

CITY OF YORKTON
REGULAR COUNCIL MEETING AGENDA
Monday, December 5, 2022 - 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 – November 14, 2022
5. **UNFINISHED BUSINESS**
6. **REPORTS OF COUNCIL COMMITTEES AND MATTERS REFERRED**
 - Yorkton Public Library Board Meeting Minutes – September 14, 2022
 - Environmental Committee Meeting Minutes – October 25, 2022
7. **HEARING OF PETITIONS, PUBLIC NOTICES AND PRESENTATIONS**
8. **BUSINESS ARISING OUT OF PETITIONS, PUBLIC NOTICES AND PRESENTATIONS**
9. **CORRESPONDENCE**
10. **BYLAWS**
 - Assessment & Taxation Manager
 - Proposed Bylaw No. 11/2022 Property Tax Exemption Bylaw – 15 Fourth Avenue North and 139 Dominion Avenue
 - Assistant Director of Environmental Services
 - Proposed Bylaw No. 16/2022 Amend Bylaw No.20/2006 for 2023 Water & Sewer Rates and Repeal Bylaw No. 15/2021
 - Proposed Bylaw No. 17/2022 Residential Refuse Collection & Disposal Fees
11. **ADMINISTRATIVE REPORTS**
 - Bylaw & Safety Supervisor
 - Free Parking – Downtown Parking Lots
 - Director of Recreation & Community Services
 - Columbia Park Concept Presentation – Crosby Hanna & Associates
12. **GIVING NOTICE OF MOTION**
13. **IN CAMERA SESSION**
 - 1 Budgetary Item
 - 1 Property Item
 - 1 Other Item
 - 1 Personnel Item
14. **ADJOURNMENT**

Yorkton Public Library Board

MINUTES **SEPTEMBER 14, 2022** **4:30 PM** **YPL MEETING ROOM**

Attendees	Lauretta Ritchie-McInnes, Eileen Dellow, Melinda Sevilla, Tami Hall, , Juanita Brown
Regrets	Councillor Chris Wyatt, Malena Vroom, Luba Magis, Darcy McLeod (Ex-Officio)
Staff, Recording	Amber Harvey, Branch Manager
Call to order	Called to order by Ritchie-McInnes at 4:30 pm
Adjourn	5:20 pm

Agenda Topics

1. Call to Order	
2. Adoption of Agenda	
Motion 22-024	Brown That the agenda be adopted as presented. CARRIED

3. Minutes of the June 8, 2022 Meeting	
Minutes from June 8, 2022 meeting of the Committee were circulated.	
Motion 22-025	Hall That the minutes of June 8, 2022 meeting be approved as presented. CARRIED

4. Branch Manager Report	
The Branch Manager Report submitted by Harvey was discussed.	
Motion 22-026	Dellow That the Branch Manager Report is received and filed. CARRIED

5. Correspondence	
None at this time.	

6. Financial Report	
The Branch Manager distributed the September 7, 2022 Financial Report.	
Motion 22-027	Sevilla That the September 7, 2022 Financial Report be received and filed. CARRIED

7. Business Arising/Updates

- a. PRL update – Ritchie-McInnes spoke on the upcoming PRL Interim Meeting scheduled for October 29th in Wadena.
- b. Boundary Update/City of Yorkton – no update at this time.

8. New Business

- a. YPL's *Read Indigenous* Space – Harvey gave an overview of the partnership project with the Yorkton Tribal Council that has been ongoing for the last year. The project includes furniture, art, books, resources, and a computer featuring language and educational links. A dedication ceremony will take place on September 29th as part of National Truth and Reconciliation Day. The Yorkton Tribal Council donated \$7500 for the purchase of over 200 new books for the space, as well as the contribution of the new computer, furniture, and art.

9. In-Camera

No in-camera items.

10. Adjournment

Motion 22-028

Hall

That the meeting of the Yorkton Public Library Board be adjourned at 5:20 pm.
CARRIED.

Lauretta Ritchie-McInnes

CHAIRPERSON

Lauretta Ritchie-McInnes

Amber Harvey

RECORDING SECRETARY

Amber Harvey

Environmental Committee

MINUTES

TUE, OCTOBER 25,
2022

7:30 A.M.

STAFF ROOM, QUEEN ST
WATER TREATMENT PLANT

Members Present	Chair Sandra Bilan, Dustin Brears, Darcy Zaharia (via remote call in), Matt Poier, Stefan Bymak
Absent	Malena Vroom, Jason Signarowski, Shannon Erickson, Tom Courville
City Staff	Michael Buchholzer, Aron Hershmillier, Lyndon Hicks
Presentation	
Recording	Val Fatteicher
Call to order	7:44 a.m.
Adjourn	8:52 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 24-22	Matt Poier That the agenda be approved as presented.
Motion 25-22	Matt Poier To amend the agenda by removing Item#4 Strategic Plan Review and adding Item#13 Waste Contamination in Recycling Loads. CARRIED.
	To approve the agenda as amended. CARRIED.
3. Minutes of the June 15, 2022 Meeting	
Discussion	Minutes from the June 15, 2022 Meeting of the Committee were circulated.
Motion 26-22	Stefan Bymak That the minutes of June 15, 2022 be approved. CARRIED.
4. Glass Program Changes-Sept 6 Update	
Discussion	The City has entered into an agreement with Sarcan to provide for household glass collection. This service had been previously provided at no cost but now requires funding to cover costs for handling and shipping of these products. Total annual cost for accepting glass is estimated at \$16,000. Glass products must be presented over the counter at Sarcan to provide for product approval.

5. Repair Café Event-October 22nd	
Discussion	Repair Café event was held last weekend. 14 appointments were scheduled for repairs by qualified volunteers. Some challenges attaining volunteers to help with repairs. The program will be re-evaluated next year.
6. HHW Event-October 29th	
Discussion	HHW Collection day is this Saturday for in city residents. GFL will be on site for material collection and handling. Event will be held at 180 Ball Road, Recyclability Enterprises from 9 am to 3 pm. Incoming loads in previous years averaged between 70-100. HHW products mixed with curbside recycling products have been collected and stored to also be redirected to GFL for proper disposal.
7. Household Hazardous Waste Collection-Recyclability Enterprises Update	
Discussion	Work continues on permanent site for household hazardous waste collection at 180 Ball Road. Site setup delays due to insurance requirements, ProductCare service contract, site preparation and facility renovations needed. Expect site preparation to be completed by end of the year, followed by the completion of staff training. Will be operational by next spring 2023. ProductCare will take our incoming material for free, and dispose of products through GFL. Regina will be launching their HHW program Nov 14 th .
8. Landfill Rate Changes-New Rate Based on SEQ Guidelines	
Discussion	New rate bylaw was presented and approved by City Council at the end of August. Recyclable contamination levy was increased from 200% to 300% of the disposal rate for that load to further discourage disposal of these items at the landfill. Spent bleaching clay had a rate increase from \$53.50 to \$60 per tonne for in city and outside city rate was added at \$90 per tonne. Rate increases were as a result of Sask Environment requesting more information and sample testing of this product. Material has limited use and will be used for capping during landfill site decommissioning. Outside city residential waste rate was increased from \$112.50 to \$115 per tonne. Glass products brought in to Sarcan are not being screened for outside city residents and is similar for collection of HHW products. Sask Environment uses SEQ guidelines as a parameter for contaminated soil, incoming material loads must be under the established value to be able to place product in lined cell used for daily cover material. If over the established value, the material must be buried outside of the lined cell. New rate for material that falls under SEQ guidelines is \$30 per tonne, and over would be \$103.50 per tonne.
9. Residential Recycling Participation Audit	
Discussion	Recycling audit conducted this summer with summer student staff over a one month period. Staff recorded the number of households

	<p>participating in curbside collection each week in the month of June. Participation rates relative to each week were: 15%, 7%, 10% and 6%. The overall participation rate was 39% and does not account for other residential materials that may have been diverted to the residential drop off depot bins in the city.</p> <p>Data may be impacted by residents that do not put products out weekly for collection. Changes in the current economy may also impact both recycling and waste product volumes. Other cities' participation rates would provide some good insight as many collect their products by cart in single stream. Product contamination values could vary in this collection method. PHEP staff could participate in additional data collection. Information will be shared with residents on social media.</p>
10. Waste Audit Data	
Discussion	<p>This summer, two staff students performed audits on residential waste loads for each collection day. Information gathered showed that 43% was organic/yard waste while 37% was waste materials, food organic waste at 9%, and the remaining balance consisting of glass, plastic, cardboard, electronics or HHW materials at 11%. Audits confirmed the higher presence of organic/yard waste in the residential waste loads.</p>
11. Circular Cities - Update	
Discussion	<p>Supported by the Environmental Committee at our previous June meeting, an application was submitted and consequently approved for the Circular Cities & Regions Initiatives Program. The Program provides for peer networking with other cities/regions to encourage improvements in reuse practices or circular use. Participating cities are from across Canada. There has already been two online workshops, with the third one happening this week. There will be a workshop focused on Yorkton closer to the end of December or early January, providing ideas specifically for our community.</p>
12. Organics Program at SK Abilities	
Discussion	<p>The organics collection site at Recyclability Enterprises will remain in operation until November 12th. This will allow for pumpkin collection after Halloween. The site has been receiving a lot of material. The landfill also accepts these materials at no charge.</p> <p>Volumes from both locations will be shared at the next meeting as well as the number of loads entering for disposal.</p>
13. Waste Contamination in Recycling Loads	
Discussion	<p>There has been recent recycling loads brought into Recyclability Enterprises containing needles. This practice poses huge risks for recycling staff that are handling and processing materials. Public Health has been informed. A division of Public Health, referred to as Sask HARM</p>

	Reduction Services, are creating and implementing programs province-wide. Due to the safety concerns directly affecting recycling services, the committee suggests addressing this concern with Sask HARM Reduction Services.
Motion 27-22	Matt Poier That the Environmental Committee provides a letter to Sask HARM Reduction Services over safety concerns of improper disposal of needles within recycling materials sent to the recycling facility. CARRIED.
14. Next Meeting Date	
Next meeting date pending results of poll. Proposed for November.	
15. Next Meeting Agenda Items	
<ul style="list-style-type: none"> ○ Strategic Plan Review ○ Residential Recycling – Comparison Data from other Cities ○ Organics Program Volumes Collected 	
16. Adjournment 8:53 am	
Motion 28-22	Stefan Bymak That the Environmental Committee Meeting be adjourned. CARRIED.

These minutes have been approved by members of the Environmental Committee on November 22, 2022.

Sandra Bilan

Chair

Val Fatteicher

Recording Secretary

TITLE: Proposed Bylaw No. 11/2022 – Property Tax Exemption Bylaw – 15 Fourth Ave N and 139 Dominion Ave	DATE OF MEETING: December 5, 2022
	REPORT DATE: November 24, 2022
<p>CLEARANCES:</p> <p>Ashley Stradeski - Director of Finance Ashley Stradeski</p> <p>David Balysky – Business Liaison David Balysky</p>	<p>ATTACHMENTS:</p> <ol style="list-style-type: none"> 1. BIIP Policy 2. BIIP Approval Letter – 15 Fourth Ave N 3. July, 2022 Council report - Tax Abatement Request – 139 Dominion Avenue 4. Proposed Bylaw No. 11/2022
<p>Written by: Raelyn Knudson - Assessment & Taxation Manager Raelyn Knudson</p>	
<p>Reviewed by: Jessica Matsalla - City Clerk Jessica Matsalla</p>	
<p>Approved by: Lonnie Kaal - City Manager Lonnie Kaal</p>	

BACKGROUND

In an effort to promote economic growth in the City, Yorkton City Council adopted the Business Improvement Incentive Program (BIIP) in 2021 (Attachment 1). In partnership with the Yorkton Business Improvement District and Tourism Yorkton, the City of Yorkton created this program to encourage enhancements of façade and site improvements for all businesses, expansion of locally owned businesses and re-investment into vacant commercial buildings. Assessed building owners within the City can apply for grant incentives for improvements, and/or tax abatements on new construction or improvements to vacant buildings.

RCM Training and Consulting Ltd., owners of 15 Fourth Avenue North applied to the BIIP program for the “Vacant Building Tax Abatement Program”. Their application was approved on December 15, 2021, entitling them to a three year graduated abatement, as outlined in the approval letter (Attachment 2). For the 2022 tax year, 100% of the taxes will be abated.

On August 8, 2022, Administration presented Council with a tax abatement request for a portion of 139 Dominion Avenue that is used as an emergency shelter, known as Bruno’s Place. (Attachment 3).

After some discussion, Council resolved:

R00217-2022

Zaharia/Wyatt

That Council direct Administration to bring forward an annual tax abatement bylaw that includes the portion of the building at 139 Dominion Ave that is used as an emergency shelter (known as Bruno's place).

Carried Unanimously.

SAMA has inspected the property at 139 Dominion Avenue and has provided a detailed assessment on Bruno's Place. The construction of this area was completed near October 1st, and the shelter opened to the public on October 6th of this year. As such, taxes have been prorated for 2022, and that is the amount that will be abated for this year.

FINANCIAL IMPLICATIONS

Proposed *Bylaw No. 11/2022 A Bylaw Providing for the Exemption of Taxation for Certain Properties* (Attachment 4), lists the two properties that to be approved for property tax abatement, and the amounts that will be abated for the 2022 tax year.

COMMUNICATION PLAN/PUBLIC NOTICE

Under section 262(3) of *The Cities Act*, City Council has the authority to exempt any property in whole or part from taxation. Under the Act, Council is required to pass a bylaw listing the properties and the amount of taxes to be abated. Two properties have been identified that have been approved for abatement, but were not included in previous abatement bylaws. Further public notice is not required.

Information about the Business Improvement Incentive Program or the Residential Construction Incentive Program can be obtained from the City's Planning and Building Department.

STRATEGIC PRIORITIES/OCP/COMMITTEE RECOMMENDATION(S)

City Council recognizes the importance of growth in our City. Business Marketing, and the Downtown plan (what the downtown should look like in the future) are listed as "Next" priorities on the Council Priorities Chart dated September 27, 2022.

