

**REGULAR MEETING OF DALMENY TOWN COUNCIL  
MONDAY, AUGUST 28, 2023, 7:00 P.M.  
DALMENY TOWN OFFICE – TOWN COUNCIL CHAMBERS**

**AGENDA:**

**CALL TO ORDER – 7:00 p.m.**

**ADOPTION OF AGENDA – additions/deletions**

**MINUTES OF THE PREVIOUS MEETING**

- a. August 14, 2023 Regular Council Meeting

**BUSINESS ARISING FROM THE MINUTES:**

- a. The Building Code Regulations
- b. Highway 305 Project Location Plan and Highway 305 Grading Location Plan

**ACCOUNTS FOR APPROVAL**

- a. Approval of Current Accounts
- b. Approval of Payroll

**FINANCIALS**

- a.

**CORRESPONDENCE**

- a. TransGas Limited – Flare Notification – NE 35-38-06 W3M  
Dalmeny Town Border Station

**DELEGATION**

- a.

**REPORTS**

- a. Chief Administrative Officer's Report

**NEW BUSINESS**

- a.

**BYLAWS**

- a. Bylaw 6-2023, a Bylaw Respecting Buildings
- b. Bylaw 7-2023, a Bylaw Respecting Building Administration Fees

**ROUND TABLE DISCUSSION/IN CAMERA**

**ADJOURN**

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Next Regular Meeting: September 11, 2023

2023 Regular Council Meetings: August 14,28; September 11,25;  
October 16; November 6,27; and December 11

Committee of Whole Meetings: 6:30 p.m. prior to Regular Council Meetings; and  
7:00 p.m. on alternate Mondays from council meetings, when required:

Next Dalmeny Police Commission Meeting: September 18, 2023 commencing at 5:00 p.m.

2023 Dalmeny Police Service Meeting Schedule: September 18; October 16,  
November 27; and December 18

TOWN OF DALMENY  
REGULAR COUNCIL MEETING  
MONDAY, AUGUST 14, 2023  
DALMENY TOWN OFFICE

**PRESENT:** Mayor Jon Kroeker, Councillors Eric Desnoyers, and Greg Bueckert. Also present was Office Manager Kelly Janzen. Councillor Lacy Boisvert was present via video conferencing.

**ABSENT:** Councillors Ed Slack, Anna-Marie Zoller, and Matt Bradley. Also absent was CAO Jim Weninger.

**CALL TO ORDER**

Mayor Jon Kroeker called the Regular Council Meeting to order at 7:06 p.m., a quorum being present.

**ADOPTION OF AGENDA**

**248/23 – Bueckert/Desnoyers** – That the agenda for the Regular meeting of Council of the Town of Dalmeny for August 14, 2023 be adopted as amended.

Delegations Linda Picard, Sandy Epp, Melanie and Jean-Paul Bourret, Kevin and Joanne Dorward, Owen and April Assman attended the Regular Council Meeting to discuss Bylaw 6-2023 and the definition of “work”.

Carried.

**MINUTES**

**249/23 – Boisvert/Desnoyers** – That the Minutes of the July 17, 2023 Regular Council meeting be approved as circulated.

Carried.

**LETTER-INVESTING IN CANADA INFRASTRUCTURE PROGRAM**

**250/23 – Bueckert/Desnoyers** – That the letter of July 18, 2023 from Program and Policy Advisor Rohit Beniwal pertaining to the completion of the Town of Dalmeny Water Pumphouse and Reservoir Upgrades under the Investing in Canada Infrastructure Program be accepted by Council.

Carried.

**ACCOUNTS PAYABLE**

**251/23 – Boisvert/Bueckert** – That the accounts as detailed on the attached cheque listing and amounting to \$477,631.36 for the period ending August 9, 2023 and representing cheque numbers 18571 to 18620 be approved by Council.

Carried.

**PAYROLL**

**252/23 – Desnoyers/Bueckert** – That the payroll listings in the amounts of \$23,075.83 and \$24,249.35 for the pay periods ending July 22, 2023 and August 4, 2023 respectively be approved by Council.

Carried.

TOWN OF DALMENY  
REGULAR COUNCIL MEETING  
MONDAY, AUGUST 14, 2023  
DALMENY TOWN OFFICE

**PER DIEMS**

**253/23 – Boisvert/Desnoyers** – That the per diems listing in the amount of \$3,373.03 for the pay period ending on August 31, 2023 be approved by Council.

Carried.

**LIST OF OUTSTANDING TAX COMPARISONS**

**254/23 – Bueckert/Desnoyers** – That the listing of outstanding municipal and school property tax comparisons, along with frontage taxes for the month of July be accepted by Council.

Carried.

**DELEGATION**

The group consisting of Linda Picard, Sandy Epp, Melanie and Jean-Paul Bourret, Kevin and Joanne Dorward, along with Owen and April Assman spoke to the confusion surrounding the word “work” in the definitions of Bylaw 6-2023. They were concerned that they now needed to get a permit for every single change they made to their house. They would like to see a more specific definition of what requires a permit here in Town. Another concern was also regarding the maximum permit fee of \$5,000.00 if work began before the permit was issued.

**CORRESPONDENCE**

**255/23 – Boisvert/Desnoyers** – That the following correspondence be filed:

- A. 2022-2023 Annual Report for the State of Drinking Water Quality in Saskatchewan

Carried.

**EMO REPORT**

**256/23 – Bueckert/Desnoyers** – That the EMO Coordinator's Quarterly Report for the period ending June 30, 2023 as prepared by EMO Coordinator Alicia Bell be accepted by Council.

Carried.

**CAO REPORT**

**257/23 – Boisvert/Bueckert** – That the Chief Administrative Officer's Report as prepared by the Chief Administrative Officer Jim Weninger for August 14, 2023 be accepted by Council.

Carried.

TOWN OF DALMENY  
REGULAR COUNCIL MEETING  
MONDAY, AUGUST 14, 2023  
DALMENY TOWN OFFICE

**FIRST APPLICATION FOR TITLE**

**258/23 – Bueckert/Desnoyers** – That First Application for Title be initiated against the following properties:

- Lot 9, Block 22, Plan 77S00289
- Surface Parcel 145178051, Unit 11, Condo Plan 98SA09759, Ext. 1, Title #130655673

Carried.

**NATIONAL RAIL SAFETY WEEK**

**259/23 – Bueckert/Boisvert** – That:

WHEREAS, Rail Safety Week is to be held across Canada from September 18 to 24, 2023;

WHEREAS, 232 railway crossing and trespassing incidents occurred in Canada in 2022; resulting in 66 avoidable fatalities and 43 avoidable serious injuries;

WHEREAS, educating and informing the public about rail safety (reminding the public that railway rights-of-way are private property, enhancing public awareness of the dangers associated with highway rail grade crossings, ensuring pedestrians and motorists are looking and listening while near railways, and obeying established traffic laws) will reduce the number of avoidable fatalities and injuries caused by incidents involving trains and citizens;

WHEREAS, Operation Lifesaver is a public/private partnership whose aim is to work with the public, rail industry, governments, police services, media, and others to raise rail safety awareness; and

WHEREAS, CN has requested Town Council adopt this resolution in support of its ongoing efforts to raise awareness, save lives and prevent injuries in communities, including our municipality;

It is hereby RESOLVED to support national Rail Safety Week to be held from September 18 to 24, 2023.

Carried.

**LETTER- SASKENERGY GROUNDBED MAINTENANCE**

**260/23 – Desnoyers/Boisvert** – That the letter of July 18, 2023 from Office Manager Troy Becker of Millennium Land on behalf of SaskEnergy Incorporated regarding the Groundbed Maintenance Notification for underground facilities in the lane between Main Street and Third Street be acknowledged by Council.

Carried.

TOWN OF DALMENY  
REGULAR COUNCIL MEETING  
MONDAY, AUGUST 14, 2023  
DALMENY TOWN OFFICE

**IN-CAMERA**

**261/23 – Bueckert/Desnoyers** – That Council move into the Committee of the Whole and that the session be “in camera” at 8:34 p.m.

Carried.

**RECONVENE**

**262/23 – Boisvert/Desnoyers** - That Council reconvene and report at 8:51 p.m.

Carried.

