

CITY OF YORKTON
REGULAR COUNCIL MEETING AGENDA
Monday, June 7, 2021 - 5:00 p.m.
Council Chambers, City Hall

1. **CALL TO ORDER**
2. **APPROVAL OF AGENDA**
3. **PUBLIC ACKNOWLEDGEMENTS**
4. **APPROVAL OF MINUTES**
 - Regular Council Meeting Minutes – May 17, 2021
 - Committee of the Whole Council Meeting Minutes – May 25, 2021
5. **UNFINISHED BUSINESS**
6. **REPORTS OF COUNCIL COMMITTEES AND MATTERS REFERRED**
 - Planning and Infrastructure Commission Meeting Minutes – February 10, 2021
 - Community Development, Parks & Recreation Meeting Minutes – March 17, 2021
 - Environmental Committee Meeting Minutes – April 1, 2021
 - Economic Development Committee Meeting Minutes – April 8, 2021
7. **HEARING OF PETITIONS, PUBLIC NOTICES AND PRESENTATIONS**
 - Brenda Wizniak and Jasmine Wizniak – Presentation – ALS Awareness Month
8. **BUSINESS ARISING OUT OF PETITIONS, PUBLIC NOTICES AND PRESENTATIONS**
9. **CORRESPONDENCE**
10. **BYLAWS**
 - Director of Finance – 2021 Tax Policy
 - Proposed Bylaw No. 3/2021 Base Tax Mill Rate Factors
 - Proposed Bylaw No. 4/2021 Amend Tax Penalty Bylaw
 - Proposed Bylaw No. 5/2021 Exemption of Taxation – Other
 - Proposed Bylaw No. 6/2021 Phase-in Bylaw
11. **ADMINISTRATIVE REPORTS**
 - Director of Legislation & Procedures (City Clerk)
 - Recommendations from May 25, 2021 Committee of the Whole Council Meeting - Tax Policy
 - Director of Engineering & Asset Management
 - Logan Green Pathway Program - Tender Award
 - Broadway/Hwy #9 Gateway Development - Tender Award
12. **GIVING NOTICE OF MOTION**
 - Councillor Zaharia
 - Discussion on Sale of 263 Myrtle Avenue (Old Parks Building)
13. **IN CAMERA SESSION**
 - 3 Other Items
 - Other Item A
 - Other Item B
 - Other Item C
 - 2 Budgetary Items
 - Budgetary Item A
 - Budgetary Item B
15. **ADJOURNMENT**

Planning and Infrastructure Commission

MINUTES

FEBRUARY 10, 2021 7:00 A.M.

CITY HALL, COUNCIL
CHAMBERS

Attendees	Chairperson: Michael Eger (City Administration) Councillors: Quinn Haider Members: Eugene Fedorowich, Patricia Zaryski, Doug Forster, Mike Popowich (via Zoom), Isabel O'Soup (via Zoom)
Staff	René Richard - Director of Engineering and Asset Management Michael Eger - Director of Planning, Building and Development Carleen Koroluk – Land Use Planner
Regrets	Councillors: Randy Goulden Members: Gordon Gendur, Dorothy Ostapowich, Eleanor Shumay, Glen Tymiak Staff:
Absent	Councillors: Members: Staff:
Recording	Amie Berehula
Call to order	7:02 a.m.

COVID WAIVER FORM

Discussion	Each in-person attendee has submitted a form.
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NOMINATION AND ELECTION OF CHAIRPERSON

Michael Eger opened the floor for call of nominations for Commission Chairperson. Quinn Haider nominated Eugene Fedorowich. Eugene confirmed he would allow his name to stand. There were no further nominations. Eugene Fedorowich was then announced as the Chairperson for 2021 by acclamation.

NOMINATION AND ELECTION OF VICE CHAIRPERSON

Eugene Fedorowich opened the floor for call of nominations for Commission Vice Chairperson. Patricia Zaryski nominated Mike Popowich. Mike agreed to let his name to stand. There were no further nominations. Mike Popowich was then announced as the Vice Chairperson for 2021 by acclamation.

AGENDA TOPICS

ADOPTION OF AGENDA

Discussion	There were no additional items to add to the Agenda.
Motion 01-2021	Zaryski & Haider That the agenda be approved as presented. Carried.

DISTRIBUTION OF THE 2021 PLANNING AND INFRASTRUCTURE COMMISSION CALENDAR

Discussion	The 2021 Planning and Infrastructure Commission Calendar was distributed.
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DECLARATION OF CONFLICT OF INTEREST

Discussion	None.
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APPROVAL OF MINUTES

Discussion	Minutes of the December 16, 2020 Planning and Infrastructure Commission Meeting were circulated with the agenda package.
Motion 02-2021	Zaryski & Haider That the Minutes of the December 16, 2020 Planning and Infrastructure Commission Meeting be approved. Carried.

OLD BUSINESS

Discussion	None.
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NEW BUSINESS

1. Discretionary Use – DU01-2021 Automotive Maintenance in C-1 Zoning District – 134 Broadway Street East

Discussion	<ul style="list-style-type: none">- Koroluk presents Development Permit for an automotive maintenance shop at 134 Broadway St E (the old Kia building) located in C-1 City Center Commercial Zoning District.- The applicant originally applied for 62 Argyle Street and was approved by Council, however, he has decided to look for another location.- In the future, he might add used car sales, however, for the time being, the planned use is solely for automotive maintenance.- Commission members state that having an empty building, become a not empty building, especially in our downtown, right on our main street, is positive for the City.
Motion 03-2021	Zaryski & Popowich That the Discretionary Use Application DU01-2021, which proposes an Automotive Maintenance use at 134 Broadway Street East, be recommended for approval to City Council. Carried.

2. Renaming of “Landfill Road” to “Grain Millers Drive”

Discussion	<ul style="list-style-type: none">- Eger proposes the name Township Road 262 (locally called Landfill Road) be formally changed to Grain Millers Drive.- There are a number of companies that share the road, not solely the landfill. It's critical that emergency services have a civic address for navigation and it's also difficult for courier shipments and in general, the public to find.- The name Landfill Road is unofficial and isn't labeled anywhere formally right now. The RM of Orkney has officially named the road west of Highway 9 Grain Millers Drive and continuing with this name to the east may simplify planning for the future as it may become a truck route eventually.- Haider questions how google will find the new road. Eger responds that it might be a challenge and take some time as we will need to notify the mapping agency ISC and from there it would be up to Google.
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Motion 04-2021	Zaryski & Forster That the Planning and Infrastructure Commission recommend to City Council that the portion of Township Road 262 that lies within the City of Yorkton and east of Highway 9, be renamed to Grain Millers Drive. Carried.
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BUSINESS FROM THE FLOOR

Discussion	<ul style="list-style-type: none"> - Richard states that they are unsure at the moment which projects will be upcoming until Council approves the new budgets. - Fedorowich asks if the City will be replacing street signs that have faded. Richard explains that it is a potential project, depending on funding.
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NEXT MEETING

	Wednesday, March 3, 2021 at 7:00 a.m. at City Hall Council Chambers
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ADJOURNMENT

Motion 05-2021	Zaryski & Forster That the meeting be adjourned at 7:26 a.m. Carried.
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Chairperson	<u>Eugene Fedorowich</u>
Recording Secretary	<u>Amie Berehula</u> Amie Berehula

Attendees	Chairperson: Delmar Zwirsky, Councillor Randy Goulden, Councillor Ken Chyz, Don Pfeifer, Tonia Vermette, Donna Brothwell, Sheena Brown, Isabel O'Soup, Melinda Sevilla
Regrets	
Staff	Darcy McLeod, Lisa Washington, Julia Schofer
Recording	Ashton Kingdon
Call to order	5:28 p.m.
Adjourn	6:53 p.m.

Agenda topics**1. CALL TO ORDER****2. ADOPTION OF AGENDA****Motion 21-001****Brothwell**

That the agenda be adopted as presented. CARRIED.

3. ELECTIONS**a. Chairperson Election**

1. First call for Chairperson Nominations. Don Pfeifer nominated Delmar Zwirsky. Delmar Zwirsky accepted his nomination for Chairperson.
2. Second call for nominations of Chairperson. None received.
3. Third call for nominations of Chairperson. None received.
4. Nominations cease and Delmar Zwirsky is acclaimed as Chairperson of the Community Development, Parks and Recreation Committee.

b. Vice Chairperson Election

1. First call for Vice-Chairperson Nominations. Randy Goulden nominated Tonia Vermette. Tonia Vermette accepted her nomination for Chairperson.
2. Second call for nominations of Vice-Chairperson. None received.
3. Third call for nominations of Vice-Chairperson. None received.
4. Nominations cease and Tonia Vermette is acclaimed as Vice-Chairperson of the Community Development, Parks and Recreation Committee.

4. MINUTES OF PREVIOUS MEETINGS**a. Minutes of the October 13, 2020 Meeting**

Minutes from the October 13, 2020 meeting of the committee were circulated.

Motion 21-002**Pfeifer**

That the minutes of the October 13, 2020 meeting of the Community Development, Parks and Recreation Committee be approved as circulated. CARRIED.

