



P.O. BOX 249
25 RAILWAY AVENUE
REDVERS, SK S0C 2H0
PH: (306) 452-3533
FX: (306) 452-3701

Dear New Resident:

On behalf of the Town of Redvers Staff & Council, we would like to **welcome you to our community!** Redvers is a low-cost place to live, with every basic need available through our local stores, and businesses. We take pride in our small town and all the wonderful people who make Redvers a great place to live!

If you have any questions, comments or concerns, please feel free to contact us at:

Town Office:

Phone: (306)452-3533

Town Cell: (306)840-7045

Fax: (306)452-3701

Emails:

Tricia Pickard – Chief Administrative Officer: tricia@townofredvers.ca

Raylene Gordon – Accounting Assistant: raylene@townofredvers.ca

Dayna Germain – Administrative Assistant: dayna@townofredvers.ca

Lauren Behnke – Receptionist: lauren@townofredvers.ca

Office Hours:

Monday - Friday

10:00am – 4:30pm

Social Media:

Website: www.redvers.ca

Facebook: www.facebook.com/townofredvers

Instagram: @redverssask

TikTok: @townofredvers

Again, welcome and we wish you all the best!

Sincerely,

A handwritten signature in black ink, appearing to be "Tricia Pickard". The signature is fluid and cursive, with a large loop at the beginning and a long, sweeping tail.

Tricia Pickard

Chief Administrative Officer

Come Grow with Us!

Do You Need a Building Permit?

CALL US WITH YOUR PROJECT DETAILS,
WE ARE HERE TO HELP!



STRUCTURAL RENOVATIONS

- Gutting/renewing/renovating the building, replacing electrical or plumbing components that require opening walls/floors.
- Door or window replacement that requires a change of the opening or a new opening.
- Adding, removing, altering or replacing walls, stairs, or doors.
- Basement/foundation alteration or development.
- Structural framing.
- Creating a bedroom from an existing space.



DECKS

- Any deck 2 ft tall & over.
- Any deck 100 sq ft & over.
- Tall decks that are undersize do not require a permit.
- Low decks of any size do not require a permit.
- Handrails on stairs and railings on tall decks are required.
- Roofs over decks.
- Wheelchair accessible ramps.



NEW BUILDINGS

- Accessory buildings such as a garden shed, 100 sq ft & over in size.
- Sheds that are built elsewhere and moved in.
- RTM's, mobile/modular homes, build-on-site homes.
- Garages, attached or detached
- Additions or sun rooms.
- Temporary buildings/structures.
- Fireplaces/wood burning stoves.
- Change in the type of use, converting to commercial, and/or change in occupancy load.

Did You Know The Following Projects Require Permits?

Demolishing a Building - including a partial removal, so it can be removed from your SAMA Property Report, therefore you no longer have to pay taxes on that structure for the upcoming tax year. Ensuring proper demolition and removal of all debris to an approved disposal location.

Moving a Building - so that you can ensure the integrity of the structure was not compromised during the move and also to ensure that it was built to code in the first place, which may be common in older buildings and structures.

Building/Altering a Fence/Hedge - property lines will be marked to ensure the entirety of your fence is constructed on your property. If it is built on/over the property line, you will be sharing ownership and rights to your fence by default, which we do not want to happen.

THESE ARE EXAMPLES ONLY - PLEASE INQUIRE BEFORE YOU PROCEED.

Building Permits ensure that all users of the proposed structure can trust it was built correctly and safely according to the Government of Saskatchewan's Building and Construction Codes.

Frequently Asked Questions

HOW LONG DOES THE PERMIT PROCESS TAKE?

The first step is a development permit which is taken to Town Council, ensuring compliance with the Town's Building & Zoning Bylaws, and our Community Plan. The fee for this stage is refundable if completed in 2 years! The Building Permit is next, which is sent to our contracted building inspectors, Municode. This two-step process could take anywhere from 4-6 weeks, so submit your permit early to avoid delays in your project.

SHOULD I WAIT UNTIL I START MY PROJECT TO GET A PERMIT?

We highly recommend starting your permit sooner than later! The development and building permits do not expire until two years after the date at which you submit your application. This means there is no rush to complete the project if your timeline extends into multiple years. It is important to include ALL phases of your project in the single permit - and if you decide to not continue with one component, just inform your building inspector!

WILL I BE CHARGED EXTRA FEES FOR INSPECTIONS?

Unless there are special circumstances such as project complications or major changes, Municode will not charge you additional fees for your permit. If you request additional services, they may charge you directly, but not without your consent. Plan reviews, inspections, and communication are included with your one-time fee collected at the Town Office when you submit the building permit paperwork.

WHO DO I TALK TO IF I HAVE QUESTIONS ABOUT MY ACTIVE PERMIT?

While the Town Office is always here to help in any way possible, your building inspector can clarify any questions you may have! This service is part of the fees you have paid for your permit, so do not be afraid to call your inspector for advice. It is also your responsibility to call your inspector when your project is ready for the next inspection - so please schedule your inspections ahead of time to avoid delays!

