

Minutes of Regular Meeting of the Council of the Rural Municipality of  
Moosomin No. 121 held on Tuesday, October 14, 2025 at the Council  
Chambers at 602 Main Street, Moosomin, Saskatchewan.

Present were:	Reeve	David Moffatt
	Councilors,	
	Division 1,	Sean McTavish
	Division 2,	Rob Hanson
	Division 3,	Herb Doll
	Division 5,	Dale McAuley
	Division 6,	Ernest Dobson
Absent were:	Division 4,	Mark McCorriston
	Division 7,	Vernon Hamilton

*The meeting was called to order 8:34am by Reeve Moffatt.*

25-231 Minutes *Hanson:* That the minutes of the regular meeting of council held September 19, 2025 are approved as distributed.

**CARRIED**

25-232 Financial Activities *Dobson:* That the statement of financial activities for the month of September 2025 are accepted as read.

**CARRIED**

25-233 Accounts for Approval *McTavish:* That the list of Accounts for Approval, attached to and forming part of these minutes, covering Direct Payroll Deposits, Electronic Funds Transfers, Internet Bill Payments, Conexus Credit Union Cheque Number 26616-26617, in the amount of \$989,953.95 be approved for payment.

**CARRIED**

*Foreman Bobby Stevens attended the council meeting from 8:30am-10:55am*

25-234 Rd 4-15-31 *Doll:* That the municipality contract the services of Springer Construction to haul rock to the road allowance south of 4-15-31-W1- to repair three large soft spots.

**CARRIED**

*Contractor Jason Springer of Springer Construction was requested to attend the council meeting at 9:20am to discuss assistance with finishing the Ivan hoe Rd (Twp Rd 144-south of 19,20-14-31) – due to municipal equipment breakdown.*

*Councilor McAuley left the meeting at 9:25am with Jason Springer to go to construction site of the Ivan hoe road- he has intent to return.*

*Handwritten initials: H and M*

- 25-235      Airport Mtg      *Hanson:* That the municipality schedule a meeting on October 22, 2025 at 7:00pm with the Municipal Airport Board appointees to discuss the finalization of the boards' incorporation.

**CARRIED**

*Councilor McAuley returned to the meeting at 10:02am.*

- 25-236      Ivan Hoe Rd      *Moffatt:* That we contract the services of Springer Construction for the completion of the east mile (N of 20-14-31-W1) for a total of \$105,000

**CARRIED**

Councilor Dobson abstained from voting and requested that be reflected.

- 25-237      Springer Rd      *Hanson:* That the municipality postpone the construction of the Springer Road- Rge Rd 1320 (West of 31-15-31-W1- one mile) until 2026.

**CARRIED**

- 25-238      Springer Rd      *McAuley:* That the municipality proceed with the four  
Culverts      (4) culvert replacements required in the Springer Rd to  
be completed by Springer Construction in 2025.

**CARRIED**

***Public Hearing for the Zoning Bylaw to amend the zoning map by rezoning from A-Agricultural District to AD-Airport Development District, to accommodate a subdivision. Hearing be opened at 10:00am.***

***Public Hearing for the to amend the zoning map by rezoning from A-Agricultural District to AD-Airport Development District, to accommodate a subdivision. Hearing be closed at 11:00am.***

***No persons attended, no written correspondence received in regards to the above amendment.***

- 25-239      Bylaw      *Moffatt:* That Bylaw No. 324/25 be read a second time.  
324/25

**CARRIED**

- 25-240      Bylaw      *Hanson:* That Bylaw No. 324/25 being a Zoning  
324/25      Amendment of Zoning Map- of lands from Agriculture  
District to Airport District for the RM of Moosomin No.  
121 be given third read and adopted

**CARRIED**

92 10/17

- |        |                         |   |
|--------|-------------------------|---|
| 25-241 | Office<br>Boiler        | <i>Doll:</i> That the municipality gives authorization to the administration to proceed with a boiler replacement at the municipal office by Flatland Plumbing at a quote of \$17,000- when required.<br><b>CARRIED</b>   |
| 25-242 | Letter                  | <i>Doll:</i> That the municipality send a letter of support to the RM of Rocanville regarding their resolution submission to SARM regarding Elk population issues.<br><b>CARRIED</b>  |
| 25-243 | Elk<br>Donation         | <i>Doll:</i> That the municipality contribute \$75.00 to the Moosomin Elks fundraiser.<br><b>CARRIED</b>  |
| 25-244 | Sr.Rangers<br>Advert.   | <i>Doll:</i> That the municipality support the Senior Rangers Hockey Team with a program advertisement at a cost of \$250.00 for 2025-26 season.<br><b>CARRIED</b>  |
| 25-245 | Municipal<br>Award 2025 | <i>Hanson:</i> That the municipality work in conjunction with Town of Moosomin regarding submission to the Municipal Award 2025 for the Moosomin Municipal Airport Project.<br><b>CARRIED</b>   |
| 25-246 | McNaughton<br>Yearbook  | <i>Doll:</i> That the Municipality contribute \$100 to a one-page advertisement in the 2025-26 McNaughton Yearbook.<br><b>CARRIED</b>   |
| 25-247 | SARM<br>Conv. 2025      | <i>Hanson:</i> That Ernest Dobson and Mark McCorriston be appointed as official delegates to the SARM convention in Regina on November 5 & 6, 2025, and the other council members and the administrator attend as visiting delegates.<br><b>CARRIED</b>   |
| 25-248 | Remembrance<br>Day      | <i>Hanson:</i> That the Municipality donate \$65 to the Royal Canadian Legion #081 for the purchase of a wreath and that Ernest Dobson will lay it on behalf of the municipality, further donate \$50 to Royal Canadian Legion #112 for the purchase of a wreath for the 2025 Remembrance Day Ceremony.<br><b>CARRIED</b> |
| 25-249 | Advertise<br>Public     | <i>McTavish:</i> That the municipality advertise the Discretionary Use Development Permit Application 2025-007- for the Expansion of the Dobson Feedlot from 2000 AU to 2900AU.<br><b>CARRIED</b>   |