**PUBLIC WORKS STUDENT LABOURER**

**263/23 – Desnoyers/Bueckert**– That Darlene Slack be hired seasonally as a Public Works Student Labourer from on or around July 31, 2023 to September 1, 2023 upon the following terms and conditions:

1. Completion of an Employment Agreement;
2. Town of Dalmeny Employment Guide, along with Respectful Work Place Policy, Information Technology and Social Media Policy and Substance Use, Abuse and Impairment Policy;
3. Immunizations against Tetanus and Hepatitis A & B;
4. Completion of WHMIS (Workplace Hazardous Materials Information System);
5. Valid Driver's License
6. Bondable; and
7. Acceptable Criminal Record Check.

Carried.

**PUBLIC WORKS STUDENT LABOURER**

**264/23 – Boisvert/Bueckert**– That Ayden Janzen be hired seasonally as a Public Works Student Labourer from on or around July 31, 2023 to September 1, 2023 upon the following terms and conditions:

1. Completion of an Employment Agreement;
2. Town of Dalmeny Employment Guide, along with Respectful Work Place Policy, Information Technology and Social Media Policy and Substance Use, Abuse and Impairment Policy;
3. Immunizations against Tetanus and Hepatitis A & B;
4. Completion of WHMIS (Workplace Hazardous Materials Information System);
5. Valid Driver's License
6. Bondable; and
7. Acceptable Criminal Record Check.

Carried.

TOWN OF DALMENY  
REGULAR COUNCIL MEETING  
MONDAY, AUGUST 14, 2023  
DALMENY TOWN OFFICE

**PUBLIC WORKS OPERATOR 2**

**265/23 – Desnoyers/Boisvert** – That Tai Bolld be hired for the position of Operator 2 in the Public Works Department under the following terms and conditions:

- Completion of an Employment Agreement;
- Town of Dalmeny Employment Guide, along with Respectful Work Place Policy/ Information Technology and Social Media Policy and Substance Use, Abuse and Impairment Policy;
- Bondable;
- Acceptable Criminal Record Check;
- Completion of Saskatchewan Water and Wastewater Certification within 2 years of Employment Commencement;
- Immunizations against Tetanus and Hepatitis A & B;
- Valid Driver's License/ with the understanding that you will have your Class 3A License within 1 year of Employment Commencement.
- Probationary Period of 6 Months.

Carried.

**CAO HOLIDAYS**

**266/23 – Bueckert/Desnoyers** – That the Chief Administrative Officer Jim Weninger be granted permission to take holidays from Friday, August 11, 2023 to Monday, August 21, 2023 inclusive.

Carried.

**ADJOURN**

**267/23 – Desnoyers/Bueckert** – That the meeting be adjourned. Time 9:11 p.m.

Carried.

(seal)

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Mayor

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Chief Administrative Officer

Report Date  
8/09/2023 2:22 PM

Dalmeny  
**Accounts for Approval**  
As of 8/09/2023  
Batch: 2023-00038 to 2023-00040

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Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
<b>Bank Code: AP - AP-GENERAL OPER</b>					
Computer Cheques:					
18571	7/31/2023	<b>AMSC Insurance Services Ltd</b> AUGUST 2023	AUGUST GROUP INSURANCE	8,084.84	8,084.84
18572	7/31/2023	<b>M.E.P.P.</b> JULY 2023	JULY MEPP PAYMENT	11,184.88	11,184.88
18573	7/31/2023	<b>Minister of Finance</b> JULY 2023	JULY SCHOOL TAXES COLLECTED	304,402.19	304,402.19
18574	7/31/2023	<b>SaskEnergy Corp.</b> JULY 2023	JULY SASKPOWER/ENERGY PMT	11,686.12	11,686.12
18575	7/31/2023	<b>SaskTel CMR</b> 444	SASKTEL PMT	1,950.12	1,950.12
18576	7/31/2023	<b>Waldheim Regional Park</b> 38	STAFF GOLF/SUPPER	1,129.55	1,129.55
18577	8/14/2023	<b>Air Unlimited Inc.</b> 142006	LAGOON-BLOWER LABOUR	1,216.55	1,216.55
18578	8/14/2023	<b>Bell Mobility Inc.</b> AUGUST 2023	AERATION BUILDING AUTODIALER	74.79	74.79
18579	8/14/2023	<b>C &amp; K Lawn &amp; Yard Care</b> 2314	MOW-OUTDOOR RINK	178.50	178.50
18580	8/14/2023	<b>Catterall &amp; Wright</b> 23-161	1ST/CROSSING-WARRANTY REVIEW	604.80	604.80
18581	8/14/2023	<b>City of Saskatoon</b> 10501800001532	POLICE-UNIFORMS	1,417.10	1,417.10
18582	8/14/2023	<b>Clark's Supply &amp; Service</b> IN427624	SOCCER FIELD-AERATOR	146.52	146.52
18583	8/14/2023	<b>Crosby Hanna &amp; Assoc.</b> #71(405-46)	DEVELOPMENT PERMITS	262.50	262.50
18584	8/14/2023	<b>DAVTECH Analytical Services</b> SI-152998	ANNUAL INSPECTION-SoToxa	828.24	828.24
18585	8/14/2023	<b>Evergaud Fire Safety</b> 40524/40521	JJ/ARENA KITCHEN INSPECTION	377.22	377.22
18586	8/14/2023	<b>First Filter Service</b> 299238	MOBILE PUMP FILTERS	46.48	46.48
18587	8/14/2023	<b>Frontline Outfitters</b> 65174	POLICE-MACKENZIE UNIFORM	874.84	874.84
18588	8/14/2023	<b>Glen Neuert</b> 1	2023 BOARD OF REVISION	400.00	400.00
18589	8/14/2023	<b>Greenline Hose &amp; Fittings</b> S7071713/2312	DRAINAGE/LAGOON SUPPLIES	1,243.44	1,243.44
18590	8/14/2023	<b>Information Services Corp</b> 14	DEPOSIT ISC FUNDS	500.00	500.00

Report Date  
8/09/2023 2:22 PM

Dalmeny  
**Accounts for Approval**  
As of 8/09/2023  
Batch: 2023-00038 to 2023-00040

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Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
18591	8/14/2023	<b>Jenson Publishing</b> 70113/70200	LOCAL IMPROVEMENT-VICTOR T	811.26	811.26
18592	8/14/2023	<b>John Brooks Company Ltd</b> 2559333	LIFT #1- IMPELLERS	3,786.24	3,786.24
18593	8/14/2023	<b>Kirby Fesser</b> 1	2023 BOARD OF REVISION	900.00	900.00
18594	8/14/2023	<b>Loraas Disposal Services</b> JULY 2023	JUNE GARBAGE/COMPOST	16,204.24	16,204.24
18595	8/14/2023	<b>Luther College University</b> 5540	POLICE-TRAINING MEALS	203.10	203.10
18596	8/14/2023	<b>MuniCode Services Ltd.</b> 56999	BUILDING INSPECTIONS	132.30	132.30
18597	8/14/2023	<b>Nor-Tec Linen Services</b> RI-897504	POLICE/OFFICE/LIBRARY MATS	80.78	80.78
18598	8/14/2023	<b>Nordic Industries</b> 5480	TOWN SHOP-CHAIN LINK FENCE	27,617.83	27,617.83
18599	8/14/2023	<b>Pitney Works</b> 136	OFFICE POSTAGE	210.00	210.00
18600	8/14/2023	<b>Princess Auto</b> 3906/0251/5018	PW-SHOP/TOOLS/PUMPHOUSE	183.49	183.49
18601	8/14/2023	<b>R.M. of Corman Park</b> 18	2023 LAGOON TAXES	763.91	763.91
18602	8/14/2023	<b>Reed Security</b> 1632822	SECURITY CAMERAS	529.47	529.47
18603	8/14/2023	<b>Regent Signs</b> 26352	S&P/SOUTH POND SIGNAGE	1,110.00	1,110.00
18604	8/14/2023	<b>Ricoh Canada Inc.</b> 83215/83181	OFFICE-SUPPORT/VEEAM	266.41	266.41
18605	8/14/2023	<b>Rocky Mountain Equipment</b> P06039	FIRE-FUEL	156.69	156.69
18606	8/14/2023	<b>Roto Rooter</b> 13175/13216	SEWER LINE-122/206 1ST	452.88	452.88
18607	8/14/2023	<b>Sabrina Saccucci</b> 1	2023 BOARD OF REVISION	400.00	400.00
18608	8/14/2023	<b>Sask Research Council</b> 15/32/77/87/48	WATER LAB TESTING	153.55	153.55
18609	8/14/2023	<b>Sask Water</b> SW082370	BULK WATER	55,603.37	55,603.37
18610	8/14/2023	<b>Sask. Government Insurance</b> 165	POLICE-TAURUS PLATES	2,197.54	2,197.54
18611	8/14/2023	<b>Saskatoon CO-OP</b> 777-2	PW/POLICE/REC FUEL	3,051.94	3,051.94
18612	8/14/2023	<b>Southern Irrigation</b>			