The BIIP policy falls under the Economy pillar of the Yorkton 2020 Strategic Plan:

Economy


Building a strong and vibrant community by attracting, supporting and retaining businesses and residents.

OPTIONS

1. That Council approve Bylaw No. 11/2022, A Bylaw Providing for the Exemption of Taxation for Certain Properties, and unanimously approve all three readings this evening.
2. To deny the approval of Bylaw No. 11/2022 A Bylaw Providing for the Exemption of Taxation for Certain Properties.
3. Other direction as Council deems appropriate.

RECOMMENDATION

1. That Bylaw No. 11/2022, A Bylaw of the City of Yorkton, in the Province of Saskatchewan, Providing for the Exemption of Taxation for Certain Properties within the City of Yorkton be introduced and given first reading this 5th day of December, A.D. 2022.
2. That Bylaw No. 11/2022 be given second reading this 5th day of December, A.D. 2022.
3. That with unanimous consent of Council, Bylaw No. 11/2022 proceed to third reading this 5th day of December, A.D. 2022.
4. That Bylaw No. 11/2022, A Bylaw of the City of Yorkton, in the Province of Saskatchewan, Providing for the Exemption of Taxation for Certain Properties within the City of Yorkton be given third and final reading this 5th day of December, A.D. 2022 and be entered in the Bylaw Register of the City of Yorkton.

 City of Yorkton			
POLICY TITLE BUSINESS IMPROVEMENT INCENTIVE PROGRAM (BIIP)		ADOPTED BY City Council	POLICY NO. 10.430
ORIGIN/AUTHORITY City Council	JURISDICTION City of Yorkton	EFFECTIVE DATE January 1, 2021	PAGE # 1 of 13

PURPOSE:

To encourage all commercial property owners in the City of Yorkton to enhance the appearance of their buildings and properties, and to provide incentives for the creation and expansion of locally-owned businesses.

PREAMBLE:

In its partnership with Yorkton Business Improvement District (YBID), Yorkton Chamber of Commerce and Tourism Yorkton, the City of Yorkton wishes to promote economic growth throughout the City and provide enhanced development opportunities for locally-owned business. The objectives of the program are to:

- Encourage the enhancement of façade and site improvements for all businesses in the City;
- Encourage expansion of locally-owned businesses; and
- Encourage re-investment into vacant commercial buildings.

This program shall run for a period of five-years and will be made available to all new and existing businesses within the parameters of each program. The program is divided into two incentive categories:

1. Façade and Site Improvements (all commercial properties); and
2. Business Creation and Expansion (locally-owned businesses).

POLICY:

City Council has adopted the **Business Improvement Incentive Program (BIIP)** as outlined.

Part 1: Façade and Site Improvements Incentive Program

- 1.1 The Façade and Site Improvement Incentive Program is made available to all existing businesses in the City of Yorkton.
- 1.2 Incentives will be provided in the following amounts:
 - 1.2.1 The City will reimburse one-third of the combined total cost of eligible façade or site improvements up to a maximum of \$10,000 (ie: total costs up to \$30,000).
Within this total a maximum reimbursement of \$1,000 is allowed for professional design fees.
 - 1.2.2 The Yorkton Business Improvement District (YBID) is a partner in this Program and will provide an additional reimbursement of one third of the combined total cost of eligible façade or site improvements up to a maximum of \$10,000 for those properties that are within the Yorkton Business Improvement District), as adopted in the most recent Business Improvement District Bylaw and as shown on Appendix 'A', attached to this Policy.

POLICY TITLE	POLICY NO.	PAGE #
BUSINESS IMPROVEMENT INCENTIVE PROGRAM	10.430	2 of 13

- 1.3 Eligible applicants are all commercially assessed building owners within the City's corporate boundary. All applicants must be assessed property taxes, and taxes must be current.
- 1.4 Applicants must propose a minimum of \$10,000 worth of improvements to be considered for the façade and site improvement grant incentive. The application will include the proposed design and accompanying budget (see attached application form on Appendix B).
- 1.5 This program is intended to incentivize work and not abate past improvements. As such, to be eligible for funding, improvements may not commence until the application has been approved by the City.
- 1.6 Applicant must pay 100% of cost of eligible improvements prior to funding. Once the invoices have been paid by the owner/applicant, these must be submitted to the City for funding.
- 1.7 Eligible improvements must comply with Federal and Provincial statutes, and Municipal Bylaws, including, but not limited to, the *National Building Code of Canada*, the *Uniform Building and Accessibility Standards Act*, and the City of Yorkton Zoning Bylaw 14/2003.
- 1.8 The design of the project shall be sympathetic to the original integrity of the building, compatible with neighbouring structures and of a quality that suggests the improvements will last a reasonable period of time. If in question, the Director of Planning, Building and Development may consult with YBID and/or neighbouring property owners and businesses to determine the validity or any recommended changes to the proposed design.
- 1.9 The applicant or owner may apply twice within a five-year period for the same building, provided that the combined City reimbursement to that building does not exceed \$10,000. An applicant or owner will only be eligible to receive additional funding after five years from the last reimbursement.
- 1.10 The City is only responsible for reimbursing eligible improvements based upon the funding commitment for that fiscal year as determined by City Council.
- 1.11 In the event that more applications are received than there is available funding, this program will favour those projects that source labour and materials from local businesses.
- 1.12 Awarded abatements will stay with the property to heirs, assigns and successors.
- 1.13 The following eligible improvements will only be considered if they are pre-existing or developed on the applicant/owner's property:
 - a. Awnings;
 - b. Canopies;
 - c. Lighting replacement;
 - d. Parking lot lighting;
 - e. Doors, doorways and entrances;
 - f. Windows;
 - g. Trash enclosures;
 - h. Brick cleaning and repair;
 - i. Painting;

POLICY TITLE	POLICY NO.	PAGE #
BUSINESS IMPROVEMENT INCENTIVE PROGRAM	10.430	3 of 13

- j. Façade restoration/improvements;
- k. Barrier-free accessibility;
- l. Landscaping;
- m. Parking lot resurfacing (must include storm water management);
- n. Curbing;
- o. Signage;
- p. Sidewalks/Walkways;
- q. Decorative fencing; and
- r. Professional design for eligible improvements (up to \$1,000).

1.14 The following are not eligible under this program:

- a. Projects which commenced prior to the approval of application;
- b. New construction and building additions;
- c. Loan fees;
- d. Interior improvements;
- e. Roofing improvements;
- f. Mortgage fees;
- g. Property acquisition;
- h. Removable items not listed in Section 10;
- i. Equipment or inventory;
- j. Building Permit fees;
- k. Development Permit fees;
- l. Attorney fees; and
- m. Any item which the Applicant pays a contractor in services or in merchandise.

1.15 Application Procedure:

- a. A completed “Façade and Site Improvements Incentive Application” (see Appendix B) must be submitted to the Director of Planning, Building & Development.
- b. The following information must be included with the Application:
 - i. Proposed budget and contractor estimates by a professional estimator, contractor, engineer, architect or qualified design professional. A minimum of two quotes shall be provided for all items over \$2,500. The City reserves the right to ask for additional estimates or to have its own estimates made.
 - ii. Site plan of the property to scale, building elevation drawings, renderings or mock-ups, and photos of similar works and proposed materials.
- c. Applications can be submitted at any time; however, projects which have been approved without any remaining funding in that calendar year will not be eligible for reimbursement until the following calendar year.

POLICY TITLE	POLICY NO.	PAGE #
BUSINESS IMPROVEMENT INCENTIVE PROGRAM	10.430	4 of 13

- d. The City will authorize reimbursement payment after the confirmation of project completion in accordance with the approved plan. Prior approval from the Director of Planning, Building & Development must be obtained before any changes can be made to the approved plan.
- e. Applications which are approved by the City will be forwarded to YBID with a recommendation to award their additional share of funding.

1.16 A property that receives abatement for the Façade and Site Improvements Incentive Program may also apply for other incentives within this policy, with successful applications awarded on a first-come, first-served basis.

Part 2: Business Creation and Expansion Incentive Program

A. New Construction Incentive Program

2A.1 The Program will be made available for new building construction for a new or existing business which is locally-owned and creates an increased assessed “improvement” of more than \$50,000.

2A.2 Tax abatement will be applied to either:

- a. the increased assessed value of an existing building due to additions or new construction (land and existing building not included); or
- b. the increased assessed value of the land and new construction on bare land.

2A.3 Abatements of increased assessed improvements will be capped at a value of \$500,000.

2A.4 Tax abatements will be applied only to additional assessment, at the following rates:

- a. First Year 100%;
- b. Second Year 80%;
- c. Third Year 60%;
- d. Fourth Year 40%;
- e. Fifth Year 20%;
- f. Sixth Year Return to full taxes.

2A.5 The following eligible improvements will only be considered if they are constructed on the applicant/owner’s property:

- a. New construction and building additions, including alterations to enable barrier-free accessibility;
- b. Parking lot resurfacing (must include storm water management);
- c. Landscaping;
- d. Lighting;
- e. Trash enclosures;
- f. Site signage;
- g. Curbing;
- h. Sidewalks/walkways; and

POLICY TITLE	POLICY NO.	PAGE #
BUSINESS IMPROVEMENT INCENTIVE PROGRAM	10.430	5 of 13

- i. Decorative fencing.

2A.6 No abatement of outstanding or current taxes will be negotiated.

2A.7 This program is intended to incentivize work and not abate past improvements. As such, to be eligible for funding, improvements may not commence until the application has been approved by the City.

2A.8 Awarded abatements will carry-over to heirs, assigns and successors.

2A.9 Existing or proposed commercial facilities are subject to the following criteria being met:

- a. The business needs to be licensed by the City of Yorkton.
- b. The business must be locally-owned. If the business is incorporated, the majority of shares must be held by individuals who reside within the City of Yorkton. It is the responsibility of the applicant to provide documentation to support 51% local ownership.
- c. Eligible applicants are all commercially assessed building owners within the City's corporate boundary. All applicants must be assessed property taxes, and taxes must be current.
- d. All developers must submit site plans of the proposed development which comply with Federal and Provincial statutes, and Municipal Bylaws, including, but not limited to, the *National Building Code of Canada*, the *Uniform Building and Accessibility Standards Act*, and the City of Yorkton Zoning Bylaw 14/2003.

2A.10 Application Procedure:

- a. A completed "New Construction Incentive Program Application" (see Appendix 'C') must be submitted to the Director of Planning, Building & Development.
- b. All Applications will be reviewed by the City with a recommendation for approval by way of including the property and the abatement amounts in a bylaw that is presented to Council on an annual basis.
- c. The phasing-in of the abatement shall begin upon substantial completion of the "improvements" and the term of the abatement shall be drafted in a contract form between the City and the applicant.

2A.11 An applicant that receives abatement for the New Construction Incentive Program may also apply for other incentives within this policy, with successful applications awarded on a first-come, first-served basis.

B. Vacant Building Tax Abatement Program

2B.1 The program will abate taxes for vacant buildings or vacant portions of buildings that are occupied by new locally-owned businesses. The intention is to offset the cost of bringing the building up to applicable statutes and bylaws, and to stimulate economic activity.

2B.2 The program will be applied to existing and new assessments of the vacant building or applicable vacant portion thereof, to a maximum of \$500,000.

2B.3 Tax abatements will be applied to both new and existing assessment. Where an application is for a vacant portion of a building, the abatement will be applied proportionately to the new and existing assessment of the vacant portion. Abatements will be implemented at the following rates:

POLICY TITLE	POLICY NO.	PAGE #
BUSINESS IMPROVEMENT INCENTIVE PROGRAM	10.430	6 of 13

- a. First Year 100%
- b. Second Year 75%
- c. Third Year 50%
- d. Fourth Year Return to full taxes

2B.4 Awarded abatements will stay with the property to heirs, assigns and successors.

2B.5 All existing or proposed commercial facilities are eligible subject to the following criteria being met:

- a. The building, or portion thereof, must have been vacant for the 18 months prior to possession date.
- b. Where applicable, the business needs to be licensed by the City of Yorkton.
- c. The business must be subject to commercial/industrial taxation.
- d. The business must be locally-owned. If the business is incorporated, the majority of shares must be held by individuals who reside within the City of Yorkton. It is the responsibility of the applicant to provide documentation to support 51% local ownership.
- e. The Applicant must demonstrate, by way of a Development Permit and/or Building Permit, that the building can be renovated to meet the current Zoning Bylaw and *National Building Code of Canada*.

2B.6 This program is intended to incentivize work and not abate past improvements. As such, to be eligible for funding, improvements may not commence until the application has been approved by the City.

2B.7 Application Procedure:

- a. A completed “Vacant Building Tax Abatement Application” (see Appendix D) must be submitted to the Director of Planning, Building & Development.
- b. All Applications will be reviewed by the City with a recommendation for approval by way of including the property and the abatement amounts in a bylaw that is presented to Council on an annual basis.
- c. The phasing-in of the abatement shall begin upon substantial completion of the “improvements” and the term of the abatement shall be drafted in a contract form between the City and the applicant.