5. BUSINESS ARISING

Nothing at this time.

6. NEW BUSINESS

Nothing at this time.

7. SASKATCHEWAN LOTTERIES COMMUNITY GRANT PROGRAM ADJUDICATION

Lisa Washington informed the Committee that this was the lowest recorded amount of application received in an April grant period. Tonia Vermette declared a conflict of interest with the Yorkton Arts Council and left during that portion of the discussion. The Committee reviewed the applications and recommended funding for the following groups for the April 2021 intake of the Saskatchewan Lotteries Community Grant Program.

Motion 21-003	Brown	
	That the following list of applicants to the April 2021 intake of the Saskatchewan Lotteries Community Grant Program be approved at the corresponding allocation, for a total of \$49,827.00.	
	Group	Approved
	CDPR	\$ 10,000.00
	Broken Arrow Archery	\$ 5,000.00
	Yorkton Pirate Tennis Club	\$ 2,000.00
	SK Abilities – Yorkton Branch	\$ 4,982.00
	Western Development Museum	\$ 4,000.00
	Yorkton Canoe Kayak Club	\$ 5,000.00
	Yorkton Arts Council	\$ 5,000.00
	Yorkton Public Library	\$ 1,595.00
	Yorkton Minor Hockey	\$ 3,000.00
	CDPR Culture Days	\$ 5,000.00
CDPR Sidewalk Concerts	\$ 4,250.00	
	\$ 49,827.00	
	CARRIED.	

8. Administration Update

Lisa:

- Is working with the Saskatchewan Population Health and Evaluation Research Unit of University of Regina on “Interventions to Enhance Social Inclusion of Older Adults with Dementia in Saskatchewan”. It is a 5-year, federally-funded project that focusses on improving the public’s awareness of the stigma and social isolation experience by people with dementia and their care partners. In the process of applying for funding of a series of audits of our recreation and public facilities audits, using a Dementia Friendly Toolkit from the Saskatchewan Alzheimer’s Society. If/when we receive support, she will work with the Recreation Services Manager and Building Maintenance and Systems Manager know. We are planning for this to be a pilot project, which then can be rolled into the surrounding community through Parkland Valley Sport, Culture and Recreation District. Our area has a higher demographic of older residents but no real data indicated we have a high population with dementia. We were asked to participate, we did not choose the program.
- National Volunteer Week is coming up. Planning is being done for a social media awareness campaign. A report will also be presented to council for information.
- Emergency Preparedness Week campaign planning for social media to bring awareness. A report will be presented to Council.
- March 21 – International Day for the Elimination of Racial Discrimination: was part of a local online forum on March 16. Hoping to garner enough support and awareness to establish a local Multicultural Committee or Council
- Revisiting the Municipal Cultural Plan. Waiting to hear if we are successful applicants

for funding from SaskCulture to move forward with the second part of the process – Community Engagement

- Developing more of an awareness of the heritage and history of Yorkton through 'Wayback Wednesday' social media.
- Researching different grant opportunities we might offer as this March intake for our Community Grant Program has been the lowest – ever. Lisa confirms all program eligibility with our SK Lotteries Community Grant contact.

Julia:

- Policy Review - Youth Rebate & Booking Policies, Outdoor Lighting Changes for Outdoor Rec Facilities etc. We will share policy updates with the Committee that impacts the community and users.
- Communications & Education (social media, website is current, promote at home programs ideas during the Pandemic, educating residents on outdoor leisure activities and roles and duties our department takes on)
- Project Funding for Capital Projects in our Park Spaces
- Play Zone Safety Review (includes school zones & park zones) is still in continuation. It will return to the CDPR Committee when it is ready to go to Council.
- Program Development (been quiet, but preparing to hit the ground running once programming is more suitable based off the public health guidelines.)
- Program examples that have taken place so far: Yorkton Rocks, Leisure Quest, at-home programming. Discussions with Enviro about planning the Spring Clean Up Program. Spring Clean Up provides good volunteer opportunities for the Committee Members to share.
- Program Partners (build relationships with other community organizations; such as Parkland College, SaskAbilities, Newcomer Welcome Centre and YTC on providing programming and workshops, etc.)
- COVID19 Update. Current public health guidelines allow for youth recreation programs only and capped a maximum of 8 per program. All adult programming has stopped. Gloria Hayden Community Centre remains busy with Volleyball 18 and under and Yorkton Minor Ball. These groups are doing skill development as no games or tournaments are permitted. Drop in sports is not permitted. Current guidelines are extended until April 5th. We are just like the general public, watching the live updates from the Premiere and Public Health Officials.
- Julia works with the Parks Manager to maintain a high standard in all our outdoor spaces. Currently looking into signage to inform the community of the regular maintenance from the Water Treatment Plant that is flooding Logan Green Pathway and possibly rerouting the path permanently to deter from continual damage to the path.

Darcy:

- Deer Park Golf Course is in preparations to start opening up. Rates are being reviewed and will be brought to council for approval.
- Several operating agreements are in the works.
- Transit operating agreement is being updated between City of Yorkton and Sask Abilities.
- Yorkton United Football Club is communicating with us in regards to a new lease agreement for a storage facility near the outdoor sports field.
- Regardless of COVID19 and restrictions in place, we are as busy as ever.

The Committee members had a general discussion about positive feedback in our community regarding a positive winter season that provided residents with outdoor activities.

9. NEXT MEETING

May 19, 2021 at 5:00 pm.

10. ADJOURNMENT**Motion 21-004****Pfeifer**

That the Community Development, Parks and Recreation Committee Meeting be adjourned at 6:53 p.m. CARRIED.

Delmar Zwirsky

Chairperson, Delmar Zwirsky

Ashton Kingdon

Recording, Ashton Kingdon

Environmental Committee

MINUTES

THURS, APR 1, 2021 7:30 A.M.

CITY HALL, COUNCIL CHAMBERS

Members Present	Chair Shannon Erickson, Dustin Brears, Stefan Bymak, Sandra Bilan, Malena Vroom, Tom Courville
Absent	Jason Signarowski, Darcy Zaharia, Matt Poier
City Staff	Michael Buchholzer, Aron Hershmillier, Lyndon Hicks, Jessica Matsalla (guest/observation), RaeLyn Knudson (guest/observation)
Presentation	
Recording	Val Fatteicher
Call to order	7:32 a.m.
Adjourn	8:25 a.m.
1. Declaration of Conflict of Interest	
Declaration	No declaration of conflict of interest was made.
2. Approval of Agenda	
Discussion	Review of agenda items for discussion.
Motion 8-21	Tom Courville To approve the agenda as presented. CARRIED
3. Minutes of the March 2, 2021 Meeting	
Discussion	Minutes from the March 2, 2021 Meeting of the Committee were circulated.
Motion 9-21	Malena Vroom That the minutes of March 2, 2021 be approved. CARRIED.
4. Programs	
Discussion	<p>a. Spring Yard Waste Clean Up – May 10-15</p> <p>Program received Council's approval on Monday, March 29th. The week of May 10 to 15 will be promoted with two programs offered. The landfill tipping fees will be waived for residents delivering yard waste cleanup refuse to the landfill. The second program is a cooperative effort between Parks Department and Environmental Services that will invite interested community groups to register for cleaning up different areas of the city. Volunteers can select an area or have one assigned. Areas such as school grounds, parks or highway ditches are some options. Five community groups have already pre-registered to participate. Grant funding has been provided through the TransCanada Trail System for \$1000 that will</p>

	<p>be used for materials needed (bags, pickers, etc). Advertising and promotions for the program will begin the middle of April.</p> <p>New social media trend promoting the pick-up of litter while walking or jogging. Also referred to as “plawking” or “plogging”. The trend also encourages the use of plastic grocery bags for collecting the litter that would otherwise be discarded with household waste.</p> <p>Bag holders could be added to existing doggie bag stations and promoted as another permanent program for residents. Logan Green walking trail may be used as a pilot project.</p> <p>b. Residential Water & Sewer Rates Brochure – Copy of brochure distributed for information. This brochure has been sent out to residents with the utility bill earlier this year.</p> <p>c. Residential Refuse Waste Management Brochure – Copy of brochure distributed for information. It will be sent out over the next two water billing cycles (April and May). Approximately 5600 households will be receiving the brochures.</p> <p>d. Garbage, Recycling & Organics Survey – The survey is available on the city’s website with a link on the main page and information is also available to the brochure going out to residents in April and May. Hard copy surveys can be provided to residents without computer or cell phone access. Hard copies can be made available at City Hall, Gallagher Centre, Sask Abilities and Environmental Services.</p> <p>Survey will provide feedback on organics collection for residents. Survey closes on May 5th, with results compiled thereafter.</p>
5. Ministry of Environment – SK Household Packaging and Paper Review and Engagement	
Discussion	<p>a. Virtual Engagement Sessions – March 30 & April 15 (10:00 am – 11:30 am)</p> <p>b. Survey April 30, 2021 deadline</p> <p>The Ministry of Environment has provided online information regarding proposed strategies for packaging and paper waste reductions. Two engagement sessions have been offered with the next one on Apr 15th. There is also a survey due by Apr 30th. Members can register to participate if they wish. Registration information will be sent to members by email. Future discussions will be brought forward once results are available online.</p>

6. Next Meeting Date

Tentative for the week of May 17th pending results of the Doodle Poll.