Report Date  
8/09/2023 2:22 PM

Dalmeny  
**Accounts for Approval**  
As of 8/09/2023  
Batch: 2023-00038 to 2023-00040

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Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
		2908/8075/80/73	PARK-HOSE/JJ SOCCER LINE REPAI	594.38	594.38
18613	8/14/2023	<b>SPI Health and Safety Inc.</b> 11744126-00	PW-SAFETY SUPPLIES	22.18	22.18
18614	8/14/2023	<b>SVP Envoyer paiement a</b> 6866840	WATER METER SUPPLIES	8.24	8.24
18615	8/14/2023	<b>The Rent-It-Store</b> 2172/688/423/46	PW-CUTTERS/TREE AUGAR BIT	668.42	668.42
18616	8/14/2023	<b>Trans-Care Rescue</b> 1328/1569	FIRE-COAT/PANTS/HELMET SUPPLY	5,780.16	5,780.16
18617	8/14/2023	<b>University of Regina</b> 2334	POLICE-TRAINING SUPPLIES	1,061.21	1,061.21
18618	8/14/2023	<b>Warman Home Centre</b> EH0253/EG2470	REC TOOLS/SUPPLIES	139.70	139.70
18619	8/14/2023	<b>Wheatland Regional Library</b> 5018	2/2 LIBRARY LEVY 2023	7,275.92	7,275.92
18620	8/14/2023	<b>Zak's Home Hardware</b> 361/89/56/93...	REC/S&P-SUPPLY/MATERIAL	657.47	657.47
				Total for AP:	477,631.36

Certified Correct This August 9, 2023

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Administrator

Originator Name: Town of Dalmeny  
Currency: CAD

# Payor/Payee's List

Current System Date: 2023-Jul-22 Page 1 of 1

Payor/Payee Name	Amount
<u>Derksen, Crystal</u>	278.14
<u>Honeker, Sheila</u>	287.89
<u>Furi, Bonnie</u>	307.89
<u>Dovell, Beverley</u>	378.06
<u>Berrecloth, Colleen</u>	491.01
<u>Trayhorne, Laurelea</u>	1009.66
<u>Murray, Lillian</u>	1080.41
<u>Bold, Tai</u>	1181.37
<u>Janzen, Kelly</u>	1406.03
<u>Halcro, Mathew</u>	1482.62
<u>Dorner, Tyler</u>	1532.62
<u>Dyck, Bradley</u>	1674.86
<u>Van Meter, Christine</u>	1687.95
<u>Splawinski, Scott</u>	1721.30
<u>Johnson, Jeffrey</u>	1762.81
<u>Hollingshead, Jayson</u>	1800.96
<u>Rowe, Scott</u>	2076.64
<u>Weninger, Jim</u>	2915.61

\$23,075.83

## Payor/Payee's List Ready for Manual Release

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Payor/Payee Name	Account Number	Inst. ID	Route	Transit	Due Date	Trans Type	Rec Type	Amount
<u>Bolld, Tai</u>							C	1042.54
<u>Clare, Mackenzie</u>							C	1455.10
<u>Dorner, Tyler</u>							C	1680.36
<u>Dovell, Beverley</u>							C	563.08
<u>Dyck, Bradley</u>							C	1555.27
<u>Furi, Bonnie</u>							C	462.82
<u>Halcro, Mathew</u>							C	1482.62
<u>Hollingshead, Jayson</u>							C	1681.61
<u>Honeker, Sheila</u>							C	132.94
<u>Janzen, Kelly</u>							C	1406.03
<u>Janzen, Ayden</u>							C	144.25
<u>Johnson, Jeffrey</u>							C	1762.81
<u>Murray, Lillian</u>							C	1111.90
<u>Rowe, Scott</u>							C	2100.55
<u>Slack, Darlene</u>							C	279.06
<u>Splawinski, Scott</u>							C	1721.30
<u>Trayhorne, Laurelea</u>							C	1009.66
<u>Van Meter, Christine</u>							C	1687.95
<u>Weninger, Jim</u>							C	2969.50

\$24,249.35

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Originator Name: Town of  
Dalmeny Currency: CAD

Current System Date: 2023-

Aug 01 / 03

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# Payor/Payee's List Ready for Manual Release

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Back to Manual Release

Payor/Payee Name	Amount
<u>Baxter, Thomas</u>	270.98
<u>Bell, Alicia</u>	270.98
<u>Boisvert, Lacy</u>	324.39
<u>Bradley, Matt</u>	334.39
<u>Bueckert, Greg</u>	334.39
<u>Desnoyers, Eric</u>	334.39
<u>Klassen, Wade</u>	104.00
<u>Kroeker, Jonathan</u>	730.73
<u>Slack, Edward</u>	334.39
<u>Zoller, Anna- Marie</u>	334.39

\$3373.03

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*Business arising "A"*

*Ready for  
Council  
August 25/23*

# *The Building Code Regulations*

*being*

Saskatchewan Regulations 124/2021  
(effective January 1, 2022).

## **NOTE:**

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

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# SASKATCHEWAN REGULATIONS 124/2021

## *The Construction Codes Act*

### PART 1

#### Preliminary Matters

##### Title

- 1 These regulations may be cited as *The Building Code Regulations*.

##### Definitions and interpretation

- 2(1) In these regulations:

“**accessibility standards**” means the standards and requirements listed in Part 9;

“**Act**” means *The Construction Codes Act*;

“**administrative penalty**” means a penalty issued pursuant to section 11 of the Act;

“**appeal board**” means the Saskatchewan Construction Standards Appeal Board continued pursuant to section 27 of the Act;

“**candidate**” means a person who applies to the chief codes administrator for a building official licence or the renewal of building official licence;

“**Codes**” means the NBC and NECB;

“**competent person**” means a person who is recognized by a local authority as having:

- (a) a degree, certificate or professional designation; or
- (b) the knowledge, experience and training;

necessary to design or review the design of a building;

“**discipline order**” means a discipline order issued pursuant to section 14 of the Act;

“**existing building**” means a building:

- (a) on which work was commenced or completed before June 6, 1988; or
- (b) on which work was not commenced but for which a valid permit was issued before June 6, 1988 pursuant to a bylaw of the appropriate local authority;

“**farm residence**” is a building that contains a residential occupancy and that is located on land used for an agricultural operation as defined in *The Agricultural Operations Act*;

“**former Act**” means *The Uniform Building and Accessibility Standards Act* as that Act existed before the coming into force of the Act;

**“inspection”** means:

- (a) the inspection of ongoing or incomplete building construction, materials of construction or building systems; or
- (b) the inspection of completed or existing building construction, materials of construction or building systems;

to ascertain whether the Act and the regulations have been or are being complied with;

**“licence”** means a Building Official licence issued pursuant to section 23 or 24;

**“NBC”** means the edition and provisions of the National Building Code of Canada, including revisions, errata and amendments to it, declared to be in force pursuant to the Act and these regulations;

**“NECB”** means the edition and provisions of the National Energy Code of Canada for Buildings, including revisions, errata and amendments to it, declared to be in force pursuant to the Act and *The Energy Code Regulations*;

**“owner’s representative”** means any person, corporation, employee or contractor who has authority to act on behalf of an owner;

**“plan review”** means the examination of building drawings and related documents by a building official to ascertain whether those drawings and documents meet the requirements of the Act, these regulations and *The Energy Code Regulations*;

**“work”** means any design, construction, addition, erection, placement, alteration, repair, renovation, demolition, relocation, removal, use, occupancy or change of occupancy of a building.