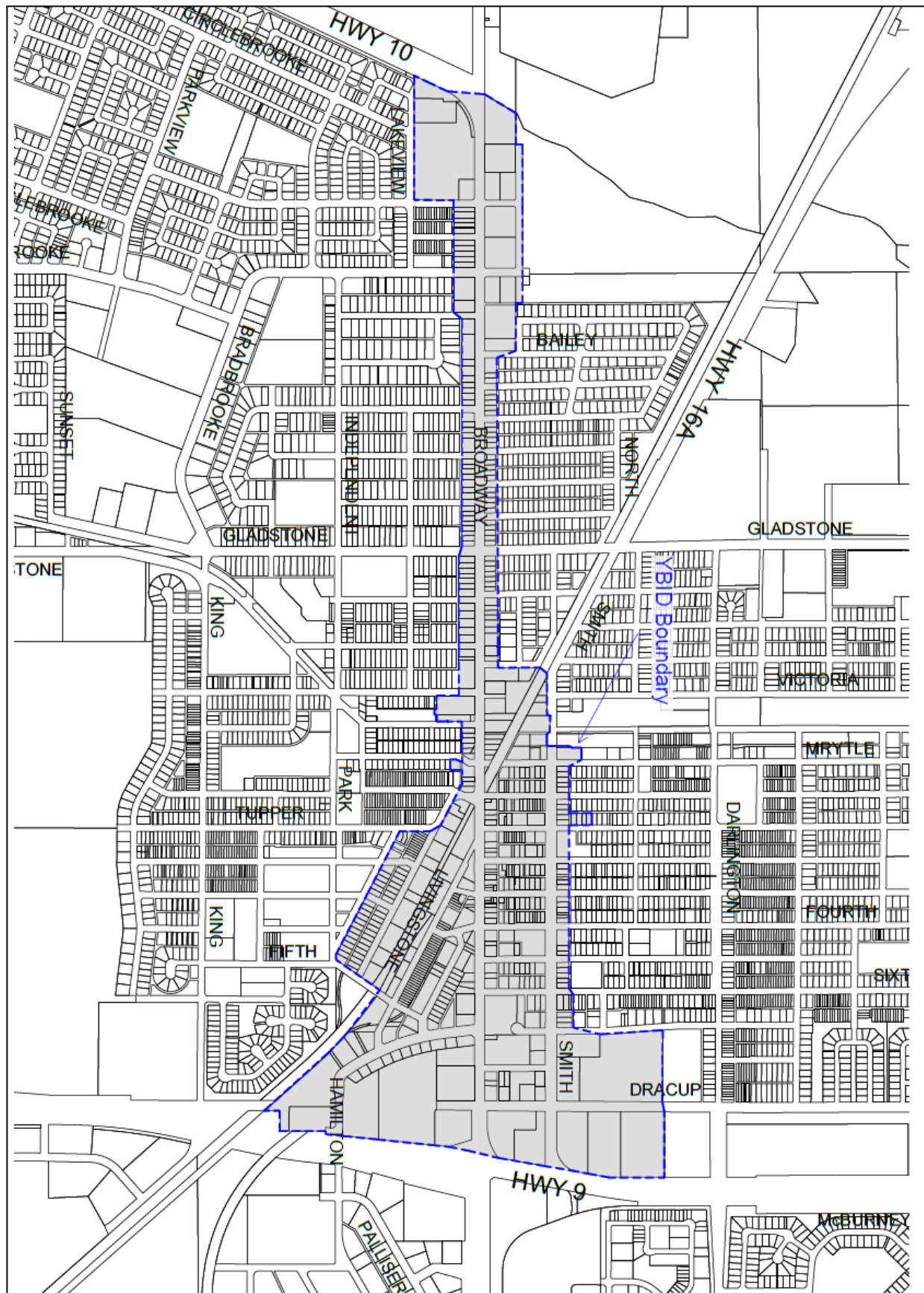
2B.8 A property that receives abatement for the Vacant Building Tax Abatement Program may also apply for other incentives within this policy, with successful applications awarded on a first-come, first-served basis.

RESPONSIBILITY:

City Council, under the advisement of the Director of Planning, Building & Development, is responsible for the ongoing review and updating of this policy.

POLICY TITLE	POLICY NO.	PAGE #
BUSINESS IMPROVEMENT INCENTIVE PROGRAM	10.430	7 of 13

Appendix A – YBID Boundary Map



POLICY TITLE BUSINESS IMPROVEMENT INCENTIVE PROGRAM	POLICY NO. 10.430	PAGE # 8 of 13
--	-----------------------------	--------------------------

Appendix B



FAÇADE AND SITE IMPROVEMENTS INCENTIVE PROGRAM APPLICATION

Box 400 • 37 Third Avenue North • Yorkton, Saskatchewan • S3N 2W3 • Phone 306-786-1700 • Fax 306-786-6880 • www.yorkton.ca

Applications are considered in accordance with the Business Improvement Incentive Program Policy 10.430

Affected Property

Street Address	
Legal Description	
Registered Owner(s)	
Business Name	
Current Use	
Current Assessment Value	

Applicant Information

Name			
Mailing Address			
Phone		Email	

Proposed Improvements (check all that apply)

Item	Cost Estimate	Item	Cost Estimate
<input type="checkbox"/> Awnings/Canopies		<input type="checkbox"/> Barrier-Free Accessibility	
<input type="checkbox"/> Lighting		<input type="checkbox"/> Landscaping	
<input type="checkbox"/> Doors, Doorways and Entrances		<input type="checkbox"/> Parking Lot Resurfacing	
<input type="checkbox"/> Windows		<input type="checkbox"/> Curbing	
<input type="checkbox"/> Trash Enclosures		<input type="checkbox"/> Signage	
<input type="checkbox"/> Brick cleaning and repair		<input type="checkbox"/> Sidewalks/Walkways	
<input type="checkbox"/> Painting		<input type="checkbox"/> Fencing	
<input type="checkbox"/> Façade Restoration/Improvements		<input type="checkbox"/> Professional Design Fees	
Total Cost Estimate of All Items:			

Please attach a minimum of one quote for items under \$2,500 and a minimum of two quotes for items \$2,500 and greater.

➔ To expedite the application process, include as much information as possible about the proposed improvements, including architectural plans, building elevation drawings, renderings or mock-ups, and photos of similar works and proposed materials.

Appendix B, Continued**FAÇADE AND SITE IMPROVEMENTS INCENTIVE PROGRAM APPLICATION**

Box 400 • 37 Third Avenue North • Yorkton, Saskatchewan • S3N 2W3 • Phone 306-786-1700 • Fax 306-786-6880 • www.yorkton.ca

Acknowledgement

As the authorized applicant or business owner(s), I understand that this application is subject to final approval by the City of Yorkton and am aware that tax abatements are not available until such time approval is secured and agreement is executed.

If approved, I understand that the City will authorize reimbursement payment only after the project is completed in accordance with the approved application.

If applicable, I permit the information provided in this application to be forwarded to the Yorkton Business Improvement District for their consideration.

Name (printed)

Signature

Date

- ➔ Please submit applications to the Director of Planning, Building and Development via email (planningservices@yorkton.ca) or in person at City Hall, 37 Third Avenue North, Yorkton.

The personal information being collected on this form is for the purpose of processing and acting upon this application in accordance with Business Improvement Incentive Program Policy 10.430 and is protected by the privacy provisions of *The Local Authority Freedom of Information and Protection of Privacy Act*. If you have any questions about the collection, use and disclosure of your personal information in this process, please contact the City Clerk for the City of Yorkton at 306-786-1717.

For Office Use

Roll Number					
Zoning District		YBID Member?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Assessment Value		Year		Taxes Paid Current?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Previous Abatements?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Program		Amount	

Approved for Issuance:

Director of Planning, Building & Development

Date

POLICY TITLE BUSINESS IMPROVEMENT INCENTIVE PROGRAM	POLICY NO. 10.430	PAGE # 10 of 13
--	-----------------------------	---------------------------

Appendix C



NEW CONSTRUCTION INCENTIVE APPLICATION

Box 400 • 37 Third Avenue North • Yorkton, Saskatchewan • S3N 2W3 • Phone 306-786-1700 • Fax 306-786-6880 • www.yorkton.ca

Applications are considered in accordance with the Business Improvement Incentive Program Policy 10.430

Affected Property

Street Address	
Legal Description	
Registered Owner(s)	
Business Name	
Current Use	
Current Assessment Value	

Applicant Information

Name			
Mailing Address			
Phone		Email	

Local Ownership

To qualify for abatement, the property must be locally-owned. If the property is owned by a corporation, the majority of shares must be held by individuals who reside within the City of Yorkton. It is the responsibility of the applicant to provide documentation to support 51% local ownership.

Proposed Improvements (check all that apply)

Item	Cost Estimate	Item	Cost Estimate
<input type="checkbox"/> New Construction		<input type="checkbox"/> Site Signage	
<input type="checkbox"/> Building Addition		<input type="checkbox"/> Curbing	
<input type="checkbox"/> Parking Lot Resurfacing		<input type="checkbox"/> Sidewalks/Walkways	
<input type="checkbox"/> Landscaping		<input type="checkbox"/> Decorative Fencing	
<input type="checkbox"/> Trash Enclosures			
Total Cost Estimate of All Items:			

Please attach a minimum of one quote for items under \$2,500 and a minimum of two quotes for items \$2,500 and greater.

- ➔ To expedite the application process, include as much information as possible about the proposed improvements, including existing and proposed site plans, architectural plans, renderings or mock-ups, and photos of similar works and proposed materials.

POLICY TITLE BUSINESS IMPROVEMENT INCENTIVE PROGRAM	POLICY NO. 10.430	PAGE # 11 of 13
--	-----------------------------	---------------------------

Appendix C, Continued



NEW CONSTRUCTION INCENTIVE APPLICATION

Box 400 • 37 Third Avenue North • Yorkton, Saskatchewan • S3N 2W3 • Phone 306-786-1700 • Fax 306-786-6880 • www.yorkton.ca

Acknowledgement

As the authorized applicant or business owner(s), I understand that this application is subject to final approval by the City of Yorkton and am aware that tax abatements are not available until such time approval is secured and agreement is executed.

If approved, I understand that the City will authorize reimbursement payment only after the project is completed in accordance with the approved application.

If applicable, I permit the information provided in this application to be forwarded to the Yorkton Business Improvement District for their consideration of additional funding.

Name (printed)

Signature

Date

- ➔ Please submit applications to the Director of Planning, Building and Development via email (planningservices@yorkton.ca) or in person at City Hall, 37 Third Avenue North, Yorkton.

The personal information being collected on this form is for the purpose of processing and acting upon this application in accordance with Business Improvement Incentive Program Policy 10.430 and is protected by the privacy provisions of *The Local Authority Freedom of Information and Protection of Privacy Act*. If you have any questions about the collection, use and disclosure of your personal information in this process, please contact the City Clerk for the City of Yorkton at 306-786-1717.

For Office Use

Roll Number					
Zoning District		YBID Member?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Assessment Value		Year		Taxes Paid Current?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Previous Abatements?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Program		Amount	

Approved for Issuance:

Director of Planning, Building & Development

Date

POLICY TITLE	POLICY NO.	PAGE #
BUSINESS IMPROVEMENT INCENTIVE PROGRAM	10.430	12 of 13

Appendix D



VACANT BUILDING TAX ABATEMENT APPLICATION

Box 400 • 37 Third Avenue North • Yorkton, Saskatchewan • S3N 2W3 • Phone 306-786-1700 • Fax 306-786-6880 • www.yorkton.ca

Applications are considered in accordance with the Business Improvement Incentive Program Policy No. 10.430

Affected Property

Street Address			
Legal Description			
Registered Owner(s)			
Business Name			
Date Property Acquired		Current Assessment Value	

Applicant Information

Name			
Mailing Address			
Phone		Email	

Local Ownership

To qualify for abatement, the property must be locally-owned. If the property is owned by a corporation, the majority of shares must be held by individuals who reside within the City of Yorkton. It is the responsibility of the applicant to provide documentation to support 51% local ownership.

Required Improvements

Any building improvements required for the occupancy of the building and operation of the business must be achieved through a Development/Building Permit, as applicable. Abatement will not be applied retroactively to previously-approved projects.

Acknowledgement

As the authorized applicant or business owner(s), I understand that this application is subject to final approval by the City of Yorkton and am aware that tax abatements are not available until such time approval is secured and agreement is executed.

Name (printed)

Signature

Date

POLICY TITLE	POLICY NO.	PAGE #
BUSINESS IMPROVEMENT INCENTIVE PROGRAM	10.430	13 of 13

Appendix D, Continued



VACANT BUILDING TAX ABATEMENT APPLICATION

Box 400 • 37 Third Avenue North • Yorkton, Saskatchewan • S3N 2W3 • Phone 306-786-1700 • Fax 306-786-6880 • www.yorkton.ca

- ➔ Please submit applications to the Director of Planning, Building and Development via email (planningservices@yorkton.ca) or in person at City Hall, 37 Third Avenue North, Yorkton.

The personal information being collected on this form is for the purpose of processing and acting upon this application in accordance with Business Improvement Incentive Program Policy 10.430 and is protected by the privacy provisions of *The Local Authority Freedom of Information and Protection of Privacy Act*. If you have any questions about the collection, use and disclosure of your personal information in this process, please contact the City Clerk for the City of Yorkton at 306-786-1717.

DRAFT

For Office Use

Roll Number					
Zoning District		YBID Member?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Assessment Value		Year		Taxes Paid Current?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Previous Abatements?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Program		Amount	

Approved for Issuance:

Director of Planning, Building & Development	Date

Attachment #2



Box 400 · 37 Third Avenue North · Yorkton, Saskatchewan · S3N 2W3 · Phone 306-786-1700 · Fax 306-786-6880 · www.yorkton.ca

City of Yorkton

December 15, 2021

RCM Training & Consulting Ltd.

[REDACTED]

15 Fourth Avenue North
Yorkton, SK S3N 1A3

Delivered by email to rcmsafetyservices@sasktel.net

Re: **Business Incentive Improvement Program - Final Approval for Tax Abatement**

I am excited to inform you that your application for the Vacant Building Tax Abatement Program at 15 Fourth Avenue North, has been approved!

What has been approved:

Tax abatements will be applied to both new and existing assessment. Abatements will be limited to the first \$500,000 of assessment and implemented at the following rates:

- First Year (2022): 100%
- Second Year (2023): 75%
- Third Year (2024): 50%
- Fourth Year (2025): Return to full taxes

Additional Information:

Awarded abatements will stay with the property until the abatement period expires.

If you have any questions or concerns, please do not hesitate to contact the undersigned by phone at (306) 786-1747 or by e-mail at dbalysky@yorkton.ca.