AK BM

- 25-250 Bylaw 325/25 *Hanson:* That Bylaw 325/25- to be known as the Building 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 be read a 1<sup>st</sup> time.  
**CARRIED**
- 25-251 Bylaw 2<sup>nd</sup> read *Doll:* That Bylaw No 325/25 be read a second time.  
**CARRIED**
- 25-252 Bylaw 325/25 *Moffatt:* That Bylaw No. 325/25 receive three readings at this meeting.  
**CARRIED UNANIMOUSLY**
- 25-253 Bylaw 325/25 *Hanson:* That Bylaw 325/25- to be known as the Building 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 be read a 3<sup>rd</sup> time and adopted.  
**CARRIED**
- 25-254 Bylaw 326/25 *Dobson:* That Bylaw 326/25- to be the bylaw to establish fees for building/moving/demo permits be read a 1<sup>st</sup> time.  
**CARRIED**
- 25-255 Bylaw 2<sup>nd</sup> read *Hanson:* That Bylaw No 326/25 be read a second time.  
**CARRIED**
- 25-256 Bylaw 326/25 *Doll:* That Bylaw No. 326/25 receive three readings at this meeting.  
**CARRIED UNANIMOUSLY**
- 25-257 Bylaw 326/25 *Moffatt:* That Bylaw 325/25- to be the bylaw to establish fees for building/moving/demo permits be read a 3<sup>rd</sup> time and adopted.  
**CARRIED**
- 25-258 Bush Mulching *Hanson:* That the municipality mulch bush on the road allowance – 100ft wide for access into 1-15-30-W1.  
**CARRIED**

ok m



25-259      Dev.      *Dobson:* That the municipality approve the  
2025-009      Development Permit 2025-009 for the construction  
of 40x60 calving barn on NW-10-13-30-W1.

**CARRIED**

25-260      Lights      *McAuley:* That the municipality approve the installation  
Office      of 10 new LED lights in the municipal office by Tom's  
Electric at the estimated cost of \$1575.00 plus taxes.

**CARRIED**

25-261      Approach      *McAuley:* That the municipality approve the widening of  
Widening      the lane accessing the farm site located at NW-18-14-31.

**CARRIED**

25-262      Beaver      *McTavish:* That the municipality increase the beaver  
Bounty      bounty to \$50.00 per adult tail. Tails must be turned into  
the public works department for verification and disposal

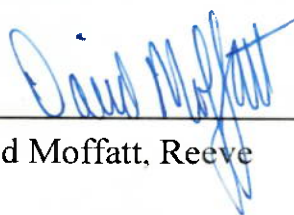
**CARRIED**

*Administrator was asked to leave the council chambers at 1:10pm- no reason  
given. Administrator was requested to return to the chambers at 1:28pm.*

25-263      Adjourned      *Hanson:* That this meeting be adjourned at 1:30pm.

**CARRIED**

Adopted this 12th day of November, 2025

  
\_\_\_\_\_  
David Moffatt, Reeve

  
\_\_\_\_\_  
Kendra Lawrence – Administrator

# BYLAW NO. 325/25

## RURAL MUNICIPALITY OF MOOSOMIN NO 121

### A BYLAW RESPECTING BUILDINGS

The Council of the Rural Municipality of Moosomin No 121 in the Province of Saskatchewan enacts as follows:

#### **1.0 SHORT TITLE**

This bylaw may be cited as the Building Bylaw.

#### **2.0 PURPOSE OF THE BUILDING BYLAW**

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.

#### **3.0 INTERPRETATION/LEGISLATION**

Definitions contained in *The Construction Codes Act*, *The Building Code Regulations* and *The Energy Code Regulations* shall apply in this Building Bylaw.

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

“**Addition**” means any new construction expanding an existing building, either horizontally or vertically

“**Alteration**” means a change to any matter, thing or occupancy that is regulated by the Act but does not include an addition

“**Building Official**” means a person who holds a building official license

“**Competent Person**” means a person who is recognized by the local authority as having:

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

“**Construction Standards**” in this Building Bylaw means as defined by the Act.

“**Farm Building**” means, subject to the Regulations, a building that:

- a) does not contain a residential occupancy;
- b) is located on land used for agricultural operation as defined in *The Agricultural Operations Act*; and
- c) is used for the following purposes:
  - i) the housing of livestock;
  - ii) the production, storage or processing of primary agricultural and horticultural crops and feeds;
  - iii) the housing and storage or maintenance of equipment or machinery associated with an agricultural operation.
  - iv) any other prescribed purpose.

“**Local Authority**” means the Rural Municipality of Moosomin No 121

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

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

“**Occupancy Certificate**” means a certificate issued with respect to the approved use or occupancy of a building.

