

Resort Village of Island View

Regular Meeting of Council

AGENDA

Regular Meeting – June 20, 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**
 - May 30, 2026 Regular Council Meeting Minutes
- d) **FINANCIAL STATEMENTS/ACCOUNTS PAYABLE**
 - May 2026 Bank Reconciliation
 - May 2026 Statement of Financial Activities
 - June 2026 Accounts Payable
- e) **BYLAWS**
 - Building Bylaw 02-2026 – Rescind Resolution #22/2026
- f) **COMMITTEE REPORTS**
 - Acting Administrator:
 - o Office Hours- changing July 9, 2026
 - o Assistant Administrator
 - o 2025 Audit Letter and Financial Statements
 - Mayor & Councillor:
 - o Speed Bumps
 - o Road Packer
- g) **CORRESPONDENCE**
 - Cat at Large- Complaint
- h) **NEW BUSINESS**
 - o Trailers: Zoning Bylaw Report
 - o TS-001-2026 Culvert/Laneway Policy
 - o GG-002-2026 Flowers and Memorial Recognition Policy
 - o Annexation: RM of McKillop- Storage Compound Report
 - o 122 Maple Road- Offer(s) to Purchase
- i) **ANNOUNCEMENTS**
- j) **DELEGATIONS(S)**
- k) **CLOSED SESSION**
- l) **ADJOURNMENT**

Resort Village of Island View

Regular Meeting of Council MINUTES

Regular Meeting – June 20, 2026 at 10:00 am
Island View Office, Island View, Saskatchewan

As per Section 41 of Bylaw No 06-2025 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

Councillor Shane Belter via Electronic Means

Acting Chief Administrative Officer Landon Chambers

Absent:

a) CALL TO ORDER

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

b) CONFLICT OF INTEREST

- Mayor Cramer declared a Conflict of Interest regarding:
 - o 122 Maple Road- Offer(s) to Purchase

c) ARISING FROM MINUTES

- May 30, 2026 Regular Council Meeting Minutes

Resolution #64/2026

Fourie: THAT the Council of the Resort Village of Island View accept and file May 30, 2026 Regular Council Meeting Minutes as presented.

CARRIED

d) FINANCIAL STATEMENTS/ACCOUNTS PAYABLE

- May 2026 Bank Reconciliation

Resolution #65/2026

Belter: THAT the Council of the Resort Village of Island View accept and file May 2026 Bank Reconciliation as presented.

CARRIED

- May 2026 Statement of Financial Activities

Resolution #66/2026

Paslawski: THAT the Council of the Resort Village of Island View accept and file May 2026 Statement of Financial Activities as presented.

CARRIED

- May 2026 Accounts Payable

Resolution #67/2026

Belter: THAT the Council of the Resort Village of Island View approve and file May 2026 Accounts Payable in the amount of \$79,765.81 as presented.

CARRIED

e) BYLAWS

Resolution #68/2026

Paslawski: *THAT the Council of the Resort Village of Island View rescind Resolution #22/2026. Furthermore, THAT Council of the Resort Village of Island View give Building Bylaw 02-2026 third reading and adopt and amended.*

CARRIED

f) COMMITTEE REPORTS

Resolution #69/2026

Fourie: *THAT the Council of the Resort Village of Island View change Municipal Office Hours of service to Thursdays 8:00 am-4:00 pm, Fridays 8:00 am-4:00 pm and Saturdays 9:00 am-3:00 pm.*

CARRIED

Resolution #70/2026

Paslawski: *THAT the Council of the Resort Village of Island View enter into Employment Agreement with Sydney Vonau effective July 2, 2026. Furthermore, THAT Sydney be appointed as Assistant Administrator.*

CARRIED

Resolution #71/2026

Fourie: *THAT the Council of the Resort Village of Island View approve and file 2025 Audit Letter and Financial Statements as presented and submitted to Ministry of Government Relations.*

CARRIED

g) CORRESPONDENCE

Resolution #72/2026

Fourie: *THAT the Council of the Resort Village of Island View accept and file Cat-at-large complaint as presented.*

CARRIED

h) NEW BUSINESS

- Trailer Report

Resolution #73/2026

Cramer: *THAT the Council of the Resort Village of Island View tables the Trailer Report as presented by CAO until all members of Council are present.*

CARRIED

- TS-001-1-2026 Culvert/Laneway Policy

Resolution #74/2026

Paslawski: *THAT the Council of the Resort Village of Island View accepts and adopts the TS-001-2026 Culvert/Laneway Policy as presented.*

CARRIED

- GG-002-2026 Flowers and Memorial Recognition Policy

Resolution #75/2026

Becker: *THAT the Council of the Resort Village of Island View accepts and adopts the GG-002-2026 Flowers and Memorial Recognition Policy as presented.*

CARRIED

i) ANNOUNCEMENTS

j) DELEGATIONS(S)

k) CLOSED SESSION

Resolution #76/2026

Paslawski: That Council move in camera pursuant to section 120 of The Municipalities Act to discuss personnel and legal matters in accordance with Part III of LA FOIP. Furthermore, That Council move in camera pursuant to section 120 of The Municipalities Act to discuss long-range strategic planning at 10:30 am.