WHEN DID RENOVATIONS BECOME PART OF THE PERMIT PROCESS?

In 2015, Council began to require permits for interior work on residential and commercial projects. Each project is different, and it is important to remember that the Town Office can not divulge confidential information about another project. We guarantee that no project is overlooked, excused, or above our bylaws or permit process. Work completed before 2015 is grandfathered in.

HOW MUCH DOES A BUILDING PERMIT COST?

Building Permit fees are directly related to the monetary value of your construction! Municode charges \$3.55 per \$1000.00 of your project value, with a minimum fee of \$200.00. In 2023 Council switched from PBI to Municode, partially in part to their simplified form process and their affordable fees. The permit process is not meant to be costly - it is meant to ensure the safety of our residents and that their projects are safe to use!

Best practice is to call and ask!

Even if you do not need a permit, you will receive a Permit Acknowledgement Form that states your project may proceed without a formal Building Permit.
The safety of our residents is our main priority!



**Call the Town Office at (306) 452-3533
-or- email tricia@townofredvers.ca**



PRE-AUTHORIZED DEBIT ENROLLMENT FORM

A convenient way to pay your utility, tax and other invoices on time.



Thank you for signing up for Pre-Authorized Debit for the Town of Redvers. Please fill out this form and accompany it with a **Void Cheque/Debit Form** from your banking institution. It should contain your name, address, transit number, institution number and account number. Sign and date it and submit to raylene@townofredvers.ca or drop it off at the office.



1 ACCOUNT HOLDER INFORMATION

Name: _____ Phone Number: _____

Personal: ☐ Business: ☐ (check one)

Business Name: _____ (if applicable)



2 SELECT ACCOUNTS FOR PRE-AUTHORIZED PAYMENTS (check all that apply)

☐

Utility

☐

Tax

☐

Other Invoices

What type of payment would you like for each?

ACCOUNT TYPE	PAYMENT OPTIONS (choose one)	ACCOUNT NUMBER
UTILITY ACCOUNT	☐ When it is due (January 31, April 30, July 31 & October 31, full amount would be debited)	_____
	☐ Monthly payments in the amount of \$_____ per month	_____
TAX ACCOUNT	☐ When it is due (December 31, full amount would be debited)	_____
	☐ The last day that the discount is available (July 31 of each year and would be the full amount debited)	_____
	☐ Monthly payments in the amount of \$_____ per month	_____
OTHER INVOICES ACCOUNT	☐ When it is due (Due dates would vary, full amount would be debited)	_____
	☐ Monthly payments in the amount of \$_____ per month	_____



3 AUTHORIZATION AGREEMENT

I authorize the Town of Redvers, and the financial institution designated (or any other financial institution I may authorize at any time) to begin deductions as per my instructions for monthly regular recurring payments and/or one-time payments from time to time, for payment of all charges arising under my Town of Redvers account(s).

Regular monthly payments for the full amount of services delivered will be debited from my specified account on the last day of the month each month. The Town of Redvers will provide 10 days written notice of the amount of each regular debit.

The Town of Redvers will obtain my authorization for any other one-time or sporadic debits.

This authority is to remain in effect until the Town of Redvers has received written notification from me of its change or termination. This notification must be received at least ten (10) business days before the next debit is scheduled at the address provided below.

The Town of Redvers may not assign this authorization, whether directly or indirectly, by operation of law, change of control or otherwise, without providing at least 10 days prior written notice to me.



The Town of Redvers has the right to apply a \$25.00 Non Sufficient Funds fee to failed payments.

Signature: _____ Date: _____



Town of Redvers
Box 249, Redvers, SK S0C 2H0



Phone: 306-452-3533



Email:
raylene@townofredvers.ca

Transfer Station

HOURS OF OPERATION

MAY 1 - OCTOBER 31

Tuesday -----4PM - 7PM
Thursday ----4PM - 7PM
Sunday -----12PM - 4PM

NOVEMBER 1 - APRIL 30

Sunday -----12PM - 4PM



Town Office
(306) 452-3533



2026 Redvers Collection Calendar

Garbage ONLY Recycle ONLY

April '26									
5	6	7	8	9	10	11	12	13	14
5				1	2	3	4	5	
12	13	14	15	16	17	18	19	20	21
19	20	21	22	23	24	25	26	27	28
26	27	28	29	30					

	Mo	Tu	We	Th	Fr	Sa	Su
2	3	4	5	6	7	8	1
9	10	11	12	13	14	15	
16	17	18	19	20	21	22	
23	24	25	26	27	28	29	
30	31						

December '26											
5	4th	7	4th	1	1	1	1	1	1	1	1
		1	2	3	4	5					
6	7	8	9	10	11	12					
13	14	15	16	17	18	19					
20	21	22	23	24	25	26					
27	28	29	30	31							

Phone: 306-721-1000
Web: www.loraasdisposal.com
Email: cart@loraasdisposal.com