

# Town of Strassbourg



*Regular Meeting of Council held in the Council Chambers  
Strassbourg, Saskatchewan*

**Wednesday, October 25, 2023**

Present: Mayor: Kelvin Schapansky  
Council Members: Peter Barry  
Bo Black  
Sherry Burgess  
Lorne Gottselig  
Bernie Josephson – via conference call  
Rodger Yauck  
Chief Administrative Officer: Jennifer Gritzfeld

A quorum being present, Mayor Schapansky called the meeting to order at 7:00 p.m.

*Declarations* No declarations of conflict of interest or financial interest were made.

*Minutes - Regular* 213/2023 Burgess:Yauck  
"THAT the minutes from the October 11, 2023 regular meeting of Council be approved as presented by the Chief Administrative Officer."

CARRIED

*Reports* 214/2023 Barry:Gottselig  
"THAT the Town of Strassbourg acknowledge the following meeting reports:

- a) Council Reports
  - i. Mayor Schapansky and Councillors Josephson, Black, Gottselig, and Barry attended the most recent Fire Protection Committee Meeting with the CAO, Fire Chief and Deputy Fire Chief.
  - ii. Mayor Schapansky and Councillors Josephson and Gottselig attended the most recent Last Mountain Economic Development Alliance (LMEDA) meeting along with the CAO.
  - iii. Councillors Yauck and Gottselig reported on the most recent Rec Centre regular meeting and AGM.
  - iv. Councillors Gottselig and Josephson reported on attending a meeting with the Strassbourg Sports Park Committee.
  - v. Mayor Schapansky reported on attending the Government of Saskatchewan Throne Speech in Regina."

CARRIED

*Bylaw 438/23* 215/2023 Barry:Josephson  
"THAT Bylaw No. 438/23, also known as the Bylaw to Regulate and License Mobile Homes be introduced and read for the first time."

CARRIED

*Bylaw 438/23* 216/2023 Gottselig:Black  
"THAT Section 6.1 of Bylaw 438/23 be amended to add the word "owner" after "mobile home" in the second sentence for clarification."

CARRIED

*Bylaw 438/23* 217/2023 Burgess:Yauck  
"THAT Bylaw No. 438/23, also known as the Bylaw to Regulate and License Mobile Homes be read for a second time."

CARRIED

Handwritten initials in blue ink, appearing to be 'KJ' or similar.  
Initials

*Bylaw 438/23* 218/2023 Gottselig:Black  
"THAT Bylaw No. 438/23, also known as the Bylaw to Regulate and License Mobile Homes, be given three readings at this meeting."

CARRIED UNANIMOUSLY

*Bylaw 438/23* 219/2023 Black:Burgess  
"THAT Bylaw No. 438/23, also known as the Bylaw to Regulate and License Mobile Homes be read a third time and finally adopted."

CARRIED

*FlexNetworks Proposal* 220/2023 Gottselig:Burgess  
"THAT the Town of Strasbourg approve the proposal from FlexNetworks for supplying fibre internet service to all of the seven Town facilities for \$720/month, including free wi-fi for the Lions Park and Memorial Hall."

CARRIED

*Bylaw Appeal 200 Downey St* 221/2023 Black:Barry  
"THAT the Town of Strasbourg respond to the bylaw appeal from 200 Downey Street in that the concerns were acknowledged but that the Order to Remedy still stands as per the requirements of the Property Standards Bylaw and Zoning Bylaw."

CARRIED

*Adjourn* 222/2023 Gottselig:  
"THAT this meeting of the Council of the Town of Strasbourg be adjourned."

CARRIED  
Time: 8:05 p.m.

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



## BYLAW NO. 438/23 MOBILE HOME BYLAW

### A BYLAW OF THE TOWN OF STRASBOURG, IN THE PROVINCE OF SASKATCHEWAN, TO PROVIDE FOR THE REGULATING OF MOBILE HOMES AND FOR THE LICENSING THEREOF

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

#### 1. DEFINITIONS

##### 1.1 In this Bylaw:

- a. **Council** - The Mayor and Councillors of the Town elected pursuant to the provisions of *The Local Government Election Act, 2015*.
- b. **Mobile Home** - A prefabricated trailer coach supported on a steel frame:
  - i. That is used as a dwelling for permanent or year round living;
  - ii. That has water faucets and shower or other bathing facilities that may be connected to a water distribution system;
  - iii. That has facilities for washing and a water closet or other similar facility that may be connected to a sewerage system;
  - iv. May or may not have a permanent foundation; and
  - v. That conforms to Canadian Standards Association (CSA) #Z240 MH.
- c. **Mobile Home Court** - The tract or parcel of land on which two or more occupied mobile homes are harboured or are permitted to be harboured whether or not a charge is made or paid for the use thereof, and includes any building or structure used or intended to be used as part of the equipment of such mobile home courts, but does not include an industrial or construction camp or any such court if a tent or trailer coach that is not a mobile home is also harboured or is permitted to be harboured thereon.
- d. **Occupant** - A person residing on land or in a building and/or entitled to the possession of land or a building if there is no person residing on the land or in the building.
- e. **Town** - The Town of Strasbourg.