7. Next Meeting Agenda Items

- Spring Yard Waste Clean Up Program Results
- Ministry of Environment Waste Paper & Packaging Stewardship
- Solid Waste Residential Survey Results

8. Adjournment 8:25 am

Motion 10-21

Sandra Bilan

That the Environmental Committee Meeting be adjourned. CARRIED.

These minutes have been approved by members of the Environmental Committee on May 27, 2021.

Shannon Erickson

Chair

Val Fatteicher

Recording Secretary

Economic Development Committee

MINUTES

APRIL 8, 2021

7:00 A.M.

CITY HALL COUNCIL CHAMBERS

Attendees	Councillor Dustin Brears, Marty Sveinbjornson, CV Sastry, Don Reed, Connie Brown (via Zoom), Gaurav Thakur
Staff	Lonnie Kaal (City Manager), Michael Eger (Director of Planning, Building & Development), Samuel Twumasi (Economic Development Officer), Jody Hahn (Administrative Assistant)
Guests	Mayor Mitch Hipsley
Regrets	Councilor Darcy Zaharia, Charles Ryder
Absent	
Recording	Jody Hahn
Call to order	7:02 a.m.
Adjourn	8:58 a.m.

Agenda Topics

Adoption of Agenda

Motion 09-21	SVEINBJORNSON That the Economic Development Committee Agenda be approved. CARRIED.
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Minutes of the March 11, 2021 Meeting

Discussion	Minutes from the March 11, 2021 meeting of the Committee were circulated.
Motion 10-21	BREARS That the minutes of the March 11, 2021 meeting be approved as presented. CARRIED.

City of Yorkton Website

Discussion	<ul style="list-style-type: none">Samuel presented to the group a presentation on the City of Yorkton Website. The presentation highlighted how the website is organized, promotion of social media feeds, positive feedback, City Services (miniature copy of Yorkton and how it operates), and the continuation of updates to keep improving the website.A question and answer period followed the presentation and discussion amongst Committee and Chamber members ensued. Topics discussed included Business Directory, Business Licence online application, positive feedback, and changing the top banner video/image as the seasons change.
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Discussion

Richardson and its Impact to the Yorkton Economy

Discussion	<ul style="list-style-type: none">CV presented to the group a discussion topic on Richardson and its impact on the Yorkton economy. Discussion amongst Committee and Chamber
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	<p>members highlighted the impact of the construction phase, competition, economic spinoff and Field to Fork.</p> <ul style="list-style-type: none"> • The committee viewed Google Earth maps of Yorkton from 2004 to 2020. Discussions took place on the correlation with Yorkton's growth as Richardson expanded throughout the years. • Concerns about Yorkton's air quality were brought forward. Administration explained that the City of Yorkton works with the Ministry of Environment. The Ministry is in charge of monitoring air quality control. They have put up mobile test sites. They also require plants to self-report on air quality. They have found traceable odor but the air quality was not even close to approaching any warning levels. The City of Yorkton works with plants to try to limit upset conditions. The smell comes from maintenance and cleaning, essentially from rotten canola.
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Current and Upcoming City Projects	
Discussion	<ul style="list-style-type: none"> • CV presented to the group a discussion topic on current and upcoming city projects. Discussion amongst Committee and Chamber members highlighted the upcoming revitalization of Broadway and Highway #9, York Road, construction and maintenance of roads and pathways, Federal grant funding and a list of the City of Yorkton's 2021 major projects on the City of Yorkton website.

Brown exits the meeting.

In-Camera Items on the Topic of 'Land Development'	
Discussion	Under Appendix A [Sections 6a, 6b, 8] of the City of Yorkton Procedures Bylaw 01/2016.
Motion 11-21	SVEINBJORNSON That this meeting of April 8, 2021 resume in-camera at 8:18 a.m. CARRIED.

Resume to Regular Meeting	
Discussion	In-camera discussions ceased.
Motion 12-21	BREARS That this meeting of April 8, 2021 resume in regular open session at 8:57 a.m. CARRIED.

Sveinbjornson exits the meeting at 8:58 a.m.
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Adjournment	Quorum was lost so the meeting adjourned at 8:58 a.m.
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Next Meeting	Thursday, May 13, 2021 at 7:00 a.m. at City Hall.
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CV Sastry
CHAIRPERSON
CV Sastry

Jody Hahn
RECORDING SECRETARY
Jody Hahn

Good afternoon, my name is Jasmine Wizniak, here next to me is my mother-in-law, Brenda Wizniak and sister-in-law Holly Wizniak.

We are here to create awareness of a devastating disease that affects about 3000 Canadians and their families. Fifty one are here in Saskatchewan.

ALS - Amyotrophic Lateral Sclerosis also known as Lou Gehrigs Disease is a fatal neuro-degenerative disease with no known cure or effective treatment.

Although, ALS is as common as MS, it is still relatively unheard of due to the short prognosis of 2-5 years from date of diagnosis and the short lifespan is the principal reason for lack of public awareness which in turn results in a lack of financial support for research to find a cause and cure for ALS.

Some quick facts about ALS:

ALS is a rapidly progressive neuromuscular disease,

- motor nerve cells
- voluntary muscles degenerate
- the senses are unimpaired
- the intellect may remain unaffected
- ALS is not contagious

In some cases ALS is hereditary

- less than 10% are familial ALS

ALS is the most common cause of neurological death in Canada

- the mortality rate for ALS is approximately 2/100,000 per year

ALS can strike anyone.

- both women and men can be affected
- it affects all ethnic and social-economic groups
- it can strike young and old (mostly commonly diagnosed in middle and late adulthood)

ALS affects the whole family

- people with ALS require costly equipment and care
- 80% of the burden of care is shouldered by the family members
- ALS is a drain on the physical, emotional, and financial resources of the caregivers

June is ALS AWARENESS MONTH

ALS Canada and the Provincial ALS Societies work together to raise awareness of ALS and to raise funds for research and support services.

(present the Mayor and Councillors with a corn flower pin and lip balm)

The cornflower is a symbol of Hope and is the National flower of Hope for ALS/ Motor Neuron Disease and grown in all 10 Canadian Provinces and 3 territories. The blue cornflower is to ALS what the daffodil is to cancer, they are the flowers of hope for both diseases.

This cause is close to our hearts as our dad, father-in-law, grandpa (choo-coo), son, brother. Brother-in-law, neighbour, friend, co-worker, team mate, best friend and my husband, Jody Wizniak was diagnosed with this devastating, fatal disease this past December.

We, as a family want to create awareness in our community of this disease and to have the month of June to be proclaimed ALS AWARENESS MONTH and encourage all Yorkton and surrounding communities support this worthwhile cause.

During the month of June, ALS societies throughout Canada, will be working to raise awareness about ALS.

It is our hope that we can go forward with some of our ideas to hold a "Yoga in the park" on Saturday June 19th and a Grilling for Gratitude (Burger Sale). Obviously we will have to comply with Covid Regulations for this to take place.

Just a note... Major League Baseball held the first Lou Gehrig Day this past week on June 2nd. Each home team had a "4-ALS" logos in the ballparks to mark Gehrig's No. 4 and all players, managers and coaches wore Lou Gehrig Day patch on their uniforms. Lou Gehrig died at the age of 37.

Thank you for your time.

Brenda Wizniak

TITLE: Bylaw No. 3/2021 - 2021 Mill Rate Factors for Classes and Sub-Classes of Land and Improvements & Bylaw No. 4/2021 – Amend Tax Penalty Bylaw	DATE OF MEETING: June 7, 2021
	REPORT DATE: June 3, 2021
CLEARANCES:	ATTACHMENTS: <ol style="list-style-type: none"> DRAFT Bylaw No. 3/2021 – 2021 Mill Rate/Business Improvement District Levy, Base Taxes and Mill Rate Factors for Classes and Sub-Classes of Land and Improvements DRAFT Bylaw No. 4/2021 – Amend Tax Penalty Bylaw
Written by: Ashley Stradeski – Director of Finance	Ashley Stradeski
Reviewed by: Jessica Matsalla - City Clerk	Jessica Matsalla
Approved by: Lonnie Kaal - City Manager	Lonnie Kaal

BACKGROUND

The 2021 budget was approved in March of this year with a 0% increase in tax revenue.

This would typically mean little change in a taxpayer's bill from prior year, however as legislated by the Province, property assessments are revalued every four years. While the City won't be increasing the tax it collects, every property in the City has a new value and these values affect how much an individual taxpayer will pay.

For example, if every residential property went up 10% in value, there would be no change to any homeowner's taxes. However, if the average increase was 10% and a property went up by 15%, they would see an increase, and someone whose property only went up by 5% would see a decrease for the same reason.

To reiterate, the revaluation is revenue neutral for the City.