Council resumes Open Session at 10:42 am.

Mayor Doug Cramer declares Conflict of Interest at 10:30 am and exits Council Chambers.

- 122 Maple Road- Offer(s) to Purchase

Resolution #77/2026

Fourie: THAT the Council of the Resort Village of Island View authorizes CAO to accept highest offer of \$29,000 to purchase and enter negotiations with purchasers as such.

CARRIED

Mayor Doug Cramer re-enters Council Chambers at 10:42 am.

l) ADJOURNMENT

Resolution #78/2026

Cramer: "That the meeting be adjourned at 11:02 am and the next Regular Meeting of Council be scheduled for July 25, 2026 at 10:00 am.

CARRIED

Mayor

Chief Administrative Officer

Date Printed
06/17/2026 7:30 PM

Resort Village of Island View
List of Accounts for Approval
Batch: 2026-00029 to 2026-00036

Page 1

Bank Code - Bank1 - Main Demand

COMPUTER CHEQUE

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
546	06/20/2026	Dale Matties				
		Jun/26 AP-01		Uhl's Bay Water Pump	70.00	70.00
547	06/20/2026	Dudley & Company LLP				
		49082		2025 Financial Audit	7,492.50	7,492.50
548	06/20/2026	Last Mountain Regional Landfill				
		1025-01		May/26 Disposal Fees	1,090.32	1,090.32
549	06/20/2026	Parkland Regional Library				
		7310		2026 Municipal Levy - 2nd Half	1,393.60	1,393.60
550	06/20/2026	Prairie Energy Resources Inc.				
		2241		2026 Dust Control	41,958.00	41,958.00
Total Computer Cheque:						52,004.42

AUTOMATIC WITHDRAWAL

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
202606-01	06/20/2026	Global Payment Direct				
		Jun/26 AP-01		May/26 Debit Machine Charges	59.41	59.41
202606-02	06/20/2026	Kubota Tractor				
		Jun/26 AP-01		Jun 2026 Kubota Lease Payment	751.64	751.64
202606-03	06/20/2026	MuniSoft				
		2026/27-01309		Jun 2026 Software Lease	311.00	311.00
Total Automatic Withdrawal:						1,122.05

E-TRANSFER

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
202605-07	05/30/2026	Calvin Becker				
		May/26 REM		May 2026 Remuneration	469.64	469.64
202605-08	05/30/2026	Doug Cramer				
		May/26 REM		May 2026 Remuneration	150.00	150.00
202605-09	05/30/2026	Jean Fourie				
		May/26 REM		May 2026 Remuneration	125.00	125.00
202605-10	05/30/2026	Jocelyn Paslawski				
		May/26 REM		May 2026 Remuneration	125.00	125.00
202605-11	05/30/2026	Shane Belter				
		May/26 REM		May 2026 Remuneration	125.00	125.00
202605-12	05/30/2026	Jean Fourie				
		May/26 REM-03		May 2026 Mileage	120.38	120.38
202606-01	06/20/2026	Beachcomber Water				
		18		Office Water	130.00	130.00
202606-02	06/20/2026	EP Aquifer Distribution Ltd.				
		S100893609.001		Oil & Air Filters - Grasshopper Mov	93.83	93.83
202606-03	06/20/2026	Glenn Wilson				

Initials

Date Printed
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Resort Village of Island View
List of Accounts for Approval
Batch: 2026-00029 to 2026-00036

Page 2

E-TRANSFER

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
			Jun/26 AP-01	Jun 2026 Payroll - Glenn Wilson	2,420.87	
			Jun/26 AP-02	Jun 2026 Truck Allowance	250.00	
			Jun/26 AP-03	Degreaser	15.62	
			Jun/26 AP-04	Earplugs	16.62	
			Jun/26 AP-05	Bird Deterrent for Swim Dock	37.73	
			Jun/26 AP-06	Cable Ties	15.52	
			Jun/26 AP-07	Oil Filters - Kubota Tractor & Mower	216.86	
			Jun/26 AP-08	Mileage to Regina/White City	132.60	3,105.82
202606-04	06/20/2026	Landon Chambers				
		#IV2026-06		June 2026 CAO Contract	4,000.00	4,000.00
202606-05	06/20/2026	Laura Wilson				
		Jun/26 AP-01		Jun 2026 Admin Payroll	460.10	
		Jun/26 AP-02		Jun 2026 Maintenance Payroll	515.81	975.91
202606-06	06/20/2026	McKee's Trenching & Excavating				
		182		Gravel Hauling & Loading	403.50	403.50
202606-07	06/20/2026	Professional Building Inspections, Inc.				
		26053124		May/26 Building Inspections	1,052.63	1,052.63
202606-08	06/20/2026	Security Key & Lock Service				
		524962		12 Medeco Keys - 6 Garbage, 6 C	238.57	238.57
					Total E-Transfer:	11,115.28