#### 2. MOBILE HOME COURT

2.1 The Town's mobile home court is located at Lots 1-3, Block 16, Plan BC2027, also known as 213-219 Pierce Street.

2.2 No person shall establish or construct a mobile home court within the Town.

2.3 No person shall place or cause to be placed a mobile home on any location other than within the Town-approved mobile home court, or any other location without previous approval of the Town.

#### 3. MOBILE HOME REGISTRATION

3.1 Every new occupant of a mobile home shall within a period of fifteen (15) days after purchasing one of the four mobile homes in the mobile home court, register the said purchase with the Town. Registration will involve completion of Schedule "B" of this Bylaw. Registration includes assuming the water and sewer service for the mobile home.

#### **4. MOBILE HOME INSTALLATION, REMOVAL & ENLARGEMENT**

4.1 Any new installation, enlargement, or removal of a mobile home shall register the said occurrence with the Town prior to any work being completed. All new mobile homes, all mobile home renovations, and all mobile home removals shall adhere to the Town's Zoning Bylaw and Building Bylaw. Registration will involve completion of any required permits including but not limited to a development permit, building permit, moving permit, inspections by the Town's Building Inspector, and any other applicable municipal or provincial permits as required by the Town's Zoning Bylaw and Building Bylaw.

#### **5. MOBILE HOME FEES**

5.1 Every occupant of a mobile home in the mobile home court shall remit to the Town on or before the last day of each month, after normally residing in the mobile home court for more than thirty (30) days, a monthly lot rental fee and a monthly license fee based on the square footage of the mobile home and any addition thereto in the amount set out in Schedule "A" of this Bylaw.

5.2 A mobile home license fee and lot rental fee is a debt owed to the Town. As a result, the Town may sue the occupant or send the outstanding amount to a collection agency.

#### **6. MOBILE HOME CONDITIONS**

6.1 All mobile homes in the mobile home court must adhere to the rules and regulations set out by the Town's Property Standards Bylaw. If a mobile home is found to be in a dilapidated condition as per the requirements of the Bylaw, the mobile home owner may be required to either repair the deficiencies or have the mobile home removed from the court at the owner's expense.

#### **7. PENALTIES**

7.1 Any person who violates any of the provisions of this Bylaw or fails to comply therewith or suffers or permits any act to be done in contravention of this Bylaw, or who neglects to do or refrains from doing any Act required by this Bylaw, is guilty of an offence and liable on summary conviction to a fine of not less than \$100.00 nor more than \$1,000.00.

7.2 Conviction of a person for breach of any provision of this Bylaw does not relieve the person from compliance with the Bylaw and the convicting magistrate shall, in addition to any fine imposed, order the person to perform within a specified period, any Act or work necessary for the proper observance of the Bylaw or to remedy the breach thereof.

#### **8. SEVERABILITY**

8.1 A decision of the court that one or more of the provisions of this Bylaw are invalid in whole or in part does not affect the validity, effectiveness, or enforceability of the other provisions or parts thereof with respect to this Bylaw.

#### **9. REPEAL**

9.1 Bylaw No. 408/20 being a Bylaw to Provide for the Regulating of Mobile Homes and Licensing Thereof is hereby repealed.

**10. COMING INTO FORCE**

10.1 This Bylaw shall come into force and take effect on the final date of passing by Council.

*Read a first time this* 25<sup>th</sup> day of October, 2023.

*Read a second time this* 25<sup>th</sup> day of October, 2023.

*Read a third time and passed this* 25<sup>th</sup> day of October, 2023.



\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Jennifer Gifford  
Chief Administrative Officer

Certified to be a true copy of Bylaw No. 438/23 adopted by the Council of the Town of Strasbourg, on the 25th day of October, 2023.