Properties are assessed using legislated methods by our assessor, SAMA. They take numerous factors into consideration when assessing values, as is required of them by law, such as sales data (particularly available for residential,) cost data, improvement and construction permit information, as well as income information provided to them by commercial property owners on their income verification forms.

DISCUSSION/ANALYSIS/IMPACT

When the City enacts a 0% change in taxation, typically we would not adjust the mill rates that we charge. This is again affected by the revaluation of property assessments.

If values were to double, we would cut our rates in half in order to collect the same amount of taxation revenue as we had in the prior year. As we have seen with our residential properties, they lost value which means the City will have to increase the rates to collect the same amount.

While our residential properties typically lost value, not all of them lost value at the same rate. Some neighborhoods had values hold rather than decrease, and some saw values decrease at a larger rate. Further to this, we have condos and apartments whose values often saw some increase or did not decrease by the average.

Our goal was to minimize the impact within the residential sector, especially given that this was a year with a zero percent increase to taxation revenue. To do this, we carefully analyzed the information and ran numerous scenarios, rates and combinations of items to accomplish the least amount of swing in tax for every homeowner.

To do this, we are proposing the following with regards to residential properties:

1. Increase The Base Tax by \$35

The base tax is a tax tool that we have as a Municipality that allows us to set a rate that is charged equally to all households. Upon doing so, we can guarantee that no matter the value of any property, we will collect a certain amount from them before applying the mill rates to the property value. This amount in its total will allow us to subtract it from the total tax needed and thus have a **lower mill rate overall**.

By having a lower mill rate, the effect that changes in property values have on taxes is mitigated, and thus the swings we see in taxes from the revaluation are smaller. Generally speaking, increasing our base tax from the 2020 amount of \$795 to \$830 will lower the change in taxes both ways from the revaluation. This does **not** affect the total the City is collecting, keeping us in line with our 0% tax increase.

2. Reduce The Base Tax on High-Density Multi-Unit Residential to 85%

Currently we grant a 10% discount to both taxes and base taxes on high-density residential, with any buildings over 7 units falling into this category. As part of this revaluation, we are seeing that some of these are the properties with the biggest swing in values and thus taxes, even after applying the increased base tax discussed above. As such, to mitigate this we are proposing to reduce the base tax rate from 90% to 85% for high-density multi-unit residential properties.

With regards to commercial properties, we are proposing mill rates that are revenue neutral on the whole, with the goal of mitigating swings in individual subclasses. Some of the subclasses

have had values shift at different rates than the general commercial average, and these rates attempt to stabilize this as best as can be done. Ideally, we would like to move to a system where most of the commercial rates are all the same, such that property owners pay the same based on value – currently some properties may be worth the same, but pay different rates of tax depending on whether they are general commercial, warehouse, industrial and so forth. We have attempted to bring these more in line this year, however avoided any significant shifts that would affect any property owners too much from a tax perspective.

Given all of this, Administration is recommending the following taxation rates for 2021:

	2021
Agricultural	6.98
Residential	6.28
Residential Vacant Land	38.64
High Density Residential	5.65
High Density – Vacant Land	28.98
Commercial	19.32
Halls	19.32
Commercial Warehouses	16.42
Commercial Industrial	19.32
Large Commercial/Industrial	23.18
Commercial Vacant Land	28.98
Malls	23.18
BID Levy	0.32

Bylaw No. 3/2021 (Attachment 1) depicts uniform mill rates, education mill rates, the Yorkton Business Improvement District (YBID) Levy, and the tax rates by property class including base taxes. The YBID Levy is unchanged at 0.32 mills, as is the \$200 base tax for the YBID.

Administration's intent is to send out tax notices before the end of June 2021 with a payment due date of September 30, 2021 to avoid any penalties. As per Attachment 2, a bylaw (Bylaw No. 5/2021) has been prepared to effectively extend the deadline to September 30, 2021 via pushing the date back for current interest charges to begin accruing September 30, 2021.

At this meeting, Council may give all three readings to the bylaws as presented which will allow us to process the tax notices in a timely manner and provide our taxpayers with the most notice and amount of time to pay.

FINANCIAL IMPLICATIONS

The rates set forth in the bylaws achieve the budget as approved. This will allow the City to collect the necessary taxes to finance its operations for 2021.

COMMUNICATION PLAN & PUBLIC NOTICE

Our goal will be to get the tax notices out prior to the end of June, barring any unforeseen issues. We will also publish on our social media the extended tax deadline.

OPTIONS

1. To Approve Bylaw No. 3/2021 – 2021 Mill Rate/Business Improvement District Levy, Base Taxes and Mill Rate Factors for Classes and Sub-Classes of Land and Improvements & Bylaw No. 4/2021 – Amend Tax Penalty Bylaw.
2. To deny the approval of Bylaw No. 3/2021 – 2021 Mill Rate/Business Improvement District Levy, Base Taxes and Mill Rate Factors for Classes and Sub-Classes of Land and Improvements & Bylaw No. 4/2021 – Amend Tax Penalty Bylaw.
3. Other direction as Council deems appropriate.

RECOMMENDATIONS:

Bylaw No. 3/2021

1. That Bylaw No. 3/2021 – 2021 Mill Rate/Business Improvement District Levy, Base Taxes and Mill Rate Factors for Classes and Sub-Classes of Land and Improvements be introduced and read for first time this 7th day of June A.D. 2021; and
2. That Bylaw No. 3/2021 be given second reading this this 7th day of June A.D. 2021; and
3. That with the unanimous consent of Council, Bylaw No. 3/2021 proceed to third reading this 7th day of June A.D. 2021; and
4. That Bylaw No. 3/2021 – 2021 Mill Rate/Business Improvement District Levy, Base Taxes and Mill Rate Factors for Classes and Sub-Classes of Land and Improvements be given third and final reading this 7th day of June A.D. 2021, and be registered in the Bylaw Register of the City of Yorkton.

Bylaw No. 4/2021

1. That Bylaw No. 4/2021 – Amend Tax Penalty be introduced and read for first time this 7th day of June A.D. 2021; and
2. That Bylaw No. 4/2021 be given second reading this 7th day of June A.D. 2021; and
3. That with the unanimous consent of Council, Bylaw No. 4/2021 proceed to third reading this 7th day of June A.D. 2021; and
4. That Bylaw No. 4/2021 – Amend Tax Penalty be given third and final reading this 7th day of June A.D. 2021, and be registered in the Bylaw Register of the City of Yorkton.

**City of Yorkton
Saskatchewan**

Bylaw No. 3/2021

A Bylaw of the City of Yorkton in the Province of Saskatchewan fixing the Mill Rate for the Year 2021, and providing for a Business Improvement District Levy and establishing Mill Rate Factors and Base Taxes for Classes and Sub-classes of Land and Improvements

WHEREAS, the Council of every municipality with lands in a school division shall levy the tax rates with respect to those lands and,

WHEREAS, the Council of the City of Yorkton has established a Business Improvement District and shall authorize a levy to be paid by the owners of properties in the District and,

WHEREAS, the Council of the City of Yorkton shall pass a property tax bylaw annually, and shall determine a uniform rate sufficient to raise the amount of taxes required to meet the estimated expenditures set out in the budget of the City and,

WHEREAS, the Council of the City of Yorkton deems it necessary to establish Mill Rate Factors to be multiplied by the Uniform Mill Rate for certain classes and sub-classes of property and,

WHEREAS, the Council of the City of Yorkton deems it necessary to establish a base tax payable with respect to classes or sub-classes of property:

NOW THEREFORE, the Council of the City of Yorkton enacts as follows:

1. That the Mill Rates for the year 2021 for Educational purposes be set as follows:

Educational: Public or Separate School Supporter

Agricultural	1.36
Residential	4.46
Commercial/Industrial	6.75
Resource (oil and gas, mines and pipelines)	9.79

2. That a Business Improvement District (BID) Levy of \$200.00 plus 0.32 mills be implemented for the 2021 taxation year in conjunction with Bylaw No. 10/2012 applying to those properties depicted in Schedule "A" attached hereto and forming part of this bylaw.

3. That the Fire & Police base tax and the Recreation Services base tax be charged for each residential self-contained dwelling or unit.

A self-contained dwelling or unit is defined as a complete building or self-contained portion of a building used as a household, containing sleeping, cooking and sanitary facilities intended as a permanent residence and having an independent entrance either directly from the outside of the building or through a common area inside the building. This does not include a room in a hotel, motel or hostel.

