

# Resort Village of Island View

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## Regular Meeting of Council AGENDA

Regular Meeting – January 31, 2026 at 10:00 a.m.  
Island View Office, Island View, Saskatchewan

- a) CALL TO ORDER
- b) CONFLICT OF INTEREST
- c) MINUTES OF PREVIOUS MEETING/BUSINESS ARISING FROM MINUTES
  - December 13, 2025 Regular Council Meeting Minutes
- d) FINANCIAL STATEMENTS/ACCOUNTS PAYABLE
  - December 2025 Bank Reconciliation
  - January 2026 Accounts Payable
  - Statement of Financial Activities: December 2025
- BYLAWS
  - Base Tax & Mill Rate Bylaw 01-2026
  - Building Bylaw 02-2026
- e) COMMITTEE REPORTS
  - Acting Administrator:
    - o Snow Removal: RFP
    - o Sask Lotteries Community Grant- 2027
    - o Recreation Board- Terms of Reference/Accounts Payable
  - Mayor & Councillor(s)
    - o SUMA Convention
- f) CORRESPONDENCE
  - Communities in Bloom
- g) NEW BUSINESS
  - 2026 Council Strategic Priorities
    - o 2027 & 2028 Project List
  - Solicitor: Yearly Appointments
  - Development Officer: Yearly Appointments
  - Tax Abatement: Grant-In-Lieu (2023)
  - Fidelity Bond
  - Council Remuneration Policy GG-001-2026
- h) ANNOUNCEMENTS
- i) DELEGATIONS(S)
- j) CLOSED SESSION
- k) ADJOURNMENT

# Resort Village of Island View

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## Regular Meeting of Council MINUTES

Regular Meeting – December 13, 2025 at 10:00 a.m.  
Island View Office, Island View, Saskatchewan

As per Section 41 of Bylaw No 01-2020 of the Resort Village of Island View, A Bylaw to Establish Council Procedures, the order of the agenda shall normally be as follows:

*In Attendance:*

*Mayor Doug Cramer*

*Deputy Mayor Jocelyn Paslawski*

*Councillor Calvin Becker*

*Councillor Jean Fourie*

*Acting Chief Administrative Officer Landon Chambers*

*Absent:*

*Councillor Shane Belter*

**a) CALL TO ORDER**

With a Quorum being present, Mayor Cramer called the meeting to order at 10:00 am.

**b) CONFLICT OF INTEREST**

**c) MINUTES OF PREVIOUS MEETING/BUSINESS ARISING FROM MINUTES**

- November 29, 2025 Regular Council Meeting Minutes

**Resolution #156/2025**

**Fourie:** THAT the Council of the Resort Village of Island View accept and file November 29, 2025 Regular Council Meeting Minutes as presented.

**CARRIED**

**d) FINANCIAL STATEMENTS/ACCOUNTS PAYABLE**

- November 2025 Bank Reconciliation

**Resolution #157/2025**

**Becker:** THAT the Council of the Resort Village of Island View approve and file November 2025 Bank Reconciliation as presented.

**CARRIED**

- December 2025 Accounts Payable

**Resolution #158/2025**

**Paslawski:** THAT the Council of the Resort Village of Island View approve and file December 2025 Accounts Payable in the amount of \$28,294.33

**CARRIED**

- Statement of Financial Activities: November 2025

**Resolution #159/2025**

**Paslawski:** THAT the Council of the Resort Village of Island View accept and file November 2025 Statement of Financial Activities as presented.

**CARRIED**

**e) BYLAWS**

-Building Bylaw 08-2025

**Resolution #160/2025**

**Paslawski:** THAT the Council of the Resort Village of Island View gives second reading to Building

December 13, 2025 – Regular Meeting of Council

**Resolution #161/2025**

**Becker:** THAT the Council of the Resort Village of Island View gives third reading to and adopts Building Bylaw 08-2025

-Bylaw to Repeal Bylaws 09-2025

**Resolution #162/2025**

**Paslawski:** THAT the Council of the Resort Village of Island View gives second reading to Bylaw to Repeal Bylaws 09-2025

**Resolution #163/2025**

**Fourie:** THAT the Council of the Resort Village of Island View gives third reading to and adopts Bylaw to Repeal Bylaws 09-2025.

**f) COMMITTEE REPORTS**

**g) CORRESPONDENCE**

**h) NEW BUSINESS**

-Municipal Revenue Sharing Declaration

**Resolution #164/2025**

**Fourie:** THAT the Council of the Resort Village of Island View confirms the municipality meets the following eligibility requirements to receive the Municipal Revenue Sharing grant:

- Submission of the 2025 Audited Financial Statement to the Ministry of Government Relations;
- In Good Standing with respect to the reporting and remittance of Education Property Taxes;
- Adoption of a Council Procedures Bylaw;
- Adoption of an Employee Code of Conduct; and
- All members of council have filed and annually updated their Public Disclosure Statements, as required; and

*That we authorize the Administrator to sign the Declaration of Eligibility and submit it to the Ministry of Government Relations.*

-2026 Budget

**Resolution #165/2025**

**Fourie:** THAT the Council of the Resort Village of Island View approves the 2026 Budget as presented by Chief Administrative Officer and that the Mayor be authorized to sign the Budget Document.

-2026 Appointments, Boards, and Committees

**Resolution #166/2025**

**Paslawski:** THAT Council approves Western Municipal Consulting as the Development Appeals Board and Board of Revisions for 2026. Furthermore, THAT

## BOARD OF REVISION:

BOARD	<p>That pursuant to Subsection 220(1) of <i>The Municipalities Act</i>, the RESORT VILLAGE OF ISLAND VIEW appoints Western Municipal Consulting Ltd. to manage the <b>Board of Revision</b> process for the term of January 1, 2026, through to December 31, 2026, remuneration as set out in Western Municipal Consulting Ltd. fee schedule, with the following to serve as Members of the Board of Revision: Dave Gurnsey, Dave Thompson, Donna Rae Zadvorný, Gordon Parkinson, Jeff Hutton, Kevin Kleckner, Mike Waschuk, Stew Demmans, Wayne Adams, Ken Friesen, Femi Ogunrinde, Fife Ogunde, Maureen Jickling, Jamie Tiessen, John Krill, Christopher Blueman, Alan Sawatsky, Mike Meleca, Hany Amin, Kimberly Speers, Nick Coroluick, Farrah Ovans, JayDee Mazier, Jordan Boyes, Kenneth Tan, Tyler Shandro, Regan Rayner and Rick Leigh.</p> <p>The Chair shall be responsible for naming no fewer than three (3) members for the hearing of any matter. Where the Chair does not include themselves among the appointees, the members appointed for a hearing shall determine the chair of that hearing from among their numbers.</p>
SECRETARY	<p>That pursuant to [Subsection 221(1) of <i>The Municipalities Act</i>, the RESORT VILLAGE OF ISLAND VIEW appoints Nicolle Hoskins with Western Municipal Consulting Ltd. as <b>Secretary to the Board of Revision</b> for the term of January 1, 2026, through to December 31, 2026, remuneration as set out in Western Municipal Consulting Ltd. fee schedule. If the secretary is unable to perform secretarial functions for reasons which may include scheduling difficulties WMC may appoint a delegate to perform administrative functions and may appoint a recording secretary for the purposes of any hearing.</p>

## DEVELOPMENT APPEALS BOARD:

BOARD	<p>That pursuant to Subsection 214(1) of <i>The Planning and Development Act, 2007</i>, the RESORT VILLAGE OF ISLAND VIEW appoints Western Municipal Consulting Ltd. to manage the <b>Development Appeals Board</b> process for the term of January 1, 2026, through to December 31, 2026, remuneration as set out in Western Municipal Consulting Ltd. fee schedule, with the following to serve as Members of the Development Appeals Board: Dave Gurnsey, Dave Thompson, Donna Rae Zadvorný, Gordon Parkinson, Jeff Hutton, Kevin Kleckner, Mike Waschuk, Stew Demmans, Wayne Adams, Ken Friesen, Femi Ogunrinde, Fife Ogunde, Maureen Jickling, Jamie Tiessen, Stu Hayward, Pam Malach, Barry Clark, John Krill, Christopher Blueman, Alan Sawatsky, Mike Meleca, Hany Amin, Kimberly Speers, Nick Coroluick, Farrah Ovans, JayDee Mazier, Jordan Boyes, Kenneth Tan, Tyler Shandro, Regan Rayner and Rick Leigh</p> <p>The Chair shall be responsible for naming no fewer than three (3) members for the hearing of any matter. Where the Chair does not include themselves among the appointees, the members appointed for a hearing shall determine the chair of that hearing from among their numbers.</p>
SECRETARY	<p>That pursuant to Subsection 216(3)(a) of <i>The Planning and Development Act, 2007</i>, the RESORT VILLAGE OF ISLAND VIEW appoints Claudette McGuire with Western Municipal Consulting Ltd. as <b>Secretary to the Development Appeals Board</b> for the term of January 1, 2026, through to December 31, 2026, remuneration as set out in Western Municipal Consulting Ltd. fee schedule. If the secretary is unable to perform secretarial functions for reasons which may include scheduling difficulties WMC may appoint a delegate to perform administrative functions and may appoint a recording secretary for the purposes of any hearing.</p>

### i) ANNOUNCEMENTS

### j) DELEGATIONS(S)

### k) CLOSED SESSION

### l) ADJOURNMENT

**Resolution #167/2025**

**Becker:** "That the meeting be adjourned at 11:03 am and the next Regular Meeting of Council be scheduled for January 31, 2026 at 10 am.

**CARRIED**

December 13, 2025 – Regular Meeting of Council

Initials \_\_\_\_\_

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Mayor

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Chief Administrative Officer

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Initials

**Resort Village of Island View  
Bank Reconciliation - Detailed**

Date Printed

01/04/2026 6:48 PM

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**Operating Account  
For Ending Date 12/31/2025**

**110-110-120 - Cash - Bank - Demand**

**GL Balance to 12/31/2025**

**281,499.76**

Service Charges:	0.00
Interest Charges:	0.00
Interest Revenue:	0.00

<b>Adjusted Book Balance</b>	<b>281,499.76</b>
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**Bank Statement Balance:** **264,059.20**

Deposits in Transit

Count	Date	Source	Transaction Description	Sub	Amount
1	12/31/2025	2025-0040	Deposit Entry	RC	16,708.17
2	12/31/2025	250041-001	ET - Tax - Blair Wagner	RC	1,890.00
<b>Subtotal:</b>					<b>18,598.17</b>

Outstanding Payments

Count	Date	Source	Transaction Description	Sub	Amount
1	11/29/2025	Ch 516	ATS Traffic	AP	-268.78
2	12/13/2025	Ch 520	Federation of Canadian Municipalities	AP	-127.45
3	12/13/2025	Ch 521	SUMA	AP	-761.38
<b>Subtotal:</b>					<b>-1,157.61</b>

**Total Uncleared:** **17,440.56**

<b>Adjusted Bank Balance</b>	<b>281,499.76</b>
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**Notes**

Presented to Council this 31st day of January, 2026

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Landon Chambers, CAO

RESORT VILLAGE OF ISLAND VIEW  
 COMP 3 RR 1  
 BULYEA SK S0G 0L0

Date	December 1, 2025 to December 31, 2025
Member Number	3003050
Number of Enclosures	4
Page	1 of 5

### my account summary

<b>Deposits – CDN</b>	<b>Balance</b>
Chequing	\$264,059.20
Savings	\$0.00
Term Deposits	\$347,310.37
Registered Plans	\$0.00
Tax Free Saving Accounts (TFSAs)	\$0.00
First Home Saving Accounts (FHSAs)	\$0.00

<b>Deposits – USD</b>	<b>Balance</b>
Chequing	\$0.00

<b>Loans</b>	<b>Balance</b>
Mortgages	\$0.00
Loans	\$0.00

### my messages

New year, new opportunities. Secure your financial future and lock in a 3% GIC today!

*My Total Relationship*  
 \$611,369.57 CDN    \$0.00 USD



## NOMINATIONS FOR BOARD OF DIRECTORS CANDIDATES

December 22, 2025 to January 12, 2026



## my chequing & savings account

**Account Number 3003050 - Resort Village Of Island View**

**Tendered Business Chequing Sub Number 001 - Chequing Account**

Date	Description	Withdrawals	Deposits	Balance
30 Nov 2025	Balance Forward			\$255,079.66
1 Dec 2025	e-Transfer In wanda		\$978.30	\$256,057.96
1 Dec 2025	e-Transfer In Blaine Herrell		\$2,763.80	\$258,821.76
1 Dec 2025	GBL MERCH FEES0000081757135704	\$55.56		\$258,766.20
1 Dec 2025	MUNISOFT	\$248.84		\$258,517.36
1 Dec 2025	e-Transfer In DORIAN A MITCHELL		\$832.18	\$259,349.54
2 Dec 2025	e-Transfer In Bev Hastings		\$905.52	\$260,255.06
2 Dec 2025	e-Transfer Out Jean Fourie	\$500.00		\$259,755.06
2 Dec 2025	e-Transfer Out Jocelyn Paslawsk	\$300.00		\$259,455.06
2 Dec 2025	e-Transfer Out Calvin Becker	\$594.90		\$258,860.16
3 Dec 2025	SK FINANCE8006676102	\$11,515.02		\$247,345.14
4 Dec 2025	e-Transfer In Twila Britton		\$2,557.92	\$249,903.06
6 Dec 2025	e-Transfer Out Chambers Municip	\$1,000.00		\$248,903.06
8 Dec 2025	e-Transfer In Stacy Hastings		\$889.76	\$249,792.82
9 Dec 2025	e-Transfer In SCOTTDavidson		\$500.00	\$250,292.82
11 Dec 2025	e-Transfer In Mark Heisler		\$2,655.50	\$252,948.32
11 Dec 2025	e-Transfer In LAURIE CASSANO		\$1,916.95	\$254,865.27
11 Dec 2025	Clearing Cheque 517	\$7,215.00		\$247,650.27
12 Dec 2025	e-Transfer In Michael Delainey		\$1,070.64	\$248,720.91
12 Dec 2025	e-Transfer Out Chambers Municip	\$1,000.00		\$247,720.91
13 Dec 2025	Bill Payment Bulyea Co-op Assoc	\$8.87		\$247,712.04
13 Dec 2025	e-Transfer Out Professional Bui	\$593.25		\$247,118.79
13 Dec 2025	e-Transfer Out PARCS	\$225.00		\$246,893.79
15 Dec 2025	KUBOTA	\$751.64		\$246,142.15
15 Dec 2025	Combined Deposit		\$5,191.94	\$251,334.09
16 Dec 2025	e-Transfer In NANCY GKAWESKI		\$1,131.48	\$252,465.57
16 Dec 2025	e-Transfer In NANCY GKAWESKI		\$852.28	\$253,317.85
16 Dec 2025	Bill Payment Bulyea Co-op Assoc	\$79.87		\$253,237.98
16 Dec 2025	Bill Payment FLEXNETWORKS	\$105.45		\$253,132.53
16 Dec 2025	Bill Payment SaskEnergy	\$67.70		\$253,064.83
16 Dec 2025	Bill Payment SaskPower	\$63.88		\$253,000.95
16 Dec 2025	Bill Payment SaskPower	\$636.96		\$252,363.99
16 Dec 2025	Bill Payment SaskPower	\$47.96		\$252,316.03
16 Dec 2025	Bill Payment SaskPower	\$86.72		\$252,229.31
16 Dec 2025	Bill Payment SaskTel	\$74.06		\$252,155.25
16 Dec 2025	Bill Payment SaskTel Mobility	\$25.09		\$252,130.16
16 Dec 2025	e-Transfer Out Aquarius Water a	\$155.00		\$251,975.16

