to the police would not make use of this section of the sample bylaw.

3. [OPTIONAL] NUMBERING SYSTEM FOR TATTOO OF DANGEROUS DOG

EXPLANATION

Section 10 of The Dangerous Dogs Control (Northern Saskatchewan) Regulations states:

"Where a judge orders an owner of a dog to have the dog tattooed pursuant to section 100.02 of the Act, the owner, at his or her own expense and within 10 days of the date of the order, shall cause the dog to be tattooed on its ear or inside flank by a veterinarian by

means of indelible or permanent ink with the number assigned to the dog by the clerk of the northern municipality."

In order to ensure that a judge is able to require an owner to tattoo a dangerous dog, a municipality may pass a bylaw (or resolution) setting out the tattoo numbering system to be used. A tattoo will help in identifying the dog for enforcement purposes.

Consult your local veterinarian before establishing a tattoo numbering system.

Mayor

Clerk/Administrator

**A BYLAW TO PROVIDE FOR THE DISCLOSURE OF
HOLDINGS BY MEMBERS OF COUNCIL**

Bylaw No.

The Council of the Northern Hamlet of _____, in the Province of Saskatchewan, enacts as follows:

1. Section 33 of *The Northern Municipalities Act* relating to the disclosure of holding by members of council, shall apply to the Northern Hamlet of _____.

2. This bylaw shall come into force and take effect on the date of approval by the Minister of Municipal Affairs.

Read a first time this ____ day of _____, 20 __.
Read a second time this __ day of _____, 20 __.
Read a third time this ____ day of _____, 20 __.

Mayor

(SEAL)

Clerk/Administrator

Date Approved

Deputy Minister or designate for
and on behalf of the Minister of
Municipal Affairs

**A BYLAW TO PROVIDE FOR DISCLOSURE OF HOLDINGS
BY DESIGNATED EMPLOYEES AND OFFICIALS**

Bylaw No.

The Council of the Northern Hamlet of _____, in the Province of Saskatchewan, enacts as follows:

1. Section 36.1 of *The Northern Municipalities Act*, relating to the disclosure of holdings shall apply to the Northern Hamlet of _____.

2. The offices to which this bylaw applies are as follows:

(Please refer to Section 36.1 and list the offices)

3. This bylaw shall come into force and take effect on the date of approval by the Minister of Municipal Affairs.

Read a first time this _____ day of _____, 20__.

Read a second time this ___ day of _____, 20__.

Read a third time this _____ day of _____, 20__.

Mayor

(SEAL)

Clerk/Administrator

Date Approved

Deputy Minister or designate for
and on behalf of the Minister of
Municipal Affairs

**A BYLAW TO PROVIDE FOR THE DISCLOSURE OF
HOLDINGS BY MEMBERS OF COUNCIL**

Bylaw No.

The Council of the Northern Village of _____, in the Province of Saskatchewan, enacts as follows:

1. Section 33 of *The Northern Municipalities Act* relating to the disclosure of holding by members of council, shall apply to the Northern Village of _____.

2. This bylaw shall come into force and take effect upon final passage thereof.

Read a first time this ____ day of _____, 20__.

Read a second time this ____ day of _____, 20__.

Read a third time this ____ day of _____, 20__.

Mayor

(SEAL)

Clerk/Administrator

**A BYLAW TO PROVIDE FOR DISCLOSURE OF
HOLDINGS BY DESIGNATED EMPLOYEES AND OFFICIALS**

BYLAW NO.

The Council of the Northern Village of _____, in the Province of Saskatchewan, enacts as follows:

1. Section 36.1 of *The Northern Municipalities Act*, relating to the disclosure of holdings shall apply to the Northern Village of _____.

2. The offices to which this bylaw applies are as follows:

 (Please refer to Section 36.1 and list the offices)

3. This bylaw shall come into force and take effect upon final passage thereof.

Read a first time this _____ day of _____, 20 ____.
Read a second time this ____ day of _____, 20 ____.
Read a third time this _____ day of _____, 20 ____.

Mayor

(SEAL)

Clerk/Administrator

**A BYLAW TO ALLOW A DISCOUNT FOR
THE PROMPT PAYMENT OF CURRENT TAXES**

BYLAW NO. _____

The Council of the Northern _____ of _____ in the Province of Saskatchewan, under the provision of Subsection 234 (6) of *The Northern Municipalities Act*, enacts as follows:

1. Discounts shall be allowed on current taxes, other than local improvements taxes (whether or not the amount of taxes for the current year has been determined) calculated as follows:
 - (a) A discount of _____ per cent shall be allowed on all current taxes paid before the _____ day of _____.
 - (b) (Insert additional discount provisions if any)
 - (c)

2. This bylaw shall come into force and take effect upon approval by Council.

Read a first time this _____ day of _____, 20__.

Read a second time this _____ day of _____, 20__.

Read a third time this _____ day of _____, 20__.

MAYOR

SEAL)

CLERK/ADMINISTRATOR

**A BYLAW TO DISPENSE WITH MAILING
OF ASSESSMENT NOTICES**

BYLAW NO.

The Council of the Northern Village of _____, in the Province of Saskatchewan, under the provision of *Subsection 201(3) of The Northern Municipalities Act*, enacts as follows:

1. The assessor of the northern municipality is hereby authorized to dispense with the mailing of assessment notices except in cases where the assessed value in respect of land, improvements or business is new or altered.

2. This bylaw shall come into force and take effect immediately upon final passage thereof.

Read a first time this _____ day of _____, 20__.

Read a second time this _____ day of _____, 20__.

Read a third time this _____ day of _____, 20__.

(SEAL)

Mayor

Clerk/Administrator

**A BYLAW TO LICENSE AND
REGULATE THE RUNNING AT
LARGE OF CATS AND DOGS**

BYLAW NO.

The Council of the Northern _____ of _____ in the Province of Saskatchewan, under the provision of subsection 100(1) of *The Northern Municipalities Act*, enacts as follows:

Interpretation

1. For the purpose of this bylaw the expression:
 - a) "dog and cat" shall mean either male or female over six months old;
 - b) "northern municipality" shall mean the Northern _____ of _____:
 - c) "running at large" shall mean when the cat or dog is beyond the boundaries of the land occupied by the owner, possessor, or harbourer of the said cat or dog, or beyond the boundaries of said lands where it may be with the permission of the owner or occupant of the said land and when it is not under control by being:
 - (i) in direct continuous charge of a person competent to control it; or
 - (ii) securely confined within its enclosure;or
 - (iii) securely fastened so that it cannot roam at will.

Licence

2.
 - a) Every person within the northern municipality who owns, possesses, or harbours a cat or dog shall obtain a licence from the clerk of the northern municipality.
 - b) The licence shall be in effect from January 1 to December 31 of a calendar year, and shall be obtained on or before _____ (Date).
 - c) The licence fee shall be
 - (i) for each female: \$ _____
 - (ii) for each male or spayed female: \$ _____
 - d) The sum payable for a licence required after _____ shall be _____ of the charge for a full year.
3. Every person to whom a licence has been issued under this bylaw shall cause his cat or dog to wear a collar to which shall be attached the licence tag issued by the northern municipality pursuant to this bylaw.

Infraction of a Bylaw

4. A person residing in the northern municipality who owns, possesses, or harbours a cat or dog, and neglects to or refuses to confine or securely fasten same is deemed guilty of an infraction of this bylaw.
5.
 - (a) No person shall keep more than (specify a number) (classify animals) within the limits of the northern municipality.
 - (b) A person who owns, possesses, or harbours more (classify animals) as specified in 5(a) shall be deemed guilty of an infraction of this bylaw.
6.
 - (a) No cat or dog shall run at large in the northern municipality.
 - (b) A person who owns, possesses, or harbours a cat or dog found running at large shall be deemed guilty of an infraction of this bylaw.
7. Any person may take any cat or dog found running at large contrary to the provisions of this bylaw to the municipal pound, where it shall be kept for three days unless the owner, possessor, or harbourer redeems the cat or dog by paying the Clerk/Poundkeeper the sum of \$ _____ for each cat or dog impounded, and the sum of \$ _____ per day for the care and keep of the cat or dog.

- 8. a) The Clerk/Poundkeeper may sell any cat or dog which is not redeemed within three days, provided that the purchaser thereof obtains a licence if he is a resident of the northern municipality.
- b) The Clerk/Poundkeeper, or at his request, any other person, may destroy any cat or dog which has not been redeemed within six days.

Penalties

(Note: For a penalty clause, you may use either clause

a), b), or c)).

- 9. a) (1) A person found guilty of an infraction of any of the provisions of sections 3, 4, or 6 of this bylaw shall be liable on summary conviction to a penalty of:

- (i) Section 3 - \$ _____
- (ii) Section 4 - \$ _____
- (iii) Section 5(b) - \$ _____
- (iv) Section 6(b) - \$ _____

- (2) The Notice of Violation shall be in Form "A", attached to and forming part of this bylaw.

- b) (1) A person found guilty of an infraction of any provision of this bylaw shall be liable to penalties provided in the general penalty bylaw of the northern municipality.

- (2) The Notice of Violation shall be in Form "B", attached to and forming part of this bylaw.

- c) (1) A person who contravenes any of the provisions of this bylaw or fails to comply therewith, or with any notice or order given thereunder shall be guilty of an offence and upon conviction, shall be liable to a penalty of \$20.00 for each offence.

- (2) A violator of this bylaw, upon being served with a Notice of Violation, may, during office hours, voluntarily pay the penalty at the Municipal Office, and upon payment as so provided, that person shall not be liable to prosecution of the offence.

- (3) The Notice of Violation shall be in Form "C", attached to and forming part of this bylaw.

- 10. This bylaw shall come into force and take effect upon approval by the Minister of Municipal Affairs.

Read a first time this _____ day of _____, 20__.

Read a second time this _____ day of _____, 20__.

Read a third time this _____ day of _____, 20__.

(SEAL)

Mayor

Clerk/Administrator

DATE APPROVED

Deputy Minister or designate for and on behalf of the Minister of Government Relations

Form "A"
Bylaw No. _____

NOTICE OF VIOLATION

CATS OR DOGS RUNNING AT LARGE

Owner's Name: _____

Owner's Address: _____

DETAILS OF OFFENCE

Date: _____ Time: _____ p.m./ a.m.

Description of dog or cat: _____

Location of Violation: _____

Licence No. (If applicable) _____

Served By: _____

(To be signed by complainant or person
impounding the cat or dog)

You are charged with violation of Bylaw No.: _____

section(s) _____.

The penalty for violation of section(s) _____ is \$ _____.

Clerk/Bylaw Enforcement Officer

Form "B"
Bylaw No. _____

NOTICE OF VIOLATION

CATS OR DOGS RUNNING AT LARGE

Owner's Name: _____

Owner's Address: _____

DETAILS OF OFFENCE

Date: _____ Time: _____ p.m. a.m.

Description of dog or cat: _____

Location of Violation: _____

Licence No. (If applicable) _____

Served By: _____

(To be signed by complainant or person
impounding the cat or dog)

You are charged with violation of Bylaw No. _____ section(s) _____.

The penalty for violation of section(s) _____ is \$ _____.

Clerk/Bylaw Enforcement Officer

Form "C"
Bylaw No. _____

NOTICE OF VIOLATION

CATS OR DOGS RUNNING AT LARGE

Owner's Name: _____

Owner's Address: _____

DETAILS OF OFFENCE

Date: _____ Time: _____ p.m. a.m.

Description of dog or cat: _____

Location of Violation: _____

Licence No. (If applicable) _____

You are charged with violation of Bylaw No.: _____

section(s) _____.

The penalty for violation of section(s) _____

is \$ _____.

Served By: _____

(To be signed by complainant or person
impounding the cat or dog)

The penalty for violation of section(s) _____ is \$20.00.

You may make voluntary payment of the above penalty at the Municipal Office
_____ or mail the penalty to the Municipal Office at:

within seven (7) days from the date of service of the Notice of Violation.

If you do not make a voluntary payment within the time set out above, you shall
be liable to prosecution and, upon summary conviction, you shall be liable to
penalties provided under section _____ of the said bylaw.

Clerk/Bylaw Enforcement Officer

Form "C" (Alternate)
Bylaw No. _____

NOTICE OF VIOLATION

No. _____

_____ of _____

Name: _____

Address: _____

Postal Code: _____

DETAILS OF OFFENCE

Date: _____ Time: _____ a.m. _____ p.m. Licence No.: _____

Violation:

Parking Bylaw No. _____

Dog Bylaw No. _____

Other Bylaw No. _____

Description of Violation: _____

Location of Violation: _____

Owner/Possessor or Harbourer of Dog

You are charged with violation of Bylaw No.: _____ Section(s): _____

Penalty for the above violation: _____

Clerk/Bylaw Enforcement Officer

Where the penalty for the above violation is \$20 or less, you may make voluntary payment of the above penalty at the municipal office of the northern (village/hamlet) of _____ during regular office hours or by mail within _____ days from the date of service of this Notice of Violation.

If you do not make a voluntary payment within the time set out above, you shall be liable to prosecution and, upon summary conviction, you shall be liable to the penalty provided under section _____ of the said bylaw.

NOTE:

Where a dangerous dog is suspected of being rabid, the judge should be requested to contact any one or more of the following:

- a) Medical Health Officer
- b) Veterinarian
Health of Animals Branch
Canada Department of Agriculture
- c) Local Veterinarian
- d) Officer of the Royal Canadian Mounted Police

before ordering the dog destroyed.

SCHEDULE "A"
DOG BYLAW TICKET

NUMBER

This ticket has been issued for breach of provisions of the Dog Bylaw No. _____.

TIME: _____ a.m./p.m. **DATE:**

TO:

NAME:

ADDRESS:

Owner, Possessor or Harbourer of a dog described as follows:

OFFENCE AND SECTION

LOCATION OF OFFENCE

FINE \$ _____ **OFFENCE**
(1st, 2nd, 3rd)

DATE DESTROYED

Dog Catcher/Enforcement Officer

A BYLAW TO ESTABLISH A RECREATION BOARD

BYLAW NO.

The Council of the _____ of _____ in the Province of Saskatchewan under the provision of Subsection 107(b) of *The Northern Municipalities Act*, enacts as follows:

ESTABLISHMENT

- 1. A Recreation Board is hereby established to be known as the _____ Recreation Board which shall promote, implement and manage a recreation program and manage municipal recreation facilities in _____ and shall encourage and develop recreation activities in _____, Saskatchewan.

CONSTITUTION

- 2. The Recreation Board shall be governed by a Constitution in the form as annexed to and forming a part of this bylaw and adopted and approved by the said Board and the Council of _____.

REPEAL

- 3. All previous Recreation Board Bylaws are hereby repealed provided however, that the repeal shall not affect any right or rights accrued or accruing thereunder at the time of the coming into force of this Bylaw.

COMING INTO FORCE

- 4. This Bylaw shall come into force and effect on approval by the Minister of Municipal Affairs.

Read a first time this ____ day of _____, 20 ____.

Read a second time this ____ day of _____, 20 ____.

Read a third time this ____ day of _____, 20 ____.

Mayor

SEAL)

Clerk/Administrator

Date Approved

Deputy Minister or designate for and on behalf of the Minister of Municipal Affairs

RECREATION BOARD OF _____

CONSTITUTION

The Recreation Board of the _____ of _____ adopts the following regulations and laws as the Constitution of the Board:

OBJECTIVES

1. The Recreation Board of _____ shall have the following objectives:
 - (a) to promote, implement and manage a recreation program;
 - (b) to manage municipal recreation facilities in _____;
 - (c) to encourage and develop recreation activities in _____.

COMPOSITION

2. (1) The Board shall consist of seven (7) members and so far as is practical shall be composed of one member from the elected council and a cross-section of community leaders.
 - (2) The Mayor and _____ shall be ex-officio members of the Board.
 - (3) Members of the Recreation Board shall be appointed by resolution of Council.

APPOINTMENTS

3. The members of the Recreation Board shall be appointed as follows:
 - (a) All member appointments shall be reviewed at the time of passage of this Constitution.
 - (b) Council representation to be appointed in conformity with the policy of Council.
 - (c) Four members shall hold office until December 31, 20__ and the remaining three members shall hold office until December 31, 20__. Thereafter, each member shall be appointed for two years.
 - (d) At the first council meeting of the year, the council shall by resolution and upon the recommendation of the Recreation Board, fill vacancies occurring on the Board through retirement of members or the expiry of their terms of office.
 - (e) A retiring or former member of the Board may be re-appointed by Council provided that every member of the Board must retire for at least one year after they have served two consecutive terms except in the case of councillors who may be appointed repeatedly.
 - (f) Each member of the Board shall hold office at the pleasure of council and the council may request the resignation of any member of the Board at any time, prior to the expiry date of his term of office with due cause
 - (g) Any member of the Board who shall be absent from three consecutive meetings of the Board shall, unless such absence was duly authorized and entered in the minutes, forfeit his office and another member shall be appointed in his place for the remainder of his term.

- (h) Any member of the Board may resign therefrom at any time, upon submitting notice to the Secretary of the Board to that effect. The council shall, upon recommendation of the Board when a vacancy occurs, appoint by resolution, a person to fill such vacancy and such person shall hold office for the remainder of the term concerned.

MEETINGS

- 4. (1) The Board shall meet regularly, at least once each month, the time and place of such regular meeting to be determined by the Board at its first meeting of each year which shall be held on or before the 20th day of January.
- (2) The officers of the Board shall be a Chairman, Vice- Chairman and Secretary, who shall be elected from the membership of the Board at its first meeting of each year.
- (3) Special meetings of the Board shall be called on 24 hours notice to the members thereof by the Chairman or at the request of any three members of the Board.
- (4) A quorum of the Board shall be four (4) members in good standing. Each member, including the Chairman, shall have one vote on any question.
- (5) The Chairman shall preside at all meetings of the Board, and in his absence, the Vice-Chairman shall assume his duties.
- (6) The Board may appoint sub-committees to deal with any special phase of the matters coming within the scope and jurisdiction of the Board as herein set forth.

