

**TOWN OF LEADER  
BYLAW NO. 01-2017**

**A BYLAW OF THE TOWN OF LEADER TO CLASSIFY, LICENSE, REGULATE AND GOVERN BUSINESSES**

The Council of the Town of Leader, in the Province of Saskatchewan enacts as follows:

**DEFINITIONS:**

1. For the purposes of this bylaw, these words have the following meaning:
  - a) **Town Administrator** means the Administrator of the Town of Leader.
  - b) **Council** means the Council of the Town of Leader.
  - c) **License Inspector** means a person appointed by Council to carry out the duties of a license inspector as required by this bylaw.
  - d) **Transient Trader** has the meaning ascribed thereto by The Urban Municipality Act.
  - e) **Home Occupations** means and includes the following:
    - Businesses based in a residential property
    - Businesses owned and operated by residents of the Town of Leader which operate within the Town but maintain no office outside of this residence.
    - Catering groups based in a home, church, or school when catering to other than their own base group functions.

**DUTIES OF THE LICENSE INSPECTOR:**

2. The License Inspector, or in the absence of a License Inspector, the Administrator shall:
  - a) Attend meetings of Council, whenever requested, on business connected with the duties of this office.
  - b) Keep a register containing the names of all persons applying for licenses, the names of all persons to whom licenses have been granted or refused, together with, in the latter case, the grounds for refusal.
  - c) Assist the Council in the collection of license fees and to assist the Administrator to enforce the provisions of this Bylaw and to ascertain, from time to time, whether persons licensed under this Bylaw comply and continue to comply with the provisions of this Bylaw.

**LICENSES REQUIRED:**

3. a) No person shall in the Town of Leader:
  - i. Carry on or be engaged in any of the Businesses hereinafter referred to in this or any other Bylaw or set out in Schedule "A" hereto attached and forming a part of this Bylaw, or
  - ii. Carry on any undertaking to do any act, matter or thing, in respect of which a license is required under provisions of this or any other bylaw or as set out in Schedule "A" to this Bylaw:

Unless or until such person has obtained a license as set out in Schedule "A" of this Bylaw.



- b) Every person seeking a license hereunder shall make application therefore at the Town Office, and shall tender with such application a license fee as designated in Schedule "A" hereto for such business or purpose.
- c) All License fees required to be paid under the provisions of this Bylaw shall be paid at the Town Office.
- d) Any person whose sole business in the Town of Leader is restricted to soliciting for delivery of goods or merchandise to persons who conduct a wholesale or retail business in the Town of Leader and who offer those goods or merchandise for resale to the public shall not be required to be licensed pursuant to this Bylaw.
- e) Where the Province of Saskatchewan requires a license, registration, bond or certificate for a business or profession the applicant shall provide satisfactory proof of meeting that requirement with the application for a license.

**APPLICATIONS FOR AND PAYMENT OF LICENSES**

- 4. a) The fee payable for a license under this Bylaw shall be in accordance with Schedule "A" annexed hereto and forming part of this Bylaw or as the Schedule "A" may be amended from time to time by Council Resolution. Fees are payable to the Town by the Licensee or his/her legal representative and are due at the time of License application.
- b) The Town Administrator is hereby authorized to issue a license to any person, or persons carrying on business in the Town.
- c) Subject to the right of Council to suspend or revoke the same as provided by The Urban Municipality Act, every license issued hereunder shall remain in force and effect until and including the 31st day of December of the year of issue.
- d) Every license issued hereunder shall specifically state the kinds of service, goods, or merchandise which the licensee is authorized to offer for sale or take orders for as the case may be and whether in the case of goods or merchandise, he may offer the same sale by retail or by public auction or both.

**DURATION OF LICENSE:**

- 5. a) Every license granted pursuant to this Bylaw shall be effective from the date of issue to and including the 31<sup>st</sup> day of December of the year of issue.

**REDUCTION IN LICENSE FEES:**

- 6. a) The amount to be charged for all license fees due and payable between January 1<sup>st</sup> and October 31<sup>st</sup> of the same year or after October 31<sup>st</sup> in respect of any business commenced or carried on prior to that date shall be the yearly license fee and the amount of any license fee due and payable on or after November 1<sup>st</sup> for any license in respect to any business commenced after that date shall be ½ the license fee for the full year.
- b) Notwithstanding the above, the provisions for payment of ½ the license fee on or after November 1<sup>st</sup> shall not apply to the following:  
  - Transient Traders

**PROVISIONS DO NOT APPLY:**

- 7. a) The provisions of this Bylaw shall not apply to the following:
  - i. Railroads
  - ii. Insurance agents and adjusters licensed under The Saskatchewan Insurance Act.
  - iii. Any person engaged in a business that may be specifically exempt or exempted by resolution of Council.
  - iv. Any students in full time study, up to and including Grade 12, who are engaged in seasonal occupations.
  - v. Local service clubs, non-profit organizations or recreation/social groups engaged in fund raising activities for the benefit of the community.

**PENALTY**

- 8. a) Any person who violates any provision of this Bylaw is guilty of an offence and shall be liable on summary conviction to a fine of not less than \$500.00 and not exceeding \$2,000.00 and costs;
- b) In the case of conviction under the provisions of this Bylaw the convicting justice shall order payment of the required license fee and compliance with any other provisions of this Bylaw in addition to the penalty.
- c) A person who fails within the period specified in an order under subsection a) to comply with the order is guilty of an offence and is liable on summary conviction to a fine not less than \$10.00 or more than \$50.00 for each day during which the breach continues.

**REPEAL FORMER BYLAWS**

- 9. Bylaw No. 03/03 is hereby repealed.

**EFFECTIVE DATE**

- 10. This Bylaw shall come into force and take effect on, from and after the formal passing thereof.




  
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Mayor

  
\_\_\_\_\_  
Administrator

Read a third time and hereby adopted

this 21 day of Feb, 2017.



CERTIFIED TRUE COPY OF  
BYLAW 01.17 PASSED BY  
THE COUNCIL OF THE TOWN  
OF LEADER ON 21 FEB 2017.  
  
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**TOWN OF LEADER  
BYLAW NO. 01-2017  
SCHEDULE "A"**

1. LICENSES FOR BUSINESSES LOCATED WITHIN THE CORPORATE LIMITS OF THE TOWN OF LEADER OPERATING:
  - From a commercial property:           \$ 0
  - From a residential property:         \$ 50
  
2. LICENSES FOR ALL OTHER BUSINESSES:
  - Out of Town Business:                 \$ 200
  - Transient Trader/Direct Seller       \$ 50  
(each seller must hold individual license)