(2) For the purposes of the Act and these regulations, a building is not a farm building if:

- (a) the building is used in the production, processing, wholesaling or distribution of cannabis as defined in the *Cannabis Act* (Canada) or *The Cannabis Control (Saskatchewan) Act*;
- (b) the building is used for the manufacture, sale, storage, wholesale or delivery of beverage alcohol as authorized by *The Alcohol and Gaming Regulation Act, 1997*; or
- (c) the building is classified for assessment purposes in one of the following classes:
  - (i) commercial and industrial;
  - (ii) elevators;
  - (iii) railway rights of way and pipeline.

(3) A person has a financial interest in a matter if:

- (a) that person or the person’s spouse or dependent child has a controlling interest in, or is a director or senior officer of, a corporation that could make a financial profit from or be adversely affected financially by a decision respecting that matter; or



*Business Arising B<sup>3</sup>*

*Ready for  
Council  
Aug 25/23*

**Jim Weninger**

---

**From:** Town Office  
**Sent:** August 17, 2023 2:08 PM  
**To:** Jim Weninger; Jeff Johnson; Tom Baxter; dalmenypolice@sasktel.net  
**Subject:** FW: Highway No. 305 Grade & Pave Project  
**Attachments:** Highway 305 Project Location Plan.pdf; Highway 305 Grading Location Plan.pdf

**From:** Campbell, Brad HI <brad.campbell@gov.sk.ca>  
**Sent:** Thursday, August 17, 2023 11:50 AM  
**To:** Town Office <townoffice@dalmeny.ca>  
**Subject:** Highway No. 305 Grade & Pave Project

Good morning,

I would like to follow up on the project information sheet that was sent out in regards to the grade & pave project on Highway No. 305 between Dalmeny and Highway No. 16. This is a 2-year project where only a portion of the grading will be completed this year, and the remainder of the grading/surfacing will be completed next year.

I have attached 2 location plans, one for the grading limits and one for the entire project limits. A summary of the work is as follows:

- From the intersection of 1<sup>st</sup> Street in Dalmeny (km 8.80) to km 9.45 we are milling out a small portion of the existing surface and overlaying asphalt on top. This will take place next year.
- Grading begins at km 9.45 and continues west to the tie in point at Highway No. 16. This will include the demolition of the shop located on the south side of the Highway near km 9.68.
- The Contractor plans to start stripping top soil at km 14.0 (which is off the existing Highway) and move to the west where we will tie into the existing Highway.

Currently we expect the Contractor to start moving some equipment out there today and potentially start operations tomorrow.

I am the Construction Project Manager for this project, so please feel free to reach out to me directly if you have any questions or concerns.

Thank you,

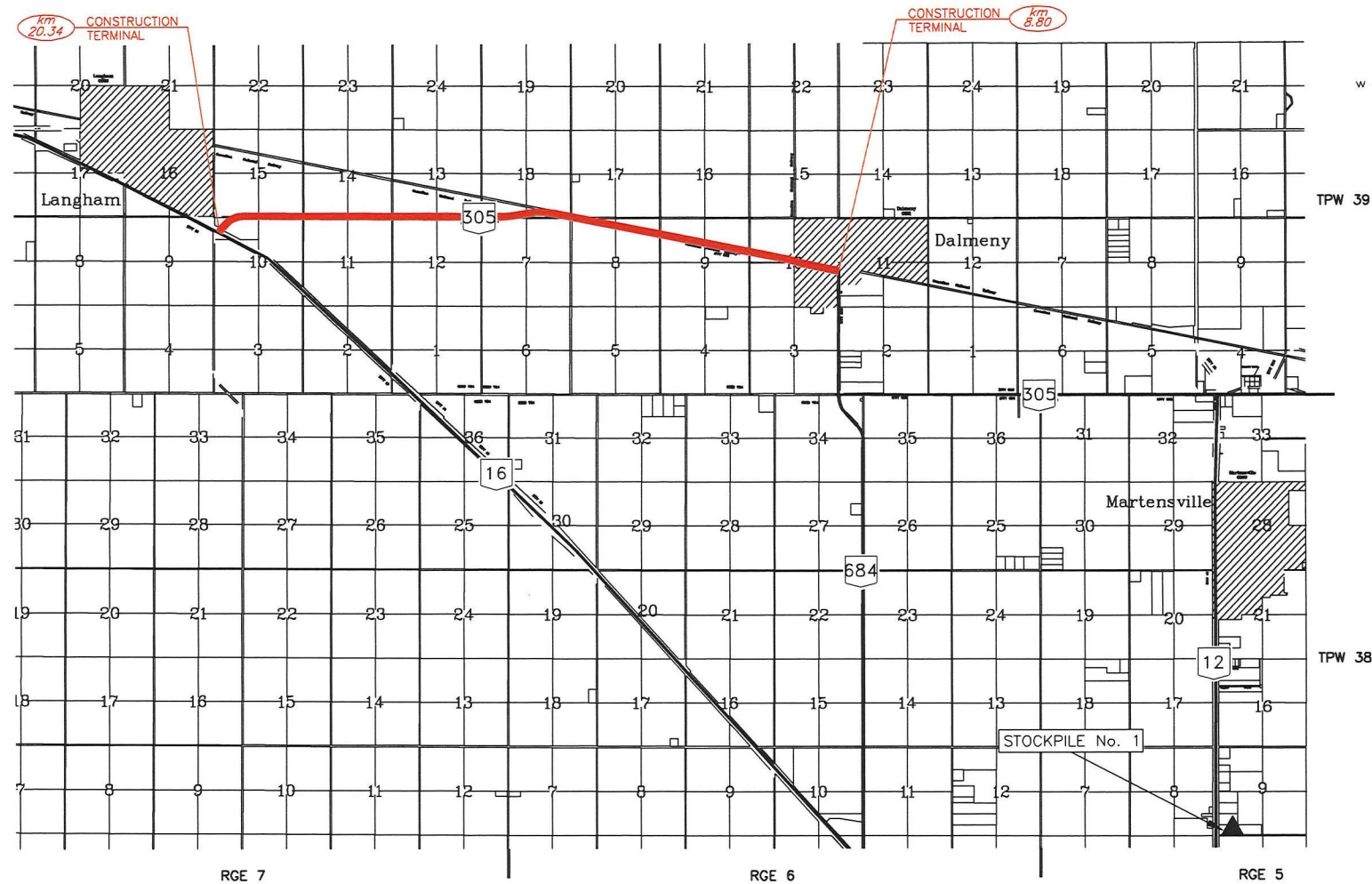
**Brad Campbell**  
**Government of Saskatchewan**  
Project Manager  
Construction Delivery South, Ministry of Highways

Bay 18 – 3603 Millar Avenue  
Saskatoon, Canada S7P 0B2  
Cell: 306-535-1530



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*This email (and any attachment) was intended for a specific recipient(s). It may contain information that is privileged, confidential or exempt from disclosure. Any privilege that exists is not waived. If you are not the intended recipient, do not copy or distribute it to another person or use it for any other purpose. Please delete it and advise me by return email or telephone. Thank you.*



LOCATION PLAN  
HIGHWAY NO 305  
km 8.80 TO 20.34  
H23060-01

DRAWN BY	CLIFTON	DATE	23/05/01	CS	305-02	TAB NO	01-01
DESIGNED BY	CLIFTON	DATE	23/05/01	CONTRACT	H23060	SHEET	1 OF 1

ACAD DWG: S2326 LOCATION PLAN  
LAST REV DATE: 2023-03-30

# CONTROL SECTION 305-02

CONTRACT NO H23060  
SHEET 1 OF 18

km 9.448 TO km 20.309  
PLANS AND PROFILES  
FROM

WEST OF DALMENY TO EAST OF JUNCTION WITH HIGHWAY NO. 16

FROM  
A POINT 40 m SOUTH AND 180 m EAST OF THE N.W. CORNER OF THE S.E. 1/4 10-39-6-3  
TO  
A POINT 225 m SOUTH AND 120 m EAST OF THE N.W. CORNER OF THE N.W. 1/4 10-39-7-3