*Continued...*



December 1, 2025  
Date to December 31, 2025  
Member Number 3003050  
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Date	Description	Withdrawals	Deposits	Balance
16 Dec 2025	e-Transfer Out Calvin Becker	\$172.45		\$251,802.71
16 Dec 2025	e-Transfer Out Doug Cramer	\$150.00		\$251,652.71
16 Dec 2025	e-Transfer Out Glenn Wilson	\$441.89		\$251,210.82
16 Dec 2025	e-Transfer Out Jean Fourie	\$250.00		\$250,960.82
16 Dec 2025	e-Transfer Out Jocelyn Paslawsk	\$250.00		\$250,710.82
16 Dec 2025	e-Transfer Out Laura Wilson	\$322.16		\$250,388.66
16 Dec 2025	e-Transfer Out UMAAS	\$350.00		\$250,038.66
16 Dec 2025	e-Transfer Out Western Municipa	\$315.00		\$249,723.66
16 Dec 2025	e-Transfer Out Chambers Municip	\$2,000.00		\$247,723.66
16 Dec 2025	Clearing Cheque 519	\$525.00		\$247,198.66
17 Dec 2025	CANADA REVENUE SOURCE DEDUCT	\$25.20		\$247,173.46
18 Dec 2025	e-Transfer In CHERYL M THOMAS		\$1,202.64	\$248,376.10
19 Dec 2025	Incoming Wire Transfer		\$1,748.46	\$250,124.56
	MCAP SERVICE CORPORATION-			
19 Dec 2025	Wire Transfer Fee	\$20.00		\$250,104.56
	MCAP SERVICE CORPORATION-			
19 Dec 2025	e-Transfer In Donald Keith Leib		\$1,540.52	\$251,645.08
19 Dec 2025	Clearing Cheque 518	\$11,006.00		\$240,639.08
23 Dec 2025	e-Transfer In MONICALOVE		\$1,487.00	\$242,126.08
24 Dec 2025	e-Transfer In CLAUDE KOTYK		\$1,306.94	\$243,433.02
24 Dec 2025	Clearing Cheque 522	\$367.50		\$243,065.52
25 Dec 2025	e-Transfer In Andrea Belitski		\$1,288.41	\$244,353.93
26 Dec 2025	e-Transfer In Dwayne Ransom		\$1,097.26	\$245,451.19
26 Dec 2025	e-Transfer In angela molde		\$871.84	\$246,323.03
26 Dec 2025	e-Transfer In Alyssa Bussey		\$904.42	\$247,227.45
26 Dec 2025	e-Transfer In ANITA LSCHMIDT		\$2,683.42	\$249,910.87
28 Dec 2025	e-Transfer In PETER HERCZAKOWSK		\$1,325.00	\$251,235.87
28 Dec 2025	e-Transfer In NANCY GKAWEISKI		\$852.28	\$252,088.15
29 Dec 2025	e-Transfer In KEVIN BODNAR		\$1,663.82	\$253,751.97
29 Dec 2025	e-Transfer In CHADPORRITT		\$1,154.85	\$254,906.82
29 Dec 2025	e-Transfer In DARREN PALUCK		\$1,326.00	\$256,232.82
30 Dec 2025	e-Transfer In DAWN MCKIBBEN		\$1,742.58	\$257,975.40
30 Dec 2025	e-Transfer In TREYPETER VILORIA		\$2,009.29	\$259,984.69
31 Dec 2025	e-Transfer In CARMENSOKOCHOFF		\$1,214.06	\$261,198.75
31 Dec 2025	MUNISOFT	\$257.16		\$260,941.59
31 Dec 2025	e-Transfer In MICHAEL SOUTAR		\$1,679.04	\$262,620.63
31 Dec 2025	e-Transfer In stewart lyons		\$1,438.57	\$264,059.20
	Total	\$41,803.13		\$50,782.67



Date	December 1, 2025 to December 31, 2025
Member Number	3003050
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## my term deposits

### **Account Number 3003050 - Resort Village Of Island View**

#### **Escalator GIC 36 months Sub Number 032**

#### **3.7500% invested 08 May 2023 matures 08 May 2026**

Next Interest Payment Date - 08 May 2026      Next Interest Payment Amount \$328.39      Balance plus Accrued Interest \$8,970.40

Date	Description	Withdrawals	Deposits	Balance
30 Nov 2025	Balance Forward			\$8,757.17

### **Account Number 3003050 - Resort Village Of Island View**

#### **Escalator GIC 36 months Sub Number 033**

#### **3.7500% invested 08 May 2023 matures 08 May 2026**

Next Interest Payment Date - 08 May 2026      Next Interest Payment Amount \$1,884.87      Balance plus Accrued Interest \$51,487.01

Date	Description	Withdrawals	Deposits	Balance
30 Nov 2025	Balance Forward			\$50,263.14

### **Account Number 3003050 - Resort Village Of Island View**

#### **Escalator GIC 36 months Sub Number 034**

#### **4.3000% invested 07 May 2024 matures 07 May 2027**

Next Interest Payment Date - 07 May 2026      Next Interest Payment Amount \$7,220.78      Balance plus Accrued Interest \$172,633.38

Date	Description	Withdrawals	Deposits	Balance
30 Nov 2025	Balance Forward			\$167,925.04

### **Account Number 3003050 - Resort Village Of Island View**

#### **1 Year Flex Term Sub Number 037**

#### **2.0000% invested 05 Nov 2025 matures 05 Nov 2026**

Next Interest Payment Date - 05 Nov 2026      Next Interest Payment Amount \$2,407.30      Balance plus Accrued Interest \$120,734.36

Date	Description	Withdrawals	Deposits	Balance
30 Nov 2025	Balance Forward			\$120,365.02

### **Important Information:**

#### **Statement Reconciliation**

This statement will be considered correct if no exceptions are reported in writing within 30 days from delivery or mailing to you. If you have questions regarding your statement, please contact your branch within 30 days or call us toll-free at 1-866-863-6237.

#### **Credit Union Deposit Insurance**

Deposits held in Affinity Credit Union are fully guaranteed by the Credit Union Deposit Guarantee Corporation. There is no limit to the size of deposits covered by the guarantee. The Corporation was the first deposit guarantor in Canada and has successfully guaranteed deposits held in Saskatchewan Credit Unions since 1953. For more information about the Corporation and the guarantee, talk to a representative at Affinity Credit Union or visit [www.cudgc.sk.ca](http://www.cudgc.sk.ca)

#### **Bill Payments**

Payments to utility bills should be paid 3 business days in advance of the due date, to allow for processing and weekends.

*~ End of Statement ~*



December 1, 2025  
to December 31, 2025

Date  
Member Number  
Page

3003050

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## my cheques

11 Dec 2025

Cheque # 517

\$7,215.00

THIS DOCUMENT CONTAINS A SECURITY WATERMARK AND VISIBLE AND INVISIBLE FIBERS. HOLD UP TO LIGHT TO VIEW.

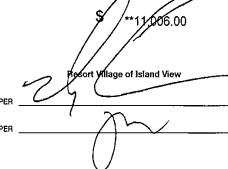
Resort Village of Island View COMP 3 RR 1 Bulyea, SK S0G 0L0	Affinity Credit Union 1-866-863-6237 www.affinitycu.ca	000517
		DATE 20251129 Y Y Y M M D
THE AMOUNT OF **Seven Thousand Two Hundred Fifteen Dollars and Zero Cents	\$ **7,215.00	
PAY TO THE ORDER OF Dudley & Company LLP Suite 100 - 2255 13th Avenue Regina, SK S4P 0V6		Resort Village of Island View 
	PER 	PER 
		09/11
#000517# 133068#889# 020103003050#		

19 Dec 2025

Cheque # 518

\$11,006.00

THIS DOCUMENT CONTAINS A SECURITY WATERMARK AND VISIBLE AND INVISIBLE FIBERS. HOLD UP TO LIGHT TO VIEW.

Resort Village of Island View COMP 3 RR 1 Bulyea, SK S0G 0L0	Affinity Credit Union 1-866-863-6237 www.affinitycu.ca	000518
		DATE 20251213 Y Y Y M M D
THE AMOUNT OF **Eleven Thousand Six Dollars and Zero Cents	\$ **11,006.00	
PAY TO THE ORDER OF Aon Reed Stenhouse Inc. c/o Aon Canada - T57048C PO Box 57048, Station A Toronto, ON M5W 5M5		Resort Village of Island View 
	PER 	PER 
		09/11
#000518# 133068#889# 020103003050#		

16 Dec 2025

Cheque # 519

\$525.00

THIS DOCUMENT CONTAINS A SECURITY WATERMARK AND VISIBLE AND INVISIBLE FIBERS. HOLD UP TO LIGHT TO VIEW.

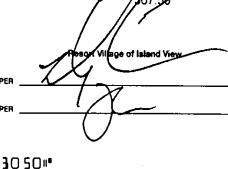
Resort Village of Island View COMP 3 RR 1 Bulyea, SK S0G 0L0	Affinity Credit Union 1-866-863-6237 www.affinitycu.ca	000519
		DATE 20251213 Y Y Y M M D
THE AMOUNT OF **Five Hundred Twenty-Five Dollars and Zero Cents	\$ **525.00	
PAY TO THE ORDER OF Cindy Desjarlais R.R. 1, Comp #31 Bulyea, SK S0G 0L0		Resort Village of Island View 
	PER 	PER 
		09/11
#000519# 133068#889# 020103003050#		

24 Dec 2025

Cheque # 522

\$367.50

THIS DOCUMENT CONTAINS A SECURITY WATERMARK AND VISIBLE AND INVISIBLE FIBERS. HOLD UP TO LIGHT TO VIEW.

Resort Village of Island View COMP 3 RR 1 Bulyea, SK S0G 0L0	Affinity Credit Union 1-866-863-6237 www.affinitycu.ca	000522
		DATE 20251213 Y Y Y M M D
THE AMOUNT OF **Three Hundred Sixty-Seven Dollars and Fifty Cents	\$ **367.50	
PAY TO THE ORDER OF Western Municipal Consulting Box 149 Meota, SK S0M 1X0		Resort Village of Island View 
	PER 	PER 
		09/11
#000522# 133068#889# 020103003050#		

Report Date  
01/04/2026 6:49 PM

Resort Village of Island View  
**G.L. Account Transactions**  
For the Period 12/01/2025 to 12/31/2025

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Account # / Description		Account Class		Balance Forward		
Date	Source	Sub	Pd	Batch	Tr Amount	Balance
<b>110-110-120 - Cash - Bank - Demand</b>						
12/02/2025	OB 202512-01	Minister of Finance	Asset			247,347.04
12/02/2025	eTr 202512-01	Calvin Becker	AP 12 00109	11,515.02	Cr	235,832.02
12/02/2025	eTr 202512-02	Jean Fourie	AP 12 00110	594.90	Cr	235,237.12
12/02/2025	eTr 202512-03	Jocelyn Paslawski	AP 12 00110	500.00	Cr	234,737.12
12/02/2025	250037-001	ET - Tax - Dorian Mitchell	AP 12 00110	300.00	Cr	234,437.12
12/02/2025	250037-002	ET - Tax - Blaine Herrell & Lenora Douce	RC 12 00114	832.18		235,269.30
12/02/2025	250037-003	ET - Tax - Philip & Wanda James	RC 12 00114	2,763.80		238,033.10
12/02/2025	250037-004	ET - Tax - John & Beverly Hastings	RC 12 00114	978.30		239,011.40
12/04/2025	250037-006	ET - Tax - Scott Baumann & Twila Britton	RC 12 00114	905.52		239,916.92
12/08/2025	250037-007	ET - Tax - Stacy Hastings	RC 12 00114	2,557.92		242,474.84
12/09/2025	250037-008	ET - Tax - Scott & Michelle Davidson	RC 12 00114	889.76		243,364.60
12/11/2025	250037-009	ET - Tax - Mark & Jasmine Heisler	RC 12 00114	500.00		243,864.60
12/11/2025	250037-010	ET - Tax - Jim & Laurie Cassano	RC 12 00114	2,655.50		246,520.10
12/12/2025	250037-011	ET - Tax - Michael & Linda Delainey	RC 12 00114	1,916.95		248,437.05
12/13/2025	Ch 518	Aon Reed Stenhouse Inc.	RC 12 00114	1,070.64		249,507.69
12/13/2025	Ch 519	Cindy Desjarlais	AP 12 00112	11,006.00	Cr	238,501.69
12/13/2025	Ch 520	Federation of Canadian Municipalities	AP 12 00112	525.00	Cr	237,976.69
12/13/2025	Ch 521	SUMA	AP 12 00112	127.45	Cr	237,849.24
12/13/2025	Ch 522	Western Municipal Consulting	AP 12 00112	761.38	Cr	237,087.86
12/13/2025	ABW 202512-01	Global Payment Direct	AP 12 00112	367.50	Cr	236,720.36
12/13/2025	ABW 202512-02	Kubota Tractor	AP 12 00112	55.56	Cr	236,664.80
12/13/2025	ABW 202512-03	MuniSoft	AP 12 00112	751.64	Cr	235,913.16
12/13/2025	eTr 202512-04	PARCS	AP 12 00112	257.16	Cr	235,656.00
12/13/2025	eTr 202512-05	Professional Building Inspections, Inc.	AP 12 00112	225.00	Cr	235,431.00
12/13/2025	OB 202512-02	Bulyea Co-op	AP 12 00112	593.25	Cr	234,837.75
12/13/2025	2025-0038	Deposit Entry	AP 12 00112	8.87	Cr	234,828.88
12/13/2025	2025-0037	Deposit Entry	RC 12 00113	5,191.94		240,020.82
12/16/2025	eTr 202512-06	Internet Banking	RC 12 00114	1,728.46		241,749.28
12/16/2025	eTr 202512-07	Aquarius Water and Septic Ltd.	AP 12 00115	155.00	Cr	241,594.28
12/16/2025	eTr 202512-08	Calvin Becker	AP 12 00115	172.45	Cr	241,421.83
12/16/2025	eTr 202512-09	Doug Cramer	AP 12 00115	150.00	Cr	241,271.83
12/16/2025	eTr 202512-10	Glenn Wilson	AP 12 00115	441.89	Cr	240,829.94
12/16/2025	eTr 202512-11	Jean Fourie	AP 12 00115	250.00	Cr	240,579.94
12/16/2025	eTr 202512-12	Jocelyn Paslawski	AP 12 00115	250.00	Cr	240,329.94
12/16/2025	eTr 202512-13	Landon Chambers	AP 12 00115	4,000.00	Cr	236,329.94
12/16/2025	eTr 202512-14	Laura Wilson	AP 12 00115	322.16	Cr	236,007.78
12/16/2025	eTr 202512-15	UMAAS	AP 12 00115	350.00	Cr	235,657.78
12/16/2025	OB 202512-03	Western Municipal Consulting	AP 12 00115	315.00	Cr	235,342.78
12/16/2025	OB 202512-04	Bulyea Co-op	AP 12 00115	79.87	Cr	235,262.91
12/16/2025	OB 202512-05	FlexNetworks	AP 12 00115	105.45	Cr	235,157.46
12/16/2025	OB 202512-06	Receiver General	AP 12 00115	25.20	Cr	235,132.26
12/16/2025	OB 202512-07	SaskEnergy	AP 12 00115	67.70	Cr	235,064.56
12/16/2025	OB 202512-08	SaskPower	AP 12 00115	835.52	Cr	234,229.04
12/16/2025	OB 202512-09	SaskTel	AP 12 00115	74.06	Cr	234,154.98
12/16/2025	OB 202512-09	SaskTel Mobility	AP 12 00115	25.09	Cr	234,129.89
12/16/2025	250039-001	ET - Tax - Kevin & Nancy Kaweski	RC 12 00119	1,131.48		235,261.37
12/16/2025	250039-002	ET - Tax - Kevin Kaweski	RC 12 00119	852.28		236,113.65
12/18/2025	250039-003	ET - Tax - Robert Thomas	RC 12 00119	1,202.64		237,316.29
12/18/2025	250039-004	ET - Tax - Donald & Laurie Leibel	RC 12 00119	1,540.52		238,856.81
12/31/2025	eTr 202410-03-R	FlexNetworks	AP 12 00043	99.90		238,956.71
12/31/2025	250039-019	ET - Tax - Kevin & Andrea Belitski	RC 12 00119	1,288.41		240,245.12

Report Date  
01/04/2026 6:49 PM

Resort Village of Island View  
**G.L. Account Transactions**  
For the Period 12/01/2025 to 12/31/2025