Sincerely,


David Balysky

David Balysky
Business Liaison

REPORTS TO COUNCIL

TITLE: Tax Abatement Request – 139 Dominion Ave. (Bruno’s Place)	DATE OF MEETING: August 8 th , 2022
	REPORT DATE: July 22 nd , 2022
CLEARANCES:	ATTACHMENTS: Letter from Prairie Harvest Christian Life Centre Inc.
Written by: Lonnie Kaal – City Manager Lonnie Kaal	
Reviewed by: Jessica Matsalla - City Clerk Jessica Matsalla	
Approved by: Lonnie Kaal - City Manager Lonnie Kaal	

PURPOSE/BACKGROUND

A request has been made to abate taxes on the portion of this building that will be used as an emergency shelter. We have accommodated a similar request in the past and annual tax abatement bylaws are presented to Council for approval.

In 2019 Council approved a five (5) year agreement for a 100% tax exemption on the properties at 81 & 85 Rae Avenue by Yail Harbor. 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. 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.

The proposed emergency shelter is similar to properties that Council has approved abatements for in the past, however, since it is part of an existing larger facility, some work will need to be done to determine what portion of the building the abatement would pertain to.

DISCUSSION/ANALYSIS/IMPACT

Since the subject property is providing similar services, Administration is of the opinion that they could be included in the next tax abatement bylaw that will be brought forward in October 2022. The property needs to be assessed after the renovations are done, and then a calculation to abate that portion of the building would be required. After that is completed, Administration would bring forward a tax abatement bylaw to be approved by Council. This bylaw would also include other properties that qualify for tax incentives.

FINANCIAL IMPLICATIONS

For 2022 Tax Levy on this property was:

City	8,985.51
School	<u>2,879.34</u>
Total	\$11,864.85

The actual tax abatement will not be known until the renovations are completed and assessments updated. Also, for 2022 the abatement will be for the portion of the year that the shelter is operational. Thereafter it would be for the entire year. The exact amounts would be included in a tax abatement bylaw along with other properties that qualify for tax incentives.

OPTIONS

1. That Council direct Administration to bring forward an annual tax abatement bylaw that includes the portion of the building at 139 Dominion Ave that is used as an emergency shelter (known as Bruno's place).
2. That Council defer making a decision on the tax abatement request for 139 Dominion Ave. until the actual tax numbers are known.
3. That Council decline to provide a tax abatement on 139 Dominion Ave.
4. Other direction of Council

ADMINISTRATIVE RECOMMENDATION(S):

That Council direct Administration to bring forward an annual tax abatement bylaw that includes the portion of the building at 139 Dominion Ave that is used as an emergency shelter (known as Bruno's place).

Dear City of Yorkton, Council and Mayor,

My name is Stefan Bymak and I am a Director at Prairie Harvest Community Centre (PHCC). I am writing to inform you about a project that is being developed in our city and to open a conversation regarding opportunities for partnership.

In 2021, The Society for the Involvement of Good Neighbours (SIGN) along with Yorkton's Social Housing Committee commissioned a report to assess homelessness in our city. The report was completed in June of 2021 and reached the following conclusions in the executive summary: "The data provided evidence that the hard-to-house and homelessness issue in Yorkton is worsening, and a solution is needed to correct the path." "It is suggested that Yorkton consider both short-term and long-term actions to address hard-to-house and homelessness in the city".

As part of the short-term recommendations from the report on page 6: "input emergency shelter options that are all-inclusive", "prioritize supports addressing mental health", "address the largest barriers of homelessness" and "foster community partnerships that provide supports for those at risk of homelessness".

In October of 2021, Prairie Harvest Employment Program (PHEP), a non-profit CBO that has worked with individuals facing barriers to employment for 18 years in Yorkton, connected with Yorkton's Social Housing Committee and began working on a plan to develop a low barrier emergency shelter at 139 Dominion Ave in Yorkton. Our plan is to collaborate with many agencies in our community such as SIGN, Mental Health and Addiction Services, Sask Health Authority, Yorkton Tribal Council, the Ministry of Social Services, and others to work together meeting the needs of individuals facing homelessness in our community. The project has already been supported by Yorkton City Council as the zoning requirements on the property have been changed to house people.

PHCC has secured funding from the Reaching Home funding stream to kickstart the project. The funding will cover a portion of our annual operational costs, but more funds will be needed and secured through the on-going development of partnerships within the community to ensure the long-term success of this project. We view partnerships as the key to success where every partner receives the full benefit of the project and service yet only contributes a portion of the costs. We hope that we can find a willing partner with the City of Yorkton.

The low barrier emergency shelter will be developed within the community centre which also will facilitate an employment program and community breakfast program. The name of the shelter will be Bruno's Place and it will accommodate 10-15 individuals nightly seeking emergency housing. Although we expect most of these individuals to be male, we are making provision to safely house females in an emergent capacity. There will also be one or two single rooms on the premise for those most vulnerable.

The shelter will have a minimum of two staff working at all times. There will be kitchen staff in the mornings as well as a coordinator and case plan supervisor on staff. The shelter will operate 365 days per year and work closely with the local RCMP, the Social Services emergency duty worker as well as other available community resources.

The main goal of this project is to not only house individuals in an emergent capacity but to create a hub where those facing barriers to stable housing can access services such as the breakfast program, employment opportunities, mental health and addictions professionals as well as SIGN housing support workers. The collaborative efforts of these agencies will attempt to create a low barrier access point for many that need social support within the community. We view these efforts as proactive in our community which help to reduce pressure on the justice and health systems as a long-term benefit.

We ask that the City of Yorkton play a critical role in partnering with us on this project in the following ways:

1. Prairie Harvest Christian Life Centre Inc. requests a 2022 property tax abatement on the property that it owns and operates as Prairie Harvest Community Centre (PHCC) at 139 Dominion Ave in Yorkton. Bruno's Place and other community-based programming will function out of this facility.
2. Bruno's Place is requesting a financial contribution from City Council for approximately 10% of the value of the capital project that has just begun at 139 Dominion Ave to create dorms, washrooms, laundry facilities and single rooms. We are currently fundraising for the project, and we have already secured contractors and other supporters to mitigate the budget. The current value of the capital project is estimated to be \$75,000. The ten percent contribution from the City of Yorkton would mirror contributions made towards similar projects by the Cities of Saskatoon and Regina. In the case of this project, the value of the contribution would be \$7,500 and could be made through Yorkton's Housing Corporation.

There is much more to share about this project, and we would be happy to discuss it further!

Please feel free to contact us anytime at [REDACTED] or at [REDACTED] on my cell or our newly hired coordinator, Angela Chernoff at [REDACTED]

Respectfully submitted,

Stefan Bymak
Director
Prairie Harvest Christian Life Centre Inc.

**City of Yorkton
Saskatchewan**

Bylaw No. 11/2022

**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
RCM Training and Consulting Ltd.	15 Fourth Ave N Roll No. 505003300	481,950	Municipal	9764.31
			Public	3306.18
			Separate	0.00
			TOTAL	\$13,070.49
Prairie Harvest Christian Life Centre Inc.	139 Dominion Ave Roll No. 504914050 (Portion operating as Bruno's place only) Prorated – Oct.1 – Dec 31/22	127,670	Municipal	646.65
			Public	109.49
			Separate	109.48
			TOTAL	\$865.62
			Municipal	10,410.96
			Public	3,415.67
			Separate	109.48
			TOTAL	\$13,936.11

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 2022.

MAYOR

CITY CLERK

Introduced and read a first time this __ day of December, A.D. 2022.

Read a second time this __ day of December, A.D. 2022.

Read a third time and adopted this __ day of December, A.D. 2022.

TITLE: Proposed Bylaw No. 16/2022 - A Bylaw to Amend Bylaw No. 20/2006 for 2023 Water & Sewer Rates	DATE OF MEETING: December 5, 2022
	REPORT DATE: November 30, 2022, 11:24 AM
CLEARANCES: Ashley Stradeski – Director of Finance Ashley Stradeski	ATTACHMENTS: <ol style="list-style-type: none"> 1. Bylaw No. 16/2022 Amend Water and Sewer Rates Bylaw No. 20/2006 and Repeal Bylaw No. 15/2021. 2. Residential 2022 Water & Sewer Rates Brochure
Written by: Aron Hershmillier – Assistant Director of Environmental Services Aron Hershmillier	
Reviewed by: Jessica Matsalla - City Clerk Jessica Matsalla	
Approved by: Lonnie Kaal - City Manager Lonnie Kaal	

BACKGROUND

The City is continually assessing our water utility assets with the forethought and need to manage our utility and replace aging water and sewer infrastructure. These rate reviews are completed annually and can vary significantly depending on the list of capital projects. Some future Capital projects consist of a Wastewater Plant System Renewal, Water and Sewer pipe replacement, plus additional Water Investigation and Water Tower and Water Well Improvement projects. These capital projects dictate what future increases will be required in order to finance these projects.

DISCUSSION/ANALYSIS/IMPACT

Proposed 2023 rate increases

The 2023 proposed water consumption and sewer rate increase is 4.75%, and \$3.00 residential base rate increase, which equates to an approximate combined increase of 7.6 % to a resident or approximately \$5.00 a month. These figures were identified to develop the 2023 Operational and Capital budgets. The increase equates to approximately \$300,000 of revenue to be used for water and sewer infrastructure projects.

Listed below are the historical residential consumption and base rate increases with the 2023 proposed increase.

Residential - Past, Current, and Proposed Rates + % revenue increase								
Consumption Rate (Increases)			Base Rate (Increases)			Residential - monthly water bill increase		Water Utility
Year	Consumption Rate / m3	Increase %	Base Rate \$/month	Increase \$	Increase %	Combined total ~ %	Combined total ~ \$/month	Annual revenue increase %
Jan 1, 2021	\$3.24 / m3	1.00%	\$17.25	\$3.00	21.1%	6.1%	\$3.39	5.70%
Jan 1, 2022	\$3.34 /m3	3.00%	\$18.25	\$1.00	5.8%	3.9%	\$2.30	3.24%
Jan 1, 2023	\$3.50 / m3	4.75%	\$21.25	\$3.00	16.4%	8.2%	\$5.08	5.38%

- The City of Yorkton's consumption rate increase average over the last five (5) years equals 3.20%
- In comparison, SK Water's increases with Warman / Martensville as an example over the last five (5) years equals 7.02% average.

The 'Base Rate' charge includes the cost to replace water meters, water and sewer pipe replacement, water meter services, water billing, and corporate service expenditures. With the increase of service connection breaks, and with increasing costs for replacement, it is essential to continue with increases of our base rate. We are proposing a \$3.00 / month increase to the residential base rate and a \$2.00 increase to the commercial base rates for 2023. By increasing the Base Rates and increasing the water Consumption Rates for 2023, this added increase will directly support the utility in order to be able to continue to improve identified Capital and Operational infrastructure projects.

Linear Assets

The Water and Sewer underground system is an extensive system made up of different age class, size, and type of piping from cast iron to PVC. There are over 300,000 linear meters of water and sewer pipe in the ground with a current replacement price tag of approximately \$800 million.

The following tables identify the water pipe only.

Length and size of water pipe		
Water Pipe (mm)	Water Pipe (inches)	Water Pipe (Meters)
50	2	200
100	4	4,500
150	6	86,600
200	8	26,700
250	10	8,900
300	12	7,200
400	16	8,000
450	18	800
500	20	12,000
	Total	154,900

Age of water pipe		
Age (years)	Water Pipe (Meters)	Percentage (%)
0-10	14,800	9.5%
11-21	31,700	20.5%
22-32	26,500	17%
33-43	30,600	19.75%
44-54	15,100	9.75%
55-65	11,900	7.70%
66-76	10,100	6.5%
77-98	1,200	.75%
99-109	4,400	2.85%
110-120	8,700	5.6%
Total	154,900	100%

With our current budget, we are able to replace approximately 500 linear meters of water pipe per year. With that being said, we have approximately 14,000 linear meters of water pipe that is over 75 years old, and with a replacement program of about 500 m/year it will take nearly 30 years just to replace that infrastructure. For 2022, we have budgeted \$1,078,500 towards Water Breaks and \$1,004,000 towards Water Main & Sanitary Sewer Replacement. The cost of water line replacement, seems expensive, however, the cost to repair leaks are three to five times greater than planned replacement, when calculated on a price per meter basis. In addition, with the amount of breaks increasing on an annual basis, this problem is not going away.

Community Comparison

For illustrative purposes, we looked at the City of Yorkton's proposed 2023 rates and compared them with ten (10) other Saskatchewan cities' 2022 rates. When comparing Yorkton's proposed base rate of \$21.25/month to the other cities, you can see that Yorkton's rate is significantly lower than the average base rate charge of \$46.06 / month. Yorkton's usage rate of \$3.50 per cubic meter (m³) is also below the average of \$3.86 /m³ when compared with the other communities.

By taking Yorkton's average of 13 cubic meters (2,860 gallons) per household per month and using this figure, an average home in Yorkton can expect monthly cost of \$66.75 compared to \$61.67 in 2022. (*** Some homeowners' charges will be lower or higher than this amount, depending on their usage, as we are using the actual averages for Yorkton.) When totaling the monthly usage with the base rate charges (total monthly charges), Yorkton is again well below the average with a monthly bill of \$66.75/month compared to the average of \$96.28 / month.

The following table illustrates the residential rates, base rate charges and total monthly bill charges using 13m³/month. *Green highlight indicates highest cost.