## PRE-CONSTRUCTION ENGINEERING

DESIGNED BY: FRANK SKILNICK SENIOR PROJECT MANAGER DATE  
RECOMMENDED BY: MUSTAFA ALJUBOORI PROJECT MANAGER DATE  
APPROVED BY: SHEILA SHINDELKA DIRECTOR DATE

## INDEX

ITEM  
TITLE SHEET  
SUMMARY OF QUANTITIES  
PLAN AND PROFILE  
MASS DIAGRAM  
EXAMPLE CROSS SECTIONS  
SOIL DATA  
ABBREVIATIONS AND SYMBOLS

SHEET  
1  
2  
3-10  
11-13  
14  
15-16  
17-18

## CONSTRUCTION ENGINEERING

FIELD SUPERVISION BY: PROJECT MANAGER DATE  
GENERAL SUPERVISION BY: REGIONAL CONSTRUCTION ENGINEER DATE



Report Date  
8/23/2023 3:17 PM

*Proposed.*

Dalmeny  
**Accounts for Approval**  
As of 8/23/2023  
Batch: 2023-00042

Page 1

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
<b>Bank Code: AP - AP-GENERAL OPER</b>					
Computer Cheques:					
18621	8/28/2023	<b>ATS Traffic</b> 000747/1021/748	STREET SIGNS	774.54	774.54
18622	8/28/2023	<b>B&amp;E ELECTRONICS LTD</b> SAS777508	FIRE-VEHICLE SUPPLIES	132.31	132.31
18623	8/28/2023	<b>De Lage Landen Financial</b> 9155716	OFFICE COPIER LEASE	739.38	739.38
18624	8/28/2023	<b>Early's Farm and Garden Centre</b> 094015	SOCCER FIELD GRASS SEED	499.50	499.50
18625	8/28/2023	<b>Earthworks Equipment Corp</b> S15352	BOBCAT/STREET SIGN SUPPLY	196.13	196.13
18626	8/28/2023	<b>Everguard Fire Safety</b> 037141	FIRE-CYLINDER TEST	124.88	124.88
18627	8/28/2023	<b>Janzen Steel Buildings Ltd.</b> 6075	PW-GRAVEL	3,351.83	3,351.83
18628	8/28/2023	<b>JDM Construction Corp</b> 23-1365/1364	NUISANCE-YARD CLEANUP	1,071.00	1,071.00
18629	8/28/2023	<b>PA Aquifer Prince Albert</b> S100363362.001	CALIBRATION KIT	580.64	580.64
18630	8/28/2023	<b>Pitney Works</b> 137	OFFICE POSTAGE	210.00	210.00
18631	8/28/2023	<b>Princess Auto</b> 4844428/870/425	PW-TOOLS/RINK/LAGOON SUPPLY	1,591.58	1,591.58
18632	8/28/2023	<b>R.M. of Corman Park</b> 33784	PEST CONTROL	423.84	423.84
18633	8/28/2023	<b>RA Auto Repair LTD</b> 42479	POLICE-TAHOE OVERFLOW TANK	284.39	284.39
18634	8/28/2023	<b>Rampart</b> R2023-35912	POLICE-TRAINING MAGTECH	777.00	777.00
18635	8/28/2023	<b>Rempel Engineering</b> 21607	TOWN SHOP ENGINEERING	393.75	393.75
18636	8/28/2023	<b>Sask Research Council</b> 4583/4692/35/46	WATER LAB TESTING	502.42	502.42
18637	8/28/2023	<b>Sask Water</b> SW082773	JULY BULK WATER	58,324.71	58,324.71
18638	8/28/2023	<b>Sask. Government Insurance</b> 166	POLICE-TAHOE/HANDIVAN PLATES	2,802.04	2,802.04
18639	8/28/2023	<b>SASK. WCB</b> 2/2-2023	2/2- 2023 PAYMENT	8,773.52	8,773.52
18640	8/28/2023	<b>Saskatoon Varsteel</b> 11003439	ARENA SPRAYER/LAGOON BOAT	615.26	615.26

Report Date  
8/23/2023 3:17 PM

*Proposed*

Dalmeny  
**Accounts for Approval**  
As of 8/23/2023  
Batch: 2023-00042

Page 2

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
18641	8/28/2023	<b>SaskEnergy Corp.</b> AUG 2023	AUG SASKPOWER/ENERGY PMT	11,879.31	11,879.31
18642	8/28/2023	<b>SaskTel CMR</b> 445	SASKTEL PAYMENT	1,902.22	1,902.22
18643	8/28/2023	<b>Sea Hawk Specialized</b> 6155	FIRE-FIRE GEAR/UNIFORM	2,276.28	2,276.28
18644	8/28/2023	<b>Suncorp Valuations Ltd.</b> CA00011313	2023 PROPERTY APPRAISAL	4,268.16	4,268.16
18645	8/28/2023	<b>Swish-Kemsol</b> J037525	RED BARN JANITORIAL	256.39	256.39
18646	8/28/2023	<b>The Bolt Supply House Ltd.</b> 8236080/43043	WORKLIGHT/TRACTOR SUPPLY	166.68	166.68
18647	8/28/2023	<b>The Rent-It-Store</b> 242155/242739	S&P-BOLLARD AUGAR BIT RENTAL	332.73	332.73
18648	8/28/2023	<b>Trans-Care Rescue</b> 24140/1611	RESCUE 22/VEHICLE RESCUE COURSE	2,238.46	2,238.46
18649	8/28/2023	<b>Zak's Home Hardware</b> 586256/05/15/..	ARENA PUCKBOARDS/SIGN SUPPLY	3,557.30	3,557.30
				Total for AP:	109,046.25

Certified Correct This August 23, 2023

# Payor/Payee's List Ready for Manual Release

Current System Date: 2023-Aug-21

Page 1 of 1

[Back to Manual Release](#)

Payor/Payee Name	Rec Type	Amount
<u>Berrecloth, Colleen</u>	C	491.01
<u>Bolld, Tai</u>	C	1073.46
<u>Clare, Mackenzie</u>	C	1455.10
<u>Derksen, Crystal</u>	C	278.14
<u>Dorner, Tyler</u>	C	1532.62
<u>Dovell, Beverley</u>	C	404.32
<u>Dyck, Bradley</u>	C	1645.13
<u>Furi, Bonnie</u>	C	505.72
<u>Halcro, Mathew</u>	C	1482.62
<u>Hollingshead, Jayson</u>	C	1800.96
<u>Honeker, Sheila</u>	C	158.69
<u>Janzen, Kelly</u>	C	1406.03
<u>Janzen, Ayden</u>	C	1287.42
<u>Johnson, Jeffrey</u>	C	1903.90
<u>Murray, Lillian</u>	C	1153.92
<u>Rowe, Scott</u>	C	2209.73
<u>Slack, Darlene</u>	C	863.33
<u>Splawinski, Scott</u>	C	1721.30
<u>Trayhorne, Laurelea</u>	C	1009.66
<u>Van Meter, Christine</u>	C	1687.95
<u>Weninger, Jim</u>	C	2969.50

\$27,040.51



Land Services  
700-1777 Victoria Avenue  
Regina, SK S4P 4K5

August 24, 2023

**Via Email**

RM of Corman Park No. 344  
111 Pinehouse Drive  
Saskatoon, SK  
S7K 5W1  
[rm344@rmcormanpark.ca](mailto:rm344@rmcormanpark.ca)

Town of Dalmeny/Dalmeny Fire Department  
Box 400  
Dalmeny, SK  
S0K 1E0  
[townoffice@dalmeny.ca](mailto:townoffice@dalmeny.ca)  
[dalfirechief@sasktel.net](mailto:dalfirechief@sasktel.net)

Dear Neighbor,

**RE: TransGas Limited – Flare Notification**  
**NE 35-38-06 W3M – Dalmeny Town Border Station**

Please be advised that TransGas Limited (TransGas), a wholly owned subsidiary of SaskEnergy Incorporated, is planning to complete a scheduled flare at the above location. The flare is in conjunction with upcoming maintenance work taking place in the area.