Page 2

Account # / Description			Account Class	Balance	Forward
Date	Source	Transaction Description	Sub Pd Batch	Tr Amount	Balance
<b>110-110-120 - Cash - Bank - Demand (cont...)</b>					
12/31/2025	250039-018	ET - Tax - Dwayne & Janice Ransom	RC 12 00119	1,097.26	241,342.38
12/31/2025	250039-017	ET - Tax - Double RRK Enterprises & Jeff	RC 12 00119	871.84	242,214.22
12/31/2025	250039-016	ET - Tax - Shelton Erickson & Alyssa Bus	RC 12 00119	904.42	243,118.64
12/31/2025	250039-015	ET - Tax - Anita L. Schmidt	RC 12 00119	2,683.42	245,802.06
12/31/2025	250039-014	ET - Tax - Piotr Herczakowski	RC 12 00119	1,325.00	247,127.06
12/31/2025	250039-013	ET - Tax - Kevin Kaweski	RC 12 00119	852.28	247,979.34
12/31/2025	250039-012	ET - Tax - Kevin Bodnar	RC 12 00119	1,663.82	249,643.16
12/31/2025	250039-011	ET - Tax - Chad Porritt & Crystal Masney	RC 12 00119	1,154.85	250,798.01
12/31/2025	250039-010	ET - Tax - Darren Paluck & Rulanza Leniu	RC 12 00119	1,326.00	252,124.01
12/31/2025	250039-008	ET - Tax - Lauro Vives	RC 12 00119	2,009.29	254,133.30
12/31/2025	250039-020	ET - Tax - Claude & Sandra Kotyk	RC 12 00119	1,306.94	255,440.24
12/31/2025	250039-007	ET - Tax - Lane Lascu	RC 12 00119	1,214.06	256,654.30
12/31/2025	250039-006	ET - Tax - Michael & Tania Soutar	RC 12 00119	1,679.04	258,333.34
12/31/2025	250039-005	ET - Tax - Stewart Lyons	RC 12 00119	1,438.57	259,771.91
12/31/2025	250039-009	ET - Tax - Dawn McKibben	RC 12 00119	1,742.58	261,514.49
12/31/2025	250039-021	ET - Tax - Brian & Monica Love	RC 12 00119	1,487.00	263,001.49
12/31/2025	2025-0040	Deposit Entry	RC 12 00120	16,708.17	279,709.66
12/31/2025	250041-001	ET - Tax - Blair Wagner	RC 12 00121	1,890.00	281,599.66
12/31/2025	JE-25012	to reverse 2024 FlexNetworks reversal	GL 12 00122	99.90 Cr	281,499.76
			Net Total:	34,152.72	

Accounts Printed: 1

Bank Code - Bank1 - Main Demand

COMPUTER CHEQUE

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
523	01/31/2026	Last Mountain Regional Landfill	996	Accrual Nov/25 Disposal Fees	570.88	570.88
524	01/31/2026	Minister of Finance	FD2026315	2026 Fire Dispatch Fee	281.40	281.40
525	01/31/2026	Parkland Regional Library	7142	2026 Municipal Levy - 1st Half	1,393.60	1,393.60
526	01/31/2026	Town of Strasbourg	2026-00042	2026 LSREMO Membership	50.00	
			2026-00012	2026 Fire Levy	7,611.68	7,661.68
					Total Computer Cheque:	9,907.56

AUTOMATIC WITHDRAWAL

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
202601-01	01/31/2026	Global Payment Direct	Jan/26 AP-01	Accrual Dec/25 Debit Machine Charges	55.53	55.53
202601-02	01/31/2026	Kubota Tractor	Jan/26 AP-01	Jan 2026 Kubota Lease Payment	751.64	751.64
202601-03	01/31/2026	MuniSoft	2025/26-05371	Jan 2026 Software Lease	275.85	275.85
					Total Automatic Withdrawal:	1,083.02

E-TRANSFER

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
202512-06	12/16/2025	Aquarius Water and Septic Ltd.	32713	Office Water	155.00	155.00
202512-07	12/16/2025	Calvin Becker	Dec/25 REM	December 2025 Remuneration	172.45	172.45
202512-08	12/16/2025	Doug Cramer	Dec/25 REM	December 2025 Remuneration	150.00	150.00
202512-09	12/16/2025	Glenn Wilson	Dec/25 AP-01	Dec 2025 Payroll - Glenn Wilson	191.89	
			Dec/25 AP-02	Dec 2025 Truck Allowance	250.00	441.89
202512-10	12/16/2025	Jean Fourie	Dec/25 REM	December 2025 Remuneration	250.00	250.00
202512-11	12/16/2025	Jocelyn Paslawski	Dec/25 REM	December 2025 Remuneration	250.00	250.00
202512-12	12/16/2025	Landon Chambers	#IV2025-17	December 2025 CAO Contract	4,000.00	4,000.00
202512-13	12/16/2025	Laura Wilson	Dec/25 AP-01	Dec 2025 Admin Payroll	322.16	322.16
202512-14	12/16/2025	UMAAS	Dec/25 AP-01	2026 Annual Membership L.Cham	350.00	350.00
202512-15	12/16/2025	Western Municipal Consulting				

Initials

E-TRANSFER

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
202601-01	01/31/2026	Glenn Wilson	WMCINV250595	2026 Development Appeals Board	315.00	315.00
			Jan/26 AP-01	Jan 2026 Payroll - Glenn Wilson	1,756.69	
			Jan/26 AP-02	Jan 2026 Truck Allowance	250.00	
			Jan/26 AP-03	Power Shift Cable, Mileage	549.18	2,555.87
202601-02	01/31/2026	Landon Chambers	#IV2026-01	January 2026 CAO Contract	5,000.00	5,000.00
202601-03	01/31/2026	Laura Wilson	Jan/26 AP-01	Jan 2026 Admin Payroll	170.73	170.73
					Total E-Transfer:	14,133.10

ONLINE BANKING

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
202512-03	12/16/2025	Bulyea Co-op	Dec/25 AP-02	Shop Supplies - Sand, Screws	79.87	79.87
202512-04	12/16/2025	FlexNetworks	Dec/25 AP-01	Dec/25 Office Internet	105.45	105.45
202512-05	12/16/2025	Receiver General	Dec/25 AP-01	Dec 2025 Source Deductions	25.20	25.20
202512-06	12/16/2025	SaskEnergy	Dec/25 SHOP	Nov/25 Shop Heat	67.70	67.70
202512-07	12/16/2025	SaskPower	Dec/25 SHOP	Nov/25 Shop Power	63.88	
			Dec/25 STREET	Nov/25 Street Light Power	636.96	
			Dec/25 PUMP	Nov/25 Pump Power	47.96	
			Dec/25 OFFICE	Nov/25 Office Power	86.72	835.52
202512-08	12/16/2025	SaskTel	Dec/25 PHONE	Dec 2025 Office Telephone	74.06	74.06
202512-09	12/16/2025	SaskTel Mobility	Dec/25 CELL	Dec 2025 Office Cell Phone	25.09	25.09
202601-01	01/04/2026	Minister of Finance				
			Dec/25 SETS	Accrual Dec/25 SETS Remittance	23,483.98	23,483.98
202601-02	01/31/2026	Bulyea Co-op	Jan/26 AP-01	Accrual Tractor Oil, Headlights, Lightbulbs	169.48	169.48
202601-03	01/31/2026	FlexNetworks	Jan/26 AP-01	Jan/26 Office Internet	105.45	105.45
202601-04	01/31/2026	Minister of Finance	Jan/26 AP-01	Accrual Dec/25 SETS Interest	94.78	94.78
202601-05	01/31/2026	Receiver General	Jan/26 AP-01	Jan 2026 Source Deductions	335.74	335.74
202601-06	01/31/2026	SaskEnergy	Jan/26 SHOP	Accrual Dec/25 Shop Heat	138.38	
			Jan/26 OFFICE	Accrual Dec/25 Office Heat	206.14	344.52
202601-07	01/31/2026	SaskPower				

ONLINE BANKING

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
202601-08	01/31/2026	SaskTel	Jan/26 SHOP	Accrual Dec/25 Shop Power	68.38	
			Jan/26 STREET	Accrual Dec/25 Street Light Power	636.96	
			Jan/26 PUMP	Accrual Dec/25 Pump Power	49.39	
			Jan/26 OFFICE	Accrual Dec/25 Office Power	115.05	869.78
202601-09	01/31/2026	SaskTel Mobility	Jan/26 PHONE	Jan 2026 Office Telephone	74.07	74.07
			Jan/26 CELL	Jan 2026 Office Cell Phone	25.09	25.09
Total Online Banking:						26,715.78

Total Bank1: 51,839.46

Certified correct and in accordance with the records  
Presented to Council on this 31st day of January, 2026

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Doug Cramer, Mayor

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Landon Chambers, CAO

**Resort Village of Island View**  
**Statement of Financial Activities - Summary**  
For the Period Ending December 31, 2025

	<b>Current</b>	<b>Year To Date</b>	<b>Budget</b>	<b>Variance</b>
<b>Revenues</b>				
Taxation	(738.54)	269,150.90	273,882.00	(4,731.10)
Fees and Charges	384.00	37,480.12	42,350.00	(4,869.88)
Grants		49,874.20		49,874.20
Grants in Lieu of Taxes	680.89	680.89	710.00	(29.11)
Capital Asset Proceeds		1,200.00		1,200.00
Investment Income and Commissions		7,077.55	6,935.00	142.55
Other Revenues		1,467.00	1,467.00	
<b>Total Revenues:</b>	<b>326.35</b>	<b>366,930.66</b>	<b>325,344.00</b>	<b>41,586.66</b>
<b>Expenditures</b>				
General Government Services	8,450.95	184,610.50	187,678.00	3,067.50
Protective Services		24,029.77	24,790.00	760.23
Transportation Services	2,223.89	64,074.03	144,893.00	80,818.97
Environmental Health Services	570.88	22,931.54	28,187.00	5,255.46
Planning and Development Services	565.00	6,489.76		(6,489.76)
Recreation and Cultural Services	525.00	15,276.25	9,166.00	(6,110.25)
Utilities	92.72	22,301.56	18,011.00	(4,290.56)
<b>Total Expenditures:</b>	<b>12,428.44</b>	<b>339,713.41</b>	<b>412,725.00</b>	<b>73,011.59</b>
<b>Change in General Surplus</b>	<b>(12,102.09)</b>	<b>27,217.25</b>	<b>(87,381.00)</b>	<b>114,598.25</b>

Certified correct and in accordance with the records  
Presented to Council on this 31st day of January, 2026.

---

Doug Cramer, Mayor

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Landon Chambers, CAO



# **Resort Village of Island View**

## **BYLAW NO. 01/2026 MILL RATE & BASE TAX BYLAW**

### **A BYLAW OF THE RESORT VILLAGE OF ISLAND VIEW, IN THE PROVINCE OF SASKATCHEWAN, TO ESTABLISH A MILL RATE AND BASE TAX**

The Council of the Resort Village of Island View in the Province of Saskatchewan, enacts as follows:

1. Pursuant to Section 283(1)(a) of *The Municipalities Act*, a uniform mill rate shall be set at 2.52 mills.
2. Pursuant to Section 290 of *The Municipalities Act*, a uniform base amount of taxes is to be levied against all taxable properties as follows:

<b>Property Class</b>	<b>Type of Property</b>		
	Land	Improvements	Land & Improvements
Residential	\$635.00	\$635.00	\$635.00
Commercial	\$635.00	\$635.00	\$635.00

3. Bylaw No. 04/2025, being a Bylaw to Authorize a Base Tax is hereby repealed.
4. This Bylaw shall come into force and take effect on the final date of passing by Council.

*Read a first time this* 31<sup>st</sup> day of January, 2026.

*Read a first time this* 31<sup>st</sup> day of January, 2026.

*Read a third time and passed this* 31<sup>st</sup> day of January, 2026.

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Mayor

[SEAL]

---

Chief Administrative Officer



## **Resort Village of Island View**

Certified to be a true copy of  
Bylaw No. 01/2026 adopted by the  
Council of the Resort Village of Island View,  
on the 31st day of January, 2026.

[SEAL]

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Chief Administrative Officer



January 14, 2026

Landon Chambers  
Acting Administrator  
Resort Village of Island View  
Comp. 3, RR 1  
BULYEA SK S0G 0L0

Dear Landon Chambers:

Thank you for the submission of two true certified copies of BYLAW NO. 8-2025 for review. The copies were received on December 23, 2025, and represent the building bylaw for the Resort Village of Island View (RV). Your submission has been reviewed according to The Construction Codes Act (the CC Act), The Building Code Regulations (the BC Regulations) and The Energy Code Regulations (the EC Regulations), in force January 1, 2022.

The review finds that BYLAW NO. 8-2025 is in accordance with the provisions of the CC Act, the BC Regulations and the EC Regulations and is conditionally approved effective, as per Clause 17(6)(d), which states:

**“(d) approve the bylaw on the condition that the local authority enacts  
amendments to it that, in the opinion of the minister, do not materially affect  
the bylaw in principle or substance.”**

The goal when creating a building bylaw is to ensure it is complaint with the CC Act, the BC Regulations and the EC Regulations while capturing the needs of the RV and is defendable.

With the review completed, BYLAW NO. 8-2025 is conditionally approved effective January 7, 2026, with the required modifications to be completed and resubmitted for ministerial approval by March 27, 2026.

## **1. Required Modifications**

### **DEFINITIONS – Section 3.**

- a. Clause 3.2p. defines the term “Service Provider - The company or appointed building official providing building official services to the Resort Village”. This definition conflicts with the requirement of Subsection 16(2) of the CC Act that states:

“16(2) A local authority may appoint any person who holds a building official license as a building official.”

The conflict is due to the term “company”, building official licences are issued to individuals instead of companies. Therefore, the definition of “Service Provider” should be deleted and substituted with the following definition:

“**Service Provider** means the company the appointed building official represents.”

- b. The term “Standards of Construction” is similar to the “construction standards” found in PART 2 of the CC Act. The CC Act, the BC Regulations and the EC Regulations adopt and amend The National Building Code and The National Energy Code for Buildings.

We recommend the term “Standards of Construction” be deleted in Clause 3.1q. and be replaced throughout the building bylaw with the terms “the Act and the regulations”.

The following observations or recommendations noted below are for your review and not mandatory. They may be incorporated in your next submission:

- General comment: Various grammatical and formatting inconsistencies were noted throughout.
- Section 3 ‘DEFINITIONS’: Suggested modifications for a few definitions that may cause confusion when compared against the provincial legislation, potentially impacting their application.
- Section 4 ‘SCOPE OF THE BYLAW’: Application of construction standards for retaining walls appears to be incomplete in Subsection 4.3.

- Section 5 'PERMIT FEES AND PAYMENT': Wording related to the defined term "Standards of Construction".
- Section 6 'GENERAL DUTIES OF THE OWNER': Suggestions for both defined and undefined terms to reduce confusion throughout section.
- Section 13 'NOTIFICATION': Suggestions to improve Clause 13.5a for consistency throughout bylaw, in addition to clarification of when a real property report is required to be submitted.
- Section 15 'ENFORCEMENT OF CONSTRUCTION STANDARDS':
  - Suggestion to provide a consistent list of powers of a building official as provided in the CC Act.
  - Include "imminent danger" into the section for consistency with provincial legislation.

If you wish to be provided with a more detailed review of the items identified above, it can be provided upon request.

As a reminder, effective July 1, 2022, carbon monoxide and smoke alarm devices are required to be installed in any building that contains sleeping accommodations. This would apply to dwellings and any building that contains a residential occupancy where sleeping is to occur. Information on the placement of the detection devices can be found at:

[www.saskatchewan.ca/btstandards](http://www.saskatchewan.ca/btstandards).

Should you have concerns or questions, please contact Gilbert Hautcoeur, Construction Codes Consultant at 306-787-4113 or by e-mail to [gilbert.hautcoeur@gov.sk.ca](mailto:gilbert.hautcoeur@gov.sk.ca).

Sincerely,



Peter Wotherspoon  
Chief Codes Administrator

Attachment



# Resort Village of Island View

## BYLAW NO. 2-2026 BUILDING BYLAW

### A BYLAW OF THE RESORT VILLAGE OF ISLAND VIEW, IN THE PROVINCE OF SASKATCHEWAN, RESPECTING BUILDINGS

The Council of the Resort Village of Island View in the Province of Saskatchewan enacts as follows:

#### SHORT TITLE

1 (1) This bylaw may be cited as the Building Bylaw.

#### PURPOSE OF THE BUILDING BYLAW

2 (1) 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 (1) Notwithstanding the definitions prescribed in this section for the purpose of administration and enforcement of this building bylaws, definitions contained in *The Construction Codes Act*, *The Building Code Regulations* and *The Energy Code Regulations* shall apply in this building bylaw.

(2) **"Act"** means The Construction Codes Act.

(3) **"building official"** means a person who holds a building official licence and appointed by the local authority to provide building official services.

(4) **"building official services"** means plan review services, inspection services and enforcement services carried out by an appointed building official.

(5) **"certificate of occupancy"** means a written document issued by the local authority giving the owner of the building permission to occupy the building for its intended use.

(6) **"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 proposed work.

(7) **"construction mandates"** means:

(a) the construction standards as per Part 2 of the Act and Part 2 of *The Building Code Regulations*, including:

- (i) the NBC; and
- (ii) the NECB;

(b) the items the local authority shall administer and enforce as per section 19 of the Act, including:

- (i) the Act;
- (ii) the regulations;
- (iii) ministerial interpretations pursuant to section 8 of the Act;



## **Resort Village of Island View**

- (iv) orders of the building official pursuant to section 25 of the Act; and
- (v) decisions and orders of the Saskatchewan Construction Standards Appeal Board pursuant to sections 31 to 33 of the Act; and
- (c) other construction standards in addition to the construction standards mentioned in section 5 of the Act set out by the local authority in this building bylaw pursuant to section 6(4) of the Act, including:
  - (i) any related bylaws adopted by the local authority; and
  - (ii) interpretations of the building official the local authority considers necessary for the health, safety or welfare of persons.