Monthly Water / Sewer BILL Comparison based on (13 m³/month) of consumption							
Community	Total Water Bill incl. base rate	Total Base Rate	<u>Water</u> Base Rate	<u>Sewer</u> Base Rate	Stormwater Base Rate	Utility Base Rate	Combined Water & Sewer Rate (m/3)
Melville	\$ 150.87	\$94.61	\$55.60	\$15.40	\$0.00	\$23.61	\$ 4.38
Humboldt	\$ 140.38	\$61.73	\$23.48	\$16.25	\$22.00	\$0.00	\$ 6.05
Martensville	\$ 103.69	\$43.50	\$12.50	\$29.00	\$0.00	\$2.00	\$ 4.63
Estevan	\$ 103.43	\$62.09	\$20.03	\$16.53	\$10.53	\$15.00	\$ 3.18
Moose Jaw	\$ 101.22	\$62.35	\$34.92	\$19.10	\$0.00	\$8.33	\$ 2.90
Warman	\$ 91.42	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 6.82
Lloydminster	\$ 85.16	\$35.50	\$20.14	\$0.00	\$15.36	\$0.00	\$ 3.67
North Battleford	\$ 80.41	\$58.18	\$17.09	\$17.12	\$0.00	\$23.97	\$ 1.71
Swift Current	\$ 76.97	\$35.19	\$35.19	\$0.00	\$0.00	\$0.00	\$ 3.12
Weyburn	\$ 58.82	\$32.30	\$19.00	\$13.30	\$0.00	\$0.00	\$ 1.87
Average	\$96.28	\$46.06	\$23.56	\$11.52	\$4.35	\$6.63	\$3.86
City of Yorkton	\$ 66.75	\$21.25	\$21.25	\$0.00	\$0.00	\$0.00	\$ 3.50

The proposed rates for 2023 are listed as follows:

WATER AND SEWER RATES

		January 1, 2022	January 1, 2023
1) Residential & Residential Multi-Family			
	Base Rate/Month	\$18.25	\$21.25
	Water Consumption & Sewer Discharge Rate /m ³	\$3.34	\$3.50
2) Commercial			
	Base Rate/Month	\$48.00	\$50.00
	Water & Sewer Consumption Rate /m ³	\$3.34	\$3.50
3) Industrial – Inside City			
	Base Rate/Month	\$48.00	\$75.00
	Water Consumption Rate /m ³	\$1.67	\$1.75
	Sewer Metered Rate /m ³	\$1.67	\$1.75
4) Industrial – Outside City			
	Base Rate/Month	\$72.00	\$112.50
	Water Consumption Rate /m ³	\$2.50	\$2.63
	Sewer Metered Rate/m ³	\$2.50	\$2.63
5) Yorkville Public Utility Board – Outside City			
	Sewer Metered Rate /m ³ – Yorkville Public Utility Board	\$1.83	\$1.92
6) Security Deposit			
	All Meters – Non-owned Residential, Commercial & Industrial	\$160.00	\$160.00
7) Residential Septage Truck Disposal			
	Inside City /m ³	\$1.67	\$2.19
	Outside City /m ³	\$2.50	\$3.29
8) Residential Septage Truck Disposal			
	Inside City /m ³	\$40.42	\$42.34
	Outside City /m ³	\$60.62	\$63.51
9) Bulk Water			
	Water consumption /m ³	\$4.14	\$4.34

FINANCIAL IMPLICATIONS

The proposed increases are estimated to provide nearly \$160,000 of net revenue over expenses. This is to be used for capital expenditures such as water and sewer infrastructure projects. On average, a residential dwelling may experience an overall increase to their water bill of approximately \$5.00 / month. Yorkton's average household water bill, using these numbers would be \$66.75 /month or only \$2.20 /day for .43m³ (430,000ml or 94 gallons/day). In comparison, if you were to purchase a 500 ml bottle of water from a convenience store for \$2.00 or roughly the same price, of our 430,000 ml for \$2.20.....now let that sink in.

COMMUNICATION PLAN/PUBLIC NOTICE

In 2021, the city created a *Residential Water & Sewer Rates Brochure* that was posted to Facebook and our website. In addition, the brochure was inserted into each resident's water bill. This brochure was updated in 2022 to reflect the increases. We will update the brochure on the city's website and create a Facebook post to help explain and educate residents of the 2023 increases.

STRATEGIC PRIORITIES/OCP/COMMITTEE RECOMMENDATION(S)

Water and Sewer rates are reviewed annually and provide revenue for operational and capital expenditures. Rates are discussed annually and at the November 22, 2022 Environmental Committee meeting the committee passed a motion to support the proposed increases in order to maintain the water and sewer infrastructure within the city.

OPTIONS:

1. That Council approve Bylaw No. 16/2022 to Amend Bylaw No. 20/2006 and Repeal the previous amending Water and Sewer Rates Bylaw No. 15/2021 by unanimously giving all three readings at tonight's meeting.
2. That Council defeat Bylaw No. 16/2022 to Amend Bylaw No. 20/2006.
3. That Council direct Administration as they deem appropriate.

RECOMMENDATIONS:

1. That Bylaw No. 16/2022, a Bylaw in the City of Yorkton in the Province of Saskatchewan to Amend Bylaw No. 20/2006 Establishing a Water and Sewer Rates Bylaw and Repeal Bylaw No. 15/2021 be introduced and given first reading this 5th day of December A.D. 2022.
2. That Bylaw No. 16/2022 be given second reading this 5th day of December, A.D., 2022.
3. That with the unanimous consent of Council, Bylaw No. 16/2022 proceed to third reading this 5th day of December, A.D., 2022.
4. That Bylaw No. 16/2022, a Bylaw in the City of Yorkton in the Province of Saskatchewan to Amend Bylaw No. 20/2006 Establishing a Water and Sewer Rates Bylaw and Repeal Bylaw No. 15/2021 be given third and final reading this 5th day of December, A.D., 2022, and be entered in the Bylaw Register of the City of Yorkton.

**City of Yorkton
Saskatchewan**

Bylaw No. 16/2022

**A Bylaw of the City of Yorkton in the Province of Saskatchewan to Amend
Bylaw No. 20/2006 Establishing a Water and Sewer Rates Bylaw and Repeal Bylaw No. 15/2021**

WHEREAS, Council may provide for the regulation and operation of the Waterworks Utility of the City as a public utility service and establish the rates under which a public utility service may be supplied;

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

1. **SECTION 3. WATER AND SEWER RATES**

That Section 3. Water and Sewer Rates of Bylaw No. 20/2006 be struck in its entirety and replaced with the following:

WATER AND SEWER RATES

	January 1, 2023
1) Residential & Residential Multi-Family	
Base Rate/Month	\$21.25
Water Consumption & Sewer Discharge Rate /m3	\$3.50
2) Commercial	
Base Rate/Month	\$50.00
Water & Sewer Consumption Rate /m3	\$3.50
3) Industrial – Inside City	
Base Rate/Month	\$75.00
Water Consumption Rate /m3	\$1.75
Sewer Metered Rate /m3	\$1.75
4) Industrial – Outside City	
Base Rate/Month	\$112.50
Water Consumption Rate /m3	\$2.62
Sewer Metered Rate/m3	\$2.62
5) Yorkville Public Utility Board – Outside City	
Sewer Metered Rate /m3 – Yorkville Public Utility Board	\$1.92
6) METER DEPOSIT	
All Meters - Residential, Commercial & Industrial	\$160.00
7) RESIDENTIAL SEPTAGE TRUCK DISPOSAL	
Inside City /m3	\$2.19
Outside City /m3	\$3.29
8) INDUSTRIAL SEPTAGE TRUCK DISPOSAL	
Inside City /m3	\$42.34
Outside City /m3	\$63.51
9) Bulk Water	
Water Consumption /m3	\$4.34

2. **REPEALING BYLAW**

That Bylaw No. 15/2021 passed on the 15th day of November, 2021 be hereby repealed.

3. **EFFECTIVE DATE OF BYLAW**

This bylaw shall come into force and take effect on January 1st, 2023.

MAYOR

CITY CLERK

Introduced and read a first time this 5th day of December, A.D. 2022.

Read a second time this 5th day of December, A.D. 2022.

Read a third time and adopted this 5th day of December, A.D. 2022.

CONSOLIDATED COPY*which includes*

**Bylaw No. 5/2007, 13/2008,
16/2009, 16/2010, 14/2011,
28/2011, 37/2012, 30/2013,
23/2014, 18/2015, 19/2016,
19/2017, 21/2018, 11/2019,
18/2020, 15/2021, 16/2022**

Attachment #1

**CITY OF YORKTON
SASKATCHEWAN****BYLAW NO. 20/2006****A BYLAW OF THE CITY OF YORKTON IN THE PROVINCE OF SASKATCHEWAN
ESTABLISHING A WATER AND SEWER RATES BYLAW**

WHEREAS, Council may provide for the regulation and operation of the Waterworks Utility of the City as a public utility service and establish the rates under which a public utility service may be supplied;

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

1. DEFINITIONS:

- a) **“Residential Service”** means a service connection used exclusively for domestic purposes through a single meter servicing no more than four living units or apartments.
- b) **“Commercial Service”** means a service connection to a premise in which a business, profession, industry, trade or commerce is carried on and includes all premises not falling under the definitions of “residential or industrial” service.
- c) **“Industrial Service”** means a service connection to a premise in which the meter size exceeds 2” and the annual consumption is greater than 12,000,000 gallons. Further that the occupancy or use of the building is for assembling, fabricating, manufacturing or processing raw materials into semi-finished/finished products or equipment and these products are distributed through various agencies and sold in other provinces and countries.

2. WATER CONNECTIONS AND DISCONNECTIONS:**2.1 General Policy:**

- a) Utility bills are due upon receipt.

Accounts in arrears for thirty days shall receive a final notice requesting payment in full within seven days, specifying the date and time upon which disconnection will occur if payment is not received.

- b) Arrangements for payment may be made by contacting the Billing Clerk prior to the deadline.
- c) Failure to make payment or arrangements to do so will result in termination of service.
- d) Once an order has been issued to terminate service on the date and time specified, a reconnect fee will apply.

- e) Water service will not be resumed until the account and reconnect fee is paid in full or arrangements for payment have been made.
- f) Additional reconnect fees apply for weekends, refer to Section 5.1(e).
- g) A ~~\$20.00~~ \$25.00 connection/administration fee will apply to all new customer accounts except for those properties that are typically rented and are temporarily in the name of the landlord.
- h) Upon receiving notice by a tenant that they are moving and a final billing for water consumption is produced; the account will automatically be set up in the name of the landlord. The consumption of water and base charges from this time onwards will be the responsibility of the landlord until the City is advised of a new tenant and the appropriate new account information.

2.2 Contract:

- a) Every applicant requesting water from the City shall complete the Contract in person or provide written authorization.
- b) Only the owner or occupant responsible for payment is authorized to sign a contract for service unless other arrangements are made with the Billing Clerk.
- c) Persons may arrange termination in person or written authorization.
- d) Persons requesting water at a new address must complete a Contract and non-owners are required to remit a meter deposit.

2.3 Adjustments:

- a) The Water Billing Clerk shall submit all adjustments exceeding \$500 to the Director of Finance for authorization before an account is adjusted for plumbing problems or calculation errors.
- b) The Water Billing Clerk does not require authorization for accounts adjusted for estimate readings.
- c) If a customer detects a plumbing leakage problem, the Billing Department is to be notified immediately. The customer is encouraged to fix the problem as soon as possible and retain any receipts for the repairs and provide copies of same to the City in accordance with the City's Waterworks Policy.
- d) The Billing Department shall perform a consumption test to ascertain if the problem is fixed. If an adjustment is warranted, only the most recent bill will be adjusted. The City shall only adjust an account once as an incentive for water conservation. The customer is only entitled to a one (1) time adjustment. In the event the

adjustment is disputed, the Director of Finance will conduct a review and the decision is final. Adjustments are available for all accounts.

3. That Schedule “A” of Bylaw No. 10/2003 be deleted in its entirety and replaced with this Bylaw.

WATER AND SEWER RATES

Bylaw No.
20/2006 -
Amended By
Bylaw
No. 5/2007

SECTION 3 — Bylaw No. 20/2006		June 1, 2006
1) RATES		
Base Rate/Month — Residential		\$7.00
Base Rate/Month — Commercial & Industrial		\$38.00
Consumption Rate/1000 Gallons — Water & Sewer		\$8.00
2) METER DEPOSIT		
All Meters — Non-Owned Residential & Commercial/Industrial		\$100.00
3) RURAL SEWAGE SERVICE		
Per 1000 Gallons		\$4.40
4) SANITATION TRUCK DISPOSAL		
City/1000 Gallons		\$4.00
Out of City/1000 Gallons		\$5.65
5) BULK WATER		
Per 1000 Gallons		\$10.00
Industrial — Water Consumption Rate		\$4.00
Industrial — Sewer Metered Rate		\$4.00

SECTION 3 — Bylaw No. 5/2007

Bylaw No.
5/2007 -
Repealed by
Bylaw No.
16/2009

SECTION 3 — Bylaw No. 5/2007		June 1, 2007
1) RATES		
Base Rate/Month — Residential		\$7.25
Base Rate/Month — Commercial & Industrial		\$38.00
Consumption Rate/1000 Gallons — Water & Sewer		\$8.40
2) METER DEPOSIT		
All Meters — Non-Owned Residential & Commercial/Industrial		\$150.00
3) RURAL SEWAGE SERVICE		
Per 1000 Gallons		\$4.65
4) SANITATION TRUCK DISPOSAL		
City/1000 Gallons		\$4.20
Out of City/1000 Gallons		\$5.95
5) BULK WATER		
Per 1000 Gallons		\$11.00
Industrial — Water Consumption Rate		\$4.20
Industrial — Sewer Metered Rate		\$4.20

Bylaw No.
13/2008 -
Repealed By
Bylaw
No. 16/2009

SECTION 3 — Bylaw No. 13/2008		June 1, 2008
1) RATES		
Base Rate/Month — Residential		\$8.00
Base Rate/Month — Commercial & Industrial		\$38.00
Consumption Rate/1000 Gallons — Water & Sewer		\$9.30
2) METER DEPOSIT		
All Meters — Non-Owned Residential & Commercial/Industrial		\$150.00
3) RURAL SEWAGE SERVICE		
Per 1000 Gallons		\$5.15
4) SANITATION TRUCK DISPOSAL		
City/1000 Gallons		\$5.15
Out of City/1000 Gallons		\$7.20
5) BULK WATER		
Per 1000 Gallons		\$12.00
Industrial — Water Consumption Rate		\$4.65
Industrial — Sewer Metered Rate		\$4.65