**“Owner”** means:

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

**“Owner Representative”** means any person, company, employee or contractor who has authority to act on behalf of an owner

**“Permit”** means written authorization issued by the local authority or its building official in the form of a building permit

**“Plan Review”** means the examination of building drawings and related documents by a building official to ascertain whether those drawings and documents meet the requirements of the Act and the Regulations

**“Regulations”** means *The Building Code Regulations* and *The Energy Code Regulations*

**“SAMA Fee”** means a fee charged to the local authority by the Saskatchewan Assessment Management Agency with respect to the work

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

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

#### **4.0 SCOPE OF THE BYLAW**

This Building Bylaw applies to all work undertaken or to be undertaken within the geographical jurisdiction of the local authority.

#### **5.0 GENERAL**

- 1) It is the duty of every owner or the owner’s representative of a building in Saskatchewan to ensure that the building and work is in accordance with the Act, the Regulations, any associated codes, interpretations and orders and any Bylaws adopted by the RM of Moosomin 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 certification required by any other applicable Bylaws Acts and Regulations.
- 3) A building or part of a building for which a permit has been granted shall not be occupied before the certification of occupancy is issued by the local authority or the Building Official pursuant to Clause 16(11)(h) of the Act.
- 4) The provisions of this Building Bylaw apply to buildings greater than 10m<sup>2</sup> (107.6ft<sup>2</sup>) in building area except as otherwise exempted by the Act or the Regulations.
- 5) Farm buildings are exempt in accordance with Subsection 6(2)(c) of the Act.
- 6) Minor alterations, or regular maintenance and repairs, which do not change the structure of the building are exempt from this bylaw.

#### **6.0 PERMIT - ISSUANCE**

- 1) Every application for a permit for work shall be on the form provided by the local authority (Form A), and shall be accompanied by a minimum of two (2) sets of the plans and specifications of the proposed building and work.
- 2) Every permit application shall be reviewed and approved by the building official including plan review and approval.
- 3) If the work described in an application for permit, to the best of the knowledge of the local authority or the building official, complies with the requirements of this Building Bylaw, the Act, or the Regulations, the local authority or the building official shall, on receipt of the required fee, issue a permit on the form provided by the local authority (Form B). In addition, one set of the approved plans and specifications will be returned to the owner or the owner’s representative with the permit.





- 4) A permit issued pursuant to this Building Bylaw must include:
  - a) the name of the person, or company to whom the permit is issued;
  - b) the period for which the permit is valid;
  - c) a statement of all fees, deposits or bonds charged for the permit;
  - d) the scope of work authorized by the permit;
  - e) the municipal address or legal description of the property on which the work described in the permit is located;
  - f) the buildings or portions of buildings to which the permit applies;
  - g) the date of completion of the stages of construction for which a permit holder must inform the local authority;
  - h) any conditions that the permit holder is required to comply with; and
  - i) any information required by this Building Bylaw.
- 5) No person, or company to whom a permit is issued pursuant to the Act shall fail to comply with the terms and conditions of the permit.
- 6) Work must not commence before a permit is issued.
- 7) The permit fee shall be in accordance with the Building Permit Fees Bylaw.
- 8) If a deposit is collected it shall, on request by the owner or owner's representative, be refundable on satisfactory completion of the work or on approval of use or occupancy of the building by the local authority or the building official.
- 9) All permit fees and deposits will be collected before the permit is issued and subject to any applicable taxes.
- 10) The local authority or the building official may establish the value of construction for the work described in an application for a permit, for the purposes of calculating a permit fee, based on established current construction costs, the owner's or the owner's representative statement of costs or constructor's values, or similar methods selected by the local authority or the building official.
- 11) It is the responsibility of the owner or the owner's representative to ensure that all notifications required by Section 7 of the Act and this Building Bylaw are given to the local authority and that all inspections are scheduled and completed. Failure to do so may result in additional fees for follow-up inspections.
- 12) The owner or the owner's representative will be invoiced by the local authority for additional inspection fees and payment of the inspection fees will be due on receipt of an invoice. Unpaid inspection fees will be considered a debt due to the local authority and may be recovered from the owner of the land or premises in or on which the work was carried out as per the Act.
- 13) The local authority may, at its discretion, rebate a portion of a permit fee or deposit where work is reduced in scope or discontinued, or where other exceptional circumstances occur.

## **7.0 PERMITS – REFUSAL TO ISSUE**

- 1) The local authority may refuse to issue a permit if:
  - a) the proposed work described on the permit application would contravene:
    - (i) the Act;
    - (ii) the Regulations;
    - (iii) an order of the appeal board;
    - (iv) a written interpretation of the minister pursuant to Section 8 of the Act; or
    - (v) the local authority's Building Bylaw;
  - b) the person who designed or reviewed the design of a proposed building that is within the scope of Part 9 of the NBC is not a competent person;
  - c) the person who designed or completed a design review of a proposed building that is within the scope of the NECB is not an architect or engineer;
  - d) the application for a permit is incomplete;
  - e) any fees, deposits or bonds required pursuant to the local authority's Building Bylaw for the issuance of a permit have not been paid; or
  - f) the proposed work described on the permit application would contravene any other Act, Regulations, or Bylaw that applies to the proposed work.
- 2) Where the local authority refuses to issue a permit pursuant to Subsection (1), the local authority shall:
  - a) provide written notice to the applicant as to the reasons for the local authority's refusal to issue a permit; and