(8) **"inspection"** means the inspection of the following by the appointed building official to ascertain whether this building bylaw and the construction mandates have been or are being complied with:

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

(9) **"local authority"** means the Resort Village of Island View and its elected council to which this Building Bylaw applies.

(10) **"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.

(11) **"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*.

(12) **"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.

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

(14) **"permit"** means written authorization issued by the local authority or its building official.

(15) **"permit fees"** means as defined in this building bylaw.

(16) **"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 this building bylaw and the construction mandates.

(17) **"regulations"** means *The Building Code Regulations* and *The Energy Code Regulations*.



# Resort Village of Island View

- (18) "**SAMA fee**" means a fee charged to the local authority by the Saskatchewan Assessment Management Agency with respect to the work.
- (19) "**storey**" means that portion of a building that is situated between the top of any floor and the top of the floor next above it, and if there is no floor above it, that portion between the top of such floor and the ceiling above it.
- (20) "**value of construction**" means the total costs to the owner for the work 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. For greater clarity, this includes typical costs for design, but excludes design revision costs.
- (21) "**work**" means any design, construction, addition, erection, placement, alteration, repair, renovation, demolition, relocation, removal, use, change of use, occupancy or change of occupancy of a building. For greater clarity, this includes reconstruction of a building.

## SCOPE OF THE BYLAW

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

## GENERAL DUTIES OF THE OWNER

- 5 (1) It is the duty of the owner or the owner's representative of a building in the geographical jurisdiction of the local authority to ensure that the building and work is in accordance with this building bylaw and the construction mandates 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, and ensuring all copies of any inspection or review reports conducted by others are made available to the building official and local authority.
- (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 inspection report by the building official.
- (4) 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 plan review or permit.
- (5) Work must not commence before a permit is issued.
- (6) 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 required by the building official are scheduled and completed by the building official. Failure to do so may result in additional fees for follow up inspections and destructive testing efforts requested by the building official at the cost of the owner or the owner's representative.
- (7) The owner or the owner's representative shall not enclose work that requires inspection by a building official before the inspection is complete.



## Resort Village of Island View

- (8) The owner or the owner's representative shall be responsible for all cost associated with showing compliance with this building bylaw and the standards of construction, including but not limited to:
  - (a) additional inspection fees; and
  - (b) cost of testing.
- (9) The owner or the owner's representative shall obtain prior written approval from the local authority before closing or blocking any road, street or lane.
- (10) The owner or the owner's representative shall supply and maintain, at their own cost, all warning signs, barricades, fences or other services that may be required to warn the public and protect the public from the work.
- (11) The owner or the owner's representative shall fill and level any excavation on the property with clean non-expansive fill, to an elevation compatible with abutting properties.
- (12) The owner or the owner's representative shall ensure that the property is left in a safe and clean condition, including removing all rubbish and building materials to an approved location. For greater clarity, this includes not burying on the site any waste material, including concrete from demolition of a basement or foundation, or below ground level substructures or framework.

### GENERAL CONDITIONS

- 6 (1) The provisions of this building bylaw apply to buildings greater than 10 m<sup>2</sup> (107.6 ft<sup>2</sup>) in building area except as otherwise exempted by the Act or the regulations or this building bylaw.
- (2) The provisions of this building bylaw apply to retaining walls on lands not used for agricultural purposes, where the retaining wall is attached to a structure or the retaining wall is free standing and greater than 600 mm (2 ft) in differential grade height. Their drawings and specifications, or any part thereof, shall conform to Part 4 of the NBC, and be prepared or reviewed, sealed, dated and signed by an architect or engineer.
- (3) Decks under 600 mm (2 ft) in differential grade height on lands for residential use are deemed as patios exempt from this building bylaw.
- (4) Permits may be subject to any geotechnical requirements stated by the local authority or the building official.
- (5) Permits will be required for retaining walls attached to a structure or free standing that is greater than 600 mm (2 ft) in differential grade height on lands not used for agricultural purposes, and shall be designed to Part 4 of the NBC by an architect or engineer.
- (6) The issuance of a permit shall not:
  - (a) entitle the grantee, their successors or assigns, or anyone on their behalf to erect any building that fails to comply with the requirements of any Acts, regulations or bylaws affecting the site described in the permit; or
  - (b) contravene immunity of the local authority or the building official as per section 41 of the Act.



## **Resort Village of Island View**

(7) Approval in writing from the local authority or the building official is required for any proposed deviation, omission or revision from the reviewed and accepted with conditions plans and permitted by the local authority, prior to undertaking the deviation, omission or revision.

### **PERMIT – APPLICATION AND ISSUANCE**

7 (1) Every application for a permit shall be on the form provided by the local authority or the building official, and shall be accompanied by a minimum of one set of plans and specifications of the proposed building and work in electronic format (PDF).

(2) The owner or owner's representative consents to the use of email for communications.

(3) Whenever the proposed work requires the technical expertise of an architect or engineer, the local authority or building official may require that all drawings and specifications, or any part thereof, be prepared or reviewed, sealed, dated and signed by an architect or engineer.

(4) As per section 18(1) of *The Tax Enforcement Act*, buildings upon a parcel of land for which title has issued and against which an interest based on a tax lien has been registered shall be held to be improvements thereon and shall not be removed. Where a building is to be demolished or removed, the local authority shall not issue a permit until the local authority is satisfied that there are no debts or taxes in arrears or taxes outstanding with respect to the building or land on which the building is situated.

(5) Every application for a permit shall be reviewed and approved by the building official including plan review and approval.

(6) The local authority or the building official may issue a permit on the form provided by the local authority, if:

- (a) all permit fees and deposits have been collected, and
- (b) the work described in the 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 and the construction mandates. In addition, one set of the approved plans and specifications will be returned to the owner or the owner's representative with the permit, listing all the required notifications for inspections by the building official.

(7) A permit issued pursuant to this building bylaw shall include items as per section 9(1) of the regulations.

### **PERMIT FEE**

8 (1) The permit fee shall be calculated by the local authority, and may include the following:

- (a) an administration fee as described in the Schedules for the processing, handling and issuance of a permit;
- (b) the service fee, which may include plan review, inspection and enforcement, in accordance with the agreement between the provider of building official services and the local authority;
- (c) the SAMA fee; and
- (d) a deposit as described in the Schedules.



## **Resort Village of Island View**

- (2) In addition to the permit fee, additional fees may be calculated by the local authority, and may include the following:
  - (a) any additional work or service performed by the local authority or the building official in administering and enforcing the construction mandates, including additional inspections and execution of orders; and
  - (b) any work governed by the construction mandates that began before a permit was issued, where the additional fee is equivalent to but in addition to the permit fee.
- (3) If a deposit is collected it shall, on request by the owner or owner's representative, be refundable if the work is deemed by the building official as satisfactory complete or on approval of use or occupancy of the building by the local authority or the building official.
- (4) 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 the permit fee or additional fees, 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 building official.
- (5) The owner or the owner's representative will be invoiced by the local authority for additional fees and payment of the additional fees will be due on receipt of an invoice. Fees not paid within 30 days of the date the local authority notifies the owner or owner's representative of the amount due, 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, including the local authority adding the amount due to the owner's property taxes.
- (6) The local authority may, at its discretion, rebate a portion of a permit fee, deposit or additional fees where work is reduced in scope or discontinued, or where other exceptional circumstances occur.
- (7) For a demolition or removal permit, the applicant shall provide a refundable deposit to the local authority to cover the cost of restoring the site after the building, as described in the Schedules. The local authority shall hold the refundable deposit until, in the opinion of the local authority or the building official, the conditions are not dangerous to public safety.

### **PERMITS – REFUSAL TO ISSUE**

- 9 (1) The local authority may refuse to issue a permit if:
  - (a) the proposed work described on the application for a permit would contravene this building bylaw or the construction mandates;
  - (b) the person who designed or reviewed the design of a proposed work 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 work that is within the scope of Part 3, 4, 5, 6 or 7 of the NBC is not an architect or engineer;
  - (d) 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;
  - (e) the application for a permit is incomplete;
  - (f) 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



## **Resort Village of Island View**

- (g) the proposed work described on the application for a permit 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 application for a permit, less any administration and service fees.

### **PERMITS – REVOCATION**

10 (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 or cancelled;
- (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 six months after the permit's issuance, the work for which the permit was issued has not, in the opinion of the building official, been seriously commenced and no written agreement for the delay has been given by the local authority;
- (e) subject to subsection (2), if the work for which the permit was issued is, in the opinion of the building official, substantially suspended, discontinued, or not substantially progressed for a period of more than six months after the last inspection by the building official and no written agreement for the delay has been given by the local authority; or
- (f) if there is contravention of any condition under which the permit was issued that is not resolved with typical enforcement actions.

(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.

(3) Where the local authority revokes a permit pursuant to subsection (1), the local authority may refund any fee or deposits paid as part of the application for a permit, less any administration and service fees paid.

(4) Where the local authority revokes a permit pursuant to subsection (1) but the work has commenced, the permit revocation does not relieve the owner or the owner's representative from the obligation to put the building in a safe condition or demolish the building if approved by the local authority.

### **PERMITS – EXPIRY**

11 (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, or to put the building in a safe condition or demolish the building if approved by the local authority.

(2) All permits issued pursuant to this building bylaw expire on the date stated in the permit, or if no date is stated then the earliest of the following:

- (a) twelve 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;



## **Resort Village of Island View**

- (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; or
- (e) six months from the date of issue for the demolition or removal permit.

(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 to do one of the following:

- (a) revoke the permit;
- (b) extend the term of the permit, to a maximum of 12 months; or
- (c) vary the conditions 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.

(5) If applying to extend the term of the permit, the owner or owner's representative must provide a revised construction schedule that will have all work approved in the permit completed within 12 months from the previous expiration date.

(6) All permits issued for demolition or removal expire six months from the date of issue.

### **ENFORCEMENT**

12 (1) 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.

(2) For greater clarity, the measures prescribed in section 24, 25 and 26 of the Act include:

- (a) at any reasonable hour, entering land or a building;
- (b) inspecting and taking samples of any material, equipment or appliance being used in the design, construction, addition, erection, placement, alteration, repair, renovation, demolition, relocation, removal, use, change of use, occupancy or change of occupancy of a building;
- (c) issuing an order pursuant to the Act,
- (d) directing the local authority to register an interest on title pursuant to section 20 of the Act;
- (e) applying to a judge of the court for a restraining order or a warrant; and
- (f) requesting the assistance of a peace officer to assist in carrying out any action authorized by this section.

(3) If the building official is satisfied that a building is in an unsafe condition, whether the building was commenced or completed before or after the coming into force of the Act, the building official may order the owner or the owner's representative to take any steps necessary to eliminate the unsafe condition within a specified time period.

### **NOTIFICATION**

13 (1) The owner or the owner's representative of proposed work shall ensure that the local authority is notified in writing 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;



## **Resort Village of Island View**

- (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, the owner or the owner's representative shall give notice to the local authority in writing of:

- (a) the date on which the owner or the owner's representative intends to commence the work; and
- (b) 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 work conforms to the design; and
  - (iv) any inspection or testing agency that is engaged to monitor the work.

(3) During the course of the work, the owner or the owner's representative shall give notice to the local authority in writing of:

- (a) 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;
- (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) any proposed deviation from the plans approved and permitted by the local authority;
- (e) any construction undertaken that deviates from the plans approved and permitted by the local authority;
- (f) the completion of work;
- (g) any change in ownership or change in address of the owner or the owner's representative that occurs before the issuance of a certificate of occupancy as soon as the change occurs; and
- (h) the owner's or owner's representative's intention to occupy a portion of the building prior to the issuance of a certificate of occupancy.

(4) A real property report prepared and sealed by a licenced Saskatchewan land surveyor clearly outlining permanent above-ground buildings, registered easements, setbacks, and property boundaries of the site shall be submitted by the owner or owner's representative to the local authority after the foundation has been placed but prior to the next required inspection by the building official as indicated in the plan review, if:

- (a) the building is within three metres of a property line; or
- (b) requested by the local authority or building official.

### **NOTIFICATION OF FAILURE**

14 (1) 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 any 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; or
- (b) failure of any equipment, device or appliance that is regulated by the Act or the regulations.



## Resort Village of Island View

- (2) The report submitted pursuant to subsection (1) must be submitted to the local authority within 15 days after the occurrence of the failure, and must contain:
  - (a) the name and address of the owner;
  - (b) the address or location of the building involved in the failure;
  - (c) the name and address of the constructor of the building; and
  - (d) the nature of the failure.
- (3) On receipt of the report pursuant to subsection (1), the local authority may require an owner or the owner's representative to do the following:
  - (a) provide any other information that the building official or local authority may consider necessary; and
  - (b) complete any additional work that is necessary to ensure compliance as soon as practical.

### SPECIAL CONDITIONS

- 15 (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, 4, 5, 6 or 7 of the NBC shall have an architect or engineer complete:
  - (a) the design or design review of the building and all building systems;
  - (b) the field reviews of construction of the building and all building systems to ensure compliance with the design;
  - (c) any reviews required by the NBC;
  - (d) the Commitment for Field Review letter as part of the application for a permit; and
  - (e) the 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 and this building bylaw and the standards of construction.
- (2) An owner or the owner's representative that undertakes to construct or have constructed a building that is within the scope of the NECB shall have an architect or engineer complete:
  - (a) the design or design review of the structure;
  - (b) the field reviews of construction of the structure to ensure compliance with the design;
  - (c) any reviews required by the NECB;
  - (d) the Commitment for Field Review letter as part of the application for a permit; and
  - (e) the 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 and this building bylaw and the standards of construction.
- (3) 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 have a competent person complete the design or design review of the structure.
- (4) 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.
- (5) 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, including:
  - (a) the building or part of the building; or
  - (b) an adjacent building.



# **Resort Village of Island View**

- (6) 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 regulations or bylaws, 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.
- (7) Foundations for residential occupancies including modular homes with A277 certification shall be designed pursuant to subsection (1).

## **PENALTY**

- 16 (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 construction mandates.

## **SEVERABILITY**

- 17 (1) If a court of competent jurisdiction should declare any part, section, sentence, clause, phrase, or other portion of this building bylaw to be invalid, that portion shall not be construed as having persuaded or influenced the local authority to pass the remainder of this building bylaw. The part, section, sentence, clause, phrase or other portion of this building bylaw is to be deemed a separate, distinct, and independent provision, and the holding of the Court shall not affect the validity of the remaining portions of this building bylaw.

## **REPEAL**

- 18 (1) Bylaw No. 08-2025, being a Bylaw Respecting Buildings, is hereby repealed.

## **COMING INTO FORCE**

- 19 (1) This Bylaw will come into force upon final approval by the Minister of Government Relations.

*Read a first time this*

*31<sup>st</sup> day of January, 2026.*

*Read a second time this*

*31<sup>st</sup> day of January, 2026.*

*Read a third time and passed this*

*31<sup>st</sup> day of January, 2026.*

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Mayor

[SEAL]

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Chief Administrative Officer



## **Resort Village of Island View**

Certified to be a true copy of  
Bylaw No. 2-2026 adopted by the  
Council of the Resort Village of Island View,  
on the 31<sup>st</sup> day of January, 2026.

[SEAL]

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Chief Administrative Officer



# Resort Village of Island View

**FORM "A"**  
**BYLAW NO. 2-2026**  
**APPLICATION FOR BUILDING PERMIT**

I hereby make application for a permit to construct a building according to the information below and to the plans and documents attached to this application.