Bylaw No.
16/2009 -
Repealed By
Bylaw
No. 16/2010

SECTION 3 — Bylaw No. 16/2009		June 1, 2009
1) RATES		
Base Rate/Month — Residential		\$8.25
Base Rate/Month — Commercial & Industrial		\$38.00
Consumption Rate/1000 Gallons — Water & Sewer		\$10.20
2) METER DEPOSIT		
All Meters — Non-Owned Residential & Commercial/Industrial		\$150.00
3) RURAL SEWAGE SERVICE		
Per 1000 Gallons		\$5.60
4) SANITATION TRUCK DISPOSAL		
City/1000 Gallons		\$5.60
Out of City/1000 Gallons		\$7.65
5) BULK WATER		
Per 1000 Gallons		\$13.00
Industrial — In City — Water Consumption Rate		\$5.10
Industrial — In City — Sewage Effluent Rate		\$5.10
Industrial — Outside City — Water Consumption Rate		\$7.65
Industrial — Outside City — Sewage Effluent Rate		\$7.65

Bylaw No.
16/2010 -
Repealed By
Bylaw
No. 14/2011

SECTION 3—Bylaw No. 16/2010

June 1, 2010

1) RATES—IN CITY	
Base Rate/Month—Residential	\$8.50
Base Rate/Month—Commercial & Industrial	\$38.00
Water & Sewer Consumption Rate/1000 Gallons—Residential & Commercial	\$10.60
Water Consumption Rate/1000 Gallons—Industrial	———\$5.30
Sewer Metered Rate/1000 Gallons—Industrial	\$5.30
2) METER DEPOSIT	
All Meters—Non Owned Residential, Commercial & Industrial	\$150.00
3) INDUSTRIAL/UTILITY—OUTSIDE CITY	
Base Rate/Month—Industrial	\$38.00
Water Consumption Rate	\$7.95
Sewer Metered Rate	\$7.95
4) SANITATION TRUCK DISPOSAL	
In City/1000 Gallons	\$5.30
Out of City/1000 Gallons	\$7.95
5) BULK WATER	
Per 1000 Gallons	\$13.50

SECTION 3—Bylaw No. 14/2011

June 1, 2011

Bylaw No.
14/2011 -
Repealed by
Bylaw
No. 28/2011

1) RATES	
Base Rate/Month—Residential	\$8.75
Base Rate/Month—Commercial & Industrial	\$38.00
Water & Sewer Consumption Rate/1000 gallons—Residential & Commercial	\$10.90
Water Consumption Rate/1000 gallons—Industrial	\$5.45
Sewer Metered Rate/1000 gallons—Industrial	\$5.45
Sewer Metered Rate/1000 gallons—Yorkville Public Utility Board	\$6.00
2) METER DEPOSIT	
All Meters—Non Owned Residential & Commercial/Industrial	\$150.00
3) INDUSTRIAL—OUTSIDE CITY	
Base Rate/Month—Industrial	\$38.00
Water Consumption Rate	\$8.18
Sewer Metered Rate	\$8.18
4) SANITATION TRUCK DISPOSAL	
City/1000 Gallons	\$5.45
Out of City/1000 Gallons	\$8.18
5) BULK WATER	

Per 1000 Gallons	\$13.50
------------------	---------

SECTION 3 — Bylaw No. 28/2011

**January 1,
2012**

Bylaw No.
28/2011 -
Repealed By
Bylaw
No. 37/2012

1) RATES	
Base Rate/Month — Residential	\$9.00
Base Rate/Month — Commercial & Industrial	\$38.00
Water & Sewer Consumption Rate/1000 gallons — Residential & Commercial	\$11.20
Water Consumption Rate/1000 gallons — Industrial	\$5.60
Sewer Metered Rate/1000 gallons — Industrial	\$5.60
Sewer Metered Rate/1000 gallons — Yorkville Public Utility Board	\$6.17
2) METER DEPOSIT	
All Meters — Non Owned Residential & Commercial/Industrial	\$150.00
3) INDUSTRIAL — OUTSIDE CITY	
Base Rate/Month — Industrial	\$38.00
Water Consumption Rate	\$8.40
Sewer Metered Rate	\$8.40
4) SANITATION TRUCK DISPOSAL	
City/1000 Gallons	\$5.60
Out of City/1000 Gallons	\$8.40
5) BULK WATER	
Per 1000 Gallons	\$13.85

SECTION 3 — Bylaw No. 37/2012

**January 1,
2013**

Bylaw No.
37/2012 –
Repealed by
Bylaw
No. 30/2013

1) RATES	
Base Rate/Month — Residential	\$9.25
Base Rate/Month — Commercial & Industrial	\$38.00
Water & Sewer Consumption Rate/1000 gallons — Residential & Commercial	\$11.54
Water Consumption Rate/1000 gallons — Industrial	\$5.77
Sewer Metered Rate/1000 gallons — Industrial	\$5.77
Sewer Metered Rate/1000 gallons — Yorkville Public Utility Board	\$6.36
2) METER DEPOSIT	
All Meters — Non Owned Residential & Commercial/Industrial	\$150.00
3) INDUSTRIAL — OUTSIDE CITY	
Base Rate/Month — Industrial	\$38.00
Water Consumption Rate	\$8.66
Sewer Metered Rate	\$8.66
4) SANITATION TRUCK DISPOSAL	
City/1000 Gallons	\$5.77
Out of City/1000 Gallons	\$8.66
5) BULK WATER	

Per 1000 Gallons	\$14.25
------------------	---------

Bylaw
No. 30/2013
Repealed by
Bylaw No.
23/2014

SECTION 3 — Bylaw No. 30/2013		January 1, 2014
1) RATES		
1. Base Rate/Month — Residential		\$9.50
Base Rate/Month — Commercial & Industrial		\$39.00
Water & Sewer Consumption Rate/1000 gallons — Residential & Commercial		\$11.90
Water Consumption Rate/1000 gallons — Industrial		\$5.95
Sewer Metered Rate/1000 gallons — Industrial		\$5.95
Sewer Metered Rate/1000 gallons — Yorkville Public Utility Board		\$6.55
2) METER DEPOSIT		
All Meters — Non-Owned Residential & Commercial/Industrial		\$150.00
3) INDUSTRIAL — OUTSIDE CITY		
Base Rate/Month — Industrial		\$39.00
Water Consumption Rate/1000 Gallons		\$8.93
Sewer Metered Rate/1000 Gallons		\$8.93
4) SANITATION TRUCK DISPOSAL		
City/1000 Gallons		\$5.95
Out of City/1000 Gallons		\$8.93
5) BULK WATER		
Per 1000 Gallons		\$14.70

Bylaw
No. 23/2014
Repealed by
Bylaw No.
18/2015

SECTION 3 — Bylaw No. 23/2014		January 1, 2015
1) RATES		
Base Rate/Month — Residential		\$9.75
Base Rate/Month — Commercial & Industrial		\$40.00
Water & Sewer Consumption Rate/1000 gallons — Residential & Commercial		\$12.20
Water Consumption Rate/1000 gallons — Industrial		\$6.10
Sewer Metered Rate/1000 gallons — Industrial		\$6.10
Sewer Metered Rate/1000 gallons — Yorkville Public Utility Board		\$6.71
2) METER DEPOSIT		
All Meters — Non-Owned Residential & Commercial/Industrial		\$150.00
3) INDUSTRIAL — OUTSIDE CITY		
Base Rate/Month — Industrial		\$40.00
Water Consumption Rate/1000 Gallons		\$9.15
Sewer Metered Rate/1000 Gallons		\$9.15
4) SANITATION TRUCK DISPOSAL		
City/1000 Gallons		\$6.10
Out of City/1000 Gallons		\$9.15

5) BULK WATER	
Per 1000 Gallons	\$15.10

SECTION 3 — Bylaw No. 18/2015

**January 1,
2016**

1) RATES	
Base Rate/Month — Residential	\$10.15
Base Rate/Month — Commercial & Industrial	\$41.60
Water & Sewer Consumption Rate/1000 gallons — Residential & Commercial	\$12.70
Water Consumption Rate/1000 gallons — Industrial	\$6.35
Sewer Metered Rate/1000 gallons — Industrial	\$6.35
Sewer Metered Rate/1000 gallons — Yorkville Public Utility Board	\$6.99
2) METER DEPOSIT	
All Meters — Non-Owned Residential & Commercial/Industrial	\$150.00
3) INDUSTRIAL — OUTSIDE CITY	
Base Rate/Month — Industrial	\$41.60
Water Consumption Rate/1000 Gallons	\$9.54
Sewer Metered Rate/1000 Gallons	\$9.54
4) SANITATION TRUCK DISPOSAL	
City/1000 Gallons	\$6.35
Out of City/1000 Gallons	\$9.54
5) BULK WATER	
Per 1000 Gallons	\$15.70

Bylaw
No. 18/2015
Repealed by
Bylaw No.
19/2016
(Effective
January 1,
2017)

Bylaw No. 19/2016 — Effective January 1, 2017

**January 1,
2017**

RATES	
Base Rate/Month — Residential	\$10.45
Base Rate/Month — Commercial & Industrial	\$42.85
Water & Sewer Consumption Rate/1000 gallons — Residential & Commercial	\$13.10
Water Consumption Rate/1000 gallons — Industrial	\$6.54
Sewer Metered Rate/1000 gallons — Industrial	\$6.54
Sewer Metered Rate/1000 gallons — Yorkville Public Utility Board	\$7.20
METER DEPOSIT	
All Meters — Non-Owned Residential & Commercial/Industrial	\$150.00
INDUSTRIAL — OUTSIDE CITY	
Base Rate/Month — Industrial	\$42.85
Water Consumption Rate/1000 Gallons	\$9.83
Sewer Metered Rate/1000 Gallons	\$9.83
SANITATION TRUCK DISPOSAL	
City/1000 Gallons	\$6.54
Out of City/1000 Gallons	\$9.83

Bylaw
No. 19/2016
Repealed by
Bylaw No.
19/2017
(Effective
January 1,
2018)

BULK WATER	
Per 1000 Gallons	\$16.20

Bylaw
No. 19/2017
Repealed by
Bylaw No.
21/2018
(Effective
January 1,
2019)

Bylaw No. 19/2017 — Effective January 1, 2018

**January 1,
2018**

1) RATES	
Base Rate/Month — Residential	\$10.87
Base Rate/Month — Commercial & Industrial	\$44.56
Water & Sewer Consumption Rate/1000 gallons — Residential & Commercial	\$13.62
Water Consumption Rate/1000 gallons — Industrial	\$6.80
Sewer Metered Rate/1000 gallons — Industrial	\$6.80
Sewer Metered Rate/1000 gallons — Yorkville Public Utility Board	\$7.49
2) METER DEPOSIT	
All Meters — Non-Owned Residential & Commercial/Industrial	\$150.00
3) INDUSTRIAL — OUTSIDE CITY	
Base Rate/Month — Industrial	\$44.56
Water Consumption Rate/1000 Gallons	\$10.22
Sewer Metered Rate/1000 Gallons	\$10.22
4) SANITATION TRUCK DISPOSAL	
City/1000 Gallons	\$6.80
Out of City/1000 Gallons	\$10.22
5) BULK WATER	
Per 1000 Gallons	\$16.85

Bylaw
No. 21/2018
Repealed by
Bylaw No.
11/2019
(Effective
January 1,
2020)

Bylaw No. 21/2018 — Effective January 1, 2019

**January 1,
2019**

1) RATES	
Base Rate/Month — Residential	\$11.25
Base Rate/Month — Commercial & Industrial	\$46.12
Water & Sewer Consumption Rate/1000 gallons — Residential & Commercial	\$14.10
Water Consumption Rate/1000 gallons — Industrial	\$7.04
Sewer Metered Rate/1000 gallons — Industrial	\$7.04
Sewer Metered Rate/1000 gallons — Yorkville Public Utility Board	\$7.75
2) METER DEPOSIT	
All Meters — Non-Owned Residential & Commercial/Industrial	\$160.00
3) INDUSTRIAL — OUTSIDE CITY	
Base Rate/Month — Industrial	\$46.12
Water Consumption Rate/1000 Gallons	\$10.58
Sewer Metered Rate/1000 Gallons	\$10.58
4) SANITATION TRUCK DISPOSAL	
City/1000 Gallons	\$7.04
Out of City/1000 Gallons	\$10.58

5) BULK WATER	
Per 1000 Gallons	\$17.44

Bylaw
No. 11/2019
Repealed by
Bylaw No.
18/2020
(Effective
January 1,
2020)

Bylaw No. 11/2019 — Effective January 1, 2020

	January 1, 2020
1) RATES	
Base Rate/Month — Residential	\$14.25
Base Rate/Month — Commercial & Industrial	\$47.00
Water & Sewer Consumption Rate/1000 gallons — Residential & Commercial	\$14.59
Water Consumption Rate/1000 gallons — Industrial	\$7.29
Sewer Metered Rate/1000 gallons — Industrial	\$7.29
Sewer Metered Rate/1000 gallons — Yorkville Public Utility Board	\$8.02
2) METER DEPOSIT	
All Meters — Non-Owned Residential & Commercial/Industrial	\$160.00
3) INDUSTRIAL — OUTSIDE CITY	
Base Rate/Month — Industrial	\$70.50
Water Consumption Rate/1000 Gallons	\$10.95
Sewer Metered Rate/1000 Gallons	\$10.95
4) SANITATION TRUCK DISPOSAL	
City/1000 Gallons	\$7.29
Out of City/1000 Gallons	\$10.95
5) BULK WATER	
Per 1000 Gallons	\$18.05

Bylaw No. 18/2020 — Effective January 1, 2021

Bylaw
No. 18/2020
Repealed by
Bylaw No.
15/2021
(Effective
January 1,
2020)