ONLINE BANKING

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
202606-01	06/01/2026	Minister of Finance				
		May/26 SETS		May/26 SETS Remittance	13,064.90	13,064.90
202606-02	06/20/2026	Bulyea Co-op				
		71198572		Roundup, Oil	213.36	
		71198104		Bathroom Shut Off Repair Parts	34.39	
		71197246		Tractor Oil	168.75	416.50
202606-03	06/20/2026	FlexNetworks				
		185878		June/26 Office Internet	105.45	105.45
202606-04	06/20/2026	Receiver General				
		Jun/26 AP-01		Jun 2026 Source Deductions	786.61	786.61
202606-05	06/20/2026	SaskEnergy				
		Jun/26 SHOP		May/26 Shop Heat	57.86	
		Jun/26 OFFICE		May/26 Office Heat	59.10	116.96
202606-06	06/20/2026	SaskPower				
		Jun/26 SHOP		May/26 Shop Power	53.73	
		Jun/26 STREET		May/26 Street Light Power	698.30	
		Jun/26 PUMP		May/26 Pump Power	97.36	
		Jun/26 OFFICE		May/26 Office Power	85.08	934.47
202606-07	06/20/2026	SaskTel				
		Jun/26 PHONE		Jun 2026 Office Telephone	74.08	74.08
202606-08	06/20/2026	SaskTel Mobility				
		Jun/26 CELL		Jun 2026 Office Cell Phone	25.09	25.09
					Total Online Banking:	15,524.06

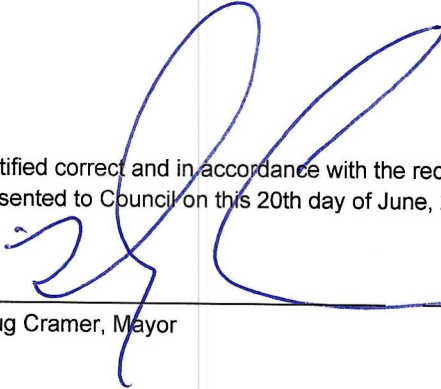
Initials

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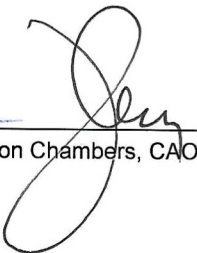
Resort Village of Island View
List of Accounts for Approval
Batch: 2026-00029 to 2026-00036

Page 3

Certified correct and in accordance with the records
Presented to Council on this 20th day of June, 2026



Doug Cramer, Mayor



Landon Chambers, CAO

Total Bank1: 79,765.81

Initials

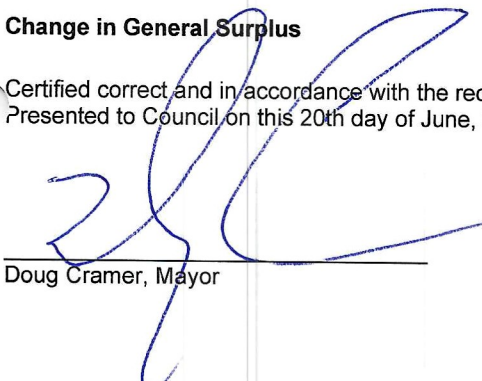
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Resort Village of Island View
Statement of Financial Activities - Summary
For the Period Ending May 31, 2026

Page 1

	Current	Year To Date	Budget	Variance
Revenues				
Taxation	277,770.59	278,585.17	269,710.00	8,875.17
Fees and Charges	29,395.00	31,565.00	32,000.00	(435.00)
Grants		4,261.20	50,048.00	(45,786.80)
Grants in Lieu of Taxes			710.00	(710.00)
Investment Income and Commissions	9,434.04	9,434.04	7,100.00	2,334.04
Other Revenues			1,467.00	(1,467.00)
Total Revenues:	316,599.63	323,845.41	361,035.00	(37,189.59)
Expenditures				
General Government Services	7,025.65	54,324.16	141,716.00	87,391.84
Protective Services		7,893.08	18,170.00	10,276.92
Transportation Services	6,127.78	17,100.72	109,075.00	91,974.28
Environmental Health Services	719.44	2,573.74	30,000.00	27,426.26
Planning and Development Services	235.00	850.00	5,370.00	4,520.00
Recreation and Cultural Services	6,550.28	8,153.37	15,140.00	6,986.63
Utilities	17,082.14	17,223.08	22,490.00	5,266.92
Total Expenditures:	37,740.29	108,118.15	341,961.00	233,842.85
Change in General Surplus	278,859.34	215,727.26	19,074.00	196,653.26

Certified correct and in accordance with the records
Presented to Council on this 20th day of June, 2026.