RESPONSIBILITIES

- 5. (1) The Recreation Board shall be concerned with and shall be responsible for all aspects of managing, supervising and controlling the equipping, staffing, maintaining and programming of public playgrounds, athletic fields, recreation centres, arenas and other recreational facilities owned and/or controlled by the Council or other properties with the written consent of the owners or authorities thereof. The following facilities shall be under the jurisdiction of the Recreation Board:
 - 1.
 - 2.
 - etc.
- (2) The Board shall promote and/or develop at its discretion and to the limit of the finances made available to it, a broad range of recreational activities and shall provide the necessary facilities therefore that will enable the residents of _____ regardless of age, to use their leisure time in a wholesome and satisfying manner. To accomplish this objective, it shall develop a well-balanced and co-ordinated recreation program and shall continually review the said program to ensure that it is meeting the objective.
- (3) The Board shall be concerned with and shall be responsible for developing and maintaining long range plans for the development of both recreational facilities and programs for _____.
- (4) In the interest of a well-balanced, co-ordinated recreational program, the Board shall co-ordinate with and encourage all organizations, cultural, private, civic, social and religious within its jurisdiction which are supporting, encouraging and working for recreation in its entire application.

- (5) The Board will have the power to make such rules, regulations and policies as it may deem necessary from time to time, provided such rules, regulations and policies are not inconsistent with the powers herein conferred. Copies of all such rules and regulations shall be filed with Council.
- (6) The Board shall hear and consider representation by individuals, organizations or delegations on matters with respect to recreation and act on such recommendations arising thereafter as the Board deems to be in the general interest of all citizens.

RECREATION COMMITTEE OF COUNCIL

6. In addition to the above duties, the Recreation Board shall serve as the Recreation Committee of Council. The Council shall refer all matters pertaining to recreation to the Board. If the matter is within the jurisdiction of the Board, it shall be dealt with in accordance with the powers granted to the Board in this Constitution. If the matter is outside the jurisdiction of the Board, then the Board shall make recommendations to Council on the matter.

BOARD LIMITATIONS

7. The Recreation Board's powers shall be limited to the following areas even though these may fall within their jurisdiction:
 - (a) The Board shall make recommendations to Council with regard to entering into formal agreements, but they may not enter into formal agreements on their own accord.
 - (b) The Board must seek approval from Council before entering into long-range informal agreements.
 - (c) The Board will submit for approval of Council any informal agreements or working arrangements which substantially change portions of the formal agreement.
 - (d) The Board may not dispose of any lands or buildings without first receiving written approval from Council.
 - (e) The Board may not proceed with the construction or development of a facility without first having the development plan and/or design approved by Council.

COUNCIL VETO

8. Council may overrule a Board decision or pass resolutions affecting the Board's area of jurisdiction and these shall be binding on the Board, provided that if such decisions of Council involve increased expenditures of funds not provided for in the Board's budget that the Council must provide for these additional funds. The foregoing should not be meant to diminish the authority of the Board and is meant to indicate the ultimate authority of Council, however, the normal procedures should be to make recommendations to the Board and/or enter into discussions with the Board prior to resorting to the use of the authority herein specified.

RECREATION DIRECTOR

9.
 - (1) The Board shall have the responsibility of developing policies with regards to the duties and responsibilities of the Recreation Director and other recreational staff.
 - (2) The Recreation Board shall make recommendations on the appointment and/or dismissal by Council of the Recreation Director.

FINANCES

10. All finances shall be under the control and custody of the Council. The Council shall receive:

- (a) All funds raised by the Board from local activities.
- (b) All funds donated directly to the Board.
- (c) All grants and contributions received from the Provincial or Federal Governments.

The Council shall pay:

- (a) All expenses incurred for local recreation or cultural activities organized by the Board.
- (b) All expenses incurred to purchase items to be used by the Board for local fund raising conducted by the Board.
- (c) All expenses provided for in the annual budget of the Board.
- (d) All wages and employee costs of the Recreation Director and other employees employed in recreation and recreation facilities in _____.
- (e) Maintenance, repair and operating costs of the facilities owned and/or operated by the _____.

REPORTING

11. The Board shall supply the Council with the following:

- (a) On or before the 28th day of February in each year the Board will submit a budget outlining estimated revenues and expenditures for the year with respect to all matters over which the Board has jurisdiction according to the terms of this Constitution. Once this budget is approved by Council, the total amount of the budget shall not be exceeded by the Board without first seeking the approval of Council but the Board may make any change within their budget without Council approval.
- (b) Within two weeks of each Board meeting, a certified copy of the minutes shall be filed in the Council office.

FISCAL YEAR

12. The fiscal year of the Board shall be from January 1 to December 31.

JOINT MEETING

13. The Council of _____ and the _____ Recreation Board shall hold a joint meeting at least once each year for the purpose of giving the Board an opportunity of outlining to the Council plans, programs, problems and objectives, and also for the purpose of giving the members of Council the opportunity to ask questions in regard to action taken by the Board or questions on recommendations tabled by the Board.

Chairman of the Board

Secretary of the Board

Mayor

(SEAL)

Clerk/Administrator

**A BYLAW TO ESTABLISH A
VOLUNTEER FIRE DEPARTMENT**

BYLAW NO. _____

The Council of the Northern Hamlet of _____ in the Province of Saskatchewan, under the provision of Section 100.1 of *The Northern Municipalities Act*, enacts as follows:

INTERPRETATION

1. (a) "Fire Department" means the Volunteer Fire Department established pursuant to this bylaw.
- (b) "Unit" means the Fire Department established pursuant to this bylaw.
- (c) "Northern Municipality" means the Northern Hamlet of _____.
- (d) "Fire Equipment" means the fire truck, pumps, hoses, fire suits, and any and all other firefighting equipment or lifesaving equipment owned by and provided by the Northern Hamlet of _____ for use of the Fire Department in the prevention and control of fires.
- (e) "Fire Hall" means the premises owned by the Northern Hamlet of _____ that are used for housing the fire truck and all other equipment.

SCOPE OF THE BYLAW

2. The Council shall by resolution appoint fire department personnel for the following purposes:
 - (a) to maintain and operate the fire truck for the prevention and extinguishing of fires within the northern municipality.
 - (b) to control, supervise and manage the premises known as the fire hall, and all the equipment contained therein.
 - (c) to ensure to Council's satisfaction that adequate fire protection be provided for the safety and welfare of the northern municipality.
 - (d) to promote and encourage preventive fire measures in the northern municipality.
 - (e) to regulate the conduct and assistance of persons present at fires within the northern municipality.
 - (f) to maintain and operate the firefighting equipment in extinguishing fires outside the northern municipality, where a request for such service is made by another municipality, urban or rural, or any of its officers, or by any person outside the Northern Hamlet of _____.

COMPOSITION OF THE FIRE DEPARTMENT UNIT

3. (a) The Fire Department shall consist of a Fire Chief and a maximum of _____ () volunteer firefighters.
- (b) The Fire Chief may appoint a Deputy Fire Chief from among the volunteer firefighters. Any senior member of the Fire Department may take charge in the event both the Fire Chief and the Deputy Fire Chief are absent from a fire.
- (c) All members of the Fire Department Unit shall be appointed by Council, and shall sit at the discretion of Council. Council shall accept recommendations for such appointments from the existing Fire Department Chief or members.
- (d) The Council shall be given written notice by the Fire Chief of any vacancy occurring within the Fire Department, such notice to be given within ten (10) days of its occurrence.

POWERS, DUTIES AND RESPONSIBILITIES
OF FIRE DEPARTMENT AND COUNCIL

4. The Fire Chief and Volunteers shall meet for an instruction and/or training session. Notification shall be provided to Council and the Fire Department by the Fire Chief at least seven (7) days prior to the meetings.
5. The Fire Chief shall report all activities and meetings to Council in writing, and shall include a report regarding any fires occurring since the previous report. Council shall then issue a service bill for fires attended by the Fire Department outside the northern municipality.
6. The Fire Chief shall, before the 31st of December of each year, prepare an inventory of all fire equipment of the northern municipality, and shall indicate on such inventory the working condition of each piece of equipment. One copy of each annual inventory shall be forwarded to Council to be held in the municipal records, and one copy shall be held in the records of the Fire Department.
7. The Fire Chief shall, upon completion of the annual inventory, prepare an operating and Capital Budget for the following year, and shall present such annual budget to the Council before the 28th day of February annually. Upon approval by Council, this budget shall be included and form part of the Municipal Budget.
8. The Fire Chief shall try to maintain a list of volunteers who may be called upon by the Fire Department for assistance, should additional people be required in the extinguishing of fires, fire prevention campaigns, fire education and so forth.
9. No volunteers shall vote on Fire Department matters unless appointed to the Fire Department by Council.
10. The Fire Department may, by fund raising campaigns, assist Council in the purchase of additional equipment as deemed necessary in the opinion of Council and the Fire Chief.
11. The Fire Chief shall ensure that Council and all citizens of the northern municipality are provided with a list of names and phone numbers of persons who may be contacted in case of fires.
12. The Fire Chief, and the volunteer firefighters under the supervision of the Fire Chief, shall control, manage and operate the fire equipment and facilities as listed in Section 1 within the budgetary allowances approved by Council.
13. The Fire Department shall provide fire fighting and life saving training to all Fire Department members within the budgetary allowances approved by Council.
14. The Fire Department shall not enter into any contracts or lease agreements for service to another municipality. All such contracts and lease agreements must be approved and signed by Council.
15. The Fire Chief shall ensure that all fees, donations and grants to the Fire Department are made payable to the Northern Hamlet of _____ and that any monies received by the Fire Department appear in the records of the northern municipality to be used for fire protection. Council shall provide the Fire Chief with an annual accounting of all fire protection revenues and expenditures.
16. Council shall, before approving the municipal budget or the fire department budget annually, set aside a portion of municipal revenue for fire protection. Council shall determine; how these revenues are to be used, but shall give due consideration to the National Fire Code regulations, the recommendations of the Provincial Fire Commissioner, the recommendations of the Fire Chief, and to the general financial position of the northern municipality in arriving at a decision regarding such revenues and expenditures.

17. The Fire Chief and Council shall mutually agree upon a sum of money deemed sufficient to cover any necessary emergency repairs to the fire truck or pumping equipment. It shall be the responsibility of the Fire Chief to maintain equipment in working order as provided in the budgetary allowance.
18. Council shall ensure that adequate personal injury, death and liability insurance be maintained for the fire department, such coverage to be provided out of the municipal budget for fire protection.
19. Failure to comply with the regulations of this bylaw shall make any or all members of the fire department liable to dismissal from the fire department, entirely at the discretion of Council.
20. This Bylaw shall come into force and take effect on the date of approval by the Minister of Municipal Affairs.

Read a first time this _____ day of _____, 20__.

Read a second time this _____ day of _____, 20__.

Read a third time this _____ day of _____, 20__.

Mayor

(SEAL)

Clerk/Administrator

Date Approved

Deputy Minister or designate for and
on behalf of the Minister of
Municipal Affairs.

**A BYLAW TO ESTABLISH A
VOLUNTEER FIRE DEPARTMENT (VILLAGE)**

BYLAW NO. _____

The Council of the Northern Village of _____ in the Province of Saskatchewan, under the provision of Section 100.1 of *The Northern Municipalities Act*, enacts as follows:

INTERPRETATION

1. (a) "Fire Department" means the Volunteer Fire Department established pursuant to this bylaw.
- (b) "Unit" means the Fire Department established pursuant to this bylaw.
- (c) "Northern Municipality" means the Northern _____ of _____.
- (d) "Fire Equipment" means the fire truck, pumps, hoses, fire suits, and any and all other firefighting equipment or lifesaving equipment owned by and provided by the Northern _____ of _____ for use of the Fire Department in the prevention and control of fires.
- (e) "Fire Hall" means the premises owned by the Northern _____ of _____ that are used for housing the fire truck and all other equipment.

SCOPE OF THE BYLAW

2. The Council shall by resolution appoint fire department personnel for the following purposes:
 - a) to maintain and operate the fire truck for the prevention and extinguishing of fires within the northern municipality.
 - b) to control, supervise and manage the premises known as the fire hall, and all the equipment contained therein.
 - c) to ensure to Council's satisfaction that adequate fire protection be provided for the safety and welfare of the northern municipality.
 - d) to promote and encourage preventive fire measures in the northern municipality.
 - e) to regulate the conduct and assistance of persons present at fires within the northern municipality.
 - f) to maintain and operate the firefighting equipment in extinguishing fires outside the northern municipality, where a request for such service is made by another municipality, urban or rural, or any of its officers, or by any person outside the Northern _____ of _____.

COMPOSITION OF THE FIRE DEPARTMENT UNIT

3. (a) The Fire Department shall consist of a Fire Chief and a maximum of _____ () volunteer firefighters.
- (b) The Fire Chief may appoint a Deputy Fire Chief from among the volunteer firefighters. Any senior member of the Fire Department may take charge in the event both the Fire Chief and the Deputy Fire Chief are absent from a fire.
- (c) All members of the Fire Department Unit shall be appointed by Council, and shall sit at the discretion of Council. Council shall accept recommendations for such appointments from the existing Fire Department Chief or members.
- (d) The Council shall be given written notice by the Fire Chief of any vacancy occurring within the Fire Department, such notice to be given within ten (10) days of its occurrence.

POWERS, DUTIES AND RESPONSIBILITIES
OF FIRE DEPARTMENT AND COUNCIL

4. The Fire Chief and Volunteers shall meet for an instruction and/or training session. Notification shall be provided to Council and the Fire Department by the Fire Chief at least seven (7) days prior to the meetings.
5. The Fire Chief shall report all activities and meetings to Council in writing, and shall include a report regarding any fires occurring since the previous report. Council shall then issue a service bill for fires attended by the Fire Department outside the northern municipality.
6. The Fire Chief shall, before the 31st of December of each year, prepare an inventory of all fire equipment of the northern municipality, and shall indicate on such inventory the working condition of each piece of equipment. One copy of each annual inventory shall be forwarded to Council to be held in the municipal records, and one copy shall be held in the records of the Fire Department.
7. The Fire Chief shall, upon completion of the annual inventory, prepare an operating and Capital Budget for the following year, and shall present such annual budget to the Council before the 28th day of February annually. Upon approval by Council, this budget shall be included and form part of the Municipal Budget.
8. The Fire Chief shall try to maintain a list of volunteers who may be called upon by the Fire Department for assistance, should additional people be required in the extinguishing of fires, fire prevention campaigns, fire education and so forth.
9. No volunteers shall vote on Fire Department matters unless appointed to the Fire Department by Council.
10. The Fire Department may, by fund raising campaigns, assist Council in the purchase of additional equipment as deemed necessary in the opinion of Council and the Fire Chief.
11. The Fire Chief shall ensure that Council and all citizens of the northern municipality are provided with a list of names and phone numbers of persons who may be contacted in case of fires.
12. The Fire Chief, and the volunteer firefighters under the supervision of the Fire Chief, shall control, manage and operate the fire equipment and facilities as listed in Section 1 within the budgetary allowances approved by Council.
13. The Fire Department shall provide fire fighting and life saving training to all Fire Department members within the budgetary allowances approved by Council.
14. The Fire Department shall not enter into any contracts or lease agreements for service to another municipality. All such contracts and lease agreements must be approved and signed by Council.
15. The Fire Chief shall ensure that all fees, donations and grants to the Fire Department are made payable to the Northern _____ of _____ and that any monies received by the Fire Department appear in the records of the northern municipality to be used for fire protection. Council shall provide the Fire Chief with an annual accounting of all fire protection revenues and expenditures.

16. Council shall, before approving the municipal budget or the fire department budget annually, set aside a portion of municipal revenue for fire protection. Council shall determine; how these revenues are to be used, but shall give due consideration to the National Fire Code regulations, the recommendations of the Provincial Fire Commissioner, the recommendations of the Fire Chief, and to the general financial position of the northern municipality in arriving at a decision regarding such revenues and expenditures.
17. The Fire Chief and Council shall mutually agree upon a sum of money deemed sufficient to cover any necessary emergency repairs to the fire truck or pumping equipment. It shall be the responsibility of the Fire Chief to maintain equipment in working order as provided in the budgetary allowance.
18. Council shall ensure that adequate personal injury, death and liability insurance be maintained for the fire department, such coverage to be provided out of the municipal budget for fire protection.
19. Failure to comply with the regulations of this bylaw shall make any or all members of the fire department liable to dismissal from the fire department, entirely at the discretion of Council.
20. This Bylaw shall come into force and take effect on the date of approval by the council.

Read a first time this _____ day of _____, 20__.

Read a second time this _____ day of _____, 20__.

Read a third time this _____ day of _____, 20__.

Mayor

(SEAL)

Clerk/Administrator

**A BYLAW TO ESTABLISH AN
EMERGENCY MEASURES ORGANIZATION**

BYLAW NO.

The Council of The Northern _____ of _____ in the Province of Saskatchewan, under provisions of *The Emergency Planning Act*, enacts as follows:

1. The Council shall establish an emergency measures organization to deal with any emergency or disaster that may occur.
2. The Organization shall consist of two branches:
 - (a) The Executive Committee which shall consist of ____ members appointed by resolution of council. This committee shall establish policy for the Emergency Measures Organization and appoint a co-ordinator of the organization.
 - (b) The Planning Committee shall consist of officers of the Northern _____ of _____ and such other persons as deemed necessary. The Planning Committee, under the chairmanship of the co-ordinator shall formulate a municipal emergency plan.
3. The Northern _____ of _____ shall provide funding as deemed necessary and appropriate in the establishment and maintenance of the Emergency Measures Organization.
4. The Council may co-operate with councils of other northern municipalities or Indian Bands for the purpose of jointly establishing and operating a Mutual Aid Area Emergency Measures Organization.
5. This bylaw shall come into force and take effect on the final passing thereof.