- b) refund any fee or deposit paid as part of the permit application for work pursuant to the Act, less any fee paid for:
  - (i) plan review; and
  - (ii) permit application or administration

## **8.0 PERMITS - REVOCATION**

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

## **9.0 PERMITS - EXPIRY**

- 1) The expiry of a permit does not relieve the owner or the owner's representative from the obligation to complete the work approved in the permit.
- 2) All permits issued pursuant to this Building Bylaw shall expire on the date stated in the permit, or if no date is stated:
  - a) twenty-four months from date of issue;
  - b) six (6) 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 (6) months; or
  - d) on the date specified by the local authority if work has been suspended with written permission by the local authority or Building Official and the agreed upon date has been exceeded.
- 3) An owner or the owner's representative that does not complete all work listed on a permit before the permit expires shall apply to the local authority that issued the permit to do one of the following:
  - a) revoke the permit;
  - b) extend the term of the permit;
  - c) vary the condition of the permit.
- 4) The local authority may revoke, extend or vary the conditions of a permit on written application of the permit holder and subject to any condition or fees listed in the Bylaw.

## **10.0 ENFORCEMENT**

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.

- 1) If any work to a building, or part thereof, or addition thereto is in contravention of any provision of the construction standards, the local authority may take any measures as permitted by the Act for the purpose of ensuring compliance, including but not limited to:
  - a) at any reasonable hour, enter land or a building;
  - b) be accompanied into a building by a person having special or expert knowledge on any matter to which this Act or the regulations relate;
  - c) ordering production of a register, certificate, plan or other document relating in any manner to the design, construction, addition, erection, placement, alteration, repair, renovation, demolition, relocation, removal, use, occupancy or change of occupancy of a building and may examine and make copies of the document;
  - d) inspect and take samples of any material, equipment or appliance being used in the design, construction, addition, erection, placement, alteration, repair, renovation, demolition, relocation, removal, use, occupancy or change of occupancy of building;
  - e) issue an order pursuant to this Act;



- f) direct a local authority to register an interest on title pursuant to Section 20; and;
  - g) exercise any other power or undertake any action as prescribed;
  - h) obtaining restraining orders.
- 2) If any building, or part thereof, or addition thereto is in an unsafe condition due to faulty work, dilapidated state, abandonment, open or unguarded condition or any other reason, the local authority may take any measures allowed by the Act. A Building Official who is satisfied that a building, whether commenced or completed before or after the coming into force of this Act, is in an unsafe condition may, by notice in writing, order the owner of the building or the owner's agents, contractors, employees, successors or assigns or the registered owner of the land on which the building is situated, within the period set out in the notice, to take any steps set out in the notice that the Building Official considers necessary to eliminate the unsafe condition.
  - 3) A Building Official is satisfied that a building, whether commenced or completed before or after the coming into force of this Act, is in a condition that constitutes an imminent risk or danger to the safety of occupants or the public, a Building Official or a person appointed by the appropriate local authority may enter the land or the building and do, or cause to be done, any acts that the Building Official or appropriate land authority considers necessary to eliminate the risk or danger, and Subsections 26(3) and (4) apply, with any necessary modification, to the expenses incurred in eliminating a danger pursuant to this section.

## **11.0 NOTIFICATION**

- 1) The owner or the owner's representative of a building to be constructed shall ensure that the local authority is notified of:
  - a) when excavation is to be commenced;
  - b) when the foundation is to be placed;
  - c) when a superstructure is to be placed on the foundation;
  - d) any other event at the time required by the permit under which work has been undertaken; and
  - e) any other specified event at the specified time.
- 2) Before commencing work at a building site, the owner or the owner's representative shall give notice to the local authority of:
  - a) the date on which the owner or the owner's representative intends to commence the work; and
  - b) subject to Subsection (8), the name, address and telephone number of:
    - i) the constructor or other person in charge of the work;
    - ii) the designer of the work;
    - iii) the person or firm that is to review the work to determine whether or not the construction conforms to the design; and
    - iv) any inspection or testing agency that is engaged to monitor the work.
- 3) During the course of construction, the owner or the owner's representative shall give notice to the local authority of:
  - a) subject to Subsection (8), any change in, or termination of, the employment of a person or firm mentioned in Clause (2)(b);
  - b) the owner's or owner's representative intent to do any work that has been ordered by a Building Official or local authority to be inspected during construction;
  - c) the owner's or owner's representative intent to enclose work that has been ordered by a Building Official or local authority to be inspected before enclosure;
  - d) subject to Subsection (8), any proposed deviation from the plans approved and permitted by the local authority;
  - e) subject to Subsection (8), any construction undertaken that deviates from the plans approved and permitted by the local authority; and
  - f) the completion of work.
- 4) Subject to Subsection (8), the owner or the owner's representative of a building under construction shall give notice to the local authority of:
  - a) any change in ownership or change in address of the owner or the owner's representative that occurs before the issuance of an occupancy certificate as soon as the change occurs, and
  - b) the owner's or owner's representative intention to occupy a portion of the building if the building is to be occupied in stages.
- 5) The owner of a building or the owner's agents, contractors, employees, successors or assigns or the registered owner of the land on which the building is situated shall submit a



written report to the local authority of the occurrence of the following that causes or has the potential to cause serious injury or loss of life:

- a) structural failure of the building or part of the building;
  - b) failure of any equipment, device or appliance that is regulated by the Act or the regulations.
- 6) A report submitted pursuant to Subsection (5) must:
- a) contain:
    - i) the name and address of the owner;
    - ii) the address or location of the building involved in the failure;
    - iii) the name and address of the constructor of the building; and
    - iv) the nature of the failure; and
  - b) be submitted to the local authority within 15 days after the occurrence of the failure mentioned in Clause (5)(a) or (b).
- 7) On receipt of the report pursuant to Subsection (5), the local authority may require an owner to do the following:
- a) provide any other information that the building official or local authority may consider necessary;
  - b) complete any additional work that is necessary to ensure compliance.
- 8) Notice given pursuant to Clause (2)(b), (3)(d), (3)e or Subsection (4) is to be in writing.