Doug Cramer, Mayor



Landon Chambers, CAO

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

Page 1

**Operating Account
For Ending Date 05/31/2026**

110-110-120 - Cash - Bank - Demand

GL Balance to 05/31/2026

273,945.38

Service Charges:

0.00

Interest Charges:

0.00

Interest Revenue:

0.00

Adjusted Book Balance

273,945.38

Bank Statement Balance:

300,229.60

Deposits in Transit

Count	Date	Source	Transaction Description	Sub	Amount
1	05/30/2026	260011-026	ET - AR - Jason & Anita Bencharski	RC	125.00
2	05/31/2026	2026-0011	Debit - 2026-05-29	RC	1,837.42
3	05/31/2026	2026-0011	Credit-MC - 2026-05-30	RC	125.00
4	05/31/2026	2026-0011	Debit - 2026-05-30	RC	1,167.17
Subtotal:					3,254.59

Outstanding Payments

Count	Date	Source	Transaction Description	Sub	Amount
1	05/30/2026	ABW 202605-04	MuniSoft	AP	-275.85
2	05/30/2026	Ch 541	Bazaar & Novelty	AP	-4,505.07
3	05/30/2026	Ch 542	Gottselig, Garth	AP	-2,500.00
4	05/30/2026	Ch 543	JM & S Electric	AP	-2,202.84
5	05/30/2026	Ch 544	Last Mountain Regional Landfill	AP	-719.44
6	05/30/2026	Ch 545	R.M. of McKillop No. 220	AP	-19,285.61
7	05/31/2026	BR 2	to adjust \$50 debit deposit	GL	-50.00
Subtotal:					-29,538.81

Total Uncleared:

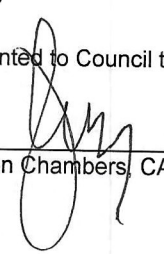
-26,284.22

Adjusted Bank Balance

273,945.38

Notes

Presented to Council this 20th day of June, 2026


Landon Chambers, CAO



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) “**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.
- (8) “**local authority**” means the Resort Village of Island View and its elected council to which this Building Bylaw applies.



Resort Village of Island View

- (9) “**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.
- (10) “**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*.
- (11) “**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.
- (12) “**owner’s representative**” means any person, corporation, employee or contractor who has authority to act on behalf of an owner.
- (13) “**permit**” means written authorization issued by the local authority or its building official.
- (14) “**permit fees**” means as defined in this building bylaw.
- (15) “**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.
- (16) “**regulations**” means *The Building Code Regulations* and *The Energy Code Regulations*.
- (17) “**SAMA fee**” means a fee charged to the local authority by the Saskatchewan Assessment Management Agency with respect to the work.
- (18) “**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.
- (19) “**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.
- (20) “**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.



Resort Village of Island View

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.
- (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.



Resort Village of Island View

GENERAL CONDITIONS

- 6 (1) The provisions of this building bylaw apply to buildings greater than 10 m² (107.6 ft²) 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.
- (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) 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.



Resort Village of Island View

- (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.
- (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.



Resort Village of Island View

- (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
 - (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.



Resort Village of Island View

- (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;
 - (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.



Resort Village of Island View

- (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;
 - (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;



Resort Village of Island View

- (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.
- (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



Resort Village of Island View

- (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.
- (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 CSA A277, procedure for certification of prefabricated buildings, modules, and panels, 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.

REPEAL

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

COMING INTO FORCE

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



Resort Village of Island View

Read a first time this 28th day of February, 2026.

Read a second time this 28th day of February, 2026.

Read a third time and passed this 20th day of June, 2026.



Mayor

Chief Administrative Officer

Certified to be a true copy of
Bylaw No. 2-2026 adopted by the
Council of the Resort Village of Island View,
on the 20th day of June, 2026.

[SEAL]

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: _____ ft² Length _____ ft Width _____ ft Height _____ ft

Finished areas: Main _____ ft² 2nd Storey _____ ft² Basement _____ ft²

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 _____ ft² 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:

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.

Date

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.

Date

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:

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.

Date

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:

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.

Date

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