Read a first time this _____ day of _____, 20 __.

Read a second time this __ day of _____, 20 __.

Read a third time this _____ day of _____, 20 __.

Mayor

(SEAL)

Clerk/Administrator

BYLAW NO.

**A BYLAW TO PROVIDE FOR ENTERING INTO AN AGREEMENT
FOR THE ESTABLISHMENT OF A MUTUAL AID AREA
EMERGENCY MEASURES ORGANIZATION**

The Council of the Northern _____ of _____ in the Province of Saskatchewan, under the provisions of *The Emergency Planning Act*, enacts as follows:

1. The Northern _____ of _____ is hereby authorized to enter into an agreement with the councils of:

_____, and
_____, and
_____, and
_____.

The terms of which are attached hereto and marked Exhibit "A".

2. The mayor and clerk of the Northern _____ of _____, are hereby authorized to sign and execute an agreement, the terms of which are set out in Exhibit "A" herebefore referred to.
3. This bylaw shall come into force and take effect on final passing thereof.

Read a first time this ____ day of _____, 20 __.
Read a second time this __ day of _____, 20 __.
Read a third time this ____ day of _____, 20 __.

Mayor

(SEAL)

Clerk/Administrator

**A BYLAW TO ESTABLISH AND
CONTROL A CEMETERY**

BYLAW NO. _____

The Council of the Northern _____ of _____ in the Province of Saskatchewan, under the provision of Section 122.1 of *The Northern Municipalities Act*, and subject to *The Cemeteries Act, 1999*, enacts as follows:

1. That part of the _____ quarter of section _____, range _____, west of the _____ meridian (or such other description as will define the site of the cemetery), in the Province of Saskatchewan, as designated by the Registrar under *The Cemeteries Act, 1999*, shall be and is hereby appropriated as a public cemetery to be called the _____ cemetery.
2. No burial shall be made in the _____ cemetery unless a licence has been first obtained in accordance with this bylaw.
3. Upon written application therefore and upon payment of the fees hereinafter set forth, the clerk of the northern municipality, shall issue a licence for a burial lot for the burial of a deceased person in the _____ cemetery.
4. The following sums shall be charged for licences and shall be paid by applicants at the time of selection:

Single graves for adults.....	\$
Single graves for children.....	\$
Corner lots.....	\$
Block of two lots.....	\$
Block of three lots.....	\$
Block of five lots.....	\$
5. Every licence shall be in Form "A" as attached to and forming part of this bylaw.
6. No licensee of a lot shall allow any interment to be made therein for remuneration.
7. The licensee of a lot may, subject to the approval of council, erect proper stones or monuments and cultivate trees, shrubs, and plants thereon but no such tree or shrub shall be cut down or destroyed.
8. This bylaw shall come into force and take effect upon the approval of the Registrar under *The Cemeteries Act, 1999*, and by the Minister of Municipal Affairs.

Read a first time this _____ day of _____, 20____.
Read a second time this _____ day of _____, 20____.
Read a third time this _____ day of _____, 20____.

(SEAL)

Mayor

Clerk/Administrator

Date Approved

Registrar

Date Approved

Deputy Minister or designate
for and on behalf of the Minister of
Municipal Affairs

FORM "A"- To Bylaw No.

_____ of _____

Cemetery Licence No. _____

In consideration of the sum of _____ dollars paid this day by _____ to the Clerk of the northern municipality of _____, permission is hereby granted to use, for the purpose of burial therein, lot (here set out number of lot) in _____ cemetery.

This licence is granted subject to the provisions of bylaw No. _____ governing the said cemetery.

Dated this _____ day of _____ A.D. 20____.

Clerk/Administrator

**A BYLAW TO ESTABLISH A
WASTE DISPOSAL GROUND**

BYLAW NO.

The Council of the _____ of _____ in the Province of Saskatchewan under the provision of Clause 108(1)(c) of *The Northern Municipalities Act*, enacts as follows:

1. The land described herein, having been acquired by the _____ of _____ as a waste disposal ground, is hereby declared to be a waste disposal ground for the said northern municipality, namely _____ of Section _____ Municipality Range _____ West of the _____ Meridian.
2. All carcasses of animals and all filth, rubbish, manure refuse, offal, garbage and night soil, not otherwise provided for by bylaw or resolution of the council or by notice of the medical health officer, shall be drawn to and deposited on the said waste disposal ground and disposed of to the satisfaction of the health officer.
3. Any person found guilty of an infraction of any of the provisions of this bylaw is guilty of an offence and upon summary conviction shall be liable to the penalties provided in the General Penalty Bylaw of the northern municipality.
4. This bylaw shall come into force and take effect upon approval by the Minister of Municipal Affairs.

Read a first time this ____ day of _____, 20__.

Read a second time this ____ day of _____, 20__.

Read a third time this ____ day of _____, 20__.

Mayor

(Seal)

Clerk/Administrator

Date Approved

Deputy Minister or designate for and
on behalf of the Minister of
Municipal Affairs

**A BYLAW TO PROVIDE FOR ENTERING INTO AN AGREEMENT
FOR THE ESTABLISHMENT OF A JOINT FIRE AGREEMENT**

BYLAW NO. ____

The Council of the Northern Village of _____ in the Province of Saskatchewan, enacts as follows:

1. The Northern Village of _____ is hereby authorized to enter into an agreement with the councils of:

_____, and
_____, and
_____, and
_____, and
_____.

The terms of which are attached hereto and marked Exhibit "A".

2. The mayor and clerk of the Northern Village of _____, are hereby authorized to sign and execute an agreement, the terms of which are set out in Exhibit "A" heretofore referred to.
3. This bylaw shall come into force and take effect on final passing thereof.

Read a first time this _____ day of _____, 20__.
Read a second time this _____ day of _____, 20__.
Read a third time this _____ day of _____, 20__.

Mayor

(SEAL)

Clerk/Administrator

**A BYLAW TO PROVIDE FOR ENTERING INTO AN AGREEMENT
FOR THE ESTABLISHMENT OF A JOINT FIRE AGREEMENT**

BYLAW NO. ____

The Council of the Northern Hamlet of _____ in the Province of Saskatchewan, enacts as follows:

1. The Northern Hamlet of _____ is hereby authorized to enter into an agreement with the councils of:

_____, and
_____, and
_____, and
_____, and
_____.

The terms of which are attached hereto and marked Exhibit "A".

2. The mayor and clerk of the Northern Hamlet of _____, are hereby authorized to sign and execute an agreement, the terms of which are set out in Exhibit "A" heretofore referred to.
3. This bylaw shall come into force and take effect immediately upon approval by the Minister of Municipal Affairs.

Read a first time this _____ day of _____, 20__.
Read a second time this _____ day of _____, 20__.
Read a third time this _____ day of _____, 20__.

(SEAL)

Mayor

Clerk/Administrator

DATE APPROVED

Deputy Minister or designate
for and on behalf of the
Minister of Municipal Affairs

SAMPLE BYLAW

Type of Bylaw

NOTE: THIS DRAFT BYLAW IS FOR GUIDANCE PURPOSES ONLY AND SHOULD BE REWORDED AS NECESSARY TO SUIT LOCAL REQUIREMENTS

This draft bylaw has been prepared by staff in the Advisory Services Unit, and not by legal experts. It is always good practice to obtain the advise of your solicitor in drafting bylaws.

Municipal Affairs
Provincial – Municipal Relations Division
Advisory Services Unit

1855 Victoria Avenue
Regina, SK S4P 3V7

ph 306-787-2680
fax 306-787-3641
web www.municipal.gov.sk.ca

BYLAW NO _____

**A BYLAW TO ESTABLISH A FEE TO APPEAL ASSESSMENTS
ENTER DRAFT BYLAW AT THIS LOCATION**

The Council of the _____ of _____ in the Province of Saskatchewan, enacts as follows:

1. Persons desiring to appeal their assessment to the Board of Revision for the _____ of _____ (*Name of Municipality*) shall file their appeal in the form prescribed in *The Northern Municipalities Act*.
2. A fee in the amount of \$_____ shall accompany the form, or shall be paid to the _____ of _____ (*Name of Municipality*) within 30 days of the notice of assessment being published in the Saskatchewan Gazette pursuant to subsection 202(1)(a) of *The Northern Municipalities Act*
3. Where the appellant is successful in whole or in part on an assessment or classification appeal at either the board of revision or the appeal board, the _____ (*Name of Municipality*) shall refund any fee that was submitted by the appellant to the _____. (*Name of Municipality*)
4. Where an appellant fails to pay the fee pursuant to Section 2 of this bylaw, the appeal is deemed to be dismissed.

[SEAL]

Mayor

Clerk / Administrator

Subsection 202(7) *The Northern Municipalities Act, 1984*

Read a third time and adopted
this ____ day of _____

**BYLAW TO SET THE DAY
FOR A GENERAL ELECTION (H)**

BYLAW NO.

The Council of the Northern Hamlet of _____ in the Province of Saskatchewan under the provision of Subsection 5(2.1) of *The Local Government Election Act*, enacts as follows:

1. The day on which general elections shall be held in the Northern Hamlet of _____ shall be the ____ Wednesday in _____ in each general election year.

(insert second last or last Wednesday in September, or first Wednesday in October)

2. This bylaw shall have application commencing with the general election to be held in (year)
3. This bylaw shall come into force and take effect upon the date of approval by the Minister of Municipal Affairs.

Read a first time this __ day of _____, 20__.

Read a second time this __ day of _____, 20__.

Read a third time this __ day of _____, 20__.

Mayor

(SEAL)

Clerk/Administrator

Date Approved

Deputy Minister or designate for and
on behalf of the Minister of
Municipal Affairs

**BYLAW TO SET THE DAY FOR
A GENERAL ELECTION (V)**

BYLAW NO.

The Council of the Northern Village of _____ in the Province of Saskatchewan under the provision of Subsection 5(2.1) of *The Local Government Election Act*, enacts as follows:

1. The day on which general elections shall be held in the Northern Village of _____ shall be the _____ Wednesday in _____ in each general election year.

(insert second last or last Wednesday in September, or first Wednesday in October)

2. This bylaw shall have application commencing with the General election to be held in (year).

3. This bylaw shall come into force and take effect upon final passage thereof.

Read a first time this ___ day of _____, 20_.

Read a second time this ___ day of _____, 20_.

Read a third time this ___ day of _____, 20_.

Mayor

(SEAL)

Clerk/Administrator

GENERAL PENALTY BYLAW

BYLAW NO. _____

The Council of the Northern Hamlet of _____ in the Province of Saskatchewan under the provision of Subsection 80(1) of *The Northern Municipalities Act*, enacts as follows:

1. This bylaw shall be known and referred to as the "General Penalty Bylaw" of the _____.
2. Section 3 shall apply only to an infraction of a bylaw of the Northern Hamlet of _____ for which no other fine is provided and which, such bylaw states, shall incur the fines herein provided.
3. Subject to the provisions of Section 2, any person found guilty of an infraction of a bylaw of the northern municipality is liable to a fine of not more than;
 - a) \$ _____ in the case of an Individual*
 - b) \$ _____ in the case of a Corporation*
4. This bylaw shall come into force and take effect immediately upon approval by the Minister of Municipal Affairs.

Read a first time this _____ day of _____, 20____.

Read a second time this _____ day of _____, 20____.

Read a third time this _____ day of _____, 20____.

Mayor

(SEAL)

Clerk/Administrator

DATE APPROVED

Deputy Minister or designate for
and on behalf of the Minister of
Municipal Affairs

- The maximum fine provided under the Northern Municipalities Act is \$2,000 for an Individual and \$5,000 for a Corporation. The fine provisions in this bylaw must not exceed either of these amounts.

GENERAL PENALTY BYLAW

BYLAW NO. _____

The Council of the Northern Village of _____ in the Province of Saskatchewan under the provision of Subsection 80(1) of *The Northern Municipalities Act*, enacts as follows:

1. This bylaw shall be known and referred to as the "General Penalty Bylaw" of the _____.
2. Section 3 shall apply only to an infraction of a bylaw of the Northern Village of _____ for which no other fine is provided and which, such bylaw states, shall incur the fines herein provided.
3. Subject to the provisions of Section 2, any person found guilty of an infraction of a bylaw of the northern municipality is liable to a fine of not more than;
 - a) \$ _____ in the case of an Individual*
 - b) \$ _____ in the case of a Corporation*
4. This bylaw shall come into force and take effect immediately upon approval by the Minister of Municipal Affairs.

Read a first time this _____ day of _____, 20__.

Read a second time this _____ day of _____, 20__.

Read a third time this _____ day of _____, 20__.

Mayor

(SEAL)

Clerk/Administrator

DATE APPROVED

Deputy Minister or designate for
and on behalf of the Minister of
Municipal Affairs

* The maximum fine provided under the Northern Municipalities Act is \$2,000 for an Individual and \$5,000 for a Corporation. The fine provisions in this bylaw must not exceed either of these amounts.

**A BYLAW TO INCREASE THE NUMBER
OF ALDERMEN - Hamlets**

BYLAW NO. _____

A bylaw of the Northern Hamlet of _____ in the Province of Saskatchewan,
authorizing the council to increase the number of aldermen, enacted under the provision of
Subsection 6(4) of *The Northern Municipalities Act*.

The Council of the Northern Hamlet of _____ in the Province of Saskatchewan,
enacts as follows:

1. The number of aldermen for the Northern Hamlet of _____ shall be
increased from two to four.

2. The additional two aldermen are to be elected at the next general election.

3. This bylaw shall come into force and take effect upon the approval of the Minister of
Municipal Affairs.

Read a first time this _____ day of _____, 20 ____.

Read a second time this _____ day of _____, 20 ____.

Read a third time this _____ day of _____, 20 ____.

(SEAL)

Mayor

Clerk/Administrator

DATE APPROVED

Deputy Minister or designate for and
on behalf of the Minister of
Municipal Affairs

**A BYLAW TO INCREASE THE NUMBER
OF ALDERMEN - Villages**

BYLAW NO. _____

A bylaw of the Northern Village of _____ in the Province of Saskatchewan,
authorizing the council to increase the number of aldermen, enacted under the provision of
Subsection 7(4) of *The Northern Municipalities Act*.

The Council of the Northern Village of _____ in the Province of Saskatchewan,
enacts as follows:

1. The number of aldermen for the Northern Village of _____ shall be
increased from four to six.
2. The additional two aldermen are to be elected at the next general election.
3. This bylaw shall come into force and take effect upon approval by council.

Read a first time this _____ day of _____, 20__.

Read a second time this _____ day of _____, 20__.

Read a third time this _____ day of _____, 20__.

(SEAL)

Mayor

Clerk/Administrator

**A BYLAW FOR THE PURPOSE OF INCREASING A
CAPITAL TRUST FUND**

BYLAW NO.

WHEREAS the Council of the Northern _____ of _____ deems it desirable to repeal the existing Capital Trust Fund bylaw as may have been increased and to create a new Capital Trust Fund for constructing or acquiring capital works, including the purchase of machinery, and for such other purposes as may be approved by the Minister of Government Relations, pursuant to the provisions of section 187 of *The Northern Municipalities Act*.

NOW, THEREFORE, the Council of the _____ of _____ in the Province of Saskatchewan, hereby enacts:

1. That for the purpose hereinbefore stated and subject to the approval of the Minister of Municipal Affairs, a Capital Trust Fund in the sum of _____ Dollars (\$) shall be created.

2. There shall be assigned to the said fund the following:

2.1. The total amount for which the Capital Trust Fund under Bylaw No. ____ was created represented by all cash in the fund, plus outstanding repayments of withdrawals from the Fund as authorized by the Minister of Municipal Affairs Relations, plus all outstanding instalments due for fund increases.

\$

2.2. Current Year Cash Contribution \$

2.3. Fund increase by future instalments as set out in section 3. \$

TOTAL FUND BALANCE \$

and same shall be deposited with a chartered bank or credit union incorporated under *The Credit Union Act, 1998*, in a separate and designated account called "The Northern _____ of _____ Capital Trust Fund."

3. The sum of \$_____, as set out in subsection (c) of section 2, shall be provided out of funds of the _____ in equal annual instalments of \$_____ in the years 20 _____ to 20 _____ inclusive, and each such instalment shall be deposited in the Fund on or before December 31st in the year in which it falls due, in accordance with the following schedule.

<u>Year</u>	<u>Amount of Instalment</u>
-------------	-----------------------------

4. The establishment, addition to, reduction of, and use of the Fund shall be subject to the approval of the Minister of Municipal Affairs upon such terms and conditions as the Minister may specify.

5. Capital Trust Fund Bylaw No. _____ is hereby repealed.

Read a first time this ___ day of _____, 20__.

SEAL

Mayor

Clerk/Administrator

Date Approved

Deputy Minister or designate
for and on behalf of the
Minister of Municipal Affairs

Read a second time this ___ day of _____, 20__.

Read a third time this ___ day of _____, 20__.

SEAL

Mayor

Clerk/Administrator

NOTE:

1. This bylaw should be given first reading only by Council and submitted to the Minister of Municipal Affairs for approval. Only after the proposed bylaw has been approved by the Minister can the bylaw be given second and third readings.
2. If section "c" of the second enacting clause and the third enacting clause of the bylaw are not applicable then these should be omitted and the following enacting clauses should be renumbered to form a proper sequence. Non applicable statutory references should also be omitted from the bylaw.

