



MOBILE HOME, TRAILER AND CAMPGROUND BYLAW RESORT VILLAGE OF THE DISTRICT OF KATEPWA

BYLAW NO. 2025-05

A BYLAW CONCERNING THE OPERATION OF CAMPGROUNDS, TRAILER, RECREATIONAL VEHICLE OR MOBILE HOME PARKS OR CAMPS WITHIN THE LIMITS OF THE DISTRICT OF KATEPWA

THE COUNCIL OF THE DISTRICT OF KATEPWA IN THE PROVINCE OF SASKATCHEWAN, ENACTS AS FOLLOWS:

SHORT TITLE

This Bylaw may be cited as the “Mobile Home, Trailer and Campground Bylaw”

I. DEFINITIONS

“Administrator” means the Administrator of the Municipality or designate.

“Campground” means a place of business at which a site or sites are provided for the use of tents or other temporary accommodations for recreational purposes;

"Council" means the Council of the District of Katepwa.

“Designated Officer” means a person appointed by the Municipality to enforce this Bylaw and shall include a Peace Officer;

"District" means the District of Katepwa;

“General Services Charge” a per-site charge in a campground, trailer or mobile-home park to partially recover the cost of the District’s general services and infrastructure, and is not a permit or licence fee.

"Mobile Home Park or Camp" means a place of business at which a site or sites are provided for the use of mobile homes;

“Municipality” means the District of Katepwa;

"Site" means a site within a trailer or recreational vehicle park or camp or mobile home park or camp which is provided for the use of a trailer or mobile home;

“Operation” means any and all Trailer Parks, Campgrounds, RV Parks and Mobile Home Parks located or operated within the municipality.

"Trailer" means a non-motorized vehicle which may be drawn by a motorized vehicle, and used for residential camping or recreational purposes and includes house trailers;

"Trailer Park or Camp" means a place of business at which a site or sites are provided for the use of trailers;

*Additional definitions and regulations regarding campgrounds and recreational services can be referenced from the District of Katepwa Zoning Bylaw

2. OPERATOR PERMITS AND ADMINISTRATION FEES

2.01 No person shall operate a campground, trailer or recreational-vehicle park or camp, or mobile-home park or camp, without first obtaining a current Operator Permit from the District and paying the prescribed Operator Administration Fee.

2.02 The application of, or issuance of, any operational permit is required in addition to any other municipal, provincial or federal licence or permit that may be required.

2.03 The operational permit shall be seventy-five dollars (\$75.00) payable in advance. The said fee shall be exclusively administrative, and not on account of any services provided to an operator by the District, its servants or agents.

2.04 Each operator shall apply in writing for the operational permit and complete the application in a form as approved by the Administrator.

2.05 The Administrator shall issue an operational permit once the application is completed to the satisfaction of the Municipality and administration fee has been received.

2.06 Each operator permit granted by this bylaw shall expire December 31, following the date of granting.

2.07 If an operational 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 Operational Permit providing 60 days notice.

2.08 The operational permit shall be in the form as approved by the Municipality as attached in Schedule “A”.

2.09 Each operational permit holder is responsible for remitting a per site general services charge to the Municipality. Such general services charge shall be incurred each year for the period January 1 to December 31 inclusive.

2.10 Each operational permit holder is responsible for ensuring that any development of their land and within the sites follows the District's Zoning and Building Bylaw permitting process.

3. GENERAL SERVICES CHARGES

3.01 Pursuant to Section 2.09, the general services charge shall be in an amount as approved by Council and set out in Schedule "B". Council may, by way of resolution, review and, if necessary, change the general services charge schedule as required.

3.02 The Operator shall provide the Administrator with the number of sites or RVs annually with the license application.

3.03 The general services charge shall be paid to the Municipality within thirty (30) days of the invoice being issued.

3.04 Each Operator is responsible for remitting the general services charges directly to the Municipality.

3.05 Any general services charge not paid by the Operator by the prescribed time shall be subject to a late payment financial penalty as listed in Schedule "B".

3.06 The administration and enforcement of this Bylaw is hereby delegated to the Administrator or a Designated Officer for the Municipality.

3.07 The inspection of any property in the Municipality to determine if this Bylaw is being complied with is hereby authorized.

4. OFFENCES AND PENALTIES

4.01 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.

4.02 Any operator of a trailer park or camp or mobile home park or camp that fails to submit application for an occupancy licence to the District, together with the administration fee payable under this bylaw shall, in addition to any other penalties prescribed by the law, be subject to having their operator license revoked or suspended by the Council of the District after having provided the operator with full opportunity to be heard by Council.

4.03 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. And
- c. not more than one year in jail.

5. COMING INTO FORCE

- 5.1 No prosecution for a contravention of this bylaw may be commenced more than two years after the date of the alleged offence.
- 5.2 Bylaw No. 2024-05 in the Resort Village of the District of Katepwa, is hereby repealed.
- 5.3 This Bylaw shall come into force upon final passage by District Council.

(seal)

Mayor

Administrator

Read a first time 15th day of July 2025

Read a second time this 19th day of August 2025

Read a third time and adopted this 19th day of August 2025

**Resort Village of the District of Katepwa
Operator Permit Application**

APPLICANT INFORMATION

Name (Individual or Company): _____

Contact Person: _____ Phone Number: _____

E-mail: _____

OPERATION DETAILS

Type (circle one): Campground Trailer Park RV Park Mobile-Home Park

Address or Legal Description: _____

Number of Sites/RVs: _____

DECLARATION & SIGNATURE

I, the undersigned, hereby apply for an Operator Permit

I declare that all information provided on this form is true and complete to the best of my knowledge.

I understand that it is my responsibility to comply with all conditions of the Permit and the Bylaw.

Signature: _____

Date (MM/DD/YYYY): ____/____/____

Office Use Only		
Permit #:	Date: / /	Expires: Dec 31,
Fees Received: \$	Approved By	Signature:

Schedule "A"
Bylaw 2025-05 Operational Permit

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

has received permission from The District of Katepwa to operate a Trailer Park, Campground, Mobile Home Park, RV Park, as the case may be, within the Municipality.

All fees, and penalties if applicable, are to be paid in full on or prior to June 30th in the year that the service fees are levied. This Permit shall remain in effect from the date of issue and continues forthwith from year to year.

The District of Katepwa may rescind or revoke the permit at its discretion upon providing not less than a 60 day notice to the property owner.

You are permitted to operate not more than _____ sites, with not more than one unit per site.

This Operational Permit is Non-Transferable

Issued this _____ day of _____, A.D. 202____, Katepwa Beach, SK.

Administrator

Schedule “B”
Bylaw 2025-05 GENERAL SERVICES CHARGE

The general services charge shall be set as follows:

Effective Jan 1-December 31, 2026	\$275.00/site general services charge
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Effective Jan 1-December 31, 2027	\$375.00/site general services charge
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Late Payment Penalty shall be 3% per month, of outstanding monies owed to the municipality.