**Civic Address** or location of work \_\_\_\_\_

**Legal Description** Lot \_\_\_\_\_ Block/Parcel \_\_\_\_\_ Plan \_\_\_\_\_

**Owner** \_\_\_\_\_ Address \_\_\_\_\_

Telephone \_\_\_\_\_ Email \_\_\_\_\_

**Designer** \_\_\_\_\_ Address \_\_\_\_\_

Telephone \_\_\_\_\_ Email \_\_\_\_\_

**Contractor** \_\_\_\_\_ Address \_\_\_\_\_

Telephone \_\_\_\_\_ Email \_\_\_\_\_

**Project Type (check off)**

New Home/Bldg  RTM/Mobile/Modular Home  Addition  Accessory Bldg  
 Renovation  Deck/Sunroom  Att. Garage  Det. Garage (insulated)  
 Det. Garage (uninsulated)  Basement  
 Residential  Commercial  Industrial  Other \_\_\_\_\_

Size of Building: \_\_\_\_\_ ft<sup>2</sup> Length \_\_\_\_\_ ft Width \_\_\_\_\_ ft Height \_\_\_\_\_ ft

Finished areas: Main \_\_\_\_\_ ft<sup>2</sup> 2<sup>nd</sup> Storey \_\_\_\_\_ ft<sup>2</sup> Basement \_\_\_\_\_ ft<sup>2</sup>

Project Start date: \_\_\_\_\_ Estimated Project Completion date: \_\_\_\_\_

**Estimated Value of Construction \$ \_\_\_\_\_**

*(The total cost for the building construction in its completed form including the cost of all design fees, building work, materials of construction, building systems, labour and overhead, and profit of the contractor and subcontractors.)*

I hereby declare that the above statements contained within this application and attached drawings are true and correct. I agree that where required, a Development Permit must be issued in order for the Building Permit to be valid. Neither document relieves the owner, the applicant, or the owner's agent from complying with all municipal bylaws and/or Provincial and Federal acts and regulations including the National Building Code of Canada (NBC) and the National Energy Code of Canada for Buildings (NECB) and the National Plumbing Code of Canada (NPC), and that it is my responsibility to ensure compliance with such legislation, regulations, bylaws, and codes regardless of any plan review or inspections that may or may not be carried out by the building official, the Resort Village, or its authorized representatives. I agree that no construction shall commence without proper permits and approvals.

Date \_\_\_\_\_

Signature of Owner or Owner's Agent



## **Resort Village of Island View**

**FORM "B"  
BYLAW NO. 2-2026  
BUILDING PERMIT**

**BUILDING PERMIT #** \_\_\_\_\_

**Permission** is hereby granted to \_\_\_\_\_

to \_\_\_\_\_ a building to be used as a \_\_\_\_\_

on civic address or location \_\_\_\_\_

Lot \_\_\_\_\_ Block \_\_\_\_\_ Plan \_\_\_\_\_ in accordance with the application and **attached site plan** (with setbacks) dated \_\_\_\_\_.

**Building Area** \_\_\_\_\_ ft<sup>2</sup>    **Building Height** \_\_\_\_\_ ft

**Major Occupancy**  A1  A2  A3  A4  B1  B2  B3  C  D  E  F1  F2  F3

**Code Application**  Part 3  Part 9  NECB  Section 9.36

**Estimated value of construction \$** \_\_\_\_\_    **Permit fee \$** \_\_\_\_\_

**This permit is issued subject to the following conditions:**

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**This permit expires one (1) year from the date of issue (Permit Expiry: \_\_\_\_\_) if work is not commenced within that period or if work is suspended for a period of six (6) months, unless otherwise authorized by the Resort Village or its Building Official.**

**Any deviation, omission or revision to the approved application requires approval of the Resort Village or its Building Official.**

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Date

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Approval Signature



## **Resort Village of Island View**

**FORM "C"**  
**BYLAW NO. 2-2026**  
**APPLICATION TO DEMOLISH A BUILDING**

I hereby make application for a permit to demolish a building now situated on

Civic address or location \_\_\_\_\_

Lot \_\_\_\_\_ Block \_\_\_\_\_ Plan \_\_\_\_\_

The demolition will commence on \_\_\_\_\_, 20\_\_\_\_.

and will be completed on \_\_\_\_\_, 20\_\_\_\_.

The building to be demolished: Type \_\_\_\_\_ Size (sq ft) \_\_\_\_\_

The site work (filling, final grading, landscaping, etc.) which will be done after removal of the building includes: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

***I hereby agree to comply with the Building Bylaw of the Resort Village and to be responsible and pay for any damage done to any property as a result of the demolition of the said building, and to deposit such sum as may be required by Section 9 of this Building Bylaw. I acknowledge that it is my responsibility to ensure compliance with any other applicable Bylaws, Acts and Regulations, and to obtain all required permits and approvals prior to demolishing the building.***

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Date

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Signature of Owner or Owner's Agent

**Office Use**

**Demolition Deposit Required: \$2,500.00**



## Resort Village of Island View

FORM "D"  
BYLAW NO. 2-2026  
APPLICATION TO MOVE A BUILDING

I hereby make application for a permit to move a building now situated on:

from Civic address or location \_\_\_\_\_  
Lot \_\_\_\_\_ Block \_\_\_\_\_ Plan \_\_\_\_\_  
to Civic address or location \_\_\_\_\_  
Lot \_\_\_\_\_ Block \_\_\_\_\_ Plan \_\_\_\_\_  
or Out of the Resort Village \_\_\_\_\_

The building has the following dimensions: Length \_\_\_\_\_ Width \_\_\_\_\_ Height \_\_\_\_\_

Type of Building: \_\_\_\_\_ Size (sq ft): \_\_\_\_\_

The building mover will be \_\_\_\_\_

and the date of the move will be \_\_\_\_\_, 20 \_\_\_\_\_.  
\_\_\_\_\_

The building will be moved over the following route:

\_\_\_\_\_

The site work (filling, final grading, landscaping, etc.) which will be done after removal of the building includes \_\_\_\_\_  
\_\_\_\_\_

***I hereby agree to comply with the Building Bylaw of the Resort Village and to be responsible and pay for any damage done to any property as a result of the moving of the said building, and to deposit such sum as may be required by Section 9 of this Building Bylaw. I acknowledge that it is my responsibility to ensure compliance with any other applicable Bylaws, Acts and Regulations, and to obtain all required permits and approvals prior to moving the building.***

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Owner or Owner's Agent

**Office Use**

**Moving Deposit Required: \$2,500.00**



## Resort Village of Island View

FORM "E"  
BYLAW NO. 2-2026  
DEMOLITION PERMIT

DEMOLITION PERMIT # \_\_\_\_\_

Permission is hereby granted to \_\_\_\_\_ to

demolish a \_\_\_\_\_ (type of building) now situated on:

Civic address or location \_\_\_\_\_

Lot \_\_\_\_\_ Block \_\_\_\_\_ Plan \_\_\_\_\_

in accordance with the application dated \_\_\_\_\_, 20 \_\_\_\_\_.

Permit fee \$ \_\_\_\_\_ Deposit fee \$ \_\_\_\_\_

This permit is issued subject to the following conditions:

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**This permit expires six (6) months from the date of issue (Permit Expiry: \_\_\_\_\_) if work is not commenced within that period or if work is suspended for a period of six (6) months, unless otherwise authorized by the Resort Village or its Building Official.**

**Any deviation, omission or revision to the approved application requires approval of the Resort Village or its Building Official.**

*I hereby declare that the above statements contained within this application are true and correct. I agree that where required, a Development Permit must be issued in order for the Demolition Permit to be valid. Neither document relieves the owner, the applicant, or the owner's agent from complying with all municipal bylaws and/or Provincial and Federal acts and regulations including the National Building Code of Canada (NBC) and the National Energy Code of Canada for Buildings (NECB) and the National Plumbing Code of Canada (NPC), and that it is my responsibility to ensure compliance with such legislation, regulations, bylaws, and codes regardless of any plan review or inspections that may or may not be carried out by the building official, the Resort Village, or its authorized representatives. I agree that no construction shall commence without proper permits and approvals.*

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Date

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Approval Signature



## Resort Village of Island View

FORM "F"  
BYLAW NO. 2-2026  
MOVING PERMIT

MOVING PERMIT # \_\_\_\_\_

Permission is hereby granted to \_\_\_\_\_ to

move a \_\_\_\_\_ (*type of building*) now situated on:

Civic address or location \_\_\_\_\_

Lot \_\_\_\_\_ Block \_\_\_\_\_ Plan \_\_\_\_\_  
to Civic address or location \_\_\_\_\_

Lot \_\_\_\_\_ Block \_\_\_\_\_ Plan \_\_\_\_\_  
or Out of the Resort Village \_\_\_\_\_

in accordance with the application dated \_\_\_\_\_, 20 \_\_\_\_\_.

Permit fee \$ \_\_\_\_\_ Deposit fee \$ \_\_\_\_\_

This permit is issued subject to the following conditions:

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**This permit expires six (6) months from the date of issue (Permit Expiry: \_\_\_\_\_) if work is not commenced within that period or if work is suspended for a period of six (6) months, unless otherwise authorized by the Resort Village or its Building Official.**

**Any deviation, omission or revision to the approved application requires approval of the Resort Village or its Building Official.**

*I hereby declare that the above statements contained within this application are true and correct. I agree that where required, a Development Permit must be issued in order for the Moving Permit to be valid. Neither document relieves the owner, the applicant, or the owner's agent from complying with all municipal bylaws and/or Provincial and Federal acts and regulations including the National Building Code of Canada (NBC) and the National Energy Code of Canada for Buildings (NECB) and the National Plumbing Code of Canada (NPC), and that it is my responsibility to ensure compliance with such legislation, regulations, bylaws, and codes regardless of any plan review or inspections that may or may not be carried out by the building official, the Resort Village, or its authorized representatives. I agree that no construction shall commence without proper permits and approvals.*

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Date

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Approval Signature



# Resort Village of Island View

## **SCHEDULE "A" BYLAW NO. 2-2026 BUILDING PERMIT FEES & DEPOSITS**

### **1. BUILDING PERMIT FEES**

- \$200.00 for Single Detached Dwellings including Modular Homes, RTM's, and Park Model Trailers
- \$100.00 for Detached Garages, Additions, Sunrooms, Attached Garages, Renovations, Retaining Walls, Foundation Replacements, Basement Development
- \$40.00 for Accessory Buildings and Decks over 108 sq ft
- \$25.00 for Septic Tanks and Cisterns

### **2. DEMOLITION & MOVING PERMIT FEES**

- \$50.00 for Demolition Permit
- \$50.00 for Moving Permit

### **3. DEMOLITION & MOVING DEPOSIT FEES**

- \$2,500.00 for Demolition Deposit
- \$2,500.00 for Moving Deposit

### **4. SAMA PROPERTY REINSPECTION FEES**

- As per current rate set by the Saskatchewan Assessment Management Agency

### **5. BUILDING INSPECTION FEES**

- As per current rates provided by the Resort Village's appointed Building Officials



Saskatchewan Parks  
and Recreation  
Association



FUNDED BY



**SASK LOTTERIES**

**Landon Chambers**

Island View - Communities in Bloom  
Comp3 RR1  
Bulyea, SK S0G 0L0

December 9, 2025

Dear Landon:

Thank you for participating in the Communities in Bloom (CiB) program. Your efforts as a CiB participant have a great impact on the overall vitality of your community and the quality of life experienced by its residents. You can be proud of your involvement in CiB and exemplary fulfillment of its motto: "Growing Great Places Together". Enclosed are your Certificates of Participation and a copy of the results summary.

In 2025, 47 participants were registered in the Saskatchewan Communities in Bloom program, and an additional 2 participants represented the province nationally. CiB participants in our province continue to impress the country with their dedication to community development and wide variety of outstanding initiatives.

As we embrace our 2024-2034 Strategic Direction, your participation in CiB is helping us achieve our vision: A Saskatchewan where all people experience a better quality of life through parks and recreation. SPRA continues as a proud coordinator of the Saskatchewan Communities in Bloom program, and we are pleased to recognize your commitment to the program and - most importantly - to your community. Your efforts truly make the program a success across the province. We look forward to your continued participation in 2026.

Sincerely,

**Andrew Exelby**

*Parks and Open Spaces Consultant*

cc: Todd Shafer, Chief Executive Officer

Encl. (3)



## 2025 Saskatchewan Communities in Bloom Results – Participant Announcement

The Saskatchewan Parks and Recreation Association (SPRA) is pleased to announce the winners of Saskatchewan's Communities in Bloom program in 2025 and recognize all 47 of the provincial participants after a successful year. Participants enhanced their communities and were evaluated in the following criteria: Community Appearance, Environmental Action, Heritage Conservation, Tree Management, Landscape, and Plant & Floral Displays. Participants are recognized with a Bloom Rating, and through the program's Evaluation, Special Recognition Awards, and Photo Contest.

### **Communities in Bloom Provincial Competition Winners:** Six Provincial Winners excelled in all six criteria:

#### **Population Category 501 - 1,000**

*Eastend, SK*

*5 Blooms*

*Special mention for Very Supportive Volunteer System*

#### **Population Category 2,001 - 2,250**

*Maple Creek, SK*

*5 Blooms*

*Special mention for Forward Thinking CIB Committee*

#### **Population Category 3,001 - 4,999**

*Nipawin, SK*

*4 Blooms*

*Special Mention for the Tourist Information Centre*

#### **Population Category 1,001 - 2,000**

*Langham, SK*

*4 Blooms*

*Special Mention for Langham and District Heritage Village and Museum*

#### **Population Category 2,251 - 3,000**

*Outlook, SK*

*4 Blooms*

*Special Mention for Impressive Community Garden*

#### **Population Category 5,000 and higher**

*Swift Current, SK*

*3 Blooms*

*Special Mention for Memorial Coulee – Tree Planting Monument*

### **Saskatchewan Communities in Bloom Special Recognition Award Winners:**

Five recipients are recognized with the Special Recognition Awards:

- Community Appearance - The Redvers Hometown History Project
- Heritage Recognition - Watson & District Heritage Museum
- Floral Displays - Ituna Communities in Bloom
- Volunteer Recognition - Leanne Kozun with Ituna Communities in Bloom
- Community Spirit - Bee Hive Garden Keepers in Shaunavon, SK



### **"Take a Shot!" Photo Contest Winners:**

Three Individuals are recognized for their submissions to the photo contest:

- 1st Place - Colleen Sampson, Davidson Communities in Bloom
- 2nd Place - Audrey Kingfisher, Sturgeon Lake First Nation
- 3rd Place - Savannah Kuschak, Ituna Communities in Bloom

We also acknowledge Moosomin and Melfort, who represented Saskatchewan in the **2025 Provincial National Communities in Bloom Edition**. Their achievements were recognized at the 2025 Communities in Bloom National Symposium featuring the National and International Awards Ceremonies on October 18, 2025 in Stratford, ON.

- Moosomin – 5 Blooms, Participant in the Competitive – Up to 5,000 Category, Special Mention for Bradley Park
- Melfort – Participant in the Circle of Excellence Category, non-evaluated

Also recognized at the National and International Awards was a special contest winner.

Congratulations to Tommy Douglas Collegiate in Saskatoon for being awarded the Nutrients for Life School Garden Award!

A full summary of the 2025 Provincial Winners and Participants with Bloom Ratings, Special and Recognition Award Winners, and Photo Contest Winners is attached.

Results of the national and international program can also be viewed here:

<https://www.communitiesinbloom.ca/wp-content/uploads//2025/10/2025-National-International-ResultsEN.pdf>



**2025 Saskatchewan Communities in Bloom Participants and Results**

Participant Name	Category	Bloom Rating	Special Mention for
<b>Population 1 – 500</b>			
Silton	Evaluated Friends	1 Bloom	Community Involvement
Colonsay	Evaluated Friends	3 Blooms	Dog Park
Cadillac	Friends	non-evaluated	-
Craik	Friends	non-evaluated	-
Island View	Friends	non-evaluated	Competitive
Pelican Pointe	Friends	non-evaluated	-
Riverhurst	Friends	non-evaluated	-
Saskatchewan Beach	Friends	non-evaluated	-
Viscount	Friends	non-evaluated	-
WeeToo Beach	Friends	non-evaluated	-
Manitou Beach	Friends	non-evaluated	-
<b>Population 501 – 1,000</b>			
Eastend – Winner!	Competitive	5 Blooms	Very Supportive Volunteer System
Eston	Competitive	4 Blooms	Plant and Floral Displays
Watson	Competitive	3 Blooms	Heritage
Rocanville	Evaluated Friends	3 Blooms	Webster Cemetery
Wolseley	Tourist's Takeaway	3 Blooms	Recognition of Historical Community Leaders
George Gordon First Nation	Novice	3 Blooms	Healthy, Diverse and Natural Forest
Arcola	Friends	non-evaluated	-



Coronach	Friends	non-evaluated	
Dundurn	Friends	non-evaluated	
Ituna	Friends	non-evaluated	
Kerrobert	Friends	non-evaluated	
Qu'Appelle	Friends	non-evaluated	
Turtleford	Friends	non-evaluated	
<b>Population 1,001 – 2,000</b>			
Langham – Winner!	Competitive	4 Blooms	Langham and District Heritage Village and Museum
Redvers	Evaluated Friends	5 Blooms	Community Pride and Community Involvement
Dalmeny	Evaluated Friends	3 Blooms	Overflow Ponds with Walking Trails
Fort Qu'Appelle	Tourist's Takeaway	4 Blooms	Carvings and Murals Around Town
Grenfell	Friends	non-evaluated	
Candle Lake	Friends	non-evaluated	
Davidson	Friends	non-evaluated	
Ile-a la-Crosse	Friends	non-evaluated	
Maidstone	Friends	non-evaluated	
Rosthern	Friends	non-evaluated	
Shaunavon	Friends	non-evaluated	
Creighton	Friends	non-evaluated	
<b>Population 2,001 – 2,250</b>			
Maple Creek – Winner!	Competitive	5 Blooms	Forward Thinking CiB Committee
Canora	Competitive	4 Blooms	Outstanding Whole Community Involvement



<b>Population 2,251 – 3,000</b>			
Outlook – Winner!	Competitive	4 Blooms	Impressive Community Garden
Sturgeon Lake First Nation	Competitive	3 Blooms	Stewardship of the Land
Pilot Butte	Tourist's Takeaway	4 Blooms	Tidiness of the Community
<b>Population 3,001 – 4999</b>			
Nipawin – Winner!	Competitive	4 Blooms	Tourist Information Centre
<b>Population 5,000 and higher</b>			
Swift Current – Winner!	Competitive	3 Blooms	Memorial Coulee – Tree Planting Monument
Saskatoon	Tourist's Takeaway	4 Blooms	The Meewasin Valley Trail
Humboldt	Friends	non-evaluated	
Prince Albert	Friends	non-evaluated	
<b>Places and Spaces</b>			
Blumenort	Evaluated	4 Blooms	Jane's Garden



## **Saskatchewan Communities in Bloom Special Recognition Award Winners**

### **Community Appearance Award**

#### *The Redvers Hometown History Project*

This is an ongoing project to honor Redvers residents, past and present, for not only Athletic Achievements, but also Community Impact. This project was inspired by two 'original' highway signs recognizing Dean Kennedy and Danielle Kot. These signs, coined "Pride of Redvers" were showing their age and two replacements were sponsored by the Redvers Rockets Field of Dreams. The replacement of these signs inspired an expanded initiative that showcases both local heritage and enhances the beauty of the community. Three offerings include:

- Annual Public Nominations budgeted by the town for "mini" Hometown History recognition signs to be placed around the community. A future goal includes placing a sign at each street, telling the history of the family that street was named after.
- The availability of large highway Hometown History signs to anyone that inquires and is interested in sponsoring the initiative. This has recognized additional community leaders including three men who helped establish Redvers!
- The availability of public benches, trash cans, and dog waste stations that can be sponsored in order to honor and remember through name recognition. With great support so far, this will continue annually.