**A BYLAW TO LICENSE PERSONS HAVING
FOR HIRE OR GAIN ELECTRONIC GAMES**

BYLAW NO. _____

The Council of the Northern _____ of _____ in the Province of Saskatchewan, under subsection 111.4(b) of *The Northern Municipalities Act*, enacts as follows:

1. No person shall keep or have in his possession for hire or gain any automatic vending machines, automatic baseball machines, automatic golf machines, pin ball games, marble games, problem punch boards and all other machines, instruments, contrivances, games or mechanical devices of like nature, without first obtaining a licence.
2. Any person requiring a licence for the games mentioned in Section (1) shall make written application to the Clerk of the northern municipality, stating the name and address of the applicant, the location of the premises to be used and the number of games for which the licence is required and shall pay in advance a fee of \$ _____ dollars for each game or mechanical device.
3. All licences shall expire on December 31st next following the date of issue and shall be subject to the provisions of Section 4 to 6 hereof.
4. The premises shall be open from the hours of _____ to _____.
5. The premises shall remain closed and no playing ball be allowed at any time on Sunday or on a Statutory Holiday.
6. No betting or gambling or foul language of any kind shall be permitted on the premises.
7. Any person found guilty of an infraction of any of the provisions of this bylaw shall upon summary conviction be liable to the penalties provided for in the general penalty bylaw of the northern municipality.
8. This bylaw shall come into force and take effect upon approval by the Minister of Municipal Affairs.

Read a first time this _____ day of _____, 20____.

Read a second time this _____ day of _____, 20____.

Read a third time this _____ day of _____, 20____.

(SEAL)

Mayor

Clerk/Administrator

DATE APPROVED

Deputy Minister or designate for
and on behalf of the Minister of
Municipal Affairs

**TO PROVIDE FOR THE LICENSING
OF FUEL DEALERS**

BYLAW NO.

The Council of the Northern _____ of _____ in the Province of Saskatchewan, under the provision of Section 90.2 of *The Northern Municipalities Act*, enacts as follows:

1. Any person who is not assessed for business in the Northern _____ of _____ and who sells, distributes or delivers coal, coke, wood, oil or propane gas for use as heating fuel by retail within the northern municipality shall obtain a fuel dealer's licence from the northern municipality.
2. Application for a fuel dealer's licence shall be made to the Clerk of the northern municipality, and the Clerk is hereby authorized to issue a licence upon payment of the required fee.
3. The fee for a fuel dealer's licence under this bylaw shall be _____.
4. A person who contravenes any of the provisions of this bylaw is guilty of an offence and liable to summary conviction to the penalties provided in the general penalty bylaw of this northern municipality.
5. This bylaw shall come into force and take effect upon approval by the Minister of municipal Affairs.

Read a first time this ___ day of _____, 20__.
Read a second time this ___ day of _____, 20__.
Read a third time this ___ day of _____, 20__.

(SEAL)

Mayor

Clerk/Administrator

DATE APPROVED

Deputy Minister or designate for and
on behalf of the Minister of
Municipal Affairs

NOISE BYLAW

BYLAW NO. _____

The Council of the Northern _____ of _____ in the Province of Saskatchewan under the provision of Section 97 of *The Northern Municipalities Act*, enacts as follows:

1. This Bylaw may be cited as "The Noise Bylaw".
2. In this Bylaw, including this section:
 - (a) "municipality" means the Northern _____ of _____;
 - (b) "holiday" means any statutory holiday as defined in *The Interpretation Act, 1995*, and amendments thereto, or any holiday proclaimed as such by the municipality;
 - (c) "motor vehicle" means "motor vehicle" as defined in *The Vehicle Administration Act*;
 - (d) "residential building" means a building which is constructed as a dwelling for human beings;
 - (e) "signalling device" means a horn, gong, bell, klaxon, siren or other device producing an audible sound for the purpose of drawing people's attention to an approaching vehicle, including a bicycle;
 - (f) "weekdays" means any day other than a Sunday or holiday.

General Prohibition

3. (1) Except to the extent it is allowed by this Bylaw no person shall make, or continue to make, or cause to be made, or allow to be made, or allow to be continued to be made, any loud noise, or any unnecessary noise, or any unusual noise.
- (2) Except to the extent it is allowed by this Bylaw, no person shall make, or continue to make, or cause to be made or cause to be continued, or allow to be made, or allow to be continued, any noise whatsoever which either annoys, disturbs, injures, endangers or detracts from the comfort, repose, health, peace or safety of other persons within the limits of the municipality.
- (3) What is a loud noise, an unnecessary noise, an unusual noise, or a noise which annoys, disturbs, injures or endangers the comfort, repose, health, peace or safety of other persons is a question of fact for a court which hears a prosecution of an offence against this Bylaw.

Domestic Noises

4. Without restricting the generality of Section 3, no person shall operate or allow to be operated a lawn mower of any kind, or a snow clearing device powered by an engine of any type or a model aircraft driven by an internal combustion engine in any residential district between the
hours of:
 - (a) 10 o'clock in the evening and 7 o'clock of the next forenoon on weekdays;
 - (b) 10 o'clock in the evening and 9 o'clock in the forenoon of the following day which is a Sunday or holiday.
5. No person who owns, keeps, houses, harbours or allows to stay in his premises a dog shall allow such dog to bark excessively or howl excessively.

6. (1) No person being the owner or occupant of any premises shall operate, or permit to be operated, or suffer to be operated, or allow to be operated, play or allow to be played, any radio, phonograph, record player, tape recorder, television set, musical instrument, or any other apparatus, appliance, device or machine used for the production or amplification of sound, either in or on private premises in a residential district in such a manner that the same can be easily heard by an individual or member of the public who is not on the same premises from which such noise or sound emanates.
- (2) For the purpose of this Bylaw, "premises" shall mean the area contained within the boundaries of any lot and include any building situated within such boundaries. Provided, however, that where any building contains more than one dwelling unit, each dwelling unit, or common area of such building and the land surrounding the building within the boundaries of the lot shall be deemed to be separate premises.
- (3) For the purpose of this Bylaw, "occupant" shall mean the owner, occupant or licensee of the premises or any person found on the premises at or around the time when the noise or sound issues from the premises.

Construction Noises

7. Except in an emergency, no person shall carry on the construction, erection, demolition, alteration or repair of any type of building or structure which involves hammering, sawing, drilling or the use of any machine, tools or any other equipment capable of creating a sound beyond the boundaries of the site on which the activity is being carried on, after the hour of 10 o'clock in the evening and before the hour of 7 o'clock in the morning of any day.
8. Except in an emergency, no person shall operate or allow to be operated a cement mixer, a cement mixer truck, a gravel crusher, a riveting machine, a trenching machine, a drag line, an air or steam compressor, a jack hammer or pneumatic drill, a tractor or bulldozer or any other tools, device or machine in any residence between the hours of 10 o'clock in the evening and 7 o'clock in the morning.

Advertising Noises

9. No person shall advertise any event or merchandise by ringing bells, blowing whistles, calling loudly, playing music, playing any type of musical instrument, playing or using any type of noise making instrument, or by the use of loud speakers or other devices for the amplification of sound, or by any other audible means, on any street or other public place or in any building or premises with the intention or result that the sound therefrom shall be or is audible to persons using or frequenting any street or other public place.

Diesel Motors

10. No person shall allow the diesel motor on a tractor which pulls a trailer or on a semi-trailer truck to remain running for longer than 20 minutes while the tractor-trailer, or tractor alone, is stationary in a residential district.

Exceptions

11. The provisions of this Bylaw shall not apply to:
 - (a) the ringing of bells in churches, religious establishments and schools;
 - (b) the moderate use of musical instruments to call attention to an opportunity to contribute to a collection made for a charitable undertaking during the Christmas season or at any other time;
 - (c) the playing of a band, the sounding of steam whistle, the sounding of motor vehicles' horns or the use of sound amplification equipment used in connection with any parade;
 - (d) the moderate playing of musical instruments appropriate to any religious street service;

- (e) the sounding of a general or a particular alarm or warning to announce a fire or other emergency or disaster;
- (f) the sounding of a factory whistle and similar devices at normal appropriate times;
- (g) the sounding of police whistles or the sirens on any vehicle used by the police or fire department or on any ambulance or public service vehicle;
- (h) any use of sound amplification equipment used by the police, fire department or any ambulance service or public service;
- (i) the use in a reasonable manner of any apparatus or mechanism for the amplification of the human voice or of music in a public park or any other commodious space in connection with any public election meeting, public celebration, or other reasonable gathering.

Penalties

- 12. Any person who contravenes any provision of this Bylaw is guilty of an offence and is liable on summary conviction to a fine not in excess of Five Hundred (\$500.00) dollars, under the General Penalty bylaw of the Northern Municipality.

Coming Into Force

- 13. This Bylaw shall come into force and take effect upon approval by the Minister.

Read a first time this _____ day of _____, 20__.

Read a second time this ____ day of _____, 20__.

Read a third time this _____ day of _____, 20__.

(SEAL)

Mayor

Clerk/Administrator

DATE APPROVED

Deputy Minister or designate for
and on behalf of the Minister of
Municipal Affairs

**TO PROVIDE A UNIFORM SYSTEM FOR THE
NUMBERING OF HOUSES AND OTHER BUILDINGS**

BYLAW NO.

The Council of the Northern _____ of _____ in the Province of Saskatchewan under the provision of Section 115(l) of *The Northern Municipalities Act*, enacts as follows:

1. That a uniform system of numbering houses and other buildings as shown on the attached map and which shall become part of this bylaw shall be used in the Northern _____ of _____.
2. That all existing numbers of houses and other buildings not now conforming with the provision of this bylaw shall be changed to conform to the system herein adopted.
3. A separate number shall be assigned for each ____ metres of frontage.
4. Each house and/or building shall bear the number assigned to the frontage on which the front entrance is situated. In case a house or building is occupied by more than one family dwelling unit or business, each separate front entrance of said house or building shall bear a separate number.
5. Numerals indicating the official number for each house or building or each front entrance to such building shall be posted in a manner as to be visible from the street on which the property is located.
6. The municipal clerk shall be responsible for maintaining the numbering system and shall keep a record of all numbers assigned under this bylaw.
7. Numerals may be obtained from the municipal office without charge.
8. Any person guilty of a breach of any of the provisions of this bylaw shall, upon conviction therefore, be liable to the penalties provided in the General Penalty Bylaw of the northern municipality.
9. This bylaw shall come into force and take effect upon approval by the Minister of Municipal Affairs.

Read a first time this ____ day of _____, 20 __.
Read a second time this ____ day of _____, 20 __.
Read a third time this ____ day of _____, 20 __.

(SEAL)

Mayor

Clerk/Administrator

Date Approved

Deputy Minister or designate for and
on behalf of the Minister of Municipal
Affairs

**A BYLAW TO PROVIDE FOR A
PENALTY ON TAX ARREARS**

BYLAW NO.

The Council of the Northern Village of _____ in the Province of Saskatchewan,
under the provision of Subclause 238(2) of The Northern Municipalities Act, enacts as follows:

1. The penalty on tax arrears as provided in Subclause (2) of Section 238 of *The Northern Municipalities Act* shall be ten percent of the arrears or combined amount, as the case may be, in each year commencing January 1, 200__.

2. This bylaw shall come into force and take effect immediately upon approval by the Minister of Municipal Affairs.

Read a first time this _____ day of _____, 20__.

Read a second time this _____ day of _____, 20__.

Read a third time this _____ day of _____, 20__.

(SEAL)

Mayor

Clerk/Administrator

DATE APPROVED

Deputy Minister or designate for and
on behalf of the Minister of
Municipal Affairs

**A BYLAW TO PREVENT THE ENCUMBRANCE
OF ROADS, STREETS OR SIDEWALKS**

BYLAW NO. _____

The Council of the Northern _____ of _____ in the Province of Saskatchewan, under the provision of subsection 115(g) of *The Northern Municipalities Act*, enacts as follows:

1. No person shall encumber any road, street, lane or sidewalk in the northern municipality by vehicle or other articles.
2. No street, lane or sidewalk shall be used for the exhibition or storage of any vehicle, machinery or other equipment.
3. No person shall stand in a group, sit or lounge on a chair bench or thing in front of any place of public accommodation or entertainment or on any street or sidewalk so as to obstruct the free use of same by pedestrians.
4. No owner or occupant of any premises shall allow any gate to swing over a sidewalk.
5. No person shall place any goods, wares, merchandise, or article of any kind upon any street or sidewalk and no person shall expose any goods, wares, merchandise or other articles outside any shop, warehouse, or other building, which projects over the sidewalk or street, but these provisions shall not be construed to interfere with the use of a portion of the sidewalk or street for a reasonable time during the taking in or delivery of goods, wares, merchandise or other articles.
6. No person shall unpack goods of any kind on a street or sidewalk in such manner that paper, sawdust, or other packing material is deposited or remains upon any street or sidewalk.
7. No person shall throw or pile cordwood, firewood, or coal upon any sidewalk or on any street.
8. Any person found guilty of an infraction of any of the provisions of this bylaw shall upon summary conviction be liable to the penalties provided in the general penalty bylaw of the northern municipality.
9. This bylaw shall come into force and take effect upon approval by the Minister of Municipal Affairs.

Read a first time this _____ day of _____, 20__.

Read a second time this _____ day of _____, 20__.

Read a third time this _____ day of _____, 20__.

(SEAL)

Mayor

Clerk/Administrator

DATE APPROVED

Deputy Minister or designate for
and on behalf of the Minister of Municipal
Affairs

**A BYLAW TO PROVIDE FOR AN
ADDITIONAL PENALTY ON TAX ARREARS**

BYLAW NO.

The Council of the Northern Village of _____ in the Province of Saskatchewan,
under the provision of Subsection 238(3) of *The Northern Municipalities Act*, enacts as follows:

1. Where the whole or any portion of the combined amount of arrears of taxes and penalty remains unpaid on December 31 of the year after the year in which the taxes are imposed, an additional penalty of 5% shall be imposed in addition to the penalty imposed pursuant to subsection 238(2) and shall be added to and form part of the arrears of taxes and penalty.

2. This bylaw shall come into force and take effect immediately upon approval by the Minister of Municipal Affairs.

Read a first time this _____ day of _____, 20__.
Read a second time this _____ day of _____, 20__.
Read a third time this _____ day of _____, 20__.

(SEAL)

Mayor

Clerk/Administrator

Date Approved

Deputy Minister or designate for
and on behalf of the Minister of
Municipal Affairs

**A BYLAW TO PROVIDE FOR ENTERING
INTO AN AGREEMENT**

BYLAW NO.

The Council of the Northern Hamlet of _____, in the Province of Saskatchewan under the provision of Subsection 131(1) of *The Northern Municipalities Act*, enacts as follows:

1. The Northern Hamlet of _____ is hereby authorized to enter into the agreement, attached hereto and forming part of this bylaw, and identified as Exhibit A, with the following northern municipalities;

(list municipalities)

for the purposes stated within the agreement.

2. The Mayor and Clerk of the northern municipality are hereby authorized to sign and execute the attached agreement identified as Exhibit A.
3. This bylaw shall come into force and take effect immediately upon approval by the Minister of Municipal Affairs.

Read a first time this _____ day of _____, 20__.

Read a second time this _____ day of _____, 20__.

Read a third time this _____ day of _____, 20__.

Mayor

(SEAL)

Clerk/Administrator

DATE APPROVED

Deputy Minister or designate for and
on behalf of the Minister of
Municipal Affairs

**A BYLAW TO PROVIDE FOR ENTERING
INTO AN AGREEMENT**

BYLAW NO.

The Council of the Northern Village of _____, in the Province of Saskatchewan under the provision of Subsection 131(1) of *The Northern Municipalities Act*, enacts as follows:

1. The Northern Village of _____ is hereby authorized to enter into the agreement, attached hereto and forming part of this bylaw, and identified as Exhibit A, with the following northern municipalities;

(list municipalities)

for the purposes stated within the agreement.

2. The Mayor and Clerk of the northern municipality are hereby authorized to sign and execute the attached agreement identified as Exhibit A.
3. This bylaw shall come into force and take effect upon final passage thereof.

Read a first time this _____ day of _____, 20 __.
Read a second time this _____ day of _____, 20 __.
Read a third time this _____ day of _____, 20 __.

Mayor

(seal)

Clerk/Administrator

**BYLAW TO PROVIDE FOR MEMBERSHIP
IN A CO-OPERATIVE ASSOCIATION**

BYLAW NO.

The Council of the Northern _____ of _____ in the Province of Saskatchewan under the provision of Subsection 111.5(2) of *The Northern Municipalities Act*, enacts as follows:

1. The Northern _____ of _____ is hereby authorized to become a member of the _____ through the purchase of _____ share(s) in the Co-operative Association.

2. This bylaw shall come into force and take effect upon approval by the Minister of Municipal Affairs.

Read a first time this _____ day of _____, 20 __.

Read a second time this _____ day of _____, 20 __.

Read a third time this _____ day of _____, 20 __.

(SEAL)

Mayor

Clerk/Administrator

DATE APPROVED

Deputy Minister or designate for and
on behalf of the Minister of Municipal
Affairs

**BYLAW TO PROVIDE FOR MEMBERSHIP
IN A CREDIT UNION**

BYLAW NO.

The Council of the Northern _____ of _____ in the Province of Saskatchewan under the provision of Subsection 111.5(2) of *The Northern Municipalities Act*, enacts as follows:

1. The Northern _____ of _____ is hereby authorized to become a member of the _____ through the purchase of ___ share(s) in the Credit Union.

2. This bylaw shall come into force and take effect upon approval by the Minister of Municipal Affairs.

Read a first time this _____ day of _____, 20__.
Read a second time this _____ day of _____, 20__.
Read a third time this _____ day of _____, 20__.

(SEAL)

Mayor

Clerk/Administrator

DATE APPROVED

Deputy Minister or designate for
and on behalf of the Minister of
Municipal Affairs

**A BYLAW TO PROVIDE FOR PAYMENT
OF GRANTS FOR THE YEAR 20 ____**

BYLAW NO. _____

The Council of the Northern _____ of _____ in the Province of Saskatchewan, under the provision of Section 130 of *The Northern Municipalities Act*, enacts as follows:

1. The following grants are hereby authorized for the year 20 ____.

Recipient	Purpose	Amount
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

\$

2. This bylaw shall come into force and take effect upon approval by the Minister of Municipal Affairs.

Read a first time this ____ day of _____, 20 ____.