[SEAL]

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



**SCHEDULE "A" TO BYLAW 438/23  
MOBILE HOME LICENSING & LOT RENTAL FEES  
2024-2026**

**January 1, 2024 – December 31, 2024**

Gross Floor Area	License Fee Per Month	Lot Rental Fee Per Month
Less than 300 square feet	\$7.50 per month	\$100.00 per month
301 – 400 square feet	\$9.00 per month	\$100.00 per month
401 – 500 square feet	\$10.50 per month	\$100.00 per month
501 – 600 square feet	\$12.50 per month	\$100.00 per month
601 – 700 square feet	\$14.00 per month	\$100.00 per month
701 – 800 square feet	\$15.50 per month	\$100.00 per month
801 – 900 square feet	\$17.00 per month	\$100.00 per month
901 – 1,000 square feet	\$19.00 per month	\$100.00 per month
1,001 – 1,100 square feet	\$20.50 per month	\$100.00 per month
1,101 – 1,200 square feet	\$21.50 per month	\$100.00 per month
1,201 – 1,300 square feet	\$23.00 per month	\$100.00 per month
1,301 – 1,400 square feet	\$25.00 per month	\$100.00 per month
1,401 – 1,500 square feet	\$26.50 per month	\$100.00 per month

**January 1, 2025 – December 31, 2025**

Gross Floor Area	License Fee Per Month	Lot Rental Fee Per Month
Less than 300 square feet	\$7.50 per month	\$110.00 per month
301 – 400 square feet	\$9.00 per month	\$110.00 per month
401 – 500 square feet	\$10.50 per month	\$110.00 per month
501 – 600 square feet	\$12.50 per month	\$110.00 per month
601 – 700 square feet	\$14.00 per month	\$110.00 per month
701 – 800 square feet	\$15.50 per month	\$110.00 per month
801 – 900 square feet	\$17.00 per month	\$110.00 per month
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1,201 – 1,300 square feet	\$23.00 per month	\$110.00 per month
1,301 – 1,400 square feet	\$25.00 per month	\$110.00 per month
1,401 – 1,500 square feet	\$26.50 per month	\$110.00 per month

January 1, 2026 – December 31, 2026

Gross Floor Area	License Fee Per Month	Lot Rental Fee Per Month
Less than 300 square feet	\$7.50 per month	\$120.00 per month
301 – 400 square feet	\$9.00 per month	\$120.00 per month
401 – 500 square feet	\$10.50 per month	\$120.00 per month
501 – 600 square feet	\$12.50 per month	\$120.00 per month
601 – 700 square feet	\$14.00 per month	\$120.00 per month
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1,001 – 1,100 square feet	\$20.50 per month	\$120.00 per month
1,101 – 1,200 square feet	\$21.50 per month	\$120.00 per month
1,201 – 1,300 square feet	\$23.00 per month	\$120.00 per month
1,301 – 1,400 square feet	\$25.00 per month	\$120.00 per month
1,401 – 1,500 square feet	\$26.50 per month	\$120.00 per month

# Town of Strasbourg



## MOBILE HOME REGISTRATION FORM SCHEDULE "B" TO BYLAW 438/23

I, \_\_\_\_\_, occupant(s) of the mobile home hereunder described, hereby register the mobile home as living quarters in the Town of Strasbourg located at:

Civic Address: \_\_\_\_\_

Legal Description: \_\_\_\_\_

Date of Entry to Mobile Home Court: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

### Description of Mobile Home

Make: \_\_\_\_\_

Measurements: \_\_\_\_\_ feet wide x \_\_\_\_\_ feet long = \_\_\_\_\_ square feet

\_\_\_\_\_  
Signature of Occupant

\_\_\_\_\_  
Signature of Occupant

### Mobile Home License and Lot Rental Fee Information

*Every occupant of a mobile home in the Town of Strasbourg mobile home court on Pierce Street shall remit to the Town on or before the last day of each month, a monthly lot rental fee and a monthly license fee based on the square footage of the mobile home and any addition thereto in an amount as established by the Town's Mobile Home Bylaw. The fees are levied by the Town and is a debt of the mobile home occupant. The attached Schedule "A" from the Town's Mobile Home Bylaw establishes mobile home categories. The authority of charging such a fee is provided for under The Municipalities Act.*

*Mobile homes that are located outside the Town's mobile home court on Pierce Street do not pay a mobile home license and lot rental fee. Instead, these mobile homes are subject to property tax just like all other properties in the Town of Strasbourg. Mobile home license fees are split between the Town and the School Division.*

*A mobile home license fee is a debt owed to the Town. As a result, the Town can sue the occupant or send the outstanding amount to a collection agency. The Town may use one or both of these options to collect outstanding mobile home license fee accounts.*