



<u>Policy Title</u>	<u>Policy #</u>	<u>Resolution</u>	<u>Resolution Date</u>	<u># of pages</u>	<u>Forms</u>
Rates and Charges	GG-006	121/2026	June 16, 2026	3	Custom Work Waiver

Policy Objective:

To establish the Rates and Charges for the various operations within the Town of Blaine Lake

Background:

1. The Town of Blaine Lake charges for costs relating to office supplies/projects, water/sewer rates, custom work as well as various office duties on behalf of other organizations, persons and groups.
2. Therefore, the Town of Blaine Lake Council sets rates for the various operations and needs to have these rates available for immediate viewing by either staff, Council or ratepayers.
3. This policy should be reviewed yearly by the Rates Review Committee to keep up with the changing prices.

Policy:

1. General Government Services
 - a. General Office Services
 - i. Photocopies, faxes, assessment field sheets, etc. may be completed for the ratepayers at a rate as set by Council on a yearly basis and attached to this policy as Schedule A.
 - b. Commissioner for Oaths
 - i. Free to Ratepayers for the Municipality
 - ii. \$30.00 per signing for non-ratepayers
 - c. General Office Research
 - i. Cost - \$75.00 per hour plus costs (including paper and photocopy, etc.)
 - ii. Research information for customers such as titles, tax roll information (to non-owners of the property), roadway information, etc.
 1. Follow Freedom of Information Act (LAFOIP)
2. Planning and Development
 - a. Bylaw amendment fees
 - i. Map and Text – As set by the Zoning Bylaw
 - ii. Advertising – cost of actual advertisement
 - iii. Professional Planner – as per invoice from Planner
 - iv. Town Administration cost - \$100.00/hour
 - b. Development Permits

GG006

TOWN OF BLAINE LAKE

Policy Title: Rates and Charges

Date Issued: 06/16/2026 Res # 121 – 2026

Replaced: Res # 107/2022 Dated: 04/13/2022

Mayor



- i. Cost set as per Zoning bylaw
 - c. Building Permits
 - i. Cost of Building Official
 - ii. Office Administration Fee – See Building Bylaw
 - d. Professional Planner Services
 - i. As per invoice from Professional Planner
- 3. Protective Services
 - a. Fire Protection rates
- 4. Transportation Services
 - a. Council will encourage ratepayers and non-ratepayers to contact the contractors of the community to complete custom work that is needed.
 - b. Custom work may be provided under waiver of liability agreement at a rate of \$150.00 per hour for use of the skid steer **or** grader; and a rate of \$75.00 per hour for custom work use of the dump truck. Such work shall not interfere with regular Town maintenance operations. Before any work begins, the customer must complete a waiver of liability agreement and submit it to the Town Office for approval.
- 5. Water and Sewer Rates
 - a. As set by Bylaw
- 6. Waste Management/Transfer Station Rates
 - a. As set by Bylaw
- 7. Invoicing
 - a. All interest/penalty rates for invoicing shall be set in accordance with the Penalty Bylaw of the Municipality
- 8. Building, Development and Demolition Permits
 - a. PERMIT FEES AND SERVICE CHARGES
 - i. Every person who makes an application for a permit as required by the Building Bylaw shall tender with his application a fee calculated according to the following schedule.
 - 1. Shall be in accordance with the charges through the Town of Blaine Lake agreement with MuniCode Services
 - 2. Other Construction
 - a. For all other construction requiring a building permit, including commercial, industrial, and multi-unit dwellings larger than six dwelling units, the fee shall be calculated as either:
 - i. **\$5.00 for every \$1,000 of estimated construction value,**
or
 - ii. when plan review and/or building inspections by an external agency are required or contracted out, a fee of **\$1.00 for every \$1,000 of estimated construction value**



plus the full invoiced amount charged by the external agency.

3. For a Demolition Permit, both a non-refundable permit fee and a refundable damage deposit, which shall be:
 - a. Residential zone permit fee - \$50.00
 - b. Residential zone refundable damage deposit - \$1,000.00
 - c. Commercial/Mixed Use zone permit fee - \$100.00
 - d. Commercial/Mixed Use refundable damage deposit - \$2,500.00
 - e. Industrial Zone permit fee - \$200.00
 - f. Industrial refundable damage deposit - \$5,000.00
4. For a Moving Permit, a refundable damage deposit of \$5,000.00
5. Fee for Temporary Building Permits - \$50.00/term
 - a. Non-Residential Use - \$50.00/term
 - b. Residential Use - \$35.00/term
6. Where a Temporary Occupancy Permit is required, the fee shall be
 - a. For a building, per 1,000 square feet of occupied floor area, or portion thereof - \$100.00
7. Fee to issue an Occupancy Permit Included in Building Permit Fee

A handwritten signature in blue ink, appearing to read "Mayor", is written over a horizontal line.

TOWN OF BLAINE LAKE
P.O. Box 10, 301 Main Street, Blaine Lake, SK S0J 0J0
PHONE: (306) 497-2531

EMAIL: assistantcao@blainelake.ca WEBSITE: www.blainelake.ca FACEBOOK: Town of Blaine Lake

CUSTOM WORK WAIVER

Dated this _____ day of _____, 20____
Day Month

Skidsteer
Grader
Payloader

I, _____, of _____
Print Name

Mailing Address

Land Location:

Land Location where custom work is to be completed on

Contact # _____ 2nd Contact # _____

Hereby request the Town to do the following work:

Insert description of work to be done on land location

On the terms and conditions described below:

- 1 I will pay for the work at the rates prescribed by the Town for custom work at the time the work is done.
- 2 I agree that payment will be made within 30 days of the date for the invoice from the Town for the work.
- 3 I undertake to advise the RM of the location of any items which may not be apparent upon a visual inspection for the property, including but not limited to - wells, cables, survey monuments, and any underground lines.
- 4 Should I fail to advise the Town, I agree that I will be obliged to compensate the Town for any resulting damage to the equipment used and to indemnify and save harmless the Town of and from any and all claims resulting from the equipment
- 5 I agree to be present while the work is being done. Should I not be present, it shall be presumed that the work has been done to my satisfaction and that it took the amount of time indicated by the Operator, as shown below.

Contracting Party

Witness

DATE _____
MACHINE _____
START TIME _____
END TIME _____
TOTAL TIME _____
OPERATOR _____

*** Waiver will remain on file from year to year. If ratepayer chooses to recind the waiver and no longer receive custom work, it is up to the ratepayer to let the office know IN WRITING.**