Read a second time this ____ day of _____, 20 ____.

Read a third time this ____ day of _____, 20 ____.

Mayor

(SEAL)

Clerk/Administrator

DATE APPROVED

Deputy Minister or designate for and
on behalf of the Minister of Municipal
Affairs

**A BYLAW TO PROVIDE FOR
EXEMPTION FROM TAXATION**

BYLAW NO.

The Council of the Northern Hamlet of _____ in the Province of Saskatchewan under the provision of Subsection 226(2) of *The Northern Municipalities Act*, enacts as follows:

1. The following property shall be exempt from taxation by the Northern _____ of _____ for the current year 20__:

(Describe property to be exempted. Give location and state whether land and/or buildings and/or business are to be exempted)

2. This bylaw shall come into force and take effect upon approval by the Minister of Municipal Affairs.

Read a first time this day of , 20 .
Read a second time this day of , 20 .
Read a third time this day of , 20 .

(SEAL)

Mayor

Clerk/Administrator

DATE APPROVED

Deputy Minister or designate for and
on behalf of the Minister of
Municipal Affairs

**TO PROVIDE FOR COLLECTION OF
GARBAGE AND FOR IMPOSING A CHARGE
IN CERTAIN CASES**

BYLAW NO. _____

The Council of the Northern _____ of _____ in the Province of Saskatchewan, under the provision of Section 108 of *The Northern Municipalities Act*, enacts as follows:

1. For the purpose of this bylaw the terms “garbage” and “refuse” shall have the meanings ascribed to them in regulations under *The Public Health Act*.
2. The removal of garbage and refuse in the northern municipality shall be done by a person in the employ of the northern municipality.
3. Except as herein provided removal of garbage and refuse shall be done at the expense of the northern municipality at large.
4. There shall be a monthly charge for removal of garbage and refuse from the following premises:

5. The charge set out herein remains unpaid on the thirty-first day of December of the year in which the sum became payable, the sum or part thereof that remains unpaid shall be added to and form part of the taxes on the land in respect to which the removal or disposal was done.
6. This bylaw shall come into force and take effect upon approval of the Minister of Municipal Affairs.

Read a first time this	day of	,
Read a second time this	day of	,
Read a third time this	day of	,

Mayor

(SEAL)

Clerk/Administrator

Date Approved

Deputy Minister or designate for and
on behalf of the Minister of Municipal Affairs

**PROCEDURE BYLAW TO PROVIDE FOR A VOTE
ON A BYLAW OR QUESTION
(Northern Hamlets)**

BYLAW NO.

The Council of the Northern Hamlet of _____ in the Province of Saskatchewan, under the provision of subsection 115 of *The Local Government Election Act* and subsections 47.4(1) or 76(1) of *The Northern Municipalities Act*, enacts as follows:

1. The following bylaws (questions) shall be submitted to a vote of the electors of the Northern Hamlet of _____:

Bylaw (Question) No. _____ (summary of subject)

Bylaw (Question) No. _____ (summary of subject)

2. The vote on the bylaw(s) /question(s), shall be taken on the ____ day of _____, 20__ between the hours of ____ AM and ____ PM.

3. The vote shall be held at the following polling places: (List as applicable)

Polling Area No.

Polling Place

4. The advance poll for the vote on the bylaw(s) / question(s), shall be held on the ____ day of _____, 20__ between the hours of ____ and ____.

5. The advance poll for the vote shall be held at the following polling places: (List as applicable)

Polling Area No.

Polling Place

6. _____ is hereby appointed returning officer for the purpose of taking the votes of the electors on the said bylaw(s) / question(s).

7. The returning officer shall be present at the ____ (place) on the ____ day of _____, 20__, between the hours of ____ and ____ to appoint for the affirmative and the negative, electors to attend the polling place(s) and at the final summing up of the votes by the returning officer.

8. The returning officer shall on the ____ day of _____, 20__, at the hour of ____ (AM/PM) at the ____ (place) , declare the results of the vote.

9. This bylaw shall come into force and take effect immediately upon approval by the Minister of Municipal Affairs.

Read a first time this _____ day of _____, 20__.

Read a second time this _____ day of _____, 20__.

Read a third time this _____ day of _____, 20__.

(SEAL)

Mayor

Clerk/Administrator

DATE APPROVED

Deputy Minister or designate for
and on behalf of the Minister of
Municipal Affairs

**PROCEDURE BYLAW TO PROVIDE FOR A VOTE
ON A BYLAW OR QUESTION
(Northern Villages)**

BYLAW NO.

The Council of the Northern Village of _____ in the Province of Saskatchewan, under the provision of subsection 115 of *The Local Government Election Act* and subsections 47.4(1) or 76(1) of *The Northern Municipalities Act*, enacts as follows:

1. The following bylaws (questions) shall be submitted to a vote of the electors of the Northern Village _____:

Bylaw (Question) No. _____ (summary of subject)

Bylaw (Question) No. _____ (summary of subject)

2. The vote on the bylaw(s) /question(s), shall be taken on the ____ day of _____, 20__ between the hours of ____ AM and ____ PM.

3. The vote shall be held at the following polling places: (List as applicable)

Polling Area No.

Polling Place

4. The advance poll for the vote on the bylaw(s) / question(s), shall be held on the ____ day of _____, 20__ between the hours of ____ and ____.

5. The advance poll for the vote shall be held at the following polling places: (List as applicable)

Polling Area No.

Polling Place

6. The returning officer shall be present at the ____ (place) on the ____ day of _____, 20__, between the hours of ____ and ____ to appoint for the affirmative and the negative, electors to attend the polling place(s) and at the final summing up of the votes by the returning officer.

7. The returning officer shall on the ____ day of _____, 20__, at the hour of ____ (AM/PM) at the ____ (place)__, declare the results of the vote.

8. This bylaw shall come into force and take effect immediately upon the date of approval by council.

Read a first time this _____ day of _____, 20__.

Read a second time this _____ day of _____, 20__.

Read a third time this _____ day of _____, 20__.

(SEAL)

Mayor

Clerk/Administrator

**A BYLAW TO REGULATE
ALL TERRAIN VEHICLES**

BYLAW NO.

Northern _____ of

The Council of the Northern _____ of _____ in the Province of Saskatchewan, enacts as follows:

1. In this section/bylaw:
 - (a) "all terrain vehicle" means all terrain vehicle as defined in *The All Terrain Vehicles Act*.
 - (b) "Crown Land" means Crown Land as defined in *The Highway Traffic Act, 1996*
 - (c) "highway" means a highway as defined in *The Highway Traffic Act, 1996*
 - (d) "private land" means land other than public land.
 - (e) "public land" means land as defined in *The All Terrain Vehicles Act*.
 - (f) "vehicle" means a vehicle as defined in *The Highway Traffic Act, 1996*.

2. No person shall operate an all terrain vehicle (class of all terrain vehicle may be specified) on any private property within the corporate limits of the northern municipality.

OR
2. No person shall operate an all terrain vehicle (class of all terrain vehicle may be specified) on any private property within the corporate limits of the northern municipality identified in Schedule/Appendix I.

OR
3. No person shall operate an all terrain vehicle (class of all terrain vehicle may be specified) on any public property within the corporate limits of the northern municipality.

OR
- No person shall operate an all terrain vehicle (class of all terrain vehicle may be specified) on any public property within the corporate limits of the northern municipality identified in Schedule/Appendix II.

4. No person shall operate an all terrain vehicle (class of all terrain vehicle may be specified) on any Crown Land (specified if it can be identified which parcels of land are to be covered) within the northern municipality.

5. A person is authorized to operate an all terrain vehicle (class of all terrain vehicle may be specified) on any highway within the northern municipality.

OR

5. A person is authorized to operate an all terrain vehicle (class of all terrain vehicle may be specified) on the following highways within the northern municipality, or highways mentioned in Schedule/Appendix III.

6. This bylaw shall come into force and take effect upon the approval by the Minister of Municipal Affairs.

Mayor

(seal)

Clerk/Administrator

Date Approved

Deputy Minister or designate for and on behalf of the Minister of Municipal Affairs.

WASTE DISPOSAL AND SCAVENGING

BYLAW NO.

The Council of the _____ of _____ in the Province of Saskatchewan, under the provision of Section 108 of *The Northern Municipalities Act*, enacts as follows:

1. Solid waste in the _____ of _____ shall be removed to the municipal disposal ground by:
 - (a) an employee of the Council; or
 - (b) a person who has contracted with Council for that purpose.
2. Garbage being accumulated and stored for the purpose of being collected and taken to waste disposal ground shall be kept in covered, fly-proof and water-tight containers of not over 17 gallons by volume. Containers for reception of garbage shall be securely fastened on stand or hanger in a manner that will preclude it from being ravaged by animals and be kept in a convenient place for removal by authorized person.
3. No person shall be permitted to burn garbage or any solid waste material within northern municipality limits.
4. Council may fix a schedule of fees for providing a scavenging service.
5. No person who is not a resident of the _____ of _____ shall deposit any matter or thing in the municipal waste disposal ground.
6. No person shall place any matter or thing in the municipal disposal grounds except in clearly designated areas.
7. A person who contravenes any provision of this bylaw is guilty of an offence and liable on summary conviction to the penalties provided in the general penalty bylaw of the northern municipality.
8. This bylaw shall come into force and take effect upon approval by the Minister of Municipal Affairs.

Read a first time this _____ day of _____, 20 __.
Read a second time this ___ day of _____, 20 __.
Read a third time this _____ day of _____, 20__.

(SEAL)

Mayor

Clerk/Administrator

Date Approved

Deputy Minister or designate for and
on behalf of the Minister of Municipal
Affairs.

A BYLAW TO REPEAL AN EXISTING BYLAW

BYLAW NO.

The Council of the Northern _____ of _____ in the Province of Saskatchewan enacts as follows:

1. Bylaw No. ____ adopted on _____, 20__, is hereby repealed.
2. This bylaw shall come into force and take effect upon the date of approval by council.
(See Note)

Read a first time this _____ day of _____, 200 .
Read a second time this ____ day of _____, 200 .
Read a third time this _____ day of _____, 200 .

Mayor

(SEAL)

Clerk/Administrator

NOTE: If the bylaw being repealed was initially approved by the Minister of Municipal Affairs, this bylaw must also be submitted for Ministerial approval.

TEMPORARY BORROWING

BYLAW NO.

A Bylaw of the Northern Hamlet of _____ in the Province of Saskatchewan, authorizing borrowing to meet current expenditures enacted under the provision of Section 157 of *The Northern Municipalities Act*.

WHEREAS the Northern Hamlet of _____ requires the sum of \$ _____ to meet current expenditure of the northern municipality for municipal purposes until the taxes levied or to be levied for the year can be collected and until unconditional operating grants are received;

AND WHEREAS the estimated amount of the municipal taxes to be levied for the current year are \$ _____ and the estimated unconditional operating grants for the current year are \$ _____;

NOW THEREFORE, the Council of the Northern Hamlet of _____ in the Province of Saskatchewan enacts as follows:

1. The Mayor and Clerk of the Northern Hamlet of _____ are hereby authorized to borrow from _____ the sum of \$ _____ to meet the current expenditures of the northern municipality for municipal purposes until the taxes levied or to be levied for the year can be collected and the unconditional operating grants are received and to pay interest on the sum so borrowed either in advance or at maturity and in either case after maturity at the rate of prime plus _____ % per annum.
2. The sum so borrowed shall be repayable, including interest, within the current year and, as agreed by Council, same shall be a first charge on all taxes excluding school taxes and on all unconditional operating grants to the Northern Hamlet of _____.
3. The Ministry of Municipal Affairs shall be authorized (by letter) to make remittances of operating grant payments for the northern municipality directly to the said _____ to the credit of the Northern Hamlet of _____ until such time as the temporary borrowing is repaid in full.
4. The Mayor and Clerk are hereby authorized to execute under the seal of the northern municipality, a promissory note or notes in favour of the said _____ for a sum or sums not to exceed in the aggregate the amount hereinbefore authorized to be borrowed and interest as aforesaid.

5. This bylaw shall come into force and take effect immediately upon approval by the Minister of Municipal Affairs.

Read a first time this _____ day of _____, 20____.
Read a second time this _____ day of _____, 20____.
Read a third time this _____ day of _____, 20____.

(SEAL)

Mayor

Clerk/Administrator

DATE APPROVED

Deputy Minister or designate
for and on behalf of the Minister of
Municipal Affairs

TEMPORARY BORROWING

BYLAW NO.

A bylaw of the Northern Village of _____, in the Province of Saskatchewan, authorizing borrowing to meet current expenditures enacted under the provision of Section 157 of *The Northern Municipalities Act*.

WHEREAS the Northern Village of _____ requires the sum of \$ _____ to meet current expenditures of the northern municipality for municipal purposes until the taxes levied or to be levied for the year can be collected and until unconditional operating grants are received;

AND WHEREAS the estimated amount of the municipal taxes to be levied for the current year are \$ _____ and the estimated unconditional operating grants for the current year are \$ _____;

NOW THEREFORE, the Council of the Northern Village of _____ in the Province of Saskatchewan enacts as follows:

1. The Mayor and Clerk of the Northern Village of _____ are hereby authorized to borrow from _____ the sum of \$ _____ to meet the current expenditures of the northern municipality for municipal purposes until the taxes levied or to be levied for the year can be collected and the unconditional operating grants are received and to pay interest on the sum so borrowed either in advance or at maturity and in either case after maturity at the rate of _____ % per annum.
2. The sum so borrowed shall be repayable, including interest, within the current year and, as agreed by Council, same shall be a first charge on all taxes excluding school taxes and on all unconditional operating grants to the Northern Village of _____.
3. The Ministry of Municipal Affairs shall be authorized (by letter) to make remittances of operating grant payments for the northern municipality directly to the said _____ to the credit of the Northern Village of _____ until such time as the temporary borrowing is repaid in full.
4. The Mayor and Clerk are hereby authorized to execute under the seal of the northern municipality, a promissory note or notes in favour of the said _____ for a sum of sums not to exceed in the aggregate the amount hereinbefore authorized to be borrowed and interest as aforesaid.

5. This bylaw shall come into force and have effect immediately upon approval by the Minister of Municipal Affairs.

Read a first time this ____ day of _____, 20__.

Read a second time this ____ day of _____, 20__.

Read a third time this ____ day of _____, 20__.

(SEAL)

Mayor

Clerk/Administrator

**TEMPORARY CLOSURE OF
A PUBLIC HIGHWAY**

BYLAW NO. _____

The Council of the Northern _____ of _____ in the Province of Saskatchewan under the provision of Section 114 of *The Northern Municipalities Act*, subject to *The Highways and Transportation Act, 1997*, enacts as follows:

1. That portion of a public highway within the Northern _____ of _____ described as follows:

(description)

is hereby closed for a period not exceeding 21 days from the date of closure for the following reason:

2. This bylaw shall come into force and take effect upon approval by the Minister of Municipal Affairs and the Minister of Highways and Infrastructure.

Read a first time this _____ day of _____, 20__.

Read a second time this _____ day of _____, 20__.

Read a third time this _____ day of _____, 20__.

Mayor

(SEAL)

Clerk/Administrator

DATE APPROVED

Deputy Minister or designate for and on
behalf of the Minister of Municipal Affairs

DATE APPROVED

Minister of Highways and Infrastructure

**TO PROVIDE FOR THE NORTHERN
MUNICIPALITY TO UNDERTAKE A CENSUS**

BYLAW NO _____.

The Council of the Northern Village of _____, in the Province of Saskatchewan, under the provision of Section 136 of *The Northern Municipalities Act*, enacts as follows:

1. A census of the northern municipality shall be conducted so as to determine a count of the resident population as of _____ in accordance with the principles contained in The 1986 Municipal Census Manual.
2. The Council shall appoint a Census Enumerator.
3. The Census Enumerator shall appoint such other assistant enumerators as required.
4. This bylaw shall come into force and take effect upon approval by the Minister of Municipal Affairs.

Read a first time this _____ day of _____, 20__.
Read a second time this _____ day of _____, 20__.
Read a third time this _____ day of _____, 20__.

Mayor

(SEAL)

Clerk/Administrator

Date Approved

Deputy Minister or designate for and
on behalf of the Minister of
Municipal Affairs

**TO PROVIDE FOR THE NORTHERN
MUNICIPALITY TO UNDERTAKE A CENSUS**

BYLAW NO _____.

The Council of the Northern Hamlet of _____, in the Province of Saskatchewan, under the provision of Section 136 of *The Northern Municipalities Act*, enacts as follows:

1. A census of the northern municipality shall be conducted so as to determine a count of the resident population as of _____ in accordance with the principles contained in The 1986 Municipal Census Manual.
2. The Council shall appoint a Census Enumerator.
3. The Census Enumerator shall appoint such other assistant enumerators as required.
4. This bylaw shall come into force and take effect upon approval by the Minister of Municipal Affairs.

Read a first time this _____ day of _____, 20__.
Read a second time this _____ day of _____, 20__.
Read a third time this _____ day of _____, 20__.

Mayor

(SEAL)

Clerk/Administrator

Date Approved

Deputy Minister or designate for and
on behalf of the Minister of
Municipal Affairs

TO AUTHORIZE A VOTE ON AN EXPENDITURE BYLAW
(Northern Hamlets)

BYLAW NO.