4. That the Uniform Mill Rate for the year 2021 for Municipal purposes be set as follows:

Municipal

General and Capital Uniform Rate	14.4038
Residential	13.1300
Commercial	20.3700

5. That the Mill Rate Factors be set for the classes and sub-classes of land and improvements, and that the base taxes be established as follows:

Class	Sub-Class	Mill Rate Factor	Effective Mill Rate	Fire & Police Base Tax	Recreation Services Base Tax
Agricultural					
	Agricultural	0.48459	6.98		
	Non-arable land	0.48459	6.98		
Residential					
	Residential	0.43600	6.28	\$830.00	\$100.00
	Vacant Land	2.68263	38.64		
	Multi-Unit/Condominium	0.43600	6.28	\$830.00	\$100.00
	High Density Multi Unit	0.39226	5.65	\$705.50	\$ 85.00
	High Density Vacant Land	2.01197	28.98		
Commercial/Industrial					
	Commercial/BID	1.34131	19.32		
	Vacant Land	2.01197	28.98		
	Industrial	1.34131	19.32		
	Large Commercial and Industrial	1.60930	23.18		
	Mall	1.60930	23.18		
	Warehouse	1.13998	16.42		
	Railway R of Way	1.34131	19.32		
	Elevators	1.34131	19.32		

6. Repealing Bylaw
Bylaw No. 4/2020 establishing a Mill Rate and Business Improvement District Levy and establishing mill rate factors and base taxes for classes and sub-classes of properties passed on the 11th day of May, 2020 and all amendments thereto are hereby repealed.
7. Effective Date of Bylaw
This bylaw shall come into force and take effect on the day of final passing thereof and apply for the taxation year of 2021.

MAYOR

CITY CLERK

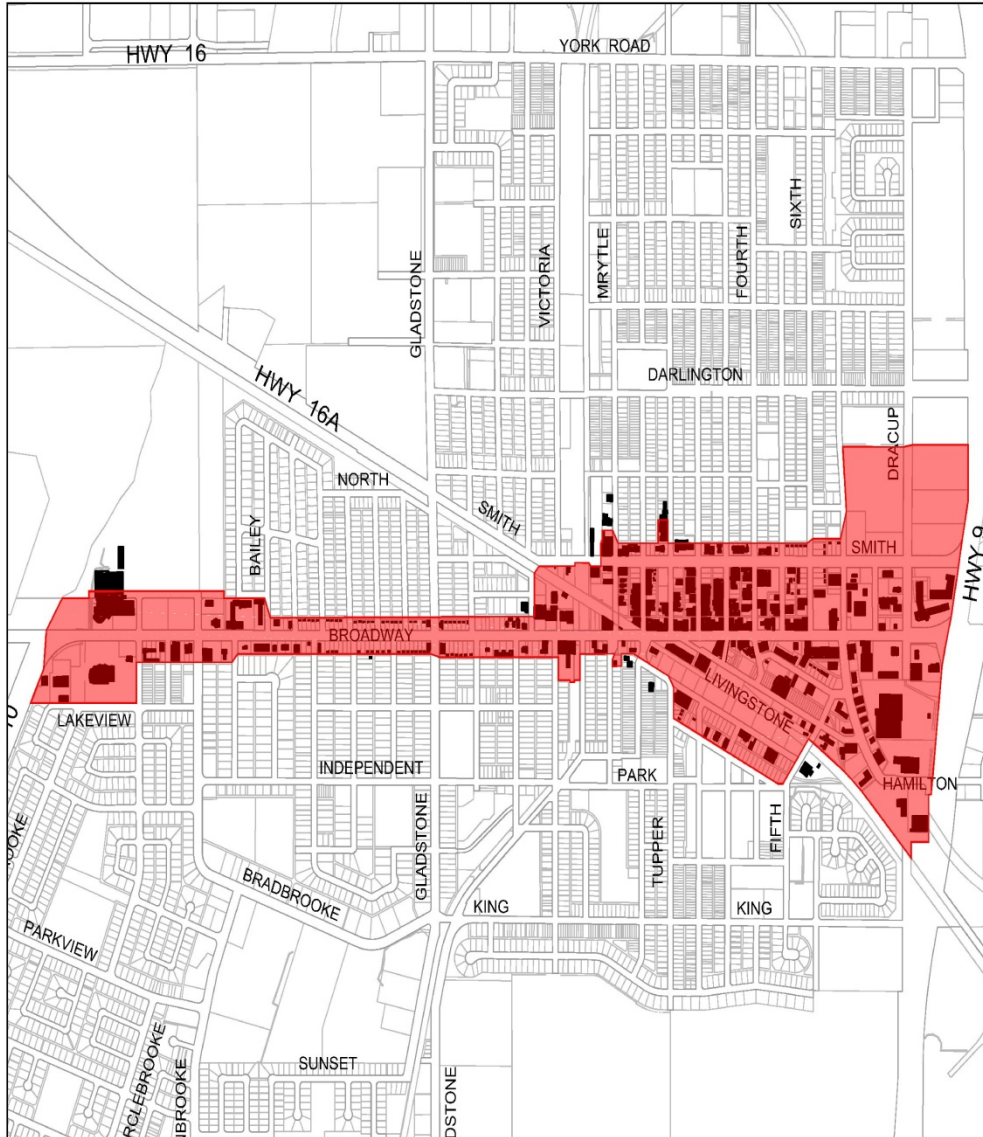
Introduced and read a first time this 7th day of June A.D. 2021.

Read a second time this 7th day of June A.D. 2021.

Read a third time and adopted this 7th day of June A.D. 2021.

Schedule "A" to Bylaw No. 3/2021

YORKTON BUSINESS IMPROVEMENT DISTRICT



YORKTON BUSINESS
IMPROVEMENT
DISTRICT

Schedule 'A'

Bylaw 10/2012



City of
Yorkton

SHEET		OF	
DATE	16/02/2012		
SCALE	N/S	DRAWN	do
DESIGNED		CHECKED	jk
DRAWING	proposed bl1-2012_ybid.dwg		

**City of Yorkton
Saskatchewan**

Bylaw No. 4/2021

**A BYLAW OF THE CITY OF YORKTON IN THE PROVINCE OF
SASKATCHEWAN TO AMEND BYLAW NO. 23/2012 - TO PROVIDE FOR THE
PROMPT PAYMENT OF TAXES AND THE APPLICATION OF DISCOUNTS
AND PENALTIES THERETO**

WHEREAS, the 2021 Revaluation cycle has delayed the calculation and distribution of the 2021 Tax Notices, and

WHEREAS, the Council of the City of Yorkton may by bylaw, allow for a three-month grace period to allow additional time to pay the 2021 tax levy.

NOW THEREFORE, the requirement for prompt payment of taxes, and the application of discounts and penalties thereto is provided for by Bylaw No. 23/2012, the Council of the City of Yorkton in the Province of Saskatchewan, hereby amends Bylaw No. 23/2012, in the manner hereinafter set forth:

1. That Subsection 4(1) be amended to delete the word “July” and substitute the word “October”.

2. That the following sentence be added as Subsection 4(1)(c):

“The application of penalty charges on current taxes shall be suspended from July 1, 2021 to September 30, 2021.”.

3. This Bylaw shall come into force and take effect on final passing and remain in effect until September 30, 2021.

MAYOR

CITY CLERK

Introduced and read a first time this 7th day of June, A.D., 2021.

Read a second time this 7th day of June, A.D., 2021.

Read a third time and adopted this 7th day of June, A.D., 2021.

TITLE: Proposed Bylaw No. 5/2021 Exemption of Taxation for Certain Properties	DATE OF MEETING: June 7, 2021
	REPORT DATE: June 3, 2021
CLEARANCES:	ATTACHMENTS: 1. Proposed Bylaw No. 5/2021 Exemption of Taxation for Certain Properties
Written by: Ashley Stradeski - Director of Finance	Ashley Stradeski
Reviewed by: Jessica Matsalla - City Clerk	Jessica Matsalla
Approved by: Lonnie Kaal - City Manager	Lonnie Kaal

BACKGROUND

Subject to subsections 244(1)(b), 244 (2)(a) and 262(3) of *The Cities Act*, a Council may reduce property taxes or exempt any property from taxation in whole or in part with respect to a financial year. Various city policies provide tax incentives that require Council approval. These incentives must receive Council approval on an annual basis.

DISCUSSION/ANALYSIS/IMPACT

The following properties fall under the criteria listed above.

“Other” Abatements:

- The public and separate school divisions abate the properties listed in the bylaw in different capacities. The SK Abilities Council located at 162 Ball Road, and the SIGN Building located at 83 North Street are abated by the schools as recognition of the impact on the community.
- Greening Sources Holding Ltd. developed a property that qualified for the five (5) year 100% tax exemption under the Rental Housing Incentive Program located at 192 Independent Street. It was completed in 2018 and added to the assessment roll in 2019; therefore the abatement is in effect from 2019 to 2023.
- In 2019 Council approved a request by Yail Harbor to enter into a five (5) year agreement for a 100% tax exemption on the properties at 81 & 85 Rae Avenue. The group homes operating out of these two properties do not qualify for exempt status under *The Residential Service Act* due to the lack of 24 hour staffing. The property is, however, adjacent to another group home owned and operated by Yail Harbor at 89 Rae Avenue. This group home is staffed 24 hours, and by utilizing the staff from this location to

service multiple homes, they have kept costs down, by utilizing the staff from one location to service multiple units. Given that these 2 properties are very similar to those that enjoy group home status, (and are exempt from taxation), Council has chosen to abate the taxes on these properties. The abatement is in effect from 2019 to 2023.

- Further to an agreement with Harvest Meats, the city agrees to phase-in any increase in taxation resulting from expansion/additions to their property. The phase-in runs over a five-year period. The current phase-in covers the expansion completed in 2020.

