

RESORT VILLAGE OF TOBIN LAKE

BYLAW NO. 02/2016

**A BYLAW RESPECTING PERMIT FEES FOR TRAILER PARKS,
CAMPGROUNDS, RECREATION VEHICLE PARKS AND MOBILE HOME
PARKS**

Under the Authority of *The Municipalities Act*, The Council of the Resort Village of Tobin Lake in the Province of Saskatchewan enacts as follows:

Short Title

- 1) This Bylaw may be cited as the "Trailer Permit Fee Bylaw"

PART I
PURPOSE AND DEFINITIONS

Purpose and Scope

- 2) The purpose of this Bylaw is to Permit the Operation of Trailer Parks, Campgrounds, RV Parks and Mobile Home Parks so as:
 - a) to ensure compliance with land-use and building regulations;
 - b) to gather fees for services;
 - c) to gather land-use information; and
 - d) to facilitate planning decisions.

Definitions

- 3) In this bylaw;
 - a. "Administrator" means the Administrator of the Municipality;
 - b. "Bylaw Enforcement Officer" means a person appointed by Council pursuant to Section 373 of *The Municipalities Act*;
 - c. "Campground" means an area designated for the recreational use and operation of sites;
 - d. "Council" means the Council of The Resort Village of Tobin Lake;
 - e. "Designated Officer" means a person appointed by the Municipality to enforce this Bylaw and shall include a Bylaw Enforcement Officer;
 - f. "Municipality" means The Resort Village of Tobin Lake;
 - g. "Operation" means the act and process of operating Trailer Parks, Campgrounds, RV Parks and Mobile Home Parks within the municipality;
 - h. "RV" means recreation vehicle;
 - i. "Service Fee" means the costs imposed by the Municipality for services provided, and include but are not limited to facility maintenance and improvements, landfill access, fire and police protection and bylaw enforcement;

- j. **“Site”** means the area designated for no more than one (1) individual unit;
- k. **“Unit”** means a single recreational vehicle, trailer coach, mobile home, truck camper, motor home, fifth wheel, park model and travel trailer or other such approved accommodation intended for use in a trailer park, campground, RV park or mobile home park.

PART II
GENERAL

- 4) The owner or operator of every Trailer Park, Campground, Mobile Home Park or RV Park used for daily, weekly, seasonal, long term, residential and/or commercial purposes within the Municipality shall obtain an Operation Permit from the Administrator of the municipality.
- 5) The application of, or issuance of, any Operation Permit is required in addition to any other municipal, provincial or federal license or permit that may be required.
- 6) The applicant must apply for the Operation Permit and complete the application in a form as approved by the Administrator.
- 7) The Administrator shall issue an Operation Permit once the application is completed to the satisfaction of the Municipality.
- 8) If an Operation Permit holder contravenes any term or condition of the permit or of this Bylaw, or any municipal or provincial law or a requirement of that operation, the Municipality may suspend or cancel the Operation Permit providing 30 day notice is provided.
- 9) The Operation Permit shall be in the form as approved by the Municipality as attached in Schedule “A”.
- 10) Each Operation Permit holder is responsible for remitting a per-site service fee to the Municipality. Such service fees shall be incurred each year for the period January 1 to December 31, inclusive.
- 11) Service fees shall be charged per site, both occupied and unoccupied in an amount set annually by resolution of Council and attached to this bylaw in Schedule “B”.
- 12) Every Operation Permit holder shall be entitled to retain an administration fee, in the amount as listed on Schedule “B”, for administering and filing the service fee with the municipality.

- 13) The service fee, less the Operation Permit holders retained administration fee, shall be paid to the Municipality on or before July 31st of the year in which the fees are imposed.
- 14) Any service fee payment must accompany a list identifying what sites the fees are being remitted for.
- 15) Any service fee not paid by the prescribed time shall be subject to a late payment financial penalty as listed in Schedule "B"
- 16) The administration and enforcement of this Bylaw is hereby delegated to a Designated Officer for the Municipality.
- 17) The inspection of any property in the Municipality to determine if this Bylaw is being complied with is hereby authorized.

PART III
OFFENCES AND PENALTIES

- 18) No person shall:
 - a. obstruct or hinder any Designated Officer or any other person acting under the authority of this Bylaw; or
 - b. fail to comply with any provision of this Bylaw.
- 19) Except where, or in addition to, a penalty is specifically provided for in this Bylaw, every person who contravenes any provision of this bylaw is guilty of an offence and liable on summary conviction:
 - a. in a case of an individual, to a fine not less than \$250.00 and not exceeding \$10,000.00 and, in the case of a continuing offence, to a further fine not exceeding \$10,000.00 for each day during which the offence continues; and
 - b. in the case of a corporation, to a fine not less than \$450.00 and not exceeding \$25,000.00 and, in the case of a continuing offence, to a further fine not exceeding \$25,000.00 for each day during which the offence continues.

PART IV
COMING INTO FORCE

20) This bylaw shall come into effect on the day of its final passing.

21) Bylaw No 09/2015 is hereby repealed.



Read a third time and adopted
this 20 day of July, 2016.



Mayor



Administrator

*Certified a true copy of
Bylaw No. 02/2016 passed by
resolution of Council on July 20, 2016.*



Schedule 'A'

Bylaw No. 02/2016 Operation Permit

_____ of _____
Person or representative of the operation *Name of company or operations (if applicable)*

has received permission from The Resort Village of Tobin Lake to operate a Trailer Park, Campground, Mobile Home Park, or RV Park, as the case may be, within the Municipality. This permit shall remain in effect from the date of issue and continues forthwith from year to year. The Resort Village of Tobin Lake may rescind or revoke the permit at its discretion upon providing not less than a 30 day notice to the property owner. All fees, and penalties if applicable, are to be paid in full on or prior to July 31st in the year that the service fees are appointed.

This permit is for the operation of not more than _____ sites, with not more than one unit per site.

This Operation Permit is Non-Transferable.

Issued this _____ day of _____, 20____, Tobin Lake, SK.

Administrator

Schedule 'B'

The service fee shall be as follows for each site:

Hill Top Campground - \$0.00

Tobin Lake Resort - \$0.00

Operation Permit Holder retained administration fee shall be 5% (five per cent) of the municipal portion of the service fee cost.

Late Payment Penalty shall be 10% per annum, of outstanding monies owed to the municipality.

Operation Permit fee of \$25.00 paid annually