The flare will be conducted on **Tuesday, August 29, 2023** at the TransGas Dalmeny Town Border Station, which is located within the RM of Corman Park and approximately 1.5km south of the Town of Dalmeny near Highway 305. While the infrastructure is isolated from the rest of the system, flaring is required to remove the remaining gas prior to work commencing. Flaring is an industry standard procedure when natural gas needs to be released from a gas line and reduces the carbon footprint of the vented natural gas by 85 per cent. For more information regarding flaring and its purposes, please refer to the SaskEnergy video at the following link [SaskEnergy Spotlight: Natural Gas Flaring](#).

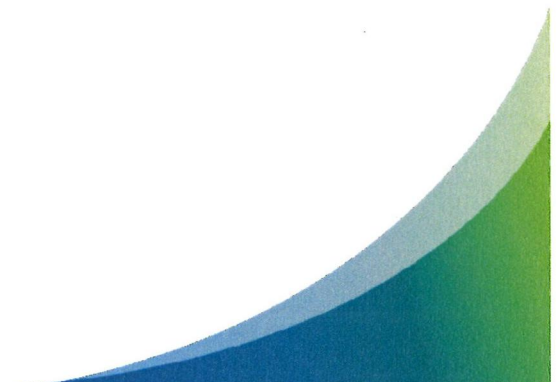
The proposed schedule is **6:00am to 11:00am** on each of the above dates, which is subject to change based on operating requirements. Please note there will be no interruptions to existing residential gas services during these activities.

Scheduled work on our facilities and infrastructure supports the safe and reliable delivery of natural gas to all customers. All proposed work is being conducted in accordance with industry best practices and complies with associated provincial regulations.

We appreciate your patience and cooperation with this scheduled work. If you have any questions or concerns regarding the work or the proposed schedule, please contact me at 306-750-3002 or [gdauiduk@saskenergy.com](mailto:gdauiduk@saskenergy.com).

Sincerely,

Graham Daviduk  
Land Consultant – Land Services, SaskEnergy Incorporated





**CAO REPORT**  
**August 28, 2023**

**1. Utility Invoices:**

During the final week of August 2023 Utility Invoices will be prepared and mailed/emailed on either Friday, September 1 or Tuesday, September 5, 2023.

**2. Suncorp Valuations – Appraisal Update Report:**

ASA, Managing Director, Public Sector Valuation Group Chris Parr from Suncorp Valuations completed the Town's Appraisal Update Report on August 17, 2023. The Town's appraised value for the Cost of Reproduction – New (CRN) increased from \$31,061,400 (2022) to \$37,598,600 (2023), as follows:

Building Construction and Services	\$29,007,700
Yard Improvements	\$2,463,200
Building Codes and Bylaws	MEETS CODE
Demolition and Debris Removal	\$641,600
Furnishings and Equipment	\$671,300
Mobile Equipment	<u>\$4,814,800</u>
Total	\$37,598,600

The Public Works Shop/Fire Storage Area building, along with the Spray Park building and equipment were added after the Appraisal Report was completed in 2022.

**3. Building Code Regulations:**

In reviewing Bylaw 6-2023, the definition of work that is contained in the Bylaw, is identical to the definition contained in *The Building Code Regulations*, as attached.

I don't see the Town administering the proposed Building Bylaw, any different than the present Building Bylaw, as it pertains to the definition of "work". The new definitions are already contained in *The Construction Codes Act, The Building Code Regulations and The Energy Code Regulations*.

Jim Weninger, Chief Administrative Officer

## TOWN OF DALMENY

### BYLAW NO. 6-2023

#### A BYLAW RESPECTING BUILDINGS

The Council of the Town of Dalmeny in the Province of Saskatchewan enacts as follows:

##### SHORT TITLE

- 1 This bylaw may be cited as the Building Bylaw.

##### PURPOSE OF THE BUILDING BYLAW

- 2 The purpose of this bylaw is to provide for the administration and enforcement of the Act, the regulations, the National Building Code of Canada, the National Energy Code of Canada for Buildings, ministerial interpretations and Saskatchewan Construction Standards Appeal Board orders and building official orders within the local authority.

##### INTERPRETATION/LEGISLATION

- 3 Definitions contained in *The Construction Codes Act*, *The Building Code Regulations* and *The Energy Code Regulations* shall apply in this building bylaw.

**"Act"** means The Construction Codes Act.

**"architect"** means a licensed architect as defined in *The Architects Act, 1996* who is registered as a member within the meaning of that Act and whose registration is not under suspension.

**"building official"** means a person who holds a building official licence.

**"competent person"** means a person who is recognized by the local authority as having:

- (a) a degree, certificate or professional designation; or
- (b) the knowledge, experience and training;  
necessary to design or review the design of a building.

**"engineer"** means a professional engineer, as defined by *The Engineering and Geoscience Professionals Act*, whose registration is not under suspension and includes the holder of a certificate of authorization granted pursuant to section 22 of that Act.

**"local authority"** means the municipality of the Town of Dalmeny.

**"NBC"** means the edition and provisions of the National Building Code of Canada, including revisions, errata and amendments to it, declared to be in force pursuant to the Act and the regulations.

**"NECB"** means the edition and provisions of the National Energy Code of Canada for Buildings, including revisions, errata and amendments to it, declared to be in force pursuant to the Act and the regulations.

**"occupancy certificate"** means a certificate issued with respect to the approved use or occupancy of a building.

**"owner"** means:

- (a) any person who has any right, title, estate or interest in land, improvements or premises other than that of a mere occupant, tenant or mortgagee;
- (b) any person, firm or corporation that controls the property under consideration; or
- (c) if the building is owned separately from the land on which the building is located, the owner of the building.

**"owner's representative"** means any person, company, employee or contractor who has authority to act on behalf of an owner.

**"permit"** means written authorization issued by the local authority or its building official in the form of a building permit.

**"plan review"** means the examination of building drawings and related documents by a building official to ascertain whether those drawings and documents meet the requirements of the Act and the regulations.

**"regulations"** means *The Building Code Regulations* and *The Energy Code Regulations*.

**"SAMA fee"** means a fee charged to the local authority by the Saskatchewan Assessment Management Agency with respect to the work.

**"value of construction"** means the total costs to the owner for the building construction in its completed form and includes the cost of all building work, materials of construction, building systems, labour and overhead, and profit of the contractor and subcontractors.

**"work"** means any construction, addition, erection, placement, alteration, repair, renovation, demolition, relocation, removal, use, occupancy or change of occupancy of a building.

## **SCOPE OF THE BYLAW**

- 4** This building bylaw applies to all work undertaken or to be undertaken within the geographical jurisdiction of the local authority.

## **GENERAL**

- 5(1)** It is the duty of every owner or the owner's representative of a building in Saskatchewan to ensure that the building and work is in accordance with the Act, the regulations, any associated codes, interpretations and orders and any bylaws adopted by the local authority with which the building is associated.
- (2) It shall be the responsibility of the owner or the owner's representative to arrange for all permits, inspections and certificates required by any other applicable bylaws, Acts and regulations.
  - (3) A building or part of a building for which a permit has been granted shall not be occupied before the issuance of an occupancy certificate by the local authority or the building official pursuant to clause 16(11)(h) of the Act.
  - (4) The provisions of this building bylaw apply to buildings greater than 10m<sup>2</sup> (107.6 ft<sup>2</sup>) in building area except as otherwise exempted by the Act or the regulations.