OPTIONS

1. To Approve Bylaw No. 5/2021 providing for the Exemption of Taxation for Certain Properties within the City of Yorkton.
2. To deny the approval of Bylaw No. 5/2021 providing for the Exemption of Taxation for Certain Properties within the City of Yorkton for reasons given by Council.
3. Other direction as Council deems appropriate.

RECOMMENDATIONS:

That Council approve first and second readings of Bylaw No. 5/2021, providing for Exemption of Taxation for certain properties in the City of Yorkton, and then unanimously provide consent to proceed to third reading for approval at this meeting.

1. That Bylaw No. 5/2021 A Bylaw of the City of Yorkton in the Province of Saskatchewan to provide for the Exemption or Abatement of Taxation for Certain Properties within the City of Yorkton be given first reading this 7th day of June A.D. 2021.
2. That Bylaw No. 5/2021 be given second reading this 7th day of June A.D. 2021.
3. That with the unanimous consent of Council, Bylaw No. 5/2021 proceed to third reading this 7th day of June A.D. 2021.
4. That Bylaw No. 5/2021 A Bylaw of the City of Yorkton in the Province of Saskatchewan to provide for the Exemption or Abatement of Taxation for Certain Properties within the City of Yorkton be given third and final reading this 7th day of June A.D. 2021 and be registered in the Bylaw Register of the City of Yorkton.

**City of Yorkton
Saskatchewan**

Bylaw No. 5/2021

**A Bylaw of the City of Yorkton in the Province of Saskatchewan
to provide for the Exemption of Taxation for
Certain Properties within the City of Yorkton**

WHEREAS, the Council of the City of Yorkton may by bylaw, pursuant to section 262 (3) of *The Cities Act* exempt any property from taxation.

NOW THEREFORE, the Council of the City of Yorkton in Council assembled enacts that the following property taxes be abated to the extent as set out below:

NAME	ADDRESS	TAXABLE ASSESSMENT	ABATEMENT	
Saskatchewan Abilities Council	162 Ball Road Roll No. 484900450 (School taxes only – 100%)	1,398,165	Municipal Public Separate TOTAL	0.00 9,437.61 0.00 \$9,437.61
Society for the Involvement of Good Neighbours	83 North Street Roll No. 504809851 (Building only, school taxes only – 100%)	291,720	Municipal Public Separate TOTAL	0.00 1,319.30 649.81 \$1,969.11
Harvest Meats	501 York Road West Roll No. 484701600 (2020 construction 100% of new assessment)	1,150,858	Municipal Public Separate TOTAL	26,676.89 7,768.29 0.00 \$34,445.18
Greening Sources Holdings Ltd.	192 Independent Street Roll No. 514804400 (100% for five years) (2019-2023)	372,720	Municipal Public Separate TOTAL	7,920.68 0.00 1,662.33 \$9,583.01
Yail Harbor Inc.	81 & 85 Rae Avenue Roll No. 515219200 (100% for five years) (2019-2023)	854,320	Municipal Public Separate TOTAL	10,945.13 3,810.27 0.00 \$14,755.40

Municipal	45,542.70
Public	22,335.47
Separate	2,312.14
TOTAL	\$70,190.31

REPEALING BYLAW

Bylaw No. 5/2020 passed on the 11th day of May 2020, providing for the exemption of taxation for certain properties is hereby repealed.

EFFECTIVE DATE OF BYLAW

This bylaw shall come into force and take effect on the day of final passing thereof and apply for the taxation year of 2021.

MAYOR

CITY CLERK

Introduced and read a first time this 7th day of June, A.D., 2021.

Read a second time this 7th day of June, A.D., 2021.

Read a third time and adopted this 7th day of June, A.D., 2021.

TITLE: Bylaw No. 6/2021 Phase-in of Commercial Taxes	DATE OF MEETING: June 7, 2021
	REPORT DATE: June 3, 2021, 2:06 PM
CLEARANCES:	ATTACHMENTS: 1. Bylaw No. 6/2021 Phase-in of Commercial and Industrial Properties
Written by: Ashley Stradeski – Director of Finance Ashley Stradeski	
Reviewed by: Jessica Matsalla - City Clerk Jessica Matsalla	
Approved by: Lonnie Kaal - City Manager Lonnie Kaal	

BACKGROUND

As Legislated per section 22(1) of *The Assessment Management Agency Act* every four years the property assessments for all properties in the Province are revalued. These revaluations are to be performed by the City’s assessor, which is the Saskatchewan Assessment Management Agency (“SAMA.”)

These property assessments are based on information such as property sales, building permit information, cost information, as well as income information obtained by SAMA through its income verification process.

While the City is not increasing the tax it’s collecting this year, we do recognize that property revaluations can have an effect on how much tax a property owner can pay, sometimes significantly. To offset this, we are proposing a Commercial Property Tax Phase-in to offset the volatility that could be experienced due to the revaluation.

A phase-in is a tax tool available to cities under section 260(1) of *The Cities Act*.

DISCUSSION/ANALYSIS/IMPACT

In order to do a phase-in of tax changes, we had to come up with some criteria as to who we are phasing in and why. In analyzing criteria, fairness to all commercial property owners was one of the main factors, and as such we are recommending that we phase-in all tax changes for all commercial property owners over a 3-year period.

This will have the impact of reducing any change to taxes from prior year for property owners by two-thirds (2/3) in 2021, one-third (1/3) in 2022, and the full effects in 2023, the third year.

This will affect every single commercial property, though many will not be materially affected; for example, if a property owner's taxes were only going to change by \$15, they will still have this phased in.

The phase in works for **all** commercial properties, regardless of whether the impact of the revaluation would be an increase or a decrease in taxes – this must happen for it to be a net zero to the City's revenues. If this is not net zero, then the City would have to raise its general rates, and we would be effectively shifting taxes from higher value properties to lower ones.

FINANCIAL IMPLICATIONS

As stated, this will be revenue neutral for the City, and will affect every commercial property owner such that the changes to their taxes from the revaluation are mitigated. It will also allow property owners to plan and budget for the full tax bill in the third year of this phase-in.

COMMUNICATION PLAN

By passing the attached bylaw today, the City will be able to reflect these changes on the initial tax notice such that property owners are not billed for the full amount. The invoice they receive will be for the adjusted amount, which will minimize confusion.

OPTIONS

1. To Approve Bylaw No.6/2021 – Phase-in of Commercial and Industrial Properties
2. To deny the approval of Bylaw No. 6/2021 – Phase-in of Commercial and Industrial Properties for reasons given by Council.
3. Other direction as Council deems appropriate.

RECOMMENDATION

Bylaw No. 6/2021

1. That Bylaw No. 6/2021 – Phase-in of Commercial and Industrial Properties be introduced and read for first time this 7th day of June A.D. 2021; and
2. That Bylaw No. 6/2021 be given second reading this 7th day of June A.D. 2021; and
3. That with the unanimous consent of Council, Bylaw No. 6/2021 proceed to third reading at the June 7th, 2021 meeting; and
4. That Bylaw No. 6/2021 – Phase-in of Commercial and Industrial Properties be given third and final reading this 7th day of June A.D. 2021, and be registered in the Bylaw Register of the City of Yorkton.

**City of Yorkton
Saskatchewan**

Bylaw No. 6/2021

A Bylaw in the City of Yorkton in the Province of Saskatchewan to provide for a Phase-In of all Commercial and Industrial Properties within the City of Yorkton.

WHEREAS, the Council of the City of Yorkton may by bylaw, pursuant to section 260(1)(a) of *The Cities Act* and section 14 of *The Cities Regulations* provide for a Phase-In of certain Commercial and Industrial properties for the years 2021, 2022 and 2023.

NOW THEREFORE, the Council of the City of Yorkton in Council assembled enacts as follows:

Short Title

1. This bylaw may be cited as “Phase-In Bylaw”

Definitions

2. In this Bylaw:

“**2021 revaluation**” means the revaluation of property occurring in 2021 pursuant to section 22 of *The Assessment Management Agency Act*.

“**Commercial and Industrial class**” means the Commercial and Industrial class of property established by section 14 of *The Cities Regulations* for the purpose of tax phase-in pursuant to subsection 260(4) of *The Cities Act*.

“**property tax change**” means the difference between the amount of property taxes assessed with respect to a property in 2020 and the amount assessed with respect to the same property in 2021.

Tax Phase-In Plan

3. The purpose of this Bylaw is to implement a plan to phase in changes in taxes for the Commercial and Industrial class resulting from the revaluation under *The Assessment Management Agency Act* that took effect on January 1, 2021.

General

4. This tax phase-in plan does not apply to:
 - a. property that was not assessed in the year 2020;
 - b. tax increases resulting from any change in assessed values that are not the result of the 2021 revaluation; or
 - c. tax decreases resulting from any change in the value that are not a result of the 2021 revaluation, including decreases resulting from appeals filed against the 2021 revaluation (adjustments will be applied to account for the changes in the assessed value)

5. Adjustments will be applied to the tax roll to account for any changes in assessed value that occur after the application of the phase-in plan.
6. The tax phase-in plan shall be in effect for the years 2021, 2022 and 2023.
7. The method of funding the difference in each year of the plan shall be a reduction of the tax decrease that would otherwise result from the revaluation, calculated using the same formula as detailed in Section 8.