## **12.0 SPECIAL CONDITIONS**

- 1) An owner or the owner's representative that undertakes to construct or have constructed a building that is within the scope of Parts 3, 5, 6 and 7 of the NBC shall have an architect or engineer complete the design or design review of:
  - a) the building; and
  - b) all building systems.
- 2) An owner or the owner's representative that undertakes to construct or have constructed a building with a structure that is within the scope of Part 4 of the NBC shall have an architect or engineer complete:
  - a) the design or design review of the structure;
  - b) an inspection of construction of the structure to ensure compliance with the design; and
  - c) the reviews required by the NBC.
- 3) An owner or the owner's representative that undertakes to construct or have constructed a building with a structure within the scope of the NECB shall have an architect or engineer complete:
  - a) the design or design review of the structure;
  - b) the inspection of construction of the structure to ensure compliance with the design; and
  - c) the reviews required by the NECB.
- 4) In addition to the requirements of Subsection (1), (2) or (3), the local authority or building official shall require that an engineer or architect provide:
  - a) a Commitment for Field Review letter as part of the permit application for work; and
  - b) an Assurance of Field Review and Compliance letter, on completion of the work, providing assurance that the work conforms to the engineer's or architect's design.
- 5) An owner or the owner's representative that undertakes to construct or have constructed a building that is within the scope of Part 9 of the NBC shall ensure that a competent person has designed or reviewed the design of the building.
- 6) 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.
- 7) No owner of a building or an owner's representative shall cause or allow the ground elevations of a building to be changed so as to place in contravention of the NBC:
  - a) the building or part of the building; or
  - b) an adjacent building.
- 8) If the property boundaries of a building lot are changed so as to place a building or part of a building in contravention of the NBC, the owner or owner's representative shall immediately alter the building or part of the building to bring it into compliance with the NBC.




### **13.0 PENALTY**

- 1) Any person who contravenes any of the provisions of this Building Bylaw may be subject to the penalties provided in Part 8 of the Act.
- 2) Conviction of a person or corporation for breach of any provision of this Building Bylaw shall not relieve the person or corporation from compliance with the Act and Regulations.

Enacted pursuant to Section 17  
of *The Construction Codes Act*

SEAL

  
\_\_\_\_\_  
David Moffatt - Reeve

  
\_\_\_\_\_  
Kendra Lawrence – Chief Administrative Officer

Read a third time and adopted  
this 14<sup>th</sup> day of October, 2025

  
\_\_\_\_\_  
Chief Administrative Officer





## FORM A to Bylaw 325/25

# APPLICATION FOR BUILDING PERMIT

I hereby make application for a permit to \_\_\_\_\_ Construct (new)  
\_\_\_\_\_ Alter (renovate)  
\_\_\_\_\_ Reconstruct  
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 —Parcel \_\_\_\_\_ Section \_\_\_\_\_ Township \_\_\_\_\_ Range \_\_\_\_\_  
Owner \_\_\_\_\_ Address \_\_\_\_\_ Telephone \_\_\_\_\_  
Email \_\_\_\_\_  
Designer \_\_\_\_\_ Address \_\_\_\_\_ Telephone \_\_\_\_\_  
Email \_\_\_\_\_  
Contractor \_\_\_\_\_ Address \_\_\_\_\_ Telephone \_\_\_\_\_  
Email \_\_\_\_\_  
Nature of work \_\_\_\_\_  
Intended use of building \_\_\_\_\_  
Size of building \_\_\_\_\_ Length \_\_\_\_\_ Width \_\_\_\_\_ Height \_\_\_\_\_  
Number of storeys \_\_\_\_\_ Fire escapes \_\_\_\_\_  
Number of stairways \_\_\_\_\_ Width of stairways \_\_\_\_\_  
Number of exits \_\_\_\_\_ Width of exits \_\_\_\_\_

Foundation Soil Classification and Type \_\_\_\_\_  
Footings \_\_\_\_\_ Material \_\_\_\_\_ Size \_\_\_\_\_  
Foundations \_\_\_\_\_ Material \_\_\_\_\_ Size \_\_\_\_\_  
Exterior Walls \_\_\_\_\_ Material \_\_\_\_\_ Size \_\_\_\_\_  
Roof \_\_\_\_\_ Material \_\_\_\_\_ Size \_\_\_\_\_  
Studs \_\_\_\_\_ Material \_\_\_\_\_ Spacing \_\_\_\_\_  
Floor Joists \_\_\_\_\_ Material \_\_\_\_\_ Spacing \_\_\_\_\_  
Girders \_\_\_\_\_ Material \_\_\_\_\_ Spacing \_\_\_\_\_  
Rafters \_\_\_\_\_ Material \_\_\_\_\_ Spacing \_\_\_\_\_  
Chimneys \_\_\_\_\_ Number \_\_\_\_\_ Size \_\_\_\_\_  
\_\_\_\_\_ Material \_\_\_\_\_ Thickness \_\_\_\_\_  
Heating \_\_\_\_\_ Lighting \_\_\_\_\_ Plumbing \_\_\_\_\_