		January 1, 2021
1) Residential & Residential Multi-Family		
	Base Rate/Month	\$17.25
	Water Consumption & Sewer Discharge Rate /m ³	\$3.24
2) Commercial		
	Base Rate/Month	\$48.00
	Water & Sewer Consumption Rate /m ³	\$3.24
3) Industrial—Inside City		
	Base Rate/Month	\$48.00
	Water Consumption Rate /m ³	\$1.62
	Sewer Metered Rate /m ³	\$1.62
4) Industrial—Outside City		
	Base Rate/Month	\$72.00
	Water Consumption Rate /m ³	\$2.43
	Sewer Metered Rate/m ³	\$2.43
5) Yorkville Public Utility Board—Outside City		
	Sewer Metered Rate /m ³ — Yorkville Public Utility Board	\$1.78
6) METER DEPOSIT		
	All Meters — Residential, Commercial & Industrial	\$160.00
7) SANITATION TRUCK DISPOSAL		
	Inside City /m ³	\$1.62
	Outside City /m ³	\$2.43
8) BULK WATER		
	Water consumption /m ³	\$4.02

Bylaw No. 15/2021 Effective January 1, 2022

		January 1, 2022
1) Residential & Residential Multi-Family		
	Base Rate/Month	\$18.25
	Water Consumption & Sewer Discharge Rate /m ³	\$3.34
2) Commercial		
	Base Rate/Month	\$48.00
	Water & Sewer Consumption Rate /m ³	\$3.34
3) Industrial—Inside City		
	Base Rate/Month	\$48.00
	Water Consumption Rate /m ³	\$1.67
	Sewer Metered Rate /m ³	\$1.67
4) Industrial—Outside City		
	Base Rate/Month	\$72.00

	Water Consumption Rate /m3	\$2.50
	Sewer Metered Rate/m3	\$2.50
5)	Yorkville Public Utility Board – Outside City	
	Sewer Metered Rate /m3 – Yorkville Public Utility Board	\$1.83
6)	METER DEPOSIT	
	All Meters – Residential, Commercial & Industrial	\$160.00
7)	RESIDENTIAL SEPTAGE TRUCK DISPOSAL	
	Inside City /m3	\$1.67
	Outside City /m3	\$2.50
8)	INDUSTRIAL SEPTAGE TRUCK DISPOSAL	
	Inside City /m3	\$40.42
	Outside City /m3	\$60.62
9)	Bulk Water	
	Water Consumption /m3	\$4.14

Bylaw No. 16/2022		January 1, 2023
1)	Residential & Residential Multi-Family	
	Base Rate/Month	\$21.25
	Water Consumption & Sewer Discharge Rate /m3	\$3.50
2)	Commercial	
	Base Rate/Month	\$50.00
	Water & Sewer Consumption Rate /m3	\$3.50
3)	Industrial – Inside City	
	Base Rate/Month	\$75.00
	Water Consumption Rate /m3	\$1.75
	Sewer Metered Rate /m3	\$1.75
4)	Industrial – Outside City	
	Base Rate/Month	\$112.50
	Water Consumption Rate /m3	\$2.63
	Sewer Metered Rate/m3	\$2.63
5)	Yorkville Public Utility Board – Outside City	
	Sewer Metered Rate /m3 – Yorkville Public Utility Board	\$1.92
6)	METER DEPOSIT	
	All Meters - Residential, Commercial & Industrial	\$160.00
7)	RESIDENTIAL SEPTAGE TRUCK DISPOSAL	
	Inside City /m3	\$2.19
	Outside City /m3	\$3.29
8)	INDUSTRIAL SEPTAGE TRUCK DISPOSAL	
	Inside City /m3	\$42.34
	Outside City /m3	\$63.51
9)	Bulk Water	
	Water Consumption /m3	\$4.34

EFFECTIVE DATE OF BYLAW

This bylaw shall come into force and take effect on June 1st, 2006 and each year thereafter.

MAYOR

CITY CLERK

Introduced and read a first time this 29th day of May, A.D., 2006.

Read a second time this 29th day of May, A.D., 2006.

Read a third time and adopted this 29th day of May, A.D., 2006.



Residential Water & Sewer Rates

2022 Information

Information Inside This Brochure:

- Rate Changes
- Water Rates
- Base Rate
- Payment Information
- Water System
- Water Meters



City of
Yorkton
Environmental Services

Water Meter Systems

In 2021, with the co-operation of our residents and business community, the City of Yorkton completed an upgrade to our water metering system.

The new Advanced Metering Infrastructure (AMI) system will not only improve the efficiency of the meter reading process, but will allow for quick notification when water leaks occur. These enhancements will save money and reduce lost water both for the end user as well as the City.

Other Benefits of the new system:

- Water Bills are based on actual usage - no more estimated bills
- Meter Technicians no longer need to visit your property
- In the upcoming months, Monthly, Daily and Hourly consumption data will be available to analyze water consumption habits

Water Bill

A water bill is sent out every two months as a portion of your utility bill. Charges on your utility bill are broken down into the following sections:

- Basic minimum monthly charge for all active utility accounts
- Monthly fees for garbage collection
- Monthly fees for residential recycling
- Metered water consumption in cubic meters

Payment Method Information

There are several convenient payment options available to you:

- At City Hall, payment can be made using cash, cheque, money orders or debit card
- Payments can be made at your financial institution
- From the comfort of your home, payments can be made through telephone or online banking with your financial institution - Payee Name is Yorkton (City of)
- By mail - please enclose payment stub with your cheque
- E-billing and Pre-Authorized Payment Plans are available - Visit www.yorkton.ca for application forms

Operations

The City of Yorkton's water system utility is operated and managed by both the Environmental Services and Public Works Departments.

Environmental Services Operations

- The raw water system (wells / raw water piping)
- Bulk Water Fill Station
- Water Treatment Plant
- Water Tower
- Pumping Station
- Wastewater Treatment Plant and Lift Station

Public Works Water/Sewer Systems Operations

- Emergency repairs including water main breaks and service connection leaks
- Water and Sewer pipe replacement
- Asset management - inspections and pipe assessments
- Repair and replace valves, hydrants and curb stops
- Water meter services

For more information on each of these services, please refer to our City website: www.yorkton.ca



Questions about your Water and Sewer Billing?
Contact the Utility Billing Division
Monday - Friday 8 a.m. - 4 p.m.
306-786-1726
www.yorkton.ca

Why are rate increases required?

Water Rates are reviewed annually and are calculated to develop our annual budgets. Water is metered then calculated and added to the utility invoice (water bill). The funds collected are used to repair and replace the water and sewer infrastructure.

We've increased the consumption rate by 3% and the residential base rate by \$1 for 2022. Our current consumption rate is \$3.34/m³ (one cubic meter = 220 gallons). The Base Rate (\$18.25) includes the cost to replace meters, replace water and sewer service connections, meter services, water billing, and corporate service expenditures.

Rates from 2020-2022			
Date	Rate/Cubic Meter (m ³)	Residential Base Rate/ Month	Combined total \$/ month increase
Jan 1, 2020	\$3.21	\$14.25	\$4.43
Jan 1, 2021	\$3.24	\$17.25	\$3.39
Jan 1, 2022	\$3.34	\$18.25	\$2.30

Water System

Our Water and Sewer Services encompass all topics related to potable water treatment and infrastructure, wastewater treatment and infrastructure, water distribution system, utility billing and water service disruptions.

Raw water is drawn from 13 production wells surrounding the City and is pumped to the Water Treatment Plant. The wells are located in various aquifers at different depths ranging from 23-60 meters (75-200 ft) and vary in age from 1 to 54 years old. Aquifers are pockets of renewable and sustainable ground water, which we monitor closely.

Consumption Rate Comparisons

Our current consumption water rate is below the average and the base rate is well below the average of other communities in the comparison table.

A Yorkton resident that uses the residential average (13m³/month) currently has the second lowest monthly charge when compared to the other ten communities in the comparison table.

Monthly Water/Sewer Bill Comparison based on (13m ³ /month) of consumption			
Municipality	Total Water Bill including Base Rate	Total Base Rate	Combined Water & Sewer Rate m/3
Melville	\$148.94	\$97.42	\$3.96
Humboldt	\$139.92	\$58.80	\$6.24
Martensville	\$99.69	\$39.50	\$4.63
Estevan	\$93.29	\$51.95	\$3.18
Moose Jaw	\$90.14	\$52.44	\$2.90
Warman	\$88.61	\$0.00	\$6.82
North Battleford	\$80.41	\$58.18	\$1.71
Swift Current	\$74.72	\$34.16	\$3.12
Lloydminster	\$67.08	\$19.37	\$3.67
Weyburn	\$54.06	\$29.75	\$1.87
Average	\$90.78	\$45.98	\$3.77
Yorkton	\$61.67	\$18.25	\$3.34



Aging Infrastructure

We continue to experience a significant amount of water main breaks and residential water service connection leaks each year. The majority of service leaks occurring are in subdivisions that are less than 50 years old.

In 2022, the City will invest approximately 1.7 million dollars to water and sewer main replacements, emergency service connection leaks, and water main breaks. With our current rates and budgets, it will take approximately **30 years** just to replace our water lines that are over 75 years old. This is a gap we are trying to reduce and is the basis for this increase.

Age of Water Main		
Age (Years)	Water Main (Meters)	Percentage (%)
0-10	14,800	9.50%
11-21	31,700	20.50%
22-32	26,500	17.00%
33-43	30,600	19.75%
44-54	15,100	9.75%
55-65	11,900	7.70%
66-76	10,100	6.50%
77-98	1,200	.75%
99-109	4,400	2.85%
110-120	8,700	5.60%
Total	154,900	100%

Did You Know?

10% of our water mains are over 75 years old

TITLE: Bylaw No.17/2022 to set Rates for the Residential Refuse Collection and Removal in the City of Yorkton	DATE OF MEETING: Dec 5, 2022
	REPORT DATE: Nov 25, 2022
CLEARANCES:	ATTACHMENTS: 1. Draft Bylaw No.17/2022 to Set Rates for the Residential Refuse Collection and Removal in the City of Yorkton
Written by: Aron Hershmiller Aron Hershmiller – Assistant Director of Environmental Services	
Reviewed by: Jessica Matsalla - City Clerk Jessica Matsalla	
Approved by: Lonnie Kaal - City Manager Lonnie Kaal	

PURPOSE/BACKGROUND

Environmental Services Department continues to plan for the future with the forethought to optimize services and to remain viable. The Residential Garbage Levy is a weekly garbage collection and disposal service that is charged on the utility bill. It covers the monthly collection and disposal costs of garbage for residents and multi-unit dwellers. It is a user pay system where we calculate the amount of material collected (based on our 5-year average) and charge the current landfill rate plus the collection rate. With that being said, the City's last increase was in 2020 where it is currently set at \$12.15/month for single family dwelling and \$9.75/month for a multi-family dwelling.

DISCUSSION/ANALYSIS/IMPACT

The 2023 proposed rate is \$13.00/month (\$0.85 increase) for a single family dwelling and \$10.40/month (\$0.65 increase) for a multi-family dwelling.

Listed below are the historical rate increases:

	2014-2019 Monthly Rate	2020 - 2022 Monthly Rate	Proposed 2023 Monthly Rate
Residential	\$10.65	\$12.15	\$13.00
Multi-units	\$8.50	\$9.75	\$10.40

The garbage levy is very difficult to compare with other cities. Some cities have their fees incorporated into property taxes while others have the levy charged on the utility bill (as does Yorkton). The collection service itself is also variable among different cities with pickups occurring either weekly, bi-weekly, or a combination of both, with weekly collection in summer months and bi-weekly in the winter months. In order to better compare services we have elected to compare cities on a cost per collection basis.

For illustrative purposes, we compared the City of Yorkton's proposed 2023 rates with nine (9) other Saskatchewan cities' 2022 rates. When comparing Yorkton's proposed rate of \$13.00/month to the other nine cities, you can see that Yorkton's cost per collection pickup of \$3.00 per collection is lower than the average from the other nine cities at \$3.75 per collected pick-up. Also note that Yorkton's cost includes a weekly level of service to our residents. Environmental Services is currently reviewing residential refuse, recycling and organics services. The review includes developing an organics collection pilot project which will allow the city to test, evaluate, and adjust service details prior to the potential of city-wide implementation.

The table below illustrates that cities with bi-weekly collection do pay a higher price per collection but for the most part have a lower monthly cost as a result of the reduced level of service provided to their residents.

Monthly Garbage Collection (single dwelling) cost comparison				
Community	Monthly cost	Weekly collection	Bi-weekly collection	\$ Cost per collection
Melville	\$13.19		Yes	\$6.08
North Battleford	\$10.60		Yes	\$4.89
Melfort	\$9.25		Yes	\$4.27
Martensville	\$8.75		Yes	\$4.04
Saskatoon	\$8.50		Yes	\$3.92
Prince Albert	\$7.91	Yes (May – Sept)	Yes	\$3.65
Moose Jaw	\$10.00	Yes (June-Sept)	Yes	\$3.43
Swift Current	\$10.50	Yes		\$2.42
Estevan	\$8.00	Yes		\$1.85
Average	\$9.97			\$3.75
City of Yorkton	\$ 13.00	Yes		\$3.00

FINANCIAL IMPLICATIONS

The increase to the levy equates to a 7% increase which provides approximately \$70,000 of additional revenue. This increase directly relates to our expected contracted service increase for collection and disposal at the landfill. The refuse collection levy will increase approximately 7% as per the contract and the Saskatchewan Consumer Price Index. Since the inception of our contract in 2011, the average annual increase equals 1.51% throughout the contract period (12 years).

COMMUNICATION PLAN/PUBLIC NOTICE

Environmental Services Department developed a Residential Refuse Management Brochure in 2020 to help educate our residents regarding the refuse collection levy. We will update the brochure on the city's website and create a Facebook post to help explain and educate residents of the 2023 increases.

STRATEGIC PRIORITIES/OCP/COMMITTEE RECOMMENDATION(S)

The Environmental Committee reviewed and moved the recommendation of the levy increase at their November 22, 2022 meeting.

OPTIONS

1. That Bylaw No. 17/2022 to Set Rates for the Residential Refuse Collection and Removal in the City of Yorkton take effect January 1, 2023 and be given first, second and third readings and thereby approved at this meeting, with the unanimous consent of Council.
2. That Bylaw No. 17/2022 be defeated, and the existing Bylaw No. 12/2019 refuse collection levy remain in effect.
3. That Administration be directed as Council deems appropriate.