The Council of the Northern Hamlet of _____ in the Province of Saskatchewan, under the provision of subsection 72(1) of *The Northern Municipalities Act*, enacts as follows:

1. A bylaw being a bylaw authorizing an expenditure in an amount not exceeding \$ _____ for the purpose of _____ (insert wording of the expenditure description section of the proposed expenditure bylaw) shall be submitted to a vote of the electors of the Northern Hamlet of _____.
2. The said bylaw shall be submitted to the electors on _____ the ____ day of _____, 20____, and for the purpose of taking the votes of the said electors thereon, a poll shall be held between the hours of ____ in the forenoon to the hour of ____ in the afternoon of the said day at the _____ in the Northern Hamlet of _____.
3. _____ is hereby appointed returning officer for the purpose of taking the votes of the electors on the said bylaw.
4. The said returning officer shall on the ____ day of _____, 20 __, at the hour of o'clock p.m. attend at the _____ in the Northern Hamlet of _____ for the purpose of summing up the number of votes given by the electors for and against the said bylaw.
5. This bylaw shall come into force and take effect immediately upon approval by the Minister of Municipal Affairs.

Read a first time this _____ day of _____, 20____.
Read a second time this _____ day of _____, 20____.
Read a third time this _____ day of _____, 20____.

Mayor

(SEAL)

Clerk/Administrator

DATE APPROVED

Deputy Minister or designate
for and on behalf of the Minister of
Municipal Affairs

TO AUTHORIZE A VOTE ON AN EXPENDITURE BYLAW
(Northern Villages)

BYLAW NO.

The Council of the Northern Village of _____ in the Province of Saskatchewan, under the provision of subsection 152(2) of *The Northern Municipalities Act*, enacts as follows:

1. A bylaw being a bylaw authorizing an expenditure in an amount not exceeding \$ _____ for the purpose of (insert wording of the expenditure description section of the proposed expenditure bylaw) _____ shall be submitted to a vote of the electors of the Northern Village of _____.
2. The said bylaw shall be submitted to the electors on _____ the ____ day of _____, 20____, and for the purpose of taking the votes of the said elector thereon, a poll shall be held between the hours of ____ in the forenoon to the hour of ____ in the afternoon of the said day at the _____ in the Northern Village of _____.
3. _____ is hereby appointed returning officer for the purpose of taking the votes of the electors on the said bylaw.
4. The said returning officer shall on the ____ day of _____, 20 __, at the hour of ____ o'clock p.m. attend at the _____ in the Northern Village of _____ for the purpose of summing up the number of votes given by the electors for and against the said bylaw.
5. This bylaw shall come into force and take effect on the date of approval by the Minister of Municipal Affairs.

Read a first time this _____ day of _____, 20____.
Read a second time this _____ day of _____, 20____.
Read a third time this _____ day of _____, 20____.

Mayor

(SEAL)

Clerk/Administrator

Date Approved

Deputy Minister or designate for and
on behalf of the Minister of
Government Relations

**CAPITAL TRUST FUND
RESOLUTION FOR WITHDRAWAL**

"THAT the _____ of _____
request the permission of the Minister of Municipal Affairs to withdraw
_____/100 Dollars (\$ _____) from the Capital Trust
Fund in the year 20 __ for the purpose of paying a portion of the cost of purchasing/constructing
a new/used _____ costing (approximately)
\$_____;

FURTHER that the said sum to be withdrawn be repaid to the Capital Trust Fund of the
_____ in _____ annual instalments of \$ _____ in the years 20 __ to
20 __ inclusive."

Certified a true copy of a
resolution of the Council of
the _____
of _____
passed on the _____ day of
_____, 20 __.

Mayor

Administrator/Clerk

(SEAL)

Date Approved

Deputy Minister or designate for
and on behalf of the Minister of
Government Relations

**TO PROVIDE A UNIFORM SYSTEM FOR THE
NUMBERING OF HOUSES AND OTHER BUILDINGS**

BYLAW NO.

The Council of the Northern _____ of _____ in the Province of Saskatchewan under the provision of Section 115(l) of *The Northern Municipalities Act*, enacts as follows:

1. That a uniform system of numbering houses and other buildings as shown on the attached map and which shall become part of this bylaw shall be used in the Northern _____ of _____.
2. That all existing numbers of houses and other buildings not now conforming with the provision of this bylaw shall be changed to conform to the system herein adopted.
3. A separate number shall be assigned for each ____ metres of frontage.
4. Each house and/or building shall bear the number assigned to the frontage on which the front entrance is situated. In case a house or building is occupied by more than one family dwelling unit or business, each separate front entrance of said house or building shall bear a separate number.
5. Numerals indicating the official number for each house or building or each front entrance to such building shall be posted in a manner as to be visible from the street on which the property is located.
6. The municipal clerk shall be responsible for maintaining the numbering system and shall keep a record of all numbers assigned under this bylaw.
7. Numerals may be obtained from the municipal office without charge.
8. Any person guilty of a breach of any of the provisions of this bylaw shall, upon conviction therefore, be liable to the penalties provided in the General Penalty Bylaw of the northern municipality.
9. This bylaw shall come into force and take effect upon approval by the Minister of Municipal Affairs.

Read a first time this ____ day of _____, 20 __.
Read a second time this ____ day of _____, 20 __.
Read a third time this ____ day of _____, 20 __.

(SEAL)

Mayor

Clerk/Administrator

Date Approved

Deputy Minister or designate for and
on behalf of the Minister of Municipal
Affairs



**Government
Relations and
Aboriginal Affairs**

SAMPLE BYLAW

Authorize Payment of Wages and Accounts

**NOTE: THIS DRAFT BYLAW IS FOR GUIDANCE PURPOSES ONLY AND SHOULD BE
REWORDED AS NECESSARY TO SUIT LOCAL REQUIREMENTS**

This draft bylaw has been prepared by staff in the Advisory Services Unit, and not by legal experts. It is always good practice to obtain the advice of your solicitor in drafting bylaws.

Government Relations and Aboriginal Affairs
Provincial – Municipal Relations Division
Advisory Services Unit

1855 Victoria Avenue
Regina, SK S4P 3V7

ph 306-787-2680
fax 306-787-3641
web www.municipal.gov.sk.ca

BYLAW NO. _____
A BYLAW TO AUTHORIZE PAYMENT
OF WAGES AND ACCOUNTS

The Council of the _____ of _____ in the Province of Saskatchewan enacts as follows:

1. The Administrator/Treasurer, jointly with the Mayor/Reeve or Deputy Mayor/Reeve or *(specify the position of any other municipal employee)* are hereby authorized to pay the wages of municipal employees and all employee deductions and employer contributions required by law with respect to those wages on a *(insert applicable: “weekly”, “bi-weekly”, “monthly,” or “bi-monthly with a mid-month advance)* basis.
2. The Administrator/Treasurer, jointly with the Mayor/Reeve or Deputy Mayor/Reeve or *(specify the position of any other municipal employee)* are hereby authorized to pay the following utility accounts against the Municipality: *(insert applicable: power, heat, telephone, cellular phone or water and sewer).*
3. The Administrator/Treasurer, jointly with the Mayor/Reeve or Deputy Mayor/Reeve or *(specify the position of any other municipal employee)* are hereby authorized to pay the following accounts against the Municipality: *(insert any additional accounts that the council wishes to specify)*
4. The Administrator/Treasurer shall, at the Council meeting next following the payment of accounts as per sections 1 and 2, advise Council of the following:
 - (a) the date and number of the cheque
 - (b) the amount of the cheque
 - (c) the payee of the cheque

and if applicable:

- (d) the name of the recipient utility
- (e) the amount of the electronic transfer

[SEAL]

Mayor/Reeve

Clerk/Administrator

Subsection 63(1)(i) and 64(1)(2) *The Rural Municipality Act, 1989*
Subsection 65(1)(d) *The Urban Municipality Act, 1984*
Subsection 57(1)(n) *The Northern Municipality Act,*

Read a third time and adopted
this ____ day of _____

**A BYLAW TO PROVIDE FOR A
PENALTY ON TAX ARREARS**

BYLAW NO.

The Council of the Northern Village of _____ in the Province of Saskatchewan,
under the provision of Subclause 238(2) of The Northern Municipalities Act, enacts as follows:

1. The penalty on tax arrears as provided in Subclause (2) of Section 238 of *The Northern Municipalities Act* shall be ten percent of the arrears or combined amount, as the case may be, in each year commencing January 1, 200__.

2. This bylaw shall come into force and take effect immediately upon approval by the Minister of Municipal Affairs.

Read a first time this _____ day of _____, 20__.

Read a second time this _____ day of _____, 20__.

Read a third time this _____ day of _____, 20__.

(SEAL)

Mayor

Clerk/Administrator

DATE APPROVED

Deputy Minister or designate for and
on behalf of the Minister of
Municipal Affairs

**A BYLAW TO PREVENT THE ENCUMBRANCE
OF ROADS, STREETS OR SIDEWALKS**

BYLAW NO. _____

The Council of the Northern _____ of _____ in the Province of Saskatchewan, under the provision of subsection 115(g) of *The Northern Municipalities Act*, enacts as follows:

1. No person shall encumber any road, street, lane or sidewalk in the northern municipality by vehicle or other articles.
2. No street, lane or sidewalk shall be used for the exhibition or storage of any vehicle, machinery or other equipment.
3. No person shall stand in a group, sit or lounge on a chair bench or thing in front of any place of public accommodation or entertainment or on any street or sidewalk so as to obstruct the free use of same by pedestrians.
4. No owner or occupant of any premises shall allow any gate to swing over a sidewalk.
5. No person shall place any goods, wares, merchandise, or article of any kind upon any street or sidewalk and no person shall expose any goods, wares, merchandise or other articles outside any shop, warehouse, or other building, which projects over the sidewalk or street, but these provisions shall not be construed to interfere with the use of a portion of the sidewalk or street for a reasonable time during the taking in or delivery of goods, wares, merchandise or other articles.
6. No person shall unpack goods of any kind on a street or sidewalk in such manner that paper, sawdust, or other packing material is deposited or remains upon any street or sidewalk.
7. No person shall throw or pile cordwood, firewood, or coal upon any sidewalk or on any street.
8. Any person found guilty of an infraction of any of the provisions of this bylaw shall upon summary conviction be liable to the penalties provided in the general penalty bylaw of the northern municipality.
9. This bylaw shall come into force and take effect upon approval by the Minister of Municipal Affairs.

Read a first time this _____ day of _____, 20__.

Read a second time this _____ day of _____, 20__.

Read a third time this _____ day of _____, 20__.

Mayor

(SEAL)

Clerk/Administrator

DATE APPROVED

Deputy Minister or designate for
and on behalf of the Minister of
Municipal Affairs

**PROCEDURE BYLAW TO PROVIDE FOR A VOTE
ON A BYLAW OR QUESTION
(Northern Hamlets)**

BYLAW NO.

The Council of the Northern Hamlet of _____ in the Province of Saskatchewan, under the provision of subsection 115 of *The Local Government Election Act* and subsections 47.4(1) or 76(1) of *The Northern Municipalities Act*, enacts as follows:

1. The following bylaws (questions) shall be submitted to a vote of the electors of the Northern Hamlet of _____:

Bylaw (Question) No. _____ (summary of subject)

Bylaw (Question) No. _____ (summary of subject)

2. The vote on the bylaw(s) /question(s), shall be taken on the ____ day of _____, 20__ between the hours of ____ AM and ____ PM.

3. The vote shall be held at the following polling places: (List as applicable)

Polling Area No.

Polling Place

4. The advance poll for the vote on the bylaw(s) / question(s), shall be held on the ____ day of _____, 20__ between the hours of ____ and ____.

5. The advance poll for the vote shall be held at the following polling places: (List as applicable)

Polling Area No.

Polling Place

6. _____ is hereby appointed returning officer for the purpose of taking the votes of the electors on the said bylaw(s) / question(s).

7. The returning officer shall be present at the ____ (place) on the ____ day of _____, 20__, between the hours of ____ and ____ to appoint for the affirmative and the negative, electors to attend the polling place(s) and at the final summing up of the votes by the returning officer.

8. The returning officer shall on the ____ day of _____, 20__, at the hour of ____ (AM/PM) at the ____ (place), declare the results of the vote.

9. This bylaw shall come into force and take effect immediately upon approval by the Minister of Municipal Affairs.

Read a first time this _____ day of _____, 20__.

Read a second time this _____ day of _____, 20__.

Read a third time this _____ day of _____, 20__.

(SEAL)

Mayor

Clerk/Administrator

DATE APPROVED

Deputy Minister or designate for
and on behalf of the Minister of
Municipal Affairs

**PROCEDURE BYLAW TO PROVIDE FOR A VOTE
ON A BYLAW OR QUESTION
(Northern Villages)**

BYLAW NO.

The Council of the Northern Village of _____ in the Province of Saskatchewan, under the provision of subsection 115 of *The Local Government Election Act* and subsections 47.4(1) or 76(1) of *The Northern Municipalities Act*, enacts as follows:

1. The following bylaws (questions) shall be submitted to a vote of the electors of the Northern Village _____:

Bylaw (Question) No. _____ (summary of subject)

Bylaw (Question) No. _____ (summary of subject)

2. The vote on the bylaw(s) /question(s), shall be taken on the ____ day of _____, 20__ between the hours of ____ AM and ____ PM.

3. The vote shall be held at the following polling places: (List as applicable)

Polling Area No.

Polling Place

4. The advance poll for the vote on the bylaw(s) / question(s), shall be held on the ____ day of _____, 20__ between the hours of ____ and ____.

5. The advance poll for the vote shall be held at the following polling places: (List as applicable)

Polling Area No.

Polling Place

6. The returning officer shall be present at the ____ (place) on the ____ day of _____, 20__, between the hours of ____ and ____ to appoint for the affirmative and the negative, electors to attend the polling place(s) and at the final summing up of the votes by the returning officer.

7. The returning officer shall on the ____ day of _____, 20__, at the hour of ____ (AM/PM) at the ____ (place) ____, declare the results of the vote.

8. This bylaw shall come into force and take effect immediately upon the date of approval by council.

Read a first time this _____ day of _____, 20__.

Read a second time this _____ day of _____, 20__.

Read a third time this _____ day of _____, 20__.

(SEAL)

Mayor

Clerk/Administrator

**A BYLAW TO PROVIDE FOR AN
ADDITIONAL PENALTY ON TAX ARREARS**

BYLAW NO.

The Council of the Northern Village of _____ in the Province of Saskatchewan,
under the provision of Subsection 238(3) of *The Northern Municipalities Act*, enacts as follows:

1. Where the whole or any portion of the combined amount of arrears of taxes and penalty remains unpaid on December 31 of the year after the year in which the taxes are imposed, an additional penalty of 5% shall be imposed in addition to the penalty imposed pursuant to subsection 238(2) and shall be added to and form part of the arrears of taxes and penalty.

2. This bylaw shall come into force and take effect immediately upon approval by the Minister of Municipal Affairs.

Read a first time this _____ day of _____, 20__.
Read a second time this _____ day of _____, 20__.
Read a third time this _____ day of _____, 20__.

(SEAL)

Mayor

Clerk/Administrator

Date Approved

Deputy Minister or designate for
and on behalf of the Minister of
Municipal Affairs

**A BYLAW TO PROVIDE FOR AN
ADDITIONAL PENALTY ON TAX ARREARS**

BYLAW NO.

The Council of the Northern Village of _____ in the Province of Saskatchewan, under the provision of Subsection 238(3) of *The Northern Municipalities Act*, enacts as follows:

1. Where the whole or any portion of the combined amount of arrears of taxes and penalty remains unpaid on December 31 of the year after the year in which the taxes are imposed, an additional penalty of 5% shall be imposed in addition to the penalty imposed pursuant to subsection 238(2) and shall be added to and form part of the arrears of taxes and penalty.

2. This bylaw shall come into force and take effect immediately upon approval by the Minister of Municipal Affairs.

Read a first time this _____ day of _____, 20__.
Read a second time this _____ day of _____, 20__.
Read a third time this _____ day of _____, 20__.

(SEAL)

Mayor

Clerk/Administrator

Date Approved

Deputy Minister or designate for
and on behalf of the Minister of
Municipal Affairs

**A BYLAW TO PROVIDE FOR ENTERING
INTO AN AGREEMENT**

BYLAW NO.

The Council of the Northern Hamlet of _____, in the Province of Saskatchewan under the provision of Subsection 131(1) of *The Northern Municipalities Act*, enacts as follows:

1. The Northern Hamlet of _____ is hereby authorized to enter into the agreement, attached hereto and forming part of this bylaw, and identified as Exhibit A, with the following northern municipalities;

(list municipalities)

for the purposes stated within the agreement.

2. The Mayor and Clerk of the northern municipality are hereby authorized to sign and execute the attached agreement identified as Exhibit A.
3. This bylaw shall come into force and take effect immediately upon approval by the Minister of Municipal Affairs.

Read a first time this _____ day of _____, 20__.

Read a second time this _____ day of _____, 20__.

Read a third time this _____ day of _____, 20__.

(SEAL)

Mayor

Clerk/Administrator

DATE APPROVED

Deputy Minister or designate for and
on behalf of the Minister of
Municipal Affairs

**A BYLAW TO PROVIDE FOR ENTERING
INTO AN AGREEMENT**

BYLAW NO.

The Council of the Northern Village of _____, in the Province of Saskatchewan under the provision of Subsection 131(1) of *The Northern Municipalities Act*, enacts as follows:

1. The Northern Village of _____ is hereby authorized to enter into the agreement, attached hereto and forming part of this bylaw, and identified as Exhibit A, with the following northern municipalities;

(list municipalities)

for the purposes stated within the agreement.

2. The Mayor and Clerk of the northern municipality are hereby authorized to sign and execute the attached agreement identified as Exhibit A.
3. This bylaw shall come into force and take effect upon final passage thereof.

Read a first time this _____ day of _____, 20 __.
Read a second time this _____ day of _____, 20 __.
Read a third time this _____ day of _____, 20 __.

Mayor

(seal)

Clerk/Administrator

**A BYLAW TO PROVIDE FOR ENTERING
INTO AN AGREEMENT**

BYLAW NO.