Estimated value of construction (excluding site) \$ \_\_\_\_\_  
Building area (area of largest storey) \_\_\_\_\_ square metres or feet (indicate which measurement)  
Fee for building permit \$ \_\_\_\_\_

I hereby agree to comply with the Building Bylaw of the local authority and acknowledge that it is my responsibility to ensure compliance with the Building Bylaw of the local authority and with any other applicable bylaws, acts and regulations regardless of any plan review or inspections that may or may not be carried out by the local authority or its authorized representative.

\_\_\_\_\_  
Date

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



**FORM B to Bylaw No 325/25**

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

Permission is hereby granted to \_\_\_\_\_  
to construct/erect \_\_\_\_\_  
on municipal address or legal description \_\_\_\_\_  
in accordance with the Building Permit Application dated \_\_\_\_\_. This  
permit is valid from \_\_\_\_\_ to \_\_\_\_\_ (24 months  
from date of issue unless work is not commenced within six months of Date of Issue). This permit  
will expire six (6) months from the date of issue *if work is not commenced within that period* or  
if work is suspended for a period of six months, unless otherwise authorized by the local authority  
or its authorized representative.

**Inspections Schedule is attached – please ensure you follow all inspection requirements.**

This permit is issued subject to the following conditions:

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Any deviation, omission or revision to the approved application requires approval of the local  
authority or its authorized representative.

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

\_\_\_\_\_  
Date of Issue

\_\_\_\_\_  
Signature of Authorized Representative





## FORM C to Bylaw No 325/25

### ORDER TO COMPLY

Order Issued to: \_\_\_\_\_  
(Name and Mailing Address)

Property or Project Information (Civic Address and Legal Description):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

#### Contraventions

Pursuant to Subsection 24(1) of *The Construction Codes Act, The Uniform and Accessibility Standards Regulations*, The National Building Code of Canada and the \_\_\_\_\_ of Building Bylaw 245 / 22, an inspection of a

was conducted on \_\_\_\_\_ and the following contraventions were identified:

- (a) \_\_\_\_\_ Reference: \_\_\_\_\_  
(b) \_\_\_\_\_ Reference: \_\_\_\_\_  
(c) \_\_\_\_\_ Reference: \_\_\_\_\_

#### Order to Comply

Pursuant to Subsection 25(1), (2), (3) or (4) of *The Construction Codes Act, The Construction Codes Regulations*, The National Building Code of Canada and the \_\_\_\_\_ of Building Bylaw 245 / 22, you are hereby ordered to comply as follows:

- (a) \_\_\_\_\_  
(b) \_\_\_\_\_  
(c) \_\_\_\_\_

#### Failure to Comply

Failure to comply with the order by the date provided may result in the RM of Moosomin commencing legal enforcement of the order as provided by *The Construction Codes Act*.

#### Order Issued By

This Order to Comply is issued on \_\_\_\_\_ by \_\_\_\_\_,  
Building Official. Questions regarding this order should be directed to me at \_\_\_\_\_.

\_\_\_\_\_  
Building Official Signature

## Right to Appeal

An owner of a building may appeal an order made pursuant to Section 31 of *The Construction Codes Act* (CCA) within 15 days after service of the order by submitting a request for hearing form to the Chief Building Official. For appeal information contact Building and Technical Standards Branch, Saskatchewan Ministry of Government of Relations. Email: [btstandards@gov.sk.ca](mailto:btstandards@gov.sk.ca) Phone: 306-787-4113

## Basic Requirements for an Order to Comply

- Before writing an Order to Comply (OTC) the Building Official (BO) should consider the method of service of the OTC as this may affect how the OTC is created. Registered Mail is the typical method of service.
- The OTC must identify the Local Authority (LA) where the order originated. This may include other pertinent information such as the civic address, postal code, and contact information of the LA.
- The OTC must be identified and captioned such as “Order” or “Order to Comply”
- The OTC must be sent to those identified in Section 25 of *The Construction Codes Act* as applicable. This may be: “the owner of the building or his agents, contractors, employees, successors or assigns or the registered owner of the land on which the building is situated,” (excerpt) Subsection 25(2).
- The subject property or project address must be provided including civic address, postal code and legal description derived from ISC (land titles) and/or the property tax roll.
- (1) Contravention:
  - The OTC should reference Subsection 24(1) of the CCA which provides the power of the BO and identify applicable legislation, codes and the building bylaw
  - The OTC should identify the type of structured being inspected
  - The OTC should identify the address of the inspection
  - The OTC should reference the date of inspection
  - The OTC should identify and describe the contravention(2) and provide reference to supporting legislation, codes or building bylaw
  - Contraventions must be described in sufficient detail so the recipient understands what is at issue
- (2) Order to Comply:
  - The OTC should reference Subsection 25 and the specific clause(s) by which the order is written
  - The OTC should provide a description of what is necessary to achieve compliance
  - Consider the options available for compliance and provide (either/or) remedies to satisfy the OTC
  - Provide a date of compliance as the BO deems necessary
- (3) Failure to Comply:
  - Provide information regarding the consequences for failure to comply by the assigned dated.
  - Failure to comply information may also include the specific enforcement measures the LA and BO will take
- (4) Order Issued By:
  - Provide information regarding the date of the OTC and the name of the BO responsible for inspection and who created the OTC.
  - Provide contact information for the BO responsible for the OTC and ensure the OTC is signed by the BO.
- (5) Right of Appeal:
  - Provide details to the recipient of the OTC regarding the right of appeal as referenced in Section 15 of the CCA.
  - Indicate the time line for appeal which is 15 days after service of the order
  - Ensure that the appellant is aware of who to contact for information regarding the appeal
  - Where compliance has been achieved or the OTC has been withdrawn, ensure that the recipient of the order is notified.