## PERMIT - ISSUANCE

- 6(1) Every application for a permit for work shall be on the form provided by the local authority, and shall be accompanied by digital set of plans and specifications of the proposed building and work. If the submitted digital plans require printing on paper larger than 11"x17", one set printed on appropriate size and scale are required to be submitted for permanent storage at the local authority.
- (2) Every permit application shall be reviewed and approved by the building official including plan review and approval.
- (3) If the work described in an application for a permit, to the best of the knowledge of the local authority or the building official, complies with the requirements of this building bylaw, the Act, or the regulations, the local authority or the building official shall, on receipt of the required fee, issue a permit on the form provided by the local authority.
- (4) A permit issued pursuant to this building bylaw must include:
  - (a) the name of the person, or company to whom the permit is issued;
  - (b) the period for which the permit is valid;
  - (c) a statement of all fees, deposits or bonds charged for the permit;
  - (d) the scope of work authorized by the permit;
  - (e) the municipal address or legal description of the property on which the work described in the permit is located;
  - (f) the buildings or portion of buildings to which the permit applies;
  - (g) the date of completion of the stages of construction for which a permit holder must inform the local authority;
  - (h) any conditions that the permit holder is required to comply with; and
  - (i) any information required by this building bylaw.
- (5) No person, or company to whom a permit is issued pursuant to the Act shall fail to comply with the terms and conditions of the permit.
- (6) Work must not commence before a permit is issued. Where work has commenced prior to issuing a permit, an additional fee shall be paid equal to 100% of the permit fee to a maximum of \$5,000.00
- (7) The permit fee shall be calculated according to the sum of the following:
  - (a) a permit administration fee listed in a fee bylaw for the processing, handling and issuance of a permit;
  - (b) the fees for plan review, field inspection of construction and enforcement in accordance with a fee bylaw or the agreement between the provider of building official services and the local authority;
  - (c) the fees charged by the Saskatchewan Assessment Management Agency; and
  - (d) a deposit, if required, in an amount determined by the local authority.
- (8) If a deposit is collected it shall, on request by the owner or owner's representative, be refundable to the owner on satisfactory completion of the work or on approval of use or occupancy of the building by the local authority or the building official.

- (9) All permit fees and deposits will be collected before the permit is issued and subject to any applicable taxes.
- (10) The local authority or the building official may establish the value of construction for the work described in an application for a permit, for the purpose of calculating a permit fee, based on established current construction costs, the owner's or the owner's representative statement of costs or constructor's contract values, or similar methods selected by the local authority or the building official.
- (11) It is the responsibility of the owner or the owner's representative to ensure that all notifications required by section 7 of the Act and this building bylaw are given to the local authority and that all inspections are scheduled and completed. Failure to do so may result in additional fees for follow up inspections.
- (12) The owner or the owner's representative will be invoiced by the local authority for additional inspection fees and payment of the inspection fees will be due on receipt of an invoice. Unpaid inspection fees will be considered a debt due to the local authority and may be recovered from the owner of the land or premises in or on which the work was carried out as per the Act.
- (13) The local authority may, at its discretion, rebate a portion of a permit fee or deposit where work is reduced in scope or discontinued, or where other exceptional circumstances occur.
- (14) A permit to demolish or remove a building or structure may be approved and issued once the local authority is satisfied that there are no debts to the local authority or property taxes in arrears.

## **PERMITS - REFUSAL TO ISSUE**

7(1) The local authority may refuse to issue a permit if:

- (a) the proposed work described on the permit application would contravene:
  - (i) the Act;
  - (ii) the regulations;
  - (iii) an order of the appeal board;
  - (iv) a written interpretation of the minister pursuant to section 8 of the Act; or
  - (v) the local authority's building bylaw;
- (b) the person who designed or reviewed the design of a proposed building that is within the scope of Part 9 of the NBC is not a competent person;
- (c) the person who designed or completed a design review of a proposed building that is within the scope of the NECB is not an architect or engineer;
- (d) the application for a permit is incomplete;
- (e) any fees, deposits or bonds required pursuant to the local authority's building bylaw for the issuance of a permit have not been paid; or
- (f) the proposed work described on the permit application would contravene any other Act, regulations or bylaw that applies to the proposed work.

- (2) Where the local authority refuses to issue a permit pursuant to subsection (1), the local authority shall:
- (a) provide written notice to the applicant as to the reasons for the local authority's refusal to issue a permit; and
  - (b) refund any fee or deposit paid as part of the permit application for work pursuant to the Act, less any fees paid for:
    - (i) plan review; and
    - (ii) permit application or administration.

### **PERMITS - REVOCATION**

8(1) The local authority may revoke a permit issued pursuant to the Act:

- (a) if the holder of the permit requests in writing that it be revoked;
  - (b) if the permit was issued on mistaken, false or incorrect information;
  - (c) if the permit was issued in error;
  - (d) subject to subsection (2), if, after 6 months after the permit's issuance, the work for which the permit was issued has not, in the opinion of the local authority's building official, been seriously commenced and no written agreement for the delay has been given by the local authority; or
  - (e) subject to subsection (2), if the work for which the permit was issued is, in the opinion of the local authority's building official, substantially suspended or discontinued for a period of more than 6 months after the permit's issuance and no written agreement for the delay has been given by the local authority.
- (2) If the local authority revokes a permit pursuant to subsection (1) it shall provide written notice to the permit holder as to the reasons for the revocation.

### **PERMITS - EXPIRY**

- 9(1) The expiry of a permit does not relieve the owner or the owner's representative from the obligation to complete the work approved in the permit.
- (2) All permits issued pursuant to this building bylaw shall expire on the date stated in the permit, or if no date is stated:
- (a) twenty-four months from date of issue;
  - (b) six months from date of issue if work is not commenced within that period;
  - (c) on the date specified by the local authority if work has not seriously commenced and is suspended for a period of six months; or
  - (d) on the date specified by the local authority if work has been suspended with written permission by the local authority or building official and the agreed upon period has been exceeded.
- (3) An owner or the owner's representative that does not complete all the work listed on a permit before the permit expires shall apply to the local authority that issued the permit do one of the following:
- (a) revoke the permit;
  - (b) extend the term of the permit;
  - (c) vary the condition of the permit.

- (4) The local authority may revoke, extend or vary the conditions of a permit on written application of the permit holder and subject to any condition or fees listed in the bylaw.

## **ENFORCEMENT**

- 10** The local authority or the building official may take any measures as permitted by section 24, 25 or 26 of the Act and sections 13 and 14 of *The Building Code Regulations* for the purpose of ensuring compliance with this building bylaw.

## **NOTIFICATION**

- 11**(1) The owner or the owner's representative of a building to be constructed shall ensure that the local authority is notified of:
- (a) when excavation is to be commenced;
  - (b) when the foundation is to be placed;
  - (c) when a superstructure is to be placed on the foundation;
  - (d) any other event at the time required by the permit under which work has been undertaken; and
  - (e) any other specified event at the specified time.
- (2) Before commencing work at a building site, the owner or the owner's representative shall give notice to the local authority of:
- (a) the date on which the owner or the owner's representative intends to commence the work; and
  - (b) subject to subsection (8), the name, address and telephone number of:
    - (i) the constructor or other person in charge of the work;
    - (ii) the designer of the work;
    - (iii) the person or firm that is to review the work to determine whether or not the construction conforms to the design; and
    - (iv) any inspection or testing agency that is engaged to monitor the work.
- (3) During the course of construction, the owner or the owner's representative shall give notice to the local authority of:
- (a) subject to subsection (8), any change in, or termination of, the employment of a person or firm mentioned in clause (2)(b);
  - (b) the owner's or owner's representative intent to do any work that has been ordered by a building official or local authority to be inspected during construction;
  - (c) the owner's or owner's representative intent to enclose work that has been ordered by a building official or local authority to be inspected before enclosure;
  - (d) subject to subsection (8), any proposed deviation from the plans approved and permitted by the local authority;
  - (e) subject to subsection (8), any construction undertaken that deviates from the plans approved and permitted by the local authority; and
  - (f) the completion of work.

- (4) Subject to subsection (8), the owner or the owner's representative of a building under construction shall give notice to the local authority of:
- (a) any change in ownership or change in address of the owner or the owner's representative that occurs before the issuance of an occupancy certificate as soon as the change occurs; and
  - (b) the owner's or owner's representative intention to occupy a portion of the building if the building is to be occupied in stages.
- (5) The owner of a building or the owner's agents, contractors, employees, successors or assigns or the registered owner of the land on which the building is situated shall submit a written report to the local authority of the occurrence of the following that causes or has the potential to cause serious injury or loss of life:
- (a) structural failure of the building or part of the building;
  - (b) failure of any equipment, device or appliance that is regulated by the Act or the regulations.
- (6) A report submitted pursuant to subsection (5) must:
- (a) contain:
    - (i) the name and address of the owner;
    - (ii) the address or location of the building involved in the failure;
    - (iii) the name and address of the constructor of the building;
    - (iv) the nature of the failure; and
  - (b) be submitted to the local authority within 15 days after the occurrence of the failure mentioned in clause (5)(a) or (b).
- (7) On receipt of the report pursuant to subsection (5), the local authority may require an owner to do the following:
- (a) provide any other information that the building official or local authority may consider necessary;
  - (b) complete any additional work that is necessary to ensure compliance.
- (8) Notice given pursuant to clause (2)(b), (3)(a), (3)(d), (3)(e) or subsection (4) is to be in writing.