The Council of the Northern Hamlet of _____, in the Province of Saskatchewan under the provision of Subsection 131(1) of *The Northern Municipalities Act*, enacts as follows:

1. The Northern Hamlet of _____ is hereby authorized to enter into the agreement, attached hereto and forming part of this bylaw, and identified as Exhibit A, with the following northern municipalities;

(list municipalities)

for the purposes stated within the agreement.

2. The Mayor and Clerk of the northern municipality are hereby authorized to sign and execute the attached agreement identified as Exhibit A.
3. This bylaw shall come into force and take effect immediately upon approval by the Minister of Municipal Affairs.

Read a first time this _____ day of _____, 20__.
Read a second time this _____ day of _____, 20__.
Read a third time this _____ day of _____, 20__.

(SEAL)

Mayor

Clerk/Administrator

DATE APPROVED

Deputy Minister or designate for and
on behalf of the Minister of
Municipal Affairs

**A BYLAW TO PROVIDE FOR ENTERING
INTO AN AGREEMENT**

BYLAW NO.

The Council of the Northern Village of _____, in the Province of Saskatchewan under the provision of Subsection 131(1) of *The Northern Municipalities Act*, enacts as follows:

1. The Northern Village of _____ is hereby authorized to enter into the agreement, attached hereto and forming part of this bylaw, and identified as Exhibit A, with the following northern municipalities;

(list municipalities)

for the purposes stated within the agreement.

2. The Mayor and Clerk of the northern municipality are hereby authorized to sign and execute the attached agreement identified as Exhibit A.
3. This bylaw shall come into force and take effect upon final passage thereof.

Read a first time this _____ day of _____, 20 __.
Read a second time this _____ day of _____, 20 __.
Read a third time this _____ day of _____, 20 __.

Mayor

(seal)

Clerk/Administrator

**BYLAW TO PROVIDE FOR MEMBERSHIP
IN A CO-OPERATIVE ASSOCIATION**

BYLAW NO.

The Council of the Northern _____ of _____ in the Province of Saskatchewan under the provision of Subsection 111.5(2) of *The Northern Municipalities Act*, enacts as follows:

1. The Northern _____ of _____ is hereby authorized to become a member of the _____ through the purchase of _____ share(s) in the Co-operative Association.

2. This bylaw shall come into force and take effect upon approval by the Minister of Municipal Affairs.

Read a first time this _____ day of _____, 20 __.

Read a second time this _____ day of _____, 20 __.

Read a third time this _____ day of _____, 20 __.

(SEAL)

Mayor

Clerk/Administrator

DATE APPROVED

Deputy Minister or designate for and
on behalf of the Minister of Municipal
Affairs

**BYLAW TO PROVIDE FOR MEMBERSHIP
IN A CO-OPERATIVE ASSOCIATION**

BYLAW NO.

The Council of the Northern _____ of _____ in the Province of Saskatchewan under the provision of Subsection 111.5(2) of *The Northern Municipalities Act*, enacts as follows:

1. The Northern _____ of _____ is hereby authorized to become a member of the _____ through the purchase of _____ share(s) in the Co-operative Association.

2. This bylaw shall come into force and take effect upon approval by the Minister of Municipal Affairs.

Read a first time this _____ day of _____, 20 __.

Read a second time this _____ day of _____, 20 __.

Read a third time this _____ day of _____, 20 __.

(SEAL)

Mayor

Clerk/Administrator

DATE APPROVED

Deputy Minister or designate for and
on behalf of the Minister of Municipal
Affairs

**BYLAW TO PROVIDE FOR MEMBERSHIP
IN A CREDIT UNION**

BYLAW NO.

The Council of the Northern _____ of _____ in the Province of Saskatchewan under the provision of Subsection 111.5(2) of *The Northern Municipalities Act*, enacts as follows:

1. The Northern _____ of _____ is hereby authorized to become a member of the _____ through the purchase of ___ share(s) in the Credit Union.

2. This bylaw shall come into force and take effect upon approval by the Minister of Municipal Affairs.

Read a first time this _____ day of _____, 20__.
Read a second time this _____ day of _____, 20__.
Read a third time this _____ day of _____, 20__.

(SEAL)

Mayor

Clerk/Administrator

DATE APPROVED

Deputy Minister or designate for
and on behalf of the Minister of
Municipal Affairs

**BYLAW TO PROVIDE FOR MEMBERSHIP
IN A CREDIT UNION**

BYLAW NO.

The Council of the Northern _____ of _____ in the Province of Saskatchewan under the provision of Subsection 111.5(2) of *The Northern Municipalities Act*, enacts as follows:

1. The Northern _____ of _____ is hereby authorized to become a member of the _____ through the purchase of ___ share(s) in the Credit Union.

2. This bylaw shall come into force and take effect upon approval by the Minister of Municipal Affairs.

Read a first time this _____ day of _____, 20__.
Read a second time this _____ day of _____, 20__.
Read a third time this _____ day of _____, 20__.

(SEAL)

Mayor

Clerk/Administrator

DATE APPROVED

Deputy Minister or designate for
and on behalf of the Minister of
Municipal Affairs

**A BYLAW TO PROVIDE FOR PAYMENT
OF GRANTS FOR THE YEAR 20 ____**

BYLAW NO. _____

The Council of the Northern _____ of _____ in the Province of Saskatchewan, under the provision of Section 130 of *The Northern Municipalities Act*, enacts as follows:

1. The following grants are hereby authorized for the year 20 ____.

Recipient	Purpose	Amount
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

\$

2. This bylaw shall come into force and take effect upon approval by the Minister of Municipal Affairs.

Read a first time this ____ day of _____, 20 ____.

Read a second time this ____ day of _____, 20 ____.

Read a third time this ____ day of _____, 20 ____.

Mayor

(SEAL)

Clerk/Administrator

DATE APPROVED

Deputy Minister or designate for and
on behalf of the Minister of Municipal
Affairs

**A BYLAW TO PROVIDE FOR
EXEMPTION FROM TAXATION**

BYLAW NO.

The Council of the Northern Hamlet of _____ in the Province of Saskatchewan under the provision of Subsection 226(2) of *The Northern Municipalities Act*, enacts as follows:

1. The following property shall be exempt from taxation by the Northern _____ of _____ for the current year 20__:

(Describe property to be exempted. Give location and state whether land and/or buildings and/or business are to be exempted)

2. This bylaw shall come into force and take effect upon approval by the Minister of Municipal Affairs.

Read a first time this day of , 20 .
Read a second time this day of , 20 .
Read a third time this day of , 20 .

(SEAL)

Mayor

Clerk/Administrator

DATE APPROVED

Deputy Minister or designate for and
on behalf of the Minister of
Municipal Affairs

**TO PROVIDE FOR COLLECTION OF
GARBAGE AND FOR IMPOSING A CHARGE
IN CERTAIN CASES**

BYLAW NO. _____

The Council of the Northern _____ of _____ in the Province of Saskatchewan, under the provision of Section 108 of *The Northern Municipalities Act*, enacts as follows:

1. For the purpose of this bylaw the terms “garbage” and “refuse” shall have the meanings ascribed to them in regulations under *The Public Health Act*.
2. The removal of garbage and refuse in the northern municipality shall be done by a person in the employ of the northern municipality.
3. Except as herein provided removal of garbage and refuse shall be done at the expense of the northern municipality at large.
4. There shall be a monthly charge for removal of garbage and refuse from the following premises:

5. The charge set out herein remains unpaid on the thirty-first day of December of the year in which the sum became payable, the sum or part thereof that remains unpaid shall be added to and form part of the taxes on the land in respect to which the removal or disposal was done.
6. This bylaw shall come into force and take effect upon approval of the Minister of Municipal Affairs.

Read a first time this	day of	,
Read a second time this	day of	,
Read a third time this	day of	,

Mayor

(SEAL)

Clerk/Administrator

Date Approved

Deputy Minister or designate for and
on behalf of the Minister of Municipal Affairs

**PROCEDURE BYLAW TO PROVIDE FOR A VOTE
ON A BYLAW OR QUESTION
(Northern Hamlets)**

BYLAW NO.

The Council of the Northern Hamlet of _____ in the Province of Saskatchewan, under the provision of subsection 115 of *The Local Government Election Act* and subsections 47.4(1) or 76(1) of *The Northern Municipalities Act*, enacts as follows:

1. The following bylaws (questions) shall be submitted to a vote of the electors of the Northern Hamlet of _____:

Bylaw (Question) No. _____ (summary of subject)

Bylaw (Question) No. _____ (summary of subject)

2. The vote on the bylaw(s) /question(s), shall be taken on the ____ day of _____, 20__ between the hours of ____ AM and ____ PM.

3. The vote shall be held at the following polling places: (List as applicable)

Polling Area No.

Polling Place

4. The advance poll for the vote on the bylaw(s) / question(s), shall be held on the ____ day of _____, 20__ between the hours of ____ and ____.

5. The advance poll for the vote shall be held at the following polling places: (List as applicable)

Polling Area No.

Polling Place

6. _____ is hereby appointed returning officer for the purpose of taking the votes of the electors on the said bylaw(s) / question(s).

7. The returning officer shall be present at the ____ (place) on the ____ day of _____, 20__, between the hours of ____ and ____ to appoint for the affirmative and the negative, electors to attend the polling place(s) and at the final summing up of the votes by the returning officer.

8. The returning officer shall on the ____ day of _____, 20__, at the hour of ____ (AM/PM) at the ____ (place), declare the results of the vote.

9. This bylaw shall come into force and take effect immediately upon approval by the Minister of Municipal Affairs.

Read a first time this _____ day of _____, 20__.

Read a second time this _____ day of _____, 20__.

Read a third time this _____ day of _____, 20__.

(SEAL)

Mayor

Clerk/Administrator

DATE APPROVED

Deputy Minister or designate for
and on behalf of the Minister of
Municipal Affairs

**PROCEDURE BYLAW TO PROVIDE FOR A VOTE
ON A BYLAW OR QUESTION
(Northern Villages)**

BYLAW NO.

The Council of the Northern Village of _____ in the Province of Saskatchewan, under the provision of subsection 115 of *The Local Government Election Act* and subsections 47.4(1) or 76(1) of *The Northern Municipalities Act*, enacts as follows:

1. The following bylaws (questions) shall be submitted to a vote of the electors of the Northern Village _____:

Bylaw (Question) No. _____ (summary of subject)

Bylaw (Question) No. _____ (summary of subject)

2. The vote on the bylaw(s) /question(s), shall be taken on the ____ day of _____, 20__ between the hours of ____ AM and ____ PM.

3. The vote shall be held at the following polling places: (List as applicable)

Polling Area No.

Polling Place

4. The advance poll for the vote on the bylaw(s) / question(s), shall be held on the ____ day of _____, 20__ between the hours of ____ and ____.

5. The advance poll for the vote shall be held at the following polling places: (List as applicable)

Polling Area No.

Polling Place

6. The returning officer shall be present at the ____ (place) on the ____ day of _____, 20__, between the hours of ____ and ____ to appoint for the affirmative and the negative, electors to attend the polling place(s) and at the final summing up of the votes by the returning officer.

7. The returning officer shall on the ____ day of _____, 20__, at the hour of ____ (AM/PM) at the ____ (place)__, declare the results of the vote.

8. This bylaw shall come into force and take effect immediately upon the date of approval by council.

Read a first time this _____ day of _____, 20__.

Read a second time this _____ day of _____, 20__.

Read a third time this _____ day of _____, 20__.

(SEAL)

Mayor

Clerk/Administrator

**A BYLAW TO REGULATE
ALL TERRAIN VEHICLES**

BYLAW NO.

Northern _____ of

The Council of the Northern _____ of _____ in the Province of Saskatchewan, enacts as follows:

1. In this section/bylaw:
 - (a) "all terrain vehicle" means all terrain vehicle as defined in *The All Terrain Vehicles Act*.
 - (b) "Crown Land" means Crown Land as defined in *The Highway Traffic Act, 1996*
 - (c) "highway" means a highway as defined in *The Highway Traffic Act, 1996*
 - (d) "private land" means land other than public land.
 - (e) "public land" means land as defined in *The All Terrain Vehicles Act*.
 - (f) "vehicle" means a vehicle as defined in *The Highway Traffic Act, 1996*.

2. No person shall operate an all terrain vehicle (class of all terrain vehicle may be specified) on any private property within the corporate limits of the northern municipality.

OR
2. No person shall operate an all terrain vehicle (class of all terrain vehicle may be specified) on any private property within the corporate limits of the northern municipality identified in Schedule/Appendix I.

OR
3. No person shall operate an all terrain vehicle (class of all terrain vehicle may be specified) on any public property within the corporate limits of the northern municipality.

OR
- No person shall operate an all terrain vehicle (class of all terrain vehicle may be specified) on any public property within the corporate limits of the northern municipality identified in Schedule/Appendix II.

4. No person shall operate an all terrain vehicle (class of all terrain vehicle may be specified) on any Crown Land (specified if it can be identified which parcels of land are to be covered) within the northern municipality.

5. A person is authorized to operate an all terrain vehicle (class of all terrain vehicle may be specified) on any highway within the northern municipality.

OR

5. A person is authorized to operate an all terrain vehicle (class of all terrain vehicle may be specified) on the following highways within the northern municipality, or highways mentioned in Schedule/Appendix III.

6. This bylaw shall come into force and take effect upon the approval by the Minister of Municipal Affairs.

Mayor

(seal)

Clerk/Administrator

Date Approved

Deputy Minister or designate for and
on behalf of the Minister of
Municipal Affairs.

WASTE DISPOSAL AND SCAVENGING

BYLAW NO.

The Council of the _____ of _____ in the Province of Saskatchewan, under the provision of Section 108 of *The Northern Municipalities Act*, enacts as follows:

1. Solid waste in the _____ of _____ shall be removed to the municipal disposal ground by:
 - (a) an employee of the Council; or
 - (b) a person who has contracted with Council for that purpose.
2. Garbage being accumulated and stored for the purpose of being collected and taken to waste disposal ground shall be kept in covered, fly-proof and water-tight containers of not over 17 gallons by volume. Containers for reception of garbage shall be securely fastened on stand or hanger in a manner that will preclude it from being ravaged by animals and be kept in a convenient place for removal by authorized person.
3. No person shall be permitted to burn garbage or any solid waste material within northern municipality limits.
4. Council may fix a schedule of fees for providing a scavenging service.
5. No person who is not a resident of the _____ of _____ shall deposit any matter or thing in the municipal waste disposal ground.
6. No person shall place any matter or thing in the municipal disposal grounds except in clearly designated areas.
7. A person who contravenes any provision of this bylaw is guilty of an offence and liable on summary conviction to the penalties provided in the general penalty bylaw of the northern municipality.
8. This bylaw shall come into force and take effect upon approval by the Minister of Municipal Affairs.

Read a first time this _____ day of _____, 20 __.

Read a second time this ___ day of _____, 20 __.

Read a third time this _____ day of _____, 20 __.

(SEAL)

Mayor

Clerk/Administrator

Date Approved

Deputy Minister or designate for and on behalf of the Minister of Municipal Affairs.

A BYLAW TO REPEAL AN EXISTING BYLAW

BYLAW NO.

The Council of the Northern _____ of _____ in the Province of Saskatchewan enacts as follows:

1. Bylaw No. ____ adopted on _____, 20__, is hereby repealed.
2. This bylaw shall come into force and take effect upon the date of approval by council.
(See Note)

Read a first time this _____ day of _____, 200 .

Read a second time this ____ day of _____, 200 .

Read a third time this _____ day of _____, 200 .

Mayor

(SEAL)

Clerk/Administrator

NOTE: If the bylaw being repealed was initially approved by the Minister of Municipal Affairs, this bylaw must also be submitted for Ministerial approval.

TEMPORARY BORROWING

BYLAW NO.

A Bylaw of the Northern Hamlet of _____ in the Province of Saskatchewan, authorizing borrowing to meet current expenditures enacted under the provision of Section 157 of *The Northern Municipalities Act*.

WHEREAS the Northern Hamlet of _____ requires the sum of \$ _____ to meet current expenditure of the northern municipality for municipal purposes until the taxes levied or to be levied for the year can be collected and until unconditional operating grants are received;

AND WHEREAS the estimated amount of the municipal taxes to be levied for the current year are \$ _____ and the estimated unconditional operating grants for the current year are \$ _____;

NOW THEREFORE, the Council of the Northern Hamlet of _____ in the Province of Saskatchewan enacts as follows:

1. The Mayor and Clerk of the Northern Hamlet of _____ are hereby authorized to borrow from _____ the sum of \$ _____ to meet the current expenditures of the northern municipality for municipal purposes until the taxes levied or to be levied for the year can be collected and the unconditional operating grants are received and to pay interest on the sum so borrowed either in advance or at maturity and in either case after maturity at the rate of prime plus _____ % per annum.
2. The sum so borrowed shall be repayable, including interest, within the current year and, as agreed by Council, same shall be a first charge on all taxes excluding school taxes and on all unconditional operating grants to the Northern Hamlet of _____.
3. The Ministry of Municipal Affairs shall be authorized (by letter) to make remittances of operating grant payments for the northern municipality directly to the said _____ to the credit of the Northern Hamlet of _____ until such time as the temporary borrowing is repaid in full.
4. The Mayor and Clerk are hereby authorized to execute under the seal of the northern municipality, a promissory note or notes in favour of the said _____ for a sum or sums not to exceed in the aggregate the amount hereinbefore authorized to be borrowed and interest as aforesaid.

5. This bylaw shall come into force and take effect immediately upon approval by the Minister of Municipal Affairs.

Read a first time this _____ day of _____, 20____.
Read a second time this _____ day of _____, 20____.
Read a third time this _____ day of _____, 20____.

(SEAL)

Mayor

Clerk/Administrator

DATE APPROVED

Deputy Minister or designate
for and on behalf of the Minister of
Municipal Affairs

TEMPORARY BORROWING

BYLAW NO.

A bylaw of the Northern Village of _____, in the Province of Saskatchewan, authorizing borrowing to meet current expenditures enacted under the provision of Section 157 of *The Northern Municipalities Act*.