### **Heritage Recognition Award**

#### *Watson & District Heritage Museum*

The Watson and District Heritage Museum board has been working very hard over the past five years improving the condition of the museum, preserving the artifacts, and creating a clean fresh place for residents to revisit the community's past.

With only volunteer labour they have renovated the interior of the building and created a safe and enjoyable experience. Following renovations, students were hired to operate the museum regularly through the summer months and these young individuals were encouraged to use their imaginations and be creative in providing entertainment for the community. Year after year, amazing activities have been planned including paint and craft nights, afternoon tea, movie "in the park" evenings, murder in the museum mystery nights and so much more. Off season events are also held to celebrate Remembrance Day and Christmas. Revitalizing this building has brought affordable and fun activities to community members that need them the most.



**Floral Displays Award**

*Ituna Communities in Bloom*

As a returning participant to the Communities in Bloom program, Ituna Communities in Bloom excelled with floral displays across the community in 2025. Volunteers enthusiastically worked together to create beautiful floral displays and share the work of caring for them. Hanging Baskets and Planters were placed along main street and a showcase display that was developed around the Ituna sign with outstanding bubble gum petunias was vibrant and welcoming even after the cold nights in September. The striking pop of color greeted you when entering Ituna, and is a symbol of the cheerful community! Ituna CiB extends a special Thank-you to Eleanor Renkas who cared for this showcase display around the town sign all summer!

**Volunteer Recognition Award**

*Leanne Kozun with Ituna Communities in Bloom*

Leanne Kozun is a member of the Ituna Communities in Bloom committee. In their first year returning to Communities in Bloom, she played an integral role in getting the projects and committee started. Her knowledge about flowers and vegetable plants is outstanding and helped Ituna CiB develop planters that supported the "Edible Gardens" theme. Leanne spent countless hours volunteering to water 17 hanging baskets and multiple planters along main street sidewalks. During summer heat waves with no rain, flowers and vegetable plants required a lot of care and Leanne ensured all the pots were well maintained. Ituna Communities in Bloom and the Town of Ituna community members greatly appreciated her time spent making the planters beautiful. Leanne's hard work and countless hours volunteering did not go unnoticed. Thank you Leanne!

**Community Spirit Award**

*Bee Hive Garden Keepers in Shaunavon, SK*

After her father moved into Shaunavon Long Term Care in 2022, Patty Wright would look out his window and see what was a wonderful community project. Thirteen years ago, Shaunavon Wildlife Federation completed an amazing project building raised beds outside the dining room windows, laying sod, erecting a gazebo with furnishings, and installing underground sprinklers and drip irrigation for raised beds. It was a great success at the time, except nobody was left in charge maintaining the space. Unfortunately, 13 years later the Wildlife gardens had become overgrown and poorly kept.

Patty Wright, Karen Stevenson, Bonnie Fritz, Pamela Bahnuick, and Kim Wallis joined the quest and so started the Bee Hive Garden Keepers. In order to raise funds and develop a sustainable group the Bee Hive Garden Keepers became a registered charity incorporated on August 3, 2022. Moving forward the group has received donations, grants, and support from the business



community along with individual and memorial donations all while completing fundraising activities to support their efforts.

The Bee Hive Garden Keepers have revitalized the Wildlife Federation Project and expanded the gardens. The funding supports irrigation, self watering planters, annuals, perennials, trees and shrubs, mulch, garden supplies, and contractors to mow and maintain the lawns. Their Volunteers are an integral part serving as board members, and labour for spring and fall clean-up, planting days and ongoing maintenance. The goal is to keep the gardens accessible to the residents and as maintenance free as possible.

A fall garden party is held annually in September to recognize the sponsors and volunteers all while showing off the gardens to the community. This organization is proud of their accomplishments and honoured to be able to give back. This organization truly is "Growing Great Places Together"

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### **"Take a Shot!" Photo Contest Winners**

#### **1<sup>st</sup> Place**



*Photo taken by Colleen Sampson – Davidson Communities in Bloom  
A beautiful fall landscape scene in Davidson showcasing heritage, floral displays, gardening and agriculture*

Selected for its illustration of how a local Communities in Bloom group can beautify the community... one of the hallmarks of the program. Also noted for the high quality of the landscape installation as an excellent fall display!

#### **2<sup>nd</sup> Place**



*Photo taken by Audrey Kingfisher – Sturgeon Lake First Nation  
Holiday Celebrations at Sturgeon Lake First Nation with the CiB Flag proudly displayed and the tree decorated with Seed Packets for community members to take*

Selected for illustrating that Communities in Bloom is a year round program. Also noted that the story behind this photo would be awesome to hear and that the Communities in Bloom Flag is fittingly hanging below a floral display hanging on the wall.

#### **3<sup>rd</sup> Place**



*Photo Taken by Savannah Kuschak - Ituna Communities in Bloom  
Communities in Bloom Volunteers planting a floral display*

Selected for its illustration of three generations working together to create a tiny spot of beauty. It was noted that this is how a community blooms - one pot at a time.

## Resort Village of Island View

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**From:** Adam Touet <atouet@avenuelaw.ca>  
**Sent:** January 11, 2026 3:42 PM  
**To:** Resort Village of Island View  
**Cc:** Allison MacEwan; Cameron Christensen  
**Subject:** RE: Request for Services Attn: Adam R. Touet, K.C.

Good afternoon, Landon,

Thanks for reaching out. We would certainly be interested in acting as solicitors for the Resort Village.

All the best,

**Adam R. Touet, K.C.**

Adam R. Touet Legal Prof. Corp. | Partner | Avenue Law LLP  
Pronouns: He | Him

[atouet@avenuelaw.ca](mailto:atouet@avenuelaw.ca) | [www.avenuelaw.ca](http://www.avenuelaw.ca)

T: (306) 657 7625 | F: (306) 912 7806  
302 – 626 Broadway Avenue, Saskatoon SK S7N 1A9

**Please note, our building's elevator is currently undergoing maintenance. Only stair access is available at this time. If you have mobility concerns or require alternate arrangements, please contact our office and we would be happy to assist.**

**We Have Moved!**: Effective August 18, 2025, our office will be located at **302 – 626 Broadway Avenue, Saskatoon, Saskatchewan, S7N 1A9**. Please update your records. Our office hours are Monday to Friday from 9:00am to 12:00pm and 1:00pm to 4:00pm.



I am privileged to practice law on Treaty 6 Territory and the traditional homeland of the Métis.

This message and any attachments are confidential and may be subject to solicitor-client privilege. If you have received this message in error, kindly notify us by reply email and delete the message.

---

**From:** Resort Village of Island View <[islandview@sasktel.net](mailto:islandview@sasktel.net)>  
**Sent:** January 10, 2026 9:47 AM  
**To:** Adam Touet <[atouet@avenuelaw.ca](mailto:atouet@avenuelaw.ca)>  
**Subject:** Request for Services Attn: Adam R. Touet, K.C.

Hi, Adam- I am reaching out for our 2026 Yearly Appointment of Solicitor and wanted to inquire if Avenue Law and yourself would be interested in representing the Resort Village.

Please advise as I will need to make this appointment at the January 31, 2026 Regular Council Meeting if this is of interest.

Respectfully,

Landon Chambers, RMA, PS.Gov, MS.Gov  
Chief Administrative Officer

## **CONSULTING AGREEMENT**

THIS CONSULTING AGREEMENT (the "Agreement") is dated \_\_\_\_\_, **2025**.

BETWEEN:

**RESORT VILLAGE of ISLAND VIEW**  
(the "Company")

- and -

**NORTHBOUND COMMUNITY PLANNING LTD.**  
(the "Consultant")

**WHEREAS:**

1. The Consultant has knowledge, contacts and expertise with respect to the business in which the Company engages;
2. The Company wishes to engage the Consultant to provide consultancy services to it and avail itself of the experience, advice and assistance of the Consultant conditional on the Start Date;
3. The Consultant is willing to provide to the Company the requisite consultancy services upon the terms and conditions hereinafter set forth;

**NOW THEREFORE THIS AGREEMENT WITNESSES** that in consideration of the respective covenants and agreements herein contained and for other good and valuable consideration (the receipt and sufficiency of which are hereby acknowledged by each of the parties), the parties covenant and agree as follows:

1. The Consultant covenants and agrees that she shall, during the Term of this contract, provide consulting services to the Company as are described in Schedule "A" attached hereto (the "**Services**").
2. This Agreement shall be of force and effect on the Start Date and shall continue as set out in Schedule "A" to this Agreement, subject to cancellation by either the Consultant or the Company as specified below (the "**Term**"). This Agreement may (and in the case of Subsection 2(c), shall) be terminated, at any time, in the following manner and in the following circumstances:
  - (a) By the Consultant at any time during the Term by providing thirty (30) days prior written notice of termination to the Company (the "**Notice of Termination Period**"), in which case, this Agreement shall terminate at the end of the Notice of Termination Period; or
  - (b) By the Company at any time during the Term by providing thirty (30) days prior written notice of termination to the Consultant (the "**Notice of Termination Period**"), in which case, this Agreement shall terminate at the end of the Notice of Termination Period; or
  - (c) The Company and the Consultant mutually agree in writing to terminate this Agreement.
  - (d) Any alteration of the contract as agreed to by the Consultant and the Company shall require providing thirty (30) days prior written notice and provide description of what new service level expectations entail.

3. In return for the provision of the Service by the Consultant, the Company agrees to pay to the Consultant fees based on the Consultant's hourly rate as defined in Schedule "A" (the "**Fees**"). The Consultant may change said rates provided there is thirty (30) days' notice of said changes.
4. The Company will reimburse the Consultant for certain expenses ("**Expenses**") incurred in the provision of the Services, in accordance with the Company's policy regarding business expenses. Individual expenses, such as meals, and indirect expenses, such as networking activities, in excess of \$50.00 require prior approval from the Reporting Officer. The Consultant shall submit to the Company detailed monthly expense reports and supporting documentation in respect of any expenses incurred in the performance of the Services.
  - (a) The Company will reimburse the Consultant for any mileage (\$0.60/km) and meals (\$15 per meal) while providing Professional Planning Services, and these fees will be based on public service rates.
  - (b) Incidental expenses, such as ISC fees, Community Planning Fees, printing fees as well as phone and fax bills will be paid by the Company.
5. The Fees and Expenses are payable from the Company to the Consultant on a bi-monthly basis subject to the Consultant rendering monthly invoices. The Company agrees as follows with respect to payment of the Fees and Expenses to the Consultant:
  - (a) To pay the Consultant all amounts due on or before 30<sup>th</sup> day following the date appearing on each invoice.
  - (b) To pay a service charge to the Consultant on all invoices not paid within 30 days of the Consultant rendering the invoice to the Company at the Fixed Rate of 2% per month calculated monthly and compounded.
  - (c) To pay all collection costs incurred by the Consultant for the collection of Fees and Expenses outstanding after 60 days, including solicitor client costs.
6. The Consultant will provide, and pay for all ownership and operating costs, for a suitable vehicle for use in the provision of the Services. A copy of the Consultant's vehicle insurance policy will be provided to the Company upon request.
7. The Consultant shall determine the manner in which the Services are provided and shall provide all equipment and supplies necessary in order to provide the Services. The Company shall not have any obligation beyond payment of the Fees and Expenses, in relations to the day-to-day work of the Consultant.
8. The Company acknowledges that the retainer of the Consultant hereunder is not exclusive and, subject to the obligations set out in this Agreement, the Consultant may perform services for others. The Consultant agrees that the provision of services to other parties shall not unduly interfere with the performance of the Services and shall not breach any of the Consultant's covenants hereunder nor shall the Consultant's performance of the Services breach any of the Consultants obligations to any third party.
9. Use of the Confidential Information of the Company shall be governed as follows:

- (a) During the Term and following the termination of this Agreement, the Consultant shall not use, divulge, diffuse, sell, transfer, give, circulate, or otherwise distribute to any entity whatsoever or whomsoever, or otherwise make public, any Confidential Information of the Company.
- (b) Notwithstanding any provision of this Agreement to the contrary, the Consultant shall have the right to use Confidential Information of the Company in relation to the performance of the Services, however, in doing so the Consultant shall, at all times, make reasonable efforts to prevent the disclosure or unauthorized use of such Confidential Information.
- (c) Except when authorized in accordance with the performance of the Services, under no circumstances shall the Consultant reproduce any Confidential Information of the Company without the prior written consent of the Company. All reproductions of Confidential Information shall be governed by this Agreement and shall be treated as Confidential Information hereunder.
- (d) The Consultant shall not publish or release or allow the publication or release of any material containing Confidential Information without the prior written consent of the Company.

10. All rights, title and interests in any Intellectual Property shall vest and are owned exclusively by the Consultant immediately on its creation and regardless of the stage of completion. The Company irrevocably grants, transfers and assigns to the Consultant all of its right, title and interest, if any, in any and all Intellectual Property, including rights to translations and reproductions in all forms or formats and all Intellectual Property Rights thereto, if any to any work created during the Term of this Agreement. Upon receipt of consent from the Consultant, the Company may Copyright such material in the Company's name and secure renewal, reissue and extensions of such period as the law permits.

11. The Consultant further acknowledges that she will comply with (i) the lawful policies and procedures established by the Company, from time to time, including any code of ethics or business conduct adopted by the Company (including any future revisions of such policies, procedures or other codes of business conduct), and (ii) all applicable laws, rules and regulations, and all requirements of all applicable regulatory, self-regulatory and administrative bodies.

12. The Consultant represents and warrants to the Company that:

- (a) there exists no agreement or contract and she is not subject to any obligation, which restricts her from (i) being retained by the Company; or (ii) from performing the Services; or (iii) from soliciting the clients or customers of a third party; or (iv) from using information within her knowledge or control which may be useful in the performance of the Services for the Company;
- (b) in the performance of the Services for the Company, she shall not improperly bring to the Company or use any trade secrets, confidential information or other proprietary information of any third party; and
- (c) she will not infringe the Intellectual Property Rights of any third party.

13. The Consultant acknowledges that the Company has relied upon the representations outlined in Paragraph 12, above. The Consultant agrees to indemnify and hold the Company, its directors, officers, employees, agents and/or consultants harmless against any and all claims, liabilities, losses, damages, costs, fees and/or expenses including reasonable legal fees incurred by the Company, its directors, offices,

employees, agents and/or consultants by reason of an alleged violation by the Consultant of any of the representations contained in Paragraph 12 of this Agreement.