## **SPECIAL CONDITIONS**

- 12(1)** An owner or the owner's representative that undertakes to construct or have constructed a building that is within the scope of Parts 3, 5, 6 and 7 of the NBC shall have an architect or engineer complete the design or design review of:
- (a) the building; and
  - (b) all building systems.
- (2) An owner or the owner's representative that undertakes to construct or have constructed a building with a structure that is within the scope of Part 4 of the NBC shall have an architect or engineer complete:
- (a) the design or design review of the structure;
  - (b) an inspection of construction of the structure to ensure compliance with the design; and
  - (c) the reviews required by the NBC.



- (3) An owner or the owner's representative that undertakes to construct or have constructed a building with a structure within the scope of the NECB shall have an architect or engineer complete:
  - (a) the design or design review of the structure;
  - (b) the inspection of construction of the structure to ensure compliance with the design; and
  - (c) the reviews required by the NECB.
- (4) An applicant who undertakes to construct or have constructed a building with engineered life safety systems designed within the scope of Part 3 of the NBC for fire protection and occupant safety, including mechanical, electrical, and fire protection systems shall have an architect or engineer complete:
  - (a) the design or design review of the system(s);
  - (b) the inspection of construction and installation of the system(s) to ensure compliance with the design; and
  - (c) the reviews required by the NBC.
- (5) In addition to the requirements of subsection (1), (2) or (3), the local authority or building official shall require that an engineer or architect provide:
  - (a) a Commitment for Field Review letter as part of the permit application for work; and
  - (b) an Assurance of Field Review and Compliance letter, on completion of the work, providing assurance that the work conforms to the engineer's or architect's design.
- (6) An owner or the owner's representative that undertakes to construct or have constructed a building that is within the scope of Part 9 of the NBC shall ensure that a competent person has designed or reviewed the design of the building.
- (7) An owner or the owner's representative shall ensure that copies of any inspection or review reports made pursuant to this section are made available to a building official or the local authority on the request of the building official or local authority, as the case may be.
- (8) No owner of a building or an owner's representative shall cause or allow the ground elevations of a building to be changed so as to place in contravention of the NBC:
  - (a) the building or part of the building; or
  - (b) an adjacent building.
- (9) If the property boundaries of a building lot are changed so as to place a building or part of a building in contravention of the NBC, the owner or the owner's representative shall immediately alter the building or part of the building to bring it into compliance with the NBC.
- (10) Building permits will be required for all buildings that have sleeping accommodations.
- (11) Building permits will be required for retaining walls greater than 900mm in differential grade height on lands not used for agricultural purposes. An applicant who undertakes to construct or have constructed retaining walls greater than 900mm shall have an architect or engineer complete the design/design review of the structure.

(12) All demolition work shall comply with the following:

- (a) work shall be carried out in a safe, competent, skillful and efficient manner in accordance with Occupational Health and Safety Regulations (Saskatchewan);
- (b) no person undertaking a demolition shall dispose of waste material from the demolition site, except in a permitted landfill site;
- (c) all residential concrete slabs, footings and foundations shall be removed entirely regardless of depth;
- (d) except when new construction is to proceed within 30 days of completion of the demolition, all excavations shall be filled to grade level, and
- (e) demolition work shall not be considered as complete until the site is free of all debris, appropriately graded, and left in a state acceptable to the local authority.
- (f) prior to demolition, the applicant shall confirm with the local authority:
  - i) water and sanitary sewer service connections are discontinued at the water and sewer mains, and
  - ii) have the gas, electric, and telephone companies and all other utility service companies to discontinue their services and make all disconnects.

(13) Removal of a building or structure is considered demolition and in addition to the requirements of subsection 12(12), all work involving the removal of a building or structure shall comply with the following so that the local authority is satisfied that:

- (a) the structure of the building is such that removal can be safely performed;
- (b) that no person other than a licensed building mover will remove or relocate the building, and
- (c) that the building shall be moved along a route that, if by reason of its height, is the least likely to occasion damage to municipal facilities and service infrastructure.

(14) Work that includes the use of a relocated existing structure shall comply with all requirements of this bylaw.

#### **PENALTY**

**13(1)** Any person who contravenes any of the provisions of this building bylaw may be subject to the penalties provided in Part 8 of the Act.

(2) Conviction of a person or corporation for breach of any provision of this building bylaw shall not relieve the person or corporation from compliance with the Act and regulations.

#### **COMING INTO FORCE AND REPEAL OF BYLAW(S)**

**14** On enactment of this building bylaw, Bylaw 7/11, including building bylaw amendments, are repealed.

Enactment pursuant to Section 17 of *The Construction Codes Act*.

(S E A L)

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Mayor

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Chief Administrative Officer

# TOWN OF DALMENY

## BYLAW NO. 7-2023

### BUILDING ADMINISTRATION FEE BYLAW

#### A BYLAW TO ESTABLISH FEES FOR THE PROVISION OF ADMINISTERING BUILDING, DEMOLITION AND MOVING PERMITS.

The Council of the Town of Dalmeny in the Province of Saskatchewan enacts as follows:

##### Short Title

- 1) This bylaw shall be referred to as the Building Administration Fee Bylaw.

##### Purpose

- 2) The purpose of this bylaw is to establish fees for providing services to administer building, moving and demolition permit applications.

##### Definitions

- 3) In this bylaw:
  - a) "Act" shall mean *The Municipalities Act*.
  - b) "Municipality" shall mean the Town of Dalmeny.

##### Building Permit Application Fees & Deposit

- 4) For all buildings, except decks and accessory buildings, the following fees and deposits will be collected before any building permit is issued:
  - a) a fee of:
    - i) \$5.00 per \$1,000.00 of value on construction with a minimum fee of \$75.00.
  - b) the fees charged by the Saskatchewan Assessment Management Agency; and,
  - c) a deposit of \$1,000.00, which will be refundable on satisfactory completion of the work or on approval of use or occupancy of the building by the Municipality's appointed building official.
- 5) For decks and accessory buildings, the following fees and deposits will be collected before any building permit is issued:
  - a) a fee of:
    - i) \$5.00 per \$1,000.00 of value on construction with a minimum fee of \$75.00.
  - b) the fees charged by the Saskatchewan Assessment Management Agency; and,
  - c) a deposit of \$250.00, which will be refundable on satisfactory completion of the work and approval of the Municipality's appointed building official.

**Move In or Within Permit Application Fees & Deposit**

- 6) For buildings being moved into the municipality, or within the municipality, the following fees and deposits will be collected before any move in permit is issued:
- a) a fee of \$50.00,
  - b) a special inspection fee, mileage fee, and fees for the plan review, field inspection of construction and enforcement in accordance with an agreement between the provider of building official services and the property owner,
  - c) the fees charged by the Saskatchewan Assessment Management Agency; and,
  - d) a deposit of \$2,000.00, which will be refundable on satisfactory completion of the work or on approval of use or occupancy of the building by the Municipality's appointed building official. If the work is not completed within a reasonable time, the Town may use the deposit, or portion thereof, to have the work completed.

**Demolition or Removal Permit Application Fees & Deposit**

- 7) For all buildings being moved out of the municipality, the following fees and deposits will be collected before any move out permit is issued:
- a) a fee of \$50.00,
  - b) the fees charged by the Saskatchewan Assessment Management Agency; and,
  - c) a deposit of \$2,000.00, which will be refundable on immediate restoration of the site to a condition that is satisfactory to the Municipality. If the work is not completed within a reasonable time, the Town may use the deposit, or portion thereof, to have the work completed.

**Effective Date**

- 8) The bylaw comes into force, and takes effect on, from and after the final passing thereof.

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Mayor

(S E A L)

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Chief Administrative Officer