# BYLAW NO. 326 / 25

## RURAL MUNICIPALITY OF MOOSOMIN NO 121

### A BYLAW TO ESTABLISH FEES FOR BUILDING PERMITS

The Council of the Rural Municipality of Moosomin No 121 in the Province of Saskatchewan enacts as follows:


1. Pursuant to this Building Permit Fees Bylaw, the fees for any Building Permit shall be as follows:
  - a) Building Official Inspection Fee based on the Value of Construction (VOC):
    - i. Based on the Building Official's Contract Price (Example: \$3.55/1000 VOC-annual rates apply)
    - ii. The minimum VOC fee shall be \$200.00
    - iii. The VOC is determined by the owner
    - iv. If the VOC determined by the owner seems unreasonable then the VOC will be determined using a spreadsheet calculation with rates set by the Building Official.
  - b) Building Permit Fee is \$1.00/1000 of the value of construction for the processing, handling and issuance of a permit.
2. Additional fees may be charged if extra inspections are required due to the failure of the owner to properly notify the Municipality in accordance with Section 7 of *The Construction Codes Act*.
3. Building Official Inspection Fee will be invoiced in one-lump sum when the permit is issued.
4. Permit Fees are due 30 days from the date of the invoice.
5. Unpaid fees will be considered a debt due to the local authority and may be recovered from the owner of the land or premises in which the work was carried out as per *The Municipalities Act*.
6. Permit Fees are exempt from GST.

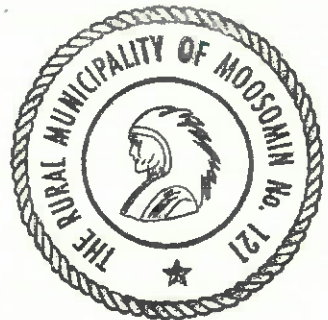
SEAL

  
David Moffatt - Reeve

Read a third time and adopted  
this 14<sup>th</sup> day of October, 2025

  
Kendra Lawrence - Chief Administrative Officer

  
Chief Administrative Officer





Date Printed  
2025-10-09 3:59 PM

**R.M. of Moosomin**  
**List of Accounts for Approval**  
Batch: 2025-00117 to 2025-00124

Page 1

Bank Code - AP - ACCTS PAYABLE

**COMPUTER CHEQUE**

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
26616	2025-09-10	Canada Customs & Revenue Agenc				
		EI Pier		EI Peir Review from 2024		
26617	2025-09-10	Playfair Daycare Inc.			94.05	94.05✓
		2025 Donation		Donation in memory of Sinc Harris	500.00	500.00✓
Total Computer Cheque:						594.05

**EFT**

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
917	2025-09-30	Caterpillar Financial Services (EFT)				
		K104-50009662		Buyout of 2020 150AWD s/n5002E	231,324.00	231,324.00✓
918	2025-09-30	Moosomin Regional Park (EFT)				
		Sept 2025-01		Septembert 2025 Collections	14,201.29	14,201.29✓
Total EFT:						245,525.29

**ONLINE BANKING**

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
1	2025-09-30	MEPP				
		Sept 2025		Sept 2025 Water & PP 18-19		
2	2025-09-30	Pattison Agriculture (JD Fin)			7,859.28	7,859.28✓
		3431895		Spray Paint		
3	2025-09-30	Canada Customs & Revenue Agenc			25.82	25.82✓
		Sept 2025		Sept 2025 Source Deductions RP		
4	2025-09-30	Collabria			14,455.98	
		Sept 2025 RP2		Source Deductions RP2 Sept 2025	3,685.98	18,141.96✓
5	2025-09-30	SaskPower				
		572000000019		DEF, Oil,	1,984.69	1,984.69✓
6	2025-09-30	Saskatchewan Municipal Hail			2,044.87	2,044.87✓
		Sept 2025-01		Aug 2025 Power		
7	2025-09-30	Ministry of Finance				
		Sept 2025		Collections - September 2025	16,311.88	16,311.88✓
				School Collect 2025 September	511,007.05	511,007.05✓
Total Online Banking:						557,375.55