14. The parties hereto agree that the relationship between them is that of an independent contractor and that nothing in this Agreement shall be construed so as to make them partners, joint venturers or agents or create an employer/employee relationship or render either of them liable for the debts and/or obligations of the other.
15. Except to the extent provided in Paragraph 2 the Consultant shall not be entitled to termination notice or pay in lieu of notice, severance pay or any employment-related benefits or payments upon the termination of this Agreement or upon termination of its engagement nor is the Consultant eligible during the Term for any benefits or other privileges from the Company, including but not limited to, disability coverage, vacation pay, health or dental coverage, minimum wage or workers' compensation coverage.
16. The Consultant is solely responsible for maintaining its own insurance, including, without limitation, workers' compensation, general liability, automobile liability, and professional liability coverage. To the extent that the Consultant is required to be registered with the Workers' Compensation Board of Saskatchewan (the "WCB"), the Consultant agrees to register with the WCB and prior to providing any Services and from time to time, as may reasonably be required by the Company, the Consultant shall cause the WCB to issue a clearance letter in favour of the Company, or if the Consultant is not required to register with the WCB, the Consultant will provide a letter from the WCB confirming that she is not required to register. The Consultant shall pay any amount owing with respect to workers' compensation coverage within the time period specified by the WCB.
17. Unless otherwise set out herein or agreed in writing between the Consultant and the Company, the Consultant may not pledge the credit of the Company, sign any document or enter into any agreement or make any promise on behalf of the Company.
18. The Company shall not have any responsibility to make deductions for, or to pay benefits, health, welfare and pension costs, withholdings for income tax purposes, employment insurance premiums, workers' compensation premiums, Canada Pension Plan premiums, payroll taxes, disability insurance premiums or any other similar charges with respect to the Consultant. The Consultant acknowledges and agrees that she is responsible for all such payments or remittances and shall indemnify the Company for any costs incurred by the Company arising as a result of the Consultant's failure to make such payments or remittances.
19. The Consultant will register for goods and services tax purposes, if required, and will supply the Company with all the required information in this regard.
20. The Consultant will not at any time after the termination of this Agreement for any reason represent herself as being in any way connected with or interested in the business of the Company nor knowingly make any untrue or misleading statements in relation to the Company or its business and affairs.
21. The Company will not at any time after the termination of this Agreement for any reason represent itself as being in any way connected with or interested in the business of the Consultant nor knowingly make any untrue or misleading statements in relation to the Consultant or its business and affairs.

22. This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors and assigns. No party may assign any of its rights, or delegate any of its duties or obligations, under this Agreement without the prior written consent of the other party, and any such purported assignment or delegation shall be void ab initio. Notwithstanding the foregoing, the Company or its successors or assigns may assign its rights and delegate its duties to an affiliate or to any successor entity resulting from any liquidation, merger, consolidation, reorganization, or transfer of all or substantially all of the assets or stock of the Company or its subsidiaries and affiliates.

23. The Consultant is providing the retained Services for the purpose of providing advice only and accepts no liability whatsoever for any actions taken by the Company.

24. All notices demands and other communications (collectively, "Notices") given or made pursuant to this Agreement shall be in writing and shall be deemed to have been duly given if sent by registered mail, return receipt requested, postage and fees prepaid, by overnight service with a nationally recognized "next day" delivery company such as Federal Express, Purolator or United Parcel Service, by facsimile transmission, or otherwise actually delivered to the following addresses:

In the case of the Company to:  
**RESORT VILLAGE OF ISLAND VIEW**  
**Comp. 3, R.R.1**  
**Bulyea, SK S0G 0L0**

In the case of the Consultant to:  
**NORTHBOUND COMMUNITY PLANNING LTD.**  
**c/o Yvonne Prusak**  
**Box 101**  
**Meota, SK S0M 1X0**

Any Notice shall be deemed duly given when received by the addressee thereof, provided that any Notice sent by registered mail shall be deemed to have been duly given two (2) business days from the date of deposit in the mail, unless sooner received. Any of the parties to this Agreement may from time to time change its address for receiving Notices by giving written notice thereof in the manner set forth above.

25. The terms of this Agreement are confidential and shall not be disclosed by either the Consultant or the Company or any of its directors, officers, employees or agents.

26. This Agreement, including Schedule "A" and Schedule "B" attached hereto, constitutes and embodies the entire understanding and agreement of the parties hereto relating to the subject matter hereof and there are no other agreements or understandings, written or oral, in effect between the parties relating to such subject matter except as expressly referred to herein.

27. This Agreement may not be amended or modified in any way except by written instrument signed by the parties hereto.

28. Whenever possible, each provision of this Agreement shall be interpreted in such a manner as to be effective and valid under applicable law, but if any provision of this Agreement shall be or become prohibited or invalid under applicable law, such provision shall be ineffective to the extent of such

prohibition or invalidity without invalidating the remainder of such provision or the remaining provisions of this Agreement.

29. This Agreement should be construed in accordance with the laws of the Province of Saskatchewan.
30. Each of the parties agrees to execute and deliver all such agreements, deeds and documents as may be necessary to carry out the intent and meaning of this Agreement.
31. The waiver by either party of any breach of the provisions of this Agreement shall not operate or be construed as a waiver by that party of any other breach of the same or any other provision of this Agreement.
32. Time is of the essence of this Agreement.

**IN WITNESS WHEREOF** the Agreement has been executed by the Company this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

RESORT VILLAGE OF ISLAND VIEW

SEAL

Per: \_\_\_\_\_

Per: \_\_\_\_\_

**IN WITNESS WHEREOF** the Agreement has been executed by the Consultant this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

NORTHBOUND COMMUNITY PLANNING LTD.

SEAL

Per: \_\_\_\_\_

Yvonne Prusak, President

**SCHEDULE "A"****TERM**

Commencing this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ and continuing indefinitely unless otherwise indicated herein: \_\_\_\_\_

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**FEES**

The hourly charge-out rates for this contract is as described below;

**Junior Task Rate:** **\$60.00 per hour**

Typical tasks include: Real property surveyor report reviews; Travel time; Municipal servicing technician; Planning and development reminder letters; Includes tasks completed by junior staff

**Intermediate Task Rate:** **\$95.00 per hour**

Typical tasks include: Permitted development permit application reviews; Policy writing; Bylaw order writing; Asset management technician; Subdivision application reviews (contingent of consultant);

**Senior Task Rate:** **\$150.00 per hour**

Typical tasks include: Public presentations, council meetings; Official community plan writing and amendments; Zoning bylaw writing, amendments, and review; Discretionary use development permit applications reviews; Land use planning recommendations; Geographic Information Service (GIS) Mapping; Emergency response planning; Municipal servicing consulting; OHS/Safety Specialist review and recommendations; Engineer consulting

**Supervisory Task Rate:** **\$175.00 per hour**

Typical tasks include: Public participation coding and analysis; Project management; Development appeal board (DAB) preparation and representation; Saskatchewan Municipal Board (SMB) preparation and representation;

**Mileage:** **\$0.65 per kilometre**

Additional notes:

- All rates described above are contingent of the consultant involved in the project, and rate billing may fluctuate depending on the level of expertise required for job completion at the discretion of the Consultant.
- Rates are billed on fifteen (15) minute increments.
- Task billing shall be billed twice monthly based on time required for task.
- Mileage rates do not include travel time, which is billed at the Standard Task Rate.

We proposed to invoice twice monthly, based on actual time required to undertake the project based on current hourly charge out rates of at outlined in Schedule A. Disbursements for this project are expected to be limited to printing, travel (\$0.60/km) and meals (\$15 per meal).

The Consultant may increase the hourly rate at any time upon providing the Company with **30 days** written Notice of the intention to do so.

#### **SERVICES**

As Directed by the Company, the Consultant shall provide the following services to the Company:

- Assistance with review of development permit applications, subdivisions, general planning advice, bylaw writing and amendments, legislation, etc..

**SCHEDULE "B"****DEFINITIONS**

**"Affiliate"** means (A) any entity directly or indirectly owning, controlling, or holding with power to vote, 5 per cent or more of the outstanding voting securities of the Company; (B) any entity 5 per cent or more of whose outstanding voting securities are directly or indirectly owned, controlled, or held with power to vote, by such other entity; (C) any entity directly or indirectly controlling, controlled by, or under common control with, such other entity; and (E) if such entity is a corporation, any advisor thereof and any member of an advisory board thereof;

**"Amount"** means the total hourly rate which the Company will be charged for the Professional Planning Services supplied by the Consultant;

**"Business"** means the business and operations of the Company, regardless of geographic location, presently conducted by the Company;

**"Confidential Information"** means all information owned, possessed or controlled by the Company and/or its affiliates including, without limitation, all information related to developments, inventions, enhancements, financial, scientific, technical, manufacturing, process know-how and marketing information and all names of or lists of customers and suppliers howsoever received by the Consultant from, through or relating to the Company and/or its affiliates and in whatever form (whether oral, written, machine readable or otherwise), which pertains to the Company and/or its affiliates; provided, however, that the phrase "Confidential Information" shall not include information which:

- (a) was in the public domain prior to the date of receipt by the Consultant;
- (b) becomes part of the public domain by publication or otherwise, not due to any unauthorized act or omission of the Consultant; and
- (c) the Consultant is required by law to disclose, provided that, unless prohibited by law, the Consultant first notifies the Reporting Officer at the first reasonable opportunity that she is required to disclose such Confidential Information.

**"Customer"** means any Entity who has (i) purchased or licensed from the Company any product produced or service supplied, sold, licensed or distributed by the Company, (ii) supplied to the Company (with the Consultant's Knowledge) any product to be produced, sold, licensed, or distributed by the Company; provided that after termination of the engagement of the Consultant for any reason, Customer shall only include any Entity who was a Customer during the twelve (12) months preceding the date of the termination of the Consultant's engagement;

**"Development"** means any discovery, invention, design, improvement, concept, specification, creation, development, treatment, computer program, method, process, apparatus, specimen, formula, formulation, product, hardware or firmware, any drawing, report, memorandum, article, letter, notebook, and any other work of authorship and ideas (whether or not patentable or copyrightable) and legally recognized proprietary rights (including, but not limited to, patents, copyrights, trademarks, topographies, know-how and trade secrets), and all records and copies of records relating to the foregoing, that:

- (a) result or derive from the Consultant's engagement or from the Consultant's knowledge or use of Confidential Information;
- (b) are conceived or made by the Consultant (individually or in collaboration with others) in the course of its engagement;
- (c) result from or derive from the use or application of the resources of the Company; or
- (d) relate to the business operations of actual or demonstrably anticipated research and development by the Company.

**"Entity"** means a natural person, partnership, limited liability partnership, corporation, joint stock company, trust, unincorporated association, joint venture or other entity or governmental entity, and pronouns have a similarly extended meaning;

**"Fee"** or **"Fees"** means all levied payments for Professional Planning Services along with the expenses including, but not limited to; ISC, mileage, Community Planning Fees, printing fees as well as phone and fax bills as well as those expenses incurred by entertainment or meals with clients or Prospective Clients;

**"Intellectual Property Rights"** means all worldwide intellectual and industrial property rights in connection with the Developments including, without limitation:

- (a) patents, inventions, discoveries and improvements;
- (b) ideas, whether patentable or not;
- (c) copyrights;
- (d) trademarks;
- (e) trade secrets;
- (f) industrial and artistic designs; and
- (g) proprietary, possessory and ownership rights and interests of all kinds whatsoever.

**"Manner of Payment"** means the method of payment used to compensate the Consultant by the Company for Professional Planning Services;

**"Prospective Customers"** means any Entity (i) solicited by the Consultant on behalf of the Company for any purpose relating to the Business, or (ii) solicited by the Company with the Consultant's knowledge for any purpose relating to the Business; provided that after termination of the Consultant's engagement for any reason, Prospective Customers shall only include any Entity who was a Prospective Customer during the twelve (12) months preceding the date of the termination of the Consultant's agreement;

**"Reporting officer"** means the President or Operations Manager;

**"Start Date"** means date first written on this agreement;

**“Terms”** means all covenants and representations incorporated into this Agreement as well as any ancillary documentation to be incorporated in this Agreement which is mutually agreed to by the Consultant and the Company;

**“Territory”** means the operating area of the Company.



## Development Officer Service Options

Northbound Planning (NPB) strives to work with municipal budgets and servicing capabilities and has created this service summation to demonstrate the service level flexibility to municipalities. All municipalities should have access to qualified and professional planning services. Listed below are several ways that municipalities can use NBP services for planning and development and fit their budget:

OPTION	PROS	CONS
1 <i>Appointment of municipal employee as Development Officer, and referral to NBP on complicated development permit (DPA) and subdivision application (SDA) files.</i>	<ul style="list-style-type: none"><li>Enables a development officer presence within the municipal office.</li><li>Individual is already a municipal employee, and not an increased cost.</li><li>Enables the municipality to handle the “simple” files but receive additional support and recommendations when needed.</li><li>Still receive support from qualified professionals.</li></ul>	<ul style="list-style-type: none"><li>Development Officer may have less experience.</li><li>Higher potential for inconsistencies for implementation due to inexperience.</li><li>More responsibility for municipal staff to thoroughly understand the Official Community Plans (OCP)/Zoning Bylaws.</li></ul>
2 <i>Appointment of municipal employee as Development Officer and no DPAs are referred to NBP, but all SDAs referred to NBP for review but no facilitation.</i>	<ul style="list-style-type: none"><li>Ensures Council receives a professional review and report on SDAs prior to issuing a decision.</li><li>100% of SDA costs reimbursed back to municipality before SDA is approved by the Community Planning Branch (CPB).</li><li>Provides additional wider - range perspective for Council’s considerations that may not exist at the municipal level.</li><li>NBP can write the servicing agreements.</li></ul>	<ul style="list-style-type: none"><li>Additional upfront cost for professional planning advice.</li><li>Municipality responsible for navigating the SDA process with CPB.</li><li>Municipality responsible for informing potential developers of the SDA process and all costs and expectations from different government ministries.</li><li>Higher potential for inconsistencies for SDA information due to inexperience.</li><li>More responsibility for municipal staff to thoroughly understand the OCP/ZB.</li></ul>
3 <i>Appointment of municipal employee as Development Officer and internal review of all DPAs, but submission from CPB to NBP to review and to facilitate entire SDA process</i>	<ul style="list-style-type: none"><li>Includes the referral of SDA inquiries to NBP to ensure accurate information provided to developers.</li><li>Ensure efficient and streamlined SDA review process to meet all municipal and provincial deadlines.</li><li>Encourages strong communication between NBP and the municipality.</li></ul>	<ul style="list-style-type: none"><li>Higher potential costs for those “curious” ratepayers that may look to want to subdivide and never complete.</li><li>Requiring the signing of payment of all fees prior to talking to NBP can be cumbersome.</li><li>More responsibility for municipal staff to thoroughly understand the OCP/ZB.</li></ul>
4 <i>Municipal staff communicate with ratepayers initially, complete DPA compiled and sent to NBP for review. Municipal employee appointed as Development Officer. NBP reviews SDAs.</i>	<ul style="list-style-type: none"><li>Decreases cost to the municipality, but still ensure permit reviews are being completed correctly.</li><li>Ensures qualified professional staff are reviewing planning and development consistently within the municipality.</li><li>Impartial and objective reviews.</li><li>Requires strong communication between municipality and NBP.</li><li>Ensure efficient and streamlined SDA review to meet all municipal and provincial deadlines.</li><li>SDA review costs 100% recoverable.</li></ul>	<ul style="list-style-type: none"><li>More responsibility for municipal staff to thoroughly understand the OCP/ZB.</li><li>Additional permit costs that may not be entirely 100% recoverable.</li><li>Typically results in the adoption of the external fee bylaw with higher permit fees to cover additional consultant costs.</li><li>More expensive, as development permits are a typically a flat upfront fee.</li></ul>

5	<p><b><i>Municipal staff communicate with ratepayers initially, and once complete DPA application has been compiled it is sent to NBP for review. NBP appointed as Development Officer. SDA applications referred to NBP for review.</i></b></p>	<ul style="list-style-type: none"> <li>Decreases cost to the municipality, but still ensure permit reviews are being completed correctly.</li> <li>Ensures qualified professional staff implementing planning and development consistently within the municipality.</li> <li>Impartial and objective reviews.</li> <li>Requires strong communication between municipality and NBP.</li> <li>Takes additional DPA and SDA work off municipality staff to focus on administration duties.</li> <li>Ensure efficient and streamlined SDA review processes to meet all municipal and provincial deadlines.</li> <li>SDA review costs 100% recoverable.</li> </ul>	<ul style="list-style-type: none"> <li>More responsibility for municipal staff to thoroughly understand the OCP/ZB.</li> <li>Additional costs that may not be entirely 100% recoverable.</li> <li>Typically results in the adoption of the external fee bylaw with higher permit fees to cover additional consultant costs.</li> <li>Potential liability to NBP for the review of permits.</li> <li>Municipality may feel less in touch with development within the local community.</li> <li>More expensive, as DPA are a typically a flat upfront fee.</li> </ul>
6	<p><b><i>Appointment of NBP as Development Officer, and all Initial inquiries sent to NBP as “first point of contact” for DPAs and SDAs</i></b></p>	<ul style="list-style-type: none"> <li>Ensures qualified professional staff implementing planning and development consistently within the municipality.</li> <li>Impartial and objective reviews.</li> <li>Requires strong communication between municipality and NBP.</li> <li>Efficient file review and facilitation of all referrals to provide a completed application back to the municipality.</li> <li>Takes additional DPA and SDA work off municipal staff to focus on administration.</li> </ul>	<ul style="list-style-type: none"> <li>Potential liability to NBP for the review of DPAs.</li> <li>Municipality may feel less in touch with development within the local community.</li> <li>More expensive, as development permits are a typically a flat upfront fee.</li> <li>Typically results in the adoption of the external fee bylaw with higher permit fees to cover additional consultant costs.</li> </ul>
7	<p><b><i>No referral to NBP for DPA or SDA, and on-demand consultation or planning document amendments</i></b></p>	<ul style="list-style-type: none"> <li>Less external consultant fees.</li> <li>All planning and development items kept “in- house”.</li> <li>Ensures that at minimum the writing of planning documents is completed by a Registered Professional Planner and a Member of the Canadian Institute of Planners.</li> </ul>	<ul style="list-style-type: none"> <li>Higher potential for inconsistencies for DPA or SDA information due to inexperience.</li> </ul>

Each municipality has different requirements, and as staffing and Council changes so does the level of service needed from Northbound Planning. Please advise whether any of the above listed options work for the municipality.