WHEREAS the Northern Village of _____ requires the sum of \$ _____ to meet current expenditures of the northern municipality for municipal purposes until the taxes levied or to be levied for the year can be collected and until unconditional operating grants are received;

AND WHEREAS the estimated amount of the municipal taxes to be levied for the current year are \$ _____ and the estimated unconditional operating grants for the current year are \$ _____;

NOW THEREFORE, the Council of the Northern Village of _____ in the Province of Saskatchewan enacts as follows:

1. The Mayor and Clerk of the Northern Village of _____ are hereby authorized to borrow from _____ the sum of \$ _____ to meet the current expenditures of the northern municipality for municipal purposes until the taxes levied or to be levied for the year can be collected and the unconditional operating grants are received and to pay interest on the sum so borrowed either in advance or at maturity and in either case after maturity at the rate of _____ % per annum.
2. The sum so borrowed shall be repayable, including interest, within the current year and, as agreed by Council, same shall be a first charge on all taxes excluding school taxes and on all unconditional operating grants to the Northern Village of _____.
3. The Ministry of Municipal Affairs shall be authorized (by letter) to make remittances of operating grant payments for the northern municipality directly to the said _____ to the credit of the Northern Village of _____ until such time as the temporary borrowing is repaid in full.
4. The Mayor and Clerk are hereby authorized to execute under the seal of the northern municipality, a promissory note or notes in favour of the said _____ for a sum of sums not to exceed in the aggregate the amount hereinbefore authorized to be borrowed and interest as aforesaid.

5. This bylaw shall come into force and have effect immediately upon approval by the Minister of Municipal Affairs.

Read a first time this ____ day of _____, 20__.

Read a second time this ____ day of _____, 20__.

Read a third time this ____ day of _____, 20__.

(SEAL)

Mayor

Clerk/Administrator

**TEMPORARY CLOSURE OF
A PUBLIC HIGHWAY**

BYLAW NO. _____

The Council of the Northern _____ of _____ in the Province of Saskatchewan under the provision of Section 114 of *The Northern Municipalities Act*, subject to *The Highways and Transportation Act, 1997*, enacts as follows:

1. That portion of a public highway within the Northern _____ of _____ described as follows:

(description)

is hereby closed for a period not exceeding 21 days from the date of closure for the following reason:

2. This bylaw shall come into force and take effect upon approval by the Minister of Municipal Affairs and the Minister of Highways and Infrastructure.

Read a first time this _____ day of _____, 20__.

Read a second time this _____ day of _____, 20__.

Read a third time this _____ day of _____, 20__.

Mayor

(SEAL)

Clerk/Administrator

DATE APPROVED

Deputy Minister or designate for and on
behalf of the Minister of Municipal Affairs

DATE APPROVED

Minister of Highways and Infrastructure

**TEMPORARY CLOSURE OF
A PUBLIC HIGHWAY**

BYLAW NO. _____

The Council of the Northern _____ of _____ in the Province of Saskatchewan under the provision of Section 114 of *The Northern Municipalities Act*, subject to *The Highways and Transportation Act, 1997*, enacts as follows:

1. That portion of a public highway within the Northern _____ of _____ described as follows:

(description)

is hereby closed for a period not exceeding 21 days from the date of closure for the following reason:

2. This bylaw shall come into force and take effect upon approval by the Minister of Municipal Affairs and the Minister of Highways and Infrastructure.

Read a first time this _____ day of _____, 20__.
Read a second time this _____ day of _____, 20__.
Read a third time this _____ day of _____, 20__.

Mayor

(SEAL)

Clerk/Administrator

DATE APPROVED

Deputy Minister or designate for and on
behalf of the Minister of Municipal Affairs

DATE APPROVED

Minister of Highways and Infrastructure

**COAT OF ARMS AND SEAL
A BYLAW TO ADOPT A CREST AND/OR COAT OF ARMS**

BYLAW NO.

The Council of the Northern _____ of _____ in the Province of Saskatchewan enacts as follows:

1. That the Council adopt a Crest and/or Coat of Arms for the Northern _____ of _____.
- 2) The design, according to the sketch attached hereto and marked Schedule "A" and which forms part of this bylaw, shall be the Crest and/or Coat of Arms of the Northern _____ of _____ from the date upon which approval of the Lieutenant Governor in Council is received to use such Crest and/or Coat of Arms.
- 3) This bylaw shall come into force and take effect upon approval of the Minister of Municipal Affairs and the Lieutenant Governor in Council.

Read a first time this _____ day of _____, 20__.

Read a second time this _____ day of _____, 20__.

Read a third time this _____ day of _____, 20__.

Mayor

(SEAL)

Clerk/Administrator

DATE APPROVED

Deputy Minister or designate
for and on behalf of the
Minister of Municipal
Affairs

**A BYLAW TO INCREASE THE NUMBER
OF ALDERMEN - Hamlets**

BYLAW NO. _____

A bylaw of the Northern Hamlet of _____ in the Province of Saskatchewan, authorizing the council to increase the number of aldermen, enacted under the provision of Subsection 6(4) of *The Northern Municipalities Act*.

The Council of the Northern Hamlet of _____ in the Province of Saskatchewan, enacts as follows:

1. The number of aldermen for the Northern Hamlet of _____ shall be increased from two to four.

2. The additional two aldermen are to be elected at the next general election.

3. This bylaw shall come into force and take effect upon the approval of the Minister of Municipal Affairs.

Read a first time this _____ day of _____, 20 ____.

Read a second time this _____ day of _____, 20 ____.

Read a third time this _____ day of _____, 20 ____.

(SEAL)

Mayor

Clerk/Administrator

DATE APPROVED

Deputy Minister or designate for and
on behalf of the Minister of
Municipal Affairs

**A BYLAW TO INCREASE THE NUMBER
OF ALDERMEN - Villages**

BYLAW NO. _____

A bylaw of the Northern Village of _____ in the Province of Saskatchewan,
authorizing the council to increase the number of aldermen, enacted under the provision of
Subsection 7(4) of *The Northern Municipalities Act*.

The Council of the Northern Village of _____ in the Province of Saskatchewan,
enacts as follows:

1. The number of aldermen for the Northern Village of _____ shall be
increased from four to six.
2. The additional two aldermen are to be elected at the next general election.
3. This bylaw shall come into force and take effect upon approval by council.

Read a first time this _____ day of _____, 20__.

Read a second time this _____ day of _____, 20__.

Read a third time this _____ day of _____, 20__.

(SEAL)

Mayor

Clerk/Administrator

**TO PROVIDE FOR THE NORTHERN
MUNICIPALITY TO UNDERTAKE A CENSUS**

BYLAW NO _____.

The Council of the Northern Village of _____, in the Province of Saskatchewan, under the provision of Section 136 of *The Northern Municipalities Act*, enacts as follows:

1. A census of the northern municipality shall be conducted so as to determine a count of the resident population as of _____ in accordance with the principles contained in The 1986 Municipal Census Manual.
2. The Council shall appoint a Census Enumerator.
3. The Census Enumerator shall appoint such other assistant enumerators as required.
4. This bylaw shall come into force and take effect upon approval by the Minister of Municipal Affairs.

Read a first time this _____ day of _____, 20__.

Read a second time this _____ day of _____, 20__.

Read a third time this _____ day of _____, 20__.

Mayor

(SEAL)

Clerk/Administrator

Date Approved

Deputy Minister or designate for and
on behalf of the Minister of
Municipal Affairs

**TO PROVIDE FOR THE NORTHERN
MUNICIPALITY TO UNDERTAKE A CENSUS**

BYLAW NO _____.

The Council of the Northern Hamlet of _____, in the Province of Saskatchewan, under the provision of Section 136 of *The Northern Municipalities Act*, enacts as follows:

1. A census of the northern municipality shall be conducted so as to determine a count of the resident population as of _____ in accordance with the principles contained in The 1986 Municipal Census Manual.
2. The Council shall appoint a Census Enumerator.
3. The Census Enumerator shall appoint such other assistant enumerators as required.
4. This bylaw shall come into force and take effect upon approval by the Minister of Municipal Affairs.

Read a first time this _____ day of _____, 20__.

Read a second time this _____ day of _____, 20__.

Read a third time this _____ day of _____, 20__.

Mayor

(SEAL)

Clerk/Administrator

Date Approved

Deputy Minister or designate for and
on behalf of the Minister of
Municipal Affairs

**TO PROVIDE FOR THE NORTHERN
MUNICIPALITY TO UNDERTAKE A CENSUS**

BYLAW NO _____.

The Council of the Northern Village of _____, in the Province of Saskatchewan, under the provision of Section 136 of *The Northern Municipalities Act*, enacts as follows:

1. A census of the northern municipality shall be conducted so as to determine a count of the resident population as of _____ in accordance with the principles contained in The 1986 Municipal Census Manual.
2. The Council shall appoint a Census Enumerator.
3. The Census Enumerator shall appoint such other assistant enumerators as required.
4. This bylaw shall come into force and take effect upon approval by the Minister of Municipal Affairs.

Read a first time this _____ day of _____, 20__.
Read a second time this _____ day of _____, 20__.
Read a third time this _____ day of _____, 20__.

Mayor

(SEAL)

Clerk/Administrator

Date Approved

Deputy Minister or designate for and
on behalf of the Minister of
Municipal Affairs

**TO PROVIDE FOR THE NORTHERN
MUNICIPALITY TO UNDERTAKE A CENSUS**

BYLAW NO _____.

The Council of the Northern Hamlet of _____, in the Province of Saskatchewan, under the provision of Section 136 of *The Northern Municipalities Act*, enacts as follows:

1. A census of the northern municipality shall be conducted so as to determine a count of the resident population as of _____ in accordance with the principles contained in The 1986 Municipal Census Manual.
2. The Council shall appoint a Census Enumerator.
3. The Census Enumerator shall appoint such other assistant enumerators as required.
4. This bylaw shall come into force and take effect upon approval by the Minister of Municipal Affairs.

Read a first time this _____ day of _____, 20__.
Read a second time this _____ day of _____, 20__.
Read a third time this _____ day of _____, 20__.

Mayor

(SEAL)

Clerk/Administrator

Date Approved

Deputy Minister or designate for and
on behalf of the Minister of
Municipal Affairs

TO AUTHORIZE A VOTE ON AN EXPENDITURE BYLAW
(Northern Hamlets)

BYLAW NO.

The Council of the Northern Hamlet of _____ in the Province of Saskatchewan, under the provision of subsection 72(1) of *The Northern Municipalities Act*, enacts as follows:

1. A bylaw being a bylaw authorizing an expenditure in an amount not exceeding \$ _____ for the purpose of ____ (insert wording of the expenditure description section of the proposed expenditure bylaw) _____ shall be submitted to a vote of the electors of the Northern Hamlet of _____.
2. The said bylaw shall be submitted to the electors on _____ the ____ day of _____, 20 __, and for the purpose of taking the votes of the said electors thereon, a poll shall be held between the hours of ____ in the forenoon to the hour of ____ in the afternoon of the said day at the _____ in the Northern Hamlet of _____.
3. _____ is hereby appointed returning officer for the purpose of taking the votes of the electors on the said bylaw.
4. The said returning officer shall on the ____ day of _____, 20 __, at the hour of o'clock p.m. attend at the _____ in the Northern Hamlet of _____ for the purpose of summing up the number of votes given by the electors for and against the said bylaw.
5. This bylaw shall come into force and take effect immediately upon approval by the Minister of Municipal Affairs.

Read a first time this _____ day of _____, 20 __.
Read a second time this _____ day of _____, 20 __.
Read a third time this _____ day of _____, 20 __.

Mayor

(SEAL)

Clerk/Administrator

DATE APPROVED

Deputy Minister or designate
for and on behalf of the Minister of
Municipal Affairs

TO AUTHORIZE A VOTE ON AN EXPENDITURE BYLAW
(Northern Villages)

BYLAW NO.

The Council of the Northern Village of _____ in the Province of Saskatchewan, under the provision of subsection 152(2) of *The Northern Municipalities Act*, enacts as follows:

1. A bylaw being a bylaw authorizing an expenditure in an amount not exceeding \$ _____ for the purpose of (insert wording of the expenditure description section of the proposed expenditure bylaw) _____ shall be submitted to a vote of the electors of the Northern Village of _____.

2. The said bylaw shall be submitted to the electors on _____ the ____ day of _____, 20 __, and for the purpose of taking the votes of the said elector thereon, a poll shall be held between the hours of ____ in the forenoon to the hour of ____ in the afternoon of the said day at the _____ in the Northern Village of _____.

3. _____ is hereby appointed returning officer for the purpose of taking the votes of the electors on the said bylaw.

4. The said returning officer shall on the ____ day of _____, 20 __, at the hour of ____ o'clock p.m. attend at the _____ in the Northern Village of _____ for the purpose of summing up the number of votes given by the electors for and against the said bylaw.

5. This bylaw shall come into force and take effect on the date of approval by the Minister of Municipal Affairs.

Read a first time this _____ day of _____, 20 __.
Read a second time this _____ day of _____, 20 __.
Read a third time this _____ day of _____, 20 __.

Mayor

(SEAL)

Clerk/Administrator

Date Approved

Deputy Minister or designate for and
on behalf of the Minister of
Government Relations

TO AUTHORIZE A VOTE ON AN EXPENDITURE BYLAW
(Northern Hamlets)

BYLAW NO.

The Council of the Northern Hamlet of _____ in the Province of Saskatchewan, under the provision of subsection 72(1) of *The Northern Municipalities Act*, enacts as follows:

1. A bylaw being a bylaw authorizing an expenditure in an amount not exceeding \$ _____ for the purpose of _____ (*insert wording of the expenditure description section of the proposed expenditure bylaw*) _____ shall be submitted to a vote of the electors of the Northern Hamlet of _____.
2. The said bylaw shall be submitted to the electors on _____ the ____ day of _____, 20____, and for the purpose of taking the votes of the said electors thereon, a poll shall be held between the hours of ____ in the forenoon to the hour of ____ in the afternoon of the said day at the _____ in the Northern Hamlet of _____.
3. _____ is hereby appointed returning officer for the purpose of taking the votes of the electors on the said bylaw.
4. The said returning officer shall on the ____ day of _____, 20 __, at the hour of o'clock p.m. attend at the _____ in the Northern Hamlet of _____ for the purpose of summing up the number of votes given by the electors for and against the said bylaw.
5. This bylaw shall come into force and take effect immediately upon approval by the Minister of Municipal Affairs.

Read a first time this _____ day of _____, 20____.
Read a second time this _____ day of _____, 20____.
Read a third time this _____ day of _____, 20____.

Mayor

(SEAL)

Clerk/Administrator

DATE APPROVED

Deputy Minister or designate
for and on behalf of the Minister of
Municipal Affairs

TO AUTHORIZE A VOTE ON AN EXPENDITURE BYLAW
(Northern Villages)

BYLAW NO.

The Council of the Northern Village of _____ in the Province of Saskatchewan, under the provision of subsection 152(2) of *The Northern Municipalities Act*, enacts as follows:

1. A bylaw being a bylaw authorizing an expenditure in an amount not exceeding \$ _____ for the purpose of (insert wording of the expenditure description section of the proposed expenditure bylaw) _____ shall be submitted to a vote of the electors of the Northern Village of _____.
2. The said bylaw shall be submitted to the electors on _____ the ____ day of _____, 20____, and for the purpose of taking the votes of the said elector thereon, a poll shall be held between the hours of ____ in the forenoon to the hour of ____ in the afternoon of the said day at the _____ in the Northern Village of _____.
3. _____ is hereby appointed returning officer for the purpose of taking the votes of the electors on the said bylaw.
4. The said returning officer shall on the ____ day of _____, 20 __, at the hour of ____ o'clock p.m. attend at the _____ in the Northern Village of _____ for the purpose of summing up the number of votes given by the electors for and against the said bylaw.
5. This bylaw shall come into force and take effect on the date of approval by the Minister of Municipal Affairs.

Read a first time this _____ day of _____, 20____.
Read a second time this _____ day of _____, 20____.
Read a third time this _____ day of _____, 20____.

Mayor

(SEAL)

Clerk/Administrator

Date Approved

Deputy Minister or designate for and
on behalf of the Minister of
Government Relations

**CAPITAL TRUST FUND
RESOLUTION FOR WITHDRAWAL**

"THAT the _____ of _____
request the permission of the Minister of Municipal Affairs to withdraw
_____/100 Dollars (\$ _____) from the Capital Trust
Fund in the year 20 __ for the purpose of paying a portion of the cost of purchasing/constructing
a new/used _____ costing (approximately)
\$ _____;

FURTHER that the said sum to be withdrawn be repaid to the Capital Trust Fund of the
_____ in _____ annual instalments of \$ _____ in the years 20 __ to
20 __ inclusive."

Certified a true copy of a
resolution of the Council of
the _____
of _____
passed on the _____ day of
_____, 20 __.

Mayor

Administrator/Clerk

(SEAL)

Date Approved

Deputy Minister or designate for
and on behalf of the Minister of
Government Relations

**CAPITAL TRUST FUND
RESOLUTION FOR WITHDRAWAL**

"THAT the _____ of _____
request the permission of the Minister of Municipal Affairs to withdraw
_____/100 Dollars (\$ _____) from the Capital Trust
Fund in the year 20 __ for the purpose of paying a portion of the cost of purchasing/constructing
a new/used _____ costing (approximately)
\$_____;

FURTHER that the said sum to be withdrawn be repaid to the Capital Trust Fund of the
____ in _____ annual instalments of \$ _____ in the years 20 __ to
20 __ inclusive."

Certified a true copy of a
resolution of the Council of
the _____
of _____
passed on the _____ day of
_____, 20 __.

Mayor

Administrator/Clerk

(SEAL)

Date Approved

Deputy Minister or designate for
and on behalf of the Minister of
Government Relations