Calculation of Cancellation

8. The calculation is as follows for the applicable years:
 - a. For the year 2021 the relevant 2021 municipal tax rates will be applied. The difference between the 2020 levy and 2021 levy will be adjusted by 66.66%.
 - b. For the year 2022 the relevant 2022 municipal tax rates will be applied. The difference between the 2020 levy and 2021 levy will be adjusted by 33.33%.
 - c. For the year 2023 the full 2021 impact will be realized.
9. If SAMA determines that portions of any property include more than one distinct use and that the fair value assessment of the property must be apportioned among different classes established under *The Cities Regulations*, the tax phase-in plan shall only be applied to the Commercial and Industrial class portion of the assessment of the property.

10. Effective Date of Bylaw

This Bylaw shall come into force and take effect on the day of final passing thereof and apply for the taxation years of 2021, 2022 and 2023.

MAYOR

CITY CLERK

Introduced and read a first time this 7th day of June A.D., 2021.

Read a second time this 7th day of June A.D., 2021.

Read a third time and passed this 7th day of June A.D., 2021.

TITLE: Recommendations from the Committee of the Whole Council Meeting May 25, 2021 – Tax Policy	DATE OF MEETING: June 7, 2021
	REPORT DATE: May 31, 2021
CLEARANCES:	ATTACHMENTS:
Written by: Jessica Matsalla - City Clerk <div style="text-align: right;">Jessica Matsalla</div>	
Approved by: Lonnie Kaal - City Manager <div style="text-align: right;">Lonnie Kaal</div>	

BACKGROUND

Tax Policy for 2021 is especially complex due to the fact that it is a revaluation year for Saskatchewan, meaning that all properties in the province have been reviewed by assessment *appraisers* (the City of Yorkton contracts Saskatchewan Assessment Management Agency (SAMA) as their appraisers) and have had their assessment values updated. The magnitude of collecting all this information is immense and therefore it is very time intensive. This is important to note because the updates for 2021 are based on values from the 2019 base date (which is a legislated date to which assessed values are related). The process for collection of data for the next revaluation cycle in 2025 is already underway and will reflect a valuation base date of 2023.

On March 16, 2021 Administration presented to Council information on Assessment and Taxation at a Strategic Planning Meeting of Council. This meeting served as a refresher on revaluation and Administration was able to prospectively advise on how the budget as drafted plus assessments may impact 2021 Tax Policy. At this point, Administration had not received the new assessments for Yorkton properties.

Fast-forward to the Committee of the Whole Council Meeting of Tuesday, May 25, 2021, Administration was now working with an approved budget and had received information on the new assessments. After detailed analysis and review of this information, Administration presented to the Committee of the Whole Council, recommendations that would provide for the most equitable and gradual implementation of Tax Policy for 2021. These recommendations were supported by the Committee of the Whole Council and have dictated how Administration went forth preparing the tax bylaws, which you will hear about in more detail shortly.

The purpose of this report is for Council to vote on the recommendations as brought forth by the Committee of the Whole Council to formalize the direction. The minutes of the May 25, 2021 Committee of the Whole Council Meeting were on the agenda to be considered for approval at this Regular Council Meeting of June 7, 2021.

I will proceed now to read each recommendation aloud for Council's consideration and vote.

OPTIONS

1. That Council accept recommendations C00028-2021, C00029-2021, C00030-2021, C00031-2021, and C00032-2021 as contained in the Committee of the Whole Council meeting minutes of May 25, 2021.
2. That Council accept the recommendations as contained in the Committee of the Whole Council meeting minutes of May 25, 2021, with amendments as determined by City Council.
3. That Council provide further direction.

COMMITTEE OF THE WHOLE RECOMMENDATIONS

1. That Council accept recommendations C00028-2021, as contained in the Committee of the Whole Council meeting minutes of May 25, 2021 to:

“That the Committee of the Whole Council recommend to Council to direct Administration to use a phase-in tax tool for all commercial and vacant land properties over three years effective 2021, 2022, 2023.”

2. That Council accept recommendations C00029-2021, as contained in the Committee of the Whole Council meeting minutes of May 25, 2021 to:

“That the Committee of the Whole Council recommend to Council to direct Administration to prepare the 2021 Mill Rates Bylaw with an increase to the base tax on Residential and Multi-Unit properties by \$35 to mitigate the impact of mill rate increase on properties that decreased less than the average 11%.”

3. That Council accept recommendations C00030-2021, as contained in the Committee of the Whole Council meeting minutes of May 25, 2021 to:

“Recommend to Council to direct Administration prepare the 2021 Mill Rates Bylaw with a reduction to the base tax on high density to 85% of the new full base tax to mitigate the increase in assessed values.”

4. That Council accept recommendations C00031-2021, as contained in the Committee of the Whole Council meeting minutes of May 25, 2021 to:

“Recommend to Council to direct Administration to bring a Mill Rates Bylaw, Tax Extension Deadline Bylaw with a payment deadline of September 30, 2021, Abatements/Exemptions Bylaw and Phase-in Bylaw for commercial and vacant land properties, to the June 7, 2021 Council Meeting for consideration.

5. That Council accept recommendations C00032-2021, as contained in the Committee of the Whole Council meeting minutes of May 25, 2021:

“That the Committee of the Whole Council arrange a meeting with Saskatchewan Assessment Management Agency’s Chief Executive Officer and Chairperson for a Q&A session to discuss concerns on the most recent assessments and process going forward.”

TITLE: Logan Green Pathway Program – Tender Award	DATE OF MEETING: June 7, 2021
	REPORT DATE: May 31, 2021
CLEARANCES: Darcy McLeod - Director of Community Development, Parks and Recreation Darcy McLeod	ATTACHMENTS: 1. Location Map 2. City of Yorkton – Multi-Use Pathway Network
Written by: René Richard - Director of Engineering and Asset Management Rene Richard	
Reviewed by: Jessica Matsalla - City Clerk Jessica Matsalla	
Approved by: Lonnie Kaal - City Manager Lonnie Kaal	

BACKGROUND

The Governments of Canada and Saskatchewan are adapting the Investing in Canada Infrastructure Program (ICIP) to respond to the impacts of COVID-19. The program, delivered through bilateral agreements with provinces and territories, is being adjusted to add some flexibilities, expand project eligibility and accelerate approvals.

Active Transportation Infrastructure including parks, trails, foot bridges, bike lanes and multi-use paths was selected for this application, as pathways continue to be a priority of our community and encourage people to get out and stay active. Providing hard surface pathways is a great way to support different modes of human powered, wheeled, active transportation options such as roller blades, wheelchairs, skateboards and strollers. This provides low cost or no-cost options for people to choose to be active and stay healthy. This is especially important during a public health emergency like a pandemic.

At their October 26, 2020 Council meeting, Council endorsed the Logan Green Pathway project application and authorized administration to submit an application to the ICIP through the Covid-19 Resilience Infrastructure Stream. Further, Council approved the City's portion of costs (estimated \$236,150 of \$885,000) for the project in the 2021 capital budget in hopes that we would be successful in obtaining the grant.

The project includes new asphalt pathway from the corner of Gladstone Avenue and King Street through Logan Green to the west of the City Cemetery (see attachment 1). Solar pathway lights are also included in this project and grant, however they will be tendered and awarded

separately. This portion of pathway was identified prior to 2009 for future hard surfacing (asphalt). Attachment #2 shows a map of all the pathways in the City of Yorkton and their specific type. Pathways on this map highlighted green are existing pathways that are to be paved in the future.

DISCUSSION/ANALYSIS/IMPACT

I am pleased to confirm that we were successful in our application, and the City will receive 73.33% of the total costs for the project, which is the equivalent of \$648,850 (estimated). As per the grant agreement, construction of the project must begin before September 30, 2021 and be complete by December 31, 2021. In proceeding with the project, the City has committed to:

- a. Meet legislated requirements per *The Cities Act*,
- b. Meet the terms and conditions of the ICIP program,
- c. Conduct an open tendering process,
- d. Manage the construction of the project,
- e. Fund the municipal share of the project, and
- f. Fund ongoing operation and maintenance costs

On May 5, 2021, the Invitation to Tender for the hard surfacing portion of the project was advertised on the City of Yorkton Tenders site as well as SaskTenders for a tender period of two weeks and a closing date of May 19, 2021. Three bids were received. A summary of the bids are as follows:

Bidder	Bid Amount (Excluding Taxes)
G.R. Poier & Sons Construction Ltd.	\$525,971.00
Acadia Paving Ltd.	\$642,014.50
Fedorowich Construction Ltd.	\$503,539.00

All three (3) bids were complete, and the bid received from Fedorowich Construction Ltd, was deemed to be best value as it was the lowest submitted bid, met all requirements, and was within budgetary estimates.

After the review of Bids for the hard surfacing and remaining budget, a Request for Proposal for the trail lighting portion of the project was issued for on May 26, 2021, closing June 9, 2021.