The hourly charge-out rates for Northbound Planning are as described below:

**Junior Task Rate:** **\$60.00 per hour**

Typical tasks include: Real property surveyor report reviews; Travel time; Municipal servicing technician; Planning and development reminder letters; Includes tasks completed by junior staff

**Intermediate Task Rate:** **\$95.00 per hour**

Typical tasks include: Permitted development permit application reviews; Policy writing; Bylaw order writing; Asset management technician; Subdivision application reviews (contingent of consultant);

**Senior Task Rate:** **\$150.00 per hour**

Typical tasks include: Public presentations, council meetings; Official community plan writing and amendments; Zoning bylaw writing, amendments, and review; Discretionary use development permit applications reviews; Land use planning recommendations; Geographic Information Service (GIS) Mapping; Emergency response planning; Municipal servicing consulting; OHS/Safety Specialist review and recommendations; Engineer consulting

**Supervisory Task Rate:** **\$185.00 per hour**

Typical tasks include: Public participation coding and analysis; Project management; Development appeal board (DAB) preparation and representation; Saskatchewan Municipal Board (SMB) preparation and representation;

**Mileage:** **\$0.65 per kilometre**

Additional notes:

- All rates described above are contingent of the consultant involved in the project, and rate billing may fluctuate depending on the level of expertise required for job completion at the discretion of the Consultant.
- Rates are billed on fifteen (15) minute increments.
- Task billing shall be billed twice monthly based on time required for task.
- Mileage rates do not include travel time, which is billed at the Standard Task Rate.

Northbound invoices twice monthly, based on actual time required to undertake the project based on current hourly charge out rates of outlined above. Disbursements for this project are expected to be limited to printing, travel (\$0.65/km) and meals (\$15 per meal).

The Consultant may increase the hourly rate listed above at any time upon providing the Company with **30 days** written Notice of the intention to do so.

## 2026 Tax Abatements

Roll Number	Name	Legal Description	Amount	Reason
29 000	SaskTel Buildings & Realty	Lot 31, Block 1, Plan 73R47877	\$951.65 (Mun: \$738.54, Sch: \$213.11)	This is the 2023 GIL amount. The notice was never sent to SaskTel (or payment was not followed up on). Because this is a Grant-in-Lieu and not property tax, SaskTel does not need to pay any arrears, so the taxes need to be abated, as they simply will never get paid. This should have been dealt with in 2024.

## Resort Village of Island View

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**From:** Nancy Giese <nancy.giese@sasktel.com>  
**Sent:** December 16, 2025 11:19 AM  
**To:** islandview@sasktel.net  
**Subject:** 2023 Grant in Lieu Notice  
**Attachments:** CIC Policy - Grants.pdf

Good morning Landon,

As per my telephone message, I said I would follow up with an email regarding your email to our Accounts Payable department referring to a 2023 Grant-in-Lieu notice. I have explained this policy to Pamela Holiday in the past and she was going to have arrears removed as Grants cannot go into any arrears, they will have to be removed from next years Grant. Please see the attached CIC policy regarding the Grants, it will explain any questions you may have regarding your Grant from 2023. If you wish to discuss further, please contact me at the below information listed below.

Thank you  
kindly,

*Nancy Giese*

**SaskTel Corporate Services - Properties & Taxation**

10<sup>th</sup> Fl, 2121 Sask. Drive, Regina, SK. S4P 3Y2

t: 306.530.0415

e: [nancy.giese@sasktel.com](mailto:nancy.giese@sasktel.com)



NOTICE: This confidential e-mail message is only for the intended recipients. If you are not the intended recipient, be advised that disclosing, copying, distributing, or any other use of this message, is strictly prohibited. In such case, please destroy this message and notify the sender.

## Crown Corporation Specific Considerations

**SaskTel** - Although part of a linear network, SaskTel has historically made grants-in-lieu payments for any improvements related to its cell towers, urban switching centres, and community dial offices on land that it owns. These payments will continue for any existing properties and will be made for any new properties that fit into these categories going forward. Land purchased with the intent to construct these facilities will also continue to be eligible for a grants-in-lieu payment.

### Payment Timing

Crown corporations will, to the best of their ability, make grants-in-lieu of property tax payments within the calendar year that a grants-in-lieu of taxes notice is received. As the payments are grants-in-lieu, not actual taxes, the Crown corporations cannot be considered in arrears on taxes and cannot be subject to any penalties for late payment. Payments shall be made in a timely manner upon receipt of a grant-in-lieu of tax notice.

Going forward, retroactive payments will not be made for a given year if a municipality does not issue a grants-in-lieu of tax notice to a Crown corporation for that year regardless if a grants-in-lieu payment was made in the previous year.

If a municipality does not receive payment by December 31 of any given year, it is the responsibility of the municipality to follow up with the Crown corporation within a reasonable timeframe (e.g. one month) to inquire on the status of payment.

### Dispute Resolution

**Eligibility** - If there is a dispute between a Crown corporation and a municipality on whether a property is eligible for a grant-in-lieu payment, and discussions between the two parties cannot reach an agreement, CIC can be requested to provide an interpretation of the policy. Both the Crown corporation and the municipality will be given the opportunity to submit their reasoning for why the property should, or should not, be eligible for a grant-in-lieu payment under this policy. CIC's interpretation will be approved by the General Counsel or designate and will be based on the description of the property provided by the Crown corporation, the reasoning provided by both parties, this policy, and any relevant Acts. Where there is a difference in eligibility between property tax law for taxable entities and this policy, the position outlined in this policy will be followed as the payments are grants-in-lieu of property taxes not actual property taxes. Submissions should be sent to [info@cicorp.sk.ca](mailto:info@cicorp.sk.ca) to the attention of the Director, Strategic Policy and Stakeholder Engagement.

**Assessments** - If there is a dispute between a Crown corporation and a municipality on an assessment, the corporation is to follow the same appeal process available for any taxable property owner. This process is laid out in *The Cities Act*, *The Municipalities Act*, and *The Northern Municipalities Act, 2010*.

### **Administrative Information:**

Owner: Director, Strategic Policy and Stakeholder Engagement, CIC (306) 787-0056  
Executive Sponsor: Vice President, Crown Services Division, CIC, 306-787-1257

Reviewed: June 1, 2020



## Grants-in-Lieu of Property Taxes

Issue Date: September 12, 2018

Revised: June 1, 2020

### Authority:

*The Crown Corporations Act, 1993*

### Applicability:

This policy is applicable to CIC and all CIC subsidiary Crown corporations. It is effective fiscal 2018-19 with payments being made for the 2018 calendar year. Retroactive payments will not be made for years prior to 2018.

### Purpose:

The objective of this policy is to:

- Define what properties will be subject to grants-in-lieu of property tax payments; and,
- Outline a dispute resolution process for concerns regarding eligible properties and property assessments.

### Definitions:

**Eligible Property** - A property that meets the conditions outlined in this policy allowing a Crown corporation to make a grant-in-lieu of property tax payment to the municipality where the property is located.

**Linear Real Estate Asset** - All assets and property associated with, or incidental to, the operation of a generation, transmission, distribution, treatment, information or communication facility, system, or network.

**Non-Linear Real Estate Asset** - A standalone property that is not part of, or directly related to the operation of, a generation, transmission, distribution, treatment, information or communication facility, system, or network.

### Policy Statements:

CIC and all CIC subsidiary Crown corporations shall make grants-in-lieu of property tax payments to municipalities for all owned, non-linear real estate assets in Saskatchewan. These payments are to be based on the property's taxable assessment and applicable mill rates. Taxable assessment and mill rates are determined by the assessor and municipality in the same manner as for any taxable property.

### Background:

As an agent of the Crown, Crown corporations are not taxable and therefore do not pay property taxes. Instead, Crown corporations compensate municipalities for the services they provide through grants-in-lieu of property tax payments. Grants-in-lieu payments are based on policy, not legislation.

This policy does not change the non-taxable status of the Crown corporations as the payments being made are not actual tax payments.

## General Provisions:

Grants-in-lieu of property tax payments made across the Crown sector for eligible properties will be based on property assessments and mill rates. The payments will be made for all eligible property where the Crown corporation receives a grants-in-lieu of tax notice.

### Eligibility of Properties

Crown corporations will only make grants-in-lieu payments for owned, non-linear real estate assets. The discussion below does not include every type of property owned by a Crown corporation; however, it provides various examples on which to base the decision for other types of properties.

Properties that are exempt from taxation for a taxable property owner under *The Cities Act*, *The Municipalities Act*, or *The Northern Municipalities Act, 2010* are not eligible for a grant-in-lieu property tax payment from a Crown corporation.

#### Buildings and Land

For the purpose of this policy, all owned, non-linear assets are eligible. This includes properties such as standalone office buildings, parking lots, and warehouse space.

In addition, land that is not directly related to a linear asset, is eligible. This includes urban and rural bare land, gravel pits, and landfills.

If a property type is exempt from property taxes it is not eligible for a grant-in-lieu payment.

Properties that are not eligible include any owned, linear real estate assets. The buildings (offices, warehouses, storage space, etc.), parking lots and facilities directly or incidentally involved with generation, transmission, distribution, treatment, and communication are part of the linear asset.

Examples of these types of linear assets include:

- pipelines;
- power generation stations;
- water treatment plants;
- pump stations;
- compressor stations;
- information and telecommunication towers located on public right of ways or easements;
- fibre; and,
- light standards.

Land that is directly related to a linear asset is also part of the linear asset and so is not eligible. This includes land where a generation, transmission, distribution, or treatment facility is located as well as land owned due to the location of an underground storage facility, land purchased with the intent to be used for coal mining, land purchased with the intent to develop a linear asset, and reservoir lands.

#### Leased Property

Arrangements related to how property tax, or grants-in-lieu of property tax, payments will be paid to a municipality for property leased by or from a Crown corporation will be made at the discretion of the lessee and the lessor.

#### Contaminated Sites

Land and buildings that are not related to a linear asset but are contaminated are eligible for a grants-in-lieu payment. However, if the contaminated site is related to a linear asset, the site is not eligible for a grants-in-lieu payment. An example that would not be eligible would be a diesel generating site that is no longer operating. Once remediation of the site has been completed and the site is no longer related to a linear network, the site would be eligible for a grants-in-lieu payment.

## Resort Village of Island View

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**Subject:** CAO Bond

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**From:** Candace M. Fazakas <[candace.fazakas@aon.ca](mailto:candace.fazakas@aon.ca)>

**Sent:** December 12, 2025 8:30 AM

**To:** Resort Village of Island View <[islandview@sasktel.net](mailto:islandview@sasktel.net)>

**Subject:** RE: Resort Village of Island View - SUMAssure December 31, 2025 to December 31, 2026 Premium Summary

Good morning Landon,

Kindly use this email to confirm that the following coverage has been renewed effective December 31, 2025 to December 31, 2026 for the Resort Village of Island View:

Employee Dishonesty - \$500,000 limit

The employee bond is included in the Crime section of the policy declarations. It is the Employee Dishonesty - \$500,000 limit. The renewal documents will follow shortly as they are just being finalized.

Thanks and have a great day!

**Candace Fazakas, CIP CAIB**  
**Assistant Vice President | Associate Account Executive**  
**Aon Canada**  
2103- 11th Avenue, Suite 800, Regina, SK S4P 3Z8, Canada  
Tel: +1.306.569.6702 | Fax: +1.306.359-0387  
[candace.fazakas@aon.ca](mailto:candace.fazakas@aon.ca)

**The highest compliment our clients can give us is the referral of their family, friends and business associates. Thank you for your loyalty.**



# **Resort Village of Island View**

## **Policy #GG-001-2026**

### **Policy Title: COUNCIL REMUNERATION POLICY**

<b>Policy Objective</b>	This policy is to establish the remuneration rates for Resort Village Council when involved in Resort Village-related business such as meetings, workshops, conferences, etc., as well as general rates for Council members and employees attending meetings, workshops, and conferences on the Resort Village's behalf.
<b>Original Date &amp; Authority</b>	January 31, 2026 - Resolution #____/2026
<b>Revised Dates &amp; Authority</b>	n/a
<b>Supporting Bylaw</b>	n/a
<b>Related Policy</b>	n/a

### **Legislative Authority:**

*The Municipalities Act*

#### **Remuneration, etc., of members of council**

**82(1)** Each member of council is to be paid any remuneration and benefits and any reimbursement or allowances for expenses that may be fixed by the council.

### **Definitions:**

- a. **Chief Administrative Officer (CAO)** - The person appointed as Administrator pursuant to Section 110 of *The Municipalities Act*.
- b. **Council** - The Mayor and Councillors of the Resort Village elected pursuant to the provisions of *The Local Government Election Act, 2015*.
- c. **Mayor** - The Head of Council and, in the absence of the individual elected to the position of Mayor, this duty shall be assumed by the individual appointed by Council as Deputy Mayor.
- d. **Resort Village** - The Resort Village of Island View.

### **Policy:**

#### **1. REMUNERATION**

1.1 The Resort Village of Island View sets the following indemnity for council meetings, committee meetings and workshops as follows:

Regular Council Meetings – Mayor	\$150.00
Regular Council Meetings – Councillor	\$125.00
Special Council Meeting – Mayor	\$150.00
Special Council Meeting – Councillor	\$125.00
Committee Meetings, External Meetings & Workshops	\$125.00



## **Resort Village of Island View**

### **2. EXTERNAL MEETINGS**

2.1 The Mayor and Councillors shall not receive remuneration for attending external appointment meetings if the organization already pays remuneration for attending.

### **3. WORKSHOPS, CONVENTIONS, & TRAINING SESSIONS**

3.1 External workshops, conventions, and training sessions that have a cost associated with them, and for which a Council member wants to attend, shall be discussed at a regularly scheduled Council meeting, and a resolution shall be made by Council to send the designated individuals. Workshop, convention, and training session costs shall be allocated from the Council Travel/Training/Meals account at a budget annually set by Council.

3.2 All registrations for meetings, workshops, and conventions, etc., are to be handled through the Chief Administrative Officer.

### **4. MEALS, MILEAGE, AND HOTELS**

4.1 The following applies to all Councillors and employees:

- a. No receipts are needed for payment of meals. Regardless of how much is spent, meals are paid out as follows:

Breakfast	\$ 15.00
Lunch	\$ 25.00
Supper	\$ 35.00

- b. Meals shall not be reimbursed if the workshop, training session, or convention attended supplied meals.
- c. Mileage is paid out at \$0.65 a kilometre.
- d. Hotels are 100% reimbursable. Best practice indicates that the Resort Village should book the hotel room and use the Resort Village Credit Card for payment.
- e. Parking will be reimbursed at cost.
- f. Any alcohol purchased by Councillors attending workshop, conventions, and training sessions, etc. is their own expense and will not be reimbursed by the Resort Village.
- g. The Resort Village will aim to carpool and share resources wherever possible, as to eliminate unnecessary expenditures.