

CITY OF YORKTON
REGULAR COUNCIL MEETING AGENDA
Monday, March 6, 2023 - 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 – February 13, 2023
 - Committee of the Whole Council Meeting Minutes – February 27, 2023
5. **UNFINISHED BUSINESS**
6. **REPORTS OF COUNCIL COMMITTEES AND MATTERS REFERRED**
 - Civic Recognition Awards Committee Meeting Minutes – December 6, 2021
 - Development Appeals Board Meeting Minutes – December 8, 2021
 - Civic Recognition Awards Committee Meeting Minutes – June 28, 2022
 - Mayor - York Lake Regional Park – Board Member Appointments 2023-2024
7. **HEARING OF PETITIONS, PUBLIC NOTICES AND PRESENTATIONS**
 - Presentation – Shannon O'Neill - Wiggly Field Dog Park Proposed Improvements & Upgrades
 - Multicultural Council of Saskatchewan Presentation – Public Awareness for the International Day for the Elimination of Racial Discrimination
 - Presentation – Yorkton Ministerial Association re: Prayer Breakfast/Community Picnic
8. **BUSINESS ARISING OUT OF PETITIONS, PUBLIC NOTICES AND PRESENTATIONS**
9. **CORRESPONDENCE**
 - Yorkton Film Festival – 2022 Financial Statements and 2023 Budget
 - Amyloidosis Awareness Month Letter
10. **BYLAWS**
 - Bylaw & Safety Supervisor
 - Proposed Bylaw No. 2/2023 Amend Traffic Bylaw No.18/2016 [1st reading and Public Notice authorization]
11. **ADMINISTRATIVE REPORTS**
 - Director of Public Works
 - Water Main Replacement Tender Award
 - Assessment & Taxation Manager
 - 2023 Board of Revision Appointment
 - Director of Legislation and Procedures (City Clerk)
 - Recommendations from the Committee of the Whole Council – 2022 Quarter 4 Updates
12. **GIVING NOTICE OF MOTION**
 - Mayor Hipsley – Continuous Improvement Program
13. **IN CAMERA SESSION**
 - 3 Other Items
 - Other Item A
 - Other Item B
 - Other Item C
14. **ADJOURNMENT**

Civic Recognition Awards Committee 2020
Monday, December 6, 2021
4:00 p.m. Meeting Room A – City Hall
Minutes

Present: Mayor Mitch Hipsley, Councillor Quinn Haider, Gerry Peppler,
Tom Seeley, Jessica Matsalla

Regrets: Councillor Chris Wyatt

Recording: Cindy Gottschall – Executive Administrative Assistant

Meeting Called to Order: Tom Seeley called the meeting to order at 4:01 p.m.

Approval of Minutes

R0008-2021 Moved by Gerry Peppler that the October 4, 2021 Civic Recognitions Awards Committee Meeting Minutes be approved as presented. Carried.

2022 Civic Recognition Awards Committee Membership

Gerry Peppler and Tom Seeley agreed to remain on the Civic Recognition Awards Committee for 2022.

Selection of Youth, Adult and Group Winners

The Committee selected the following award recipients:

There were no nominations in the Youth Award Category.

R0009-2021 Moved by Gerry Peppler that Dave Blommaert receive the Adult Award. Carried.

R0010-2021 Moved by Mayor Hipsley that the Yorkton Legion “Honor Our Veterans” Banner Committee and Yorkton Brick Mill receive the Group Award. Carried.

Recognition of Winners

The Committee agreed that the awards be presented to recipients at the following Council Meetings:

January 10, 2022 – Adult – Dave Blommaert

January 31, 2022 – Group – Yorkton Brick Mill

February 14, 2022 – Group – Yorkton Legion “Honor Our Veterans” Banner Committee

Next Meeting

The next Civic Recognition Awards Committee Meeting to be held at the call of the Chair, or end of September, 2022.

Moved by Councillor Quinn Haider that the meeting be adjourned at 4:42 p.m.

Minutes approved June 28, 2022 by:

Gerry Peppler

Gerry Peppler, Co-Chair

Tom Seeley

Tom Seeley, Co-Chair

Cindy Gottschall

Cindy Gottschall, Recording Secretary

**CITY OF YORKTON
SASKATCHEWAN**

**PUBLIC MINUTES OF THE DEVELOPMENT APPEALS BOARD
December 8, 2021**

Minutes of the Development Appeals Board Meeting held on Wednesday, December 8, 2021 in City Hall Council Chambers.

Members Present: Richard Bolt, Arliss Dellow, Jerome Niezgoda, CV Sastry and Sheldon Stechyshyn

Others Present: Raelyn Knudson – Secretary, Jessica Matsalla – City Clerk, Michael Eger – Director of Planning and Development, Carleen Koroluk – Planner, Tyler De Vries – Appellant and Neil De Vries

Regrets: None

Absent: None

Recording: Raelyn Knudson - Secretary

CALL TO ORDER

A quorum being present, Chairman Jerome Niezgoda called the meeting to order at 5:00 p.m.

AGENDA

R07-2021

Moved by CV Sastry

That the agenda for December 8, 2021 be approved as presented.

Carried Unanimously.

MINUTES

R08-2021

Moved by Arliss Dellow

That the minutes of the October 28, 2021 Development Appeals Board meeting be approved as presented.

Carried Unanimously.

HEARINGS

A. DEVELOPMENT APPEAL NO. 2/2021

An appeal application was considered regarding the subject property 55 James Avenue, Lot 38 Block 2 Plan 99Y00657, requesting variance to the City of Yorkton's Zoning Bylaw No. 14/2003 to allow construction of an accessory building (detached garage):

1. The combined accessory buildings floor area will exceed the area of the principal dwelling by 252 ft²:

Existing garage	264 ft ²
Proposed garage	<u>768 ft²</u>
COMBINED AREA	1032 ft ²
Main floor area of house	<u>780 ft²</u>
	252 ft²

2. The applicant proposes to install metal roofing whereas the roofing of the principal building is comprised of asphalt shingles.

Tyler De Vries – Appellant and Carleen Koroluk – Planner, appeared before the Board with respect to the appeal.

IN CAMERA SESSION

R09-2021

Moved by Sheldon Stechyshyn

That this Meeting move to an In Camera Session to deliberate a decision for Appeal No. 2/2021 – 5:22 pm.

Carried Unanimously.

Chairman called a five (5) minute recess to clear Council Chambers at 5:22 p.m.

Chairman Niezgoda called the In