FINANCIAL IMPLICATIONS

The financial contribution from the City for this portion of the project will be \$134,293.85 plus applicable taxes (26.67% of \$503,539.00).

COMMUNICATION PLAN/PUBLIC NOTICE

All bidders will receive a letter indicating who the successful bidder is. Also, the identity of the successful bidder along with the total bid amount will be posted on the City's website and SaskTenders for a period of 2 weeks.

OPTIONS

1. That Council direct Administration to award the tender for "Logan Green Pathway Program" to Fedorowich Construction Ltd. for \$503,539.00 plus applicable taxes, and further that the Mayor and City Clerk be authorized to execute said contract.
2. That Council provide other direction.

RECOMMENDATION

1. **That Council direct Administration to award the tender for "Logan Green Pathway Program" to Fedorowich Construction Ltd. for \$503,539.00 plus applicable taxes, and further that the Mayor and City Clerk be authorized to execute said contract.**



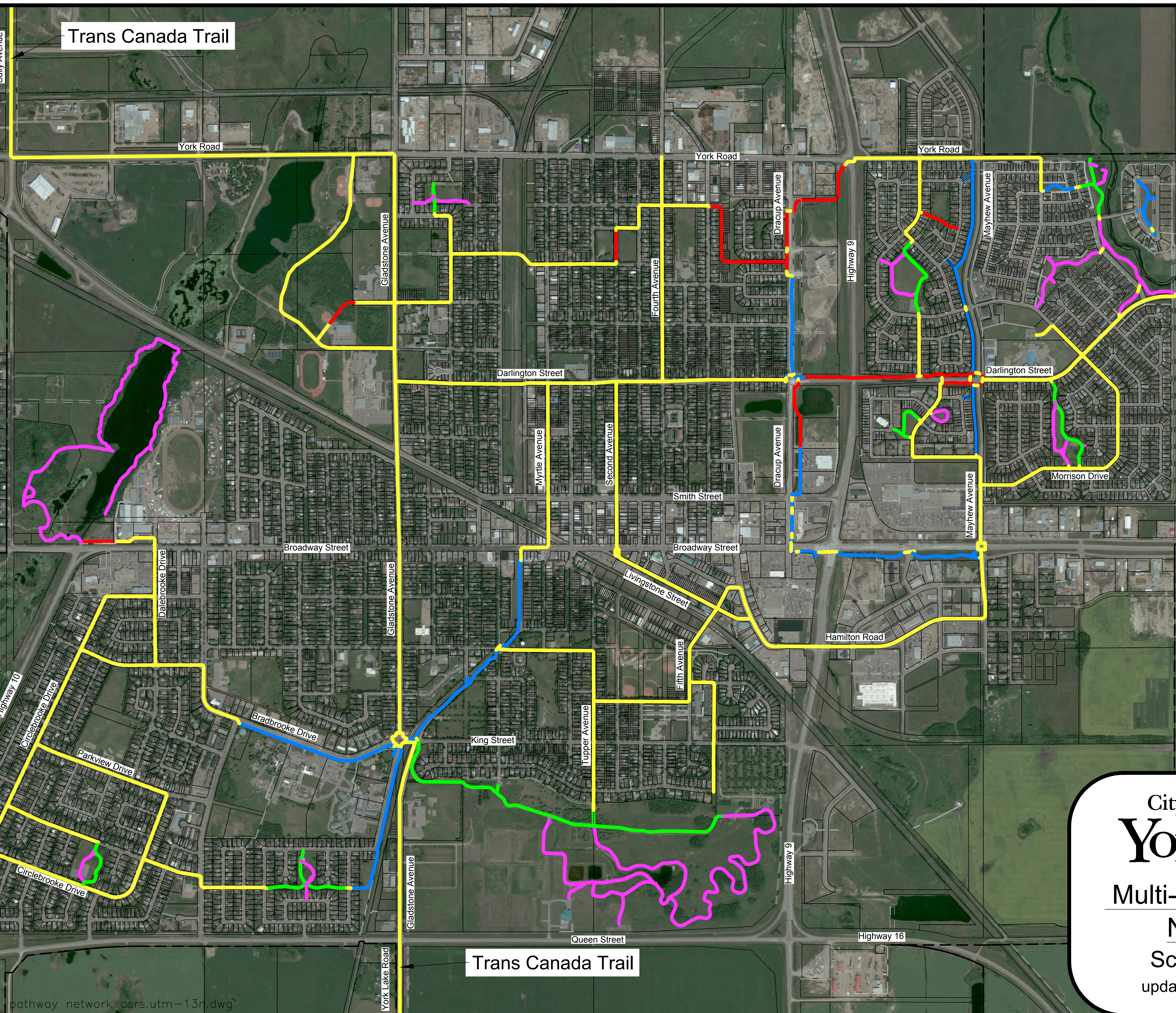
Logan Green
Pathway Project

SHEET		of	
DRAWING NUMBER			
DATE - (YYYY-MM-DD)	2019-02-25		
SCALE	N.T.S.	DRAWN	BC
FILE NAME	recreational cycling_multi-use pathway network csrs.utm-13n.tgw		



Legend

- Paved █
- Unpaved █
- Existing Pathway (Future Paved) █
- Future Paved Pathway █
- On-Street Connector █



City of
Yorkton

Multi-use Pathway
Network

Scale 1:7500

updated: 2020-06-02

TITLE: Broadway / Highway #9 Gateway Development – Tender Award	DATE OF MEETING: June 7, 2021
	REPORT DATE: May 31, 2021
CLEARANCES: Darcy McLeod- Director of Community Development, Parks and Recreation Darcy McLeod	ATTACHMENTS:
Written by: René Richard - Director of Engineering and Asset Management Rene Richard	
Reviewed by: Jessica Matsalla - City Clerk Jessica Matsalla	
Approved by: Lonnie Kaal - City Manager Lonnie Kaal	

BACKGROUND

In June 2020, Council approved budget for the beautification of Hwy#9 and Broadway. This project would improve the aesthetic value of the City of Yorkton’s highest-trafficked intersection. It was recommended by the Economic Development Committee and was endorsed by YBID with a monetary contribution.

The final conceptual design was brought to Council April 26, 2021 for final approval prior to proceeding to tender. At that meeting, Council directed Administration to proceed to the tender process and that the project stay within the approved budget.

In order to remain within the designated budget amount, the scope of the project for 2021 was reduced to include only the southern two (2) quadrants. In addition, certain landscaping items were not included in the 2021 tender invitation and would be constructed in a future invitation to tender should Council so wish.

DISCUSSION/ANALYSIS/IMPACT

As required, the Invitation to Tender (ITT) for the “Broadway/ Highway #9 Gateway Development” was posted for two (2) weeks on the City of Yorkton Tenders page as well as SaskTenders.

Only one (1) bid was received. A summary of bids is as follows:

Bidder	Bid Amount (Excluding Taxes)
KEL Holdings Inc. (Pride Landscaping)	\$667,699.85

The bid submitted was within budgetary estimates, but did not include the required bonding. After the tender closing date, the bidder submitted an “Irrevocable Stand-By Letter of Credit” in lieu of the bid bond. Further, the bidder has indicated he will provide the required Performance Bond and Labour & Material Bond should the tender to be awarded to him. The bonding is critical to protect the City from liability should the contractor not be able to complete the project after initiation or should any subcontractors or suppliers not be paid. The bid amount is within budgetary estimates.

FINANCIAL IMPLICATIONS

The total approved budget for this project is \$900,000. The breakdown of this budget into sources of funding is as follows:

MEEP Grant	\$350,000
YBID Contribution	\$150,000
City 2021 Budget	\$400,000
<u>Total</u>	<u>\$900,000</u>

COMMUNICATION PLAN/PUBLIC NOTICE

We will work with our communication department to provide information to the Public and updates through the City’s website and social media.

OPTIONS

1. That Council direct Administration to award the tender for “Broadway/ HWY #9 Gateway Development” to KEL Holdings Inc. (known as Pride Landscaping) for \$667,669.85 plus applicable taxes, providing the City receives the required bonding documentation from the contractor, and further that the Mayor and City Clerk be authorized to execute said contract.
2. That Council provide other direction.

RECOMMENDATION

That Council direct Administration to award the tender for “Broadway/ HWY #9 Gateway Development” to KEL Holdings Inc. (known as Pride Landscaping) for \$667,669.85 plus applicable taxes, providing the City receives the required bonding documentation from the contractor, and further that the Mayor and City Clerk be authorized to execute said contract.

From: [Darcy Zaharia](#)
To: [Jessica Matsalla](#)
Subject: RE: Agenda Item
Date: Thursday, May 27, 2021 4:34:43 PM

Hey Jessica.

I would like to add a discussion item to the next possible City Council Agenda.

It will be just be an open discussion in regards to the sale and/or condition of Parks Department Building on Myrtle.

I will want to show some discussion from the March 30, 2020 council meeting that is recorded. So, I will need to have use of the city laptop and the ability to access that council meeting on the internet.

It can either be on this coming council meeting OR the next available date.

Please let me know if you have any questions.

Regards.

Darcy