ADMINISTRATIVE RECOMMENDATION(S)

1. That Bylaw No.17/2022, A Bylaw in the City of Yorkton in the Province of Saskatchewan to Set Rates for Residential Refuse Collection and Removal in the City of Yorkton be introduced and given first reading this 5th day of December A.D., 2022.
2. That Bylaw No.17/2022 be given second reading this 5th day of December A.D., 2022.
3. That with the unanimous consent of Council, Bylaw No. 17/2022 proceed to third reading this 5th day of December A.D., 2022.
4. That Bylaw No.17/2022, A Bylaw in the City of Yorkton in the Province of Saskatchewan to Set Rates for Residential Refuse Collection and Removal in the City of Yorkton be given third and final reading and entered in the Bylaw Registry of the City of Yorkton this 5th day of December A.D., 2022.

**CITY OF YORKTON
SASKATCHEWAN**

BYLAW NO. 17/2022

**A BYLAW OF THE CITY OF YORKTON IN THE PROVINCE OF
SASKATCHEWAN TO SET RATES FOR RESIDENTIAL REFUSE
COLLECTION AND REMOVAL IN THE CITY OF YORKTON.**

WHEREAS Section 8 of *The Cities Act* includes authorization for Council to establish fees for services provided by or on behalf of the City,

AND WHEREAS, the Council of the City of Yorkton deems it appropriate to charge a fee for the collection and disposal of residential refuse.

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

1. The following rate shall be charged for the collection and removal of residential refuse and shall be billed with the bi-monthly utility billings as follows:

Residential – includes homes and buildings with up to and including four (4) self-contained residential dwelling units.

\$13.00 per month for each residential unit

Multi-Family – includes buildings with greater than four (4) self-contained dwelling units.

\$10.40 per month for each residential unit

2. The definition of refuse shall be that as defined in the “Solid Waste Bylaw No. 16-1981” or any amendments thereto.
3. Bylaw No. 12/2019 passed on the 2nd day of December, 2019 is hereby repealed.
4. This bylaw shall come into force and take effect on January 1, 2023.

MAYOR

CITY CLERK

Introduced and read a first time this 5th day of December, A.D., 2022.

Read a second time this 5th day of December, A.D., 2022.

Read a third time and adopted this 5th day of December, A.D., 2022

TITLE: Free Parking – Downtown Parking Lots	DATE OF MEETING: December 5, 2022
	REPORT DATE: November 25, 2022
CLEARANCES: Rene Richard René Richard, Director of Engineering & Asset Management	ATTACHMENTS:
Written by: Nicole Baptist – Bylaw & Safety Supervisor Nicole Baptist	
Reviewed by: Jessica Matsalla - City Clerk Jessica Matsalla	
Approved by: Lonnie Kaal - City Manager Lonnie Kaal	

BACKGROUND

To encourage business activity in the downtown area of Yorkton, Council has historically offered forms of free parking in the downtown during the holiday season. Under Section 52(1)(d) of the *Traffic Bylaw No. 18/2016*, Council has the authority to establish free parking provisions for a period of time identified by resolution. Further, as part of the Downtown Parking Review 2021, it was recommended that additional “Free Parking” days be provided annually to encourage shopping local. These dates are set in December for the next 12 months.

MONITORING AND ENFORCEMENT

For clarification, the free parking applies to the parking lots only. A reminder all other rules will continue to be enforced to ensure that those spots regularly become available as well (i.e. two hour on-street parking, accessible parking spaces, 15 minute meter spaces, etc.).

DISCUSSION/ANALYSIS/IMPACT

As such, Administration would like to propose the following days for free parking in the lots over the next year:

- December 12-23, 2022 or December 19-30, 2022
- February 8-14, 2023 (Valentine’s Day)
- April 3-7, 2023 (Easter)
- July 3-7, 2023 (Yorkton Ex Summer Fair)
- August 28-September 1, 2023 (Back to School Week)
- October 30-November 3, 2023 (Harvest Showdown)

Dates for free parking at Christmas 2023 will be brought forward in December 2023, along with any additional dates we would like to include in 2024.

FINANCIAL IMPLICATIONS

Anytime that the City is offering free parking in our downtown parking lots we will lose revenue. Based on previous revenues, we anticipate a loss of approximately \$75 per week that we offer free parking. Should we opt to move forward with the proposed dates, Administration anticipates a loss of approximately \$525.

COMMUNICATION PLAN/PUBLIC NOTICE

If free parking is approved by Council, Administration will post signage on multi-space pay station machines stating that parking is currently free in those lots. Further, Administration will put notifications in Yorkton This Week newspaper, on the City website and on social media to notify the public of free parking provisions. Additionally, the Yorkton Business Improvement District Board, and the Yorkton Chamber of Commerce will be provided direct notification so that they may promote this amongst their members.

STRATEGIC PRIORITIES/OCP/COMMITTEE RECOMMENDATION(S)

Although downtown revitalization is not specifically noted as one of the Council Priorities and is not specifically acknowledged in the OCP, downtown revitalization is a concern. It is our hope that providing free downtown parking weeks will encourage shopping local and increase awareness about the different parking alternatives in the downtown.

OPTIONS

1. That Council offers free parking access to the four Multi Space Pay Station Parking Lots and the Permit Parking lots located on Myrtle Avenue, Betts Avenue, First Avenue and Second Avenue for the following dates:
 - December 12-23, 2022
 - February 8-14, 2023
 - April 3-7, 2023
 - July 3-7, 2023
 - August 28-September 1, 2023
 - October 30-November 3, 2023
2. That Council offers free parking access to the four Multi Space Pay Station Parking Lots and the Permit Parking lots located on Myrtle Avenue, Betts Avenue, First Avenue and Second Avenue for the following dates:
 - December 19-30, 2022
 - February 8-14, 2023
 - April 3-7, 2023
 - July 3-7, 2023
 - August 28-September 1, 2023
 - October 30-November 3, 2023

3. That Council revert back to the original intent of the free parking weeks and only provide free parking in December to encourage shopping local around the Christmas holidays and offers free access to the four Multi Space Pay Station Parking Lots and the Permit Parking lots located on Myrtle Avenue, Betts Avenue, First Avenue and Second Avenue, from December 12, 2022 through December 23, 2022.
4. That Council offers no free parking as proposed by Administration.

RECOMMENDATION

1. Administration recommends selecting Option 1 or Option 2. The difference between Option 1 and 2 is the December free parking dates. Option 1 provides free parking the two weeks before Christmas. Whereas Option 2 provides free parking one week before Christmas and one week following Christmas to capture the Boxing Day sales.

TITLE: Columbia Park Design Concept	DATE OF MEETING: December 5, 20221 REPORT DATE: November 30, 2022
CLEARANCES: René Richard, Director Engineering & Asset Management Rene Richard Ashley Stradeski, Director of Finance Ashley Stradeski	ATTACHMENTS: 1. Resident Feedback 300 Meter Map
Written by: Darcy McLeod – Director of Recreation and Community Services Darcy McLeod	
Reviewed by: Jessica Matsalla - City Clerk Jessica Matsalla	
Approved by: Lonnie Kaal - City Manager Lonnie Kaal	

PURPOSE

The Columbia Park Development Steering Committee and Crosby Hanna & Associates are nearing the end of the design process for the development of Columbia Park. Specifically, the park will include basketball courts, a pump bike park, a parking lot and a storm drainage system along with other amenities as future budgets allow.

Therefore, the purpose of this report is two-fold. Firstly, to inform Council that Crosby Hanna & Associates will be present at the December 5th Council meeting to present the final concept design for Columbia Park, which will be split into phases to allow development of the concept over a period of time, as resources allow. Secondly, to obtain approval from Council to proceed with presenting the final design to the public at a planned Public Open House on December 8th, 2022.

BACKGROUND

Outdoor basketball courts have been planned for the City since the approval of the 2021 capital budget. A review of locations was started to ensure a balance of man-made amenities in parks as well as to ensure a balance of services and amenities across the City. While this review was being completed, Council heard a request at their March 26, 2021 Council meeting for the development of a Pump Bike Track in the City. At the May 17, 2021 Council meeting, Council requested Administration to investigate a possible location and cost for the development of a Pump Bike Park. Although the City has an abundance of parks and green spaces, not all green spaces are appropriate for all uses, therefore the Pump Bike Track review was included in the review of possible locations for basketball courts.

The review of locations was presented to the Recreation and Community Services Committee at their October 5, 2021 meeting, where they recommended to Council that the Pump Bike Track and Basketball Courts be located in what is referred to as the BMX Park located behind Columbia School between

Bradbrooke Drive and Independent Street. Council then approved this location and deferred the projects to budget deliberations. Council approved both projects as part of the 2022 budget approval at their February 14, 2022 Council meeting.

Crosby Hanna & Associates were awarded the design and construction management for the project following a public Request For Proposal (RFP) process. Their proposal included the Canadian Ramp Company completing the pump bike park portion of the project. The public engagement process started in June and ran through September.

To guide the work of Crosby Hanna & Associates, a Steering Committee made up of the following administrative staff have been involved providing direction to the consultants on this project:

- 1.Darcy McLeod, Director of Recreation and Community Services
- 2.René Richard, Director of Engineering and Asset Management (Drainage)
- 3.Jeff Fawcett, Manager of Capital Projects
- 4.Julia Schofer, Program Services Manager
- 5.Matt Charney, Parks Manager.

The Steering Committee, along with Crosby Hanna engaged basketball users as part of the design process, as well as provided a community survey, which specifically addressed the pump bike design elements along with other possible park features. Further, general information and a survey was distributed to residents within 300 meters of the park, which also informed the design concept. Further, Engineering and Asset Management engaged ISL Engineering and Land Services LTD to develop a drainage plan for the park, as this space was designated as an integral part of the drainage plan to control runoff following significant rain events. This design is included in the concept plan.

We are ready to submit the findings of the engagement process and final concept design to Council for their approval so that we can proceed to tender and prepare for construction in the spring and summer of 2023.

Administration will introduce Laureen Snook and Alona Andrejenko from Crosby Hanna & Associates, who will be present in Council Chambers on December 5th, 2022, to present the design concept for Council consideration and subsequent approval. Graham Cooke and Bishop Mosby from the Canadian Ramp Company will join Ms. Snook and Ms. Andrejenko by Zoom to walk through the pump bike portion of the presentation.

FINANCIAL IMPLICATIONS

Council had previously allocated a total of \$790,000 in the capital budget to provide the development of Columbia Park. A further \$300,000 has been allocated to provide the required drainage in Columbia Park. Therefore, the current resources available for the project is \$1,090,000. The initial estimate to complete the basketball courts, the pump bike park, a parking lot and the required drainage is \$1,365,000 leaving a budget shortfall of \$275,000. This number does not include items that can be completed at a later date such as lighting both the basketball courts and pump bike park, or acrylic surfacing on the courts or fencing around the courts. \$87,000 of the estimated cost is attributed to P.S.T., which was not previously required. Further, the other costs are attributed to more site preparations than originally anticipated, along with the construction of an asphalt pathway to provide access to both the basketball courts and the pump bike park from the parking area. Asphalt is preferred to prevent tracking of mud and small pebbles on to the courts and track, which affect playability and ride-ability. The budget estimates were also provided before the recent inflationary increases that have influenced the market.

As with all projects, the final cost could be higher or lower, but will be determined once the construction tenders close. If the tender cost is over the approved budget, the project would be brought back for Council direction to proceed or for Council to provide other direction at their discretion.

COMMUNICATION PLAN/PUBLIC NOTICE

The Steering Committee met with the user groups to receive feedback and input, which have been included in the design process. Public input has been sought through community surveys and both face-to-face, online and written resident feedback. Information is also provided through the project web page on the City's website, and promoted on the City's social media platforms. A Public Open House is also planned for Thursday, December 8th from 4-7 pm in the Programming Room at the Yorkton Public Library.

STRATEGIC PRIORITIES/OCP/COMMITTEE RECOMMENDATION(S)

This is a direct result of Council's priorities as approved in the 2021 and 2022 capital budgets and in response to the direction set forth by Council in the above stated Council meetings. This project meets the strategic direction of Recreation and Community Services to ensure services are available that provide opportunities for youth and families to provide positive healthy lifestyle choices. Further, the project also meets the community identified priority area that Yorkton will be "A community with a comprehensive, integrated and sustainable infrastructure plan and programs that meet current and future needs...that include walking trails, bike paths, facilities.", as stated in the 2020 Strategic Plan.

OPTIONS

1. That Council direct Administration to:
 - a. Proceed with presenting the design concept of the Columbia Park Development, including the drainage plan, to the Public Open House on December 8, 2022.
 - b. Proceed to tender on Phase 1, which will determine the final construction costs for Phase 1, and report back to Council with the bid results, and to obtain direction if the tender price exceeds the approved budget of \$1,090,000.00.
 - c. Defer other phases of the Columbia Park Development to future budgets.
2. That Council direct Administration to:
 - a. Proceed with presenting the design concept of the Columbia Park Development, including the drainage plan, to the Public Open House on December 8, 2022.
 - b. Approve an additional \$275,000 to increase the budget to complete Phase 1 of the project.
 - c. Proceed to tender on Phase 1, which will determine the final construction costs for Phase 1 and report back to Council with the bid results, and to obtain direction if the tender price exceeds \$1,365,000.00.
 - d. Defer other phases of the Columbia Park Development to future budgets.
3. That Council direct Administration to proceed to tender on the entire scope of the Columbia Park Development project at the same time to garner any possible savings by doing the entire scope at the same time, and report back to Council with the bids.
4. Other direction at the discretion of Council.

RECOMMENDATION

That Council direct Administration to:

- a. **Proceed with presenting the design concept of the Columbia Park Development, including the drainage plan, to the Public Open House on December 8, 2022.**
- b. **Proceed to tender on Phase 1, which will determine the final construction costs for Phase 1, and report back to Council with the bids, and to obtain direction if the tender price exceeds the approved budget of \$1,090,000.00.**
- c. **Defer other phases of the Columbia Park Development to future budgets.**

300 metre buffer – pump track location behind Columbia School