**PROPOSED PAYMENTS**

Payment #	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
PP -	Acti-Zyme Products Ltd (EFT)				
	123065		Acti-Zyme LS7 Blend 55 x 1lb		
PP -	Adair Farm & Ranch Supply (EFT)			1,346.16	1,346.16✓
	2025200		Ivan Hoe Rd Fencing		
PP -	C & K Cleaning (EFT)			5,742.60	5,742.60✓
	2025-10		Oct 2025 Janitorial		
PP -	Canadian Pacific Railway Co (EFT)			410.00	410.00✓
	11170767		Signalized crossing - terminal		
PP -	Clarke's Contracting & Maintenance (E			403.50	403.50✓
	4511		2025 Dust Control		
PP -	First Resort Mechanical (EFT)			3,184.87	3,184.87✓
	1450		Air Conditioner on JD Grader		
PP -	Flaman Sales Ltd (EFT)			2,985.25	2,985.25✓
	3442		Water Pump/hose for Ivan Hoe Rd		
PP -	Flatland Plumbing & Heating Ltd (EFT)			231.99	231.99✓
	15701-01		Office Boiler Service		
PP -	16335		Shop Boiler Maint 2025	449.55	
	Flatlander Express (EFT)			599.40	1,048.95✓
	81733-01		Freight Charges		
P -	Jay's Transportation Group - EFT			25.78	25.78✓
	169756		Freight from Finning		
P -	Loraas Disposal (EFT)			401.95	401.95✓
	8221624		Garbage/Recycle Service_ Welwy		
	8217050-01		Garbage/Recycle Service	764.93	
	Margetts Construction (EFT)			165.48	930.41✓

**R.M. of Moosomin**  
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Batch: 2025-00117 to 2025-00124

**PROPOSED PAYMENTS**

Payment #	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
PP -	Moosomin Home Hardware (EFT)	6404-01	August 2025 Tandem Deliveries	17,463.60	17,463.60
		11164	Water		
PP -	Redhead Equipment Ltd (EFT)	11201	Paint spray for door	6.00	
		06460	Scraper Edges	22.46	28.46
PP -	Rhino Dirt Works Ltd. (EFT)	2024160	Ivan Hoe Rd Construction	1,601.10	1,601.10
PP -	Shredded Mulching Co (EFT)	057	Div 4 Twp Rd 144 1 hr - Rd Constr	11,155.50	11,155.50
PP -	Silver Dirtworks Inc (EFT)	2024 Mowing-01	Custom Mowing 2025	244.20	244.20
PP -	The World Spectator (EFT)	197947	Subscription to paper	98,935.20	98,935.20
		198270	Order to Remedy Books/Warnings	60.00	
PP -	Twin Auto & Ag (EFT)	198422	Public Notice OCP & Zoning Bylaw	194.25	
		588136	Grease	1,228.50	1,482.75
		587491	Bolts & Washers	196.47	
PP -	Vern Stein (EFT)	587476	Hydraulic Hose, fittings etc for Cat	11.51	
		2025-35	Cabinets in shop bathroom/laundry	12.00	219.98
PP -	Wolseley Canada Inc. (EFT)	144778-01	Water Meters- 4 of them	1,054.46	1,054.46
				2,101.54	2,101.54
				Total Proposed Payments:	150,998.25
				Total AP:	954,493.14

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**R.M. of Moosomin**  
**List of Accounts for Approval**  
Batch: 2025-00117 to 2025-00124

Page 3

Bank Code - MUN AIR - Municipal Airport Bank

**PROPOSED PAYMENTS**

Payment #	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
PP -	Beaton Planning (EFT)	RM121-Aug2025	Airport Subdivision- Zoning	464.52	464.52
Total Proposed Payments:				464.52	464.52

Total MUN AIR: 464.52  
Grand Total: 954,957.66

Certified Correct This October 9, 2025

+Payroll 34,996.29  
989,953.95

Reeve

Administrator

*Ernest B. Dobson*  
*Minister*



Cheque Reconciliation Report

For Period End Dates:

07Sep2025 to 30Sep2025

Entry Type	Employee	Department	Pay Group	Run No.	Period End Date	Cheque or Voucher #	Cheque Date	Amount	Status
Deposit	GIB002	530	530	19	13Sep2025	2519	18Sep2025	1917.49	Open
Deposit	LAW001	510	510	19	13Sep2025	2519	18Sep2025	3011.94	Open
Deposit	HEA001	530	530	19	13Sep2025	2520	18Sep2025	3030.62	Open
Deposit	JAM001	530	530	19	13Sep2025	2521	18Sep2025	1940.29	Open
Deposit	KEN001	530	530	19	13Sep2025	2522	18Sep2025	1888.18	Open
Deposit	OSB001	530	530	19	13Sep2025	2523	18Sep2025	1983.48	Open
Deposit	STE001	530	530	19	13Sep2025	2524	18Sep2025	2139.36	Open
Deposit	BOW001	585	WAST	09	30Sep2025	2509	30Sep2025	469.23	Open
Deposit	HAM001	580	WELW	09	30Sep2025	2519	30Sep2025	2489.45	Open
Deposit	GIB002	530	530	20	27Sep2025	1	02Oct2025	1917.49	Open
Deposit	LAW001	510	510	20	27Sep2025	1	02Oct2025	3011.94	Open
Deposit	HEA001	530	530	20	27Sep2025	2	02Oct2025	3048.86	Open
Deposit	JAM001	530	530	20	27Sep2025	3	02Oct2025	1953.59	Open
Deposit	KEN001	530	530	20	27Sep2025	4	02Oct2025	1888.18	Open
Deposit	OSB001	530	530	20	27Sep2025	5	02Oct2025	2072.70	Open
Deposit	STE001	530	530	20	27Sep2025	6	02Oct2025	2233.49	Open

Report Summary

Outstanding Deposits:	34996.29	(16)
Total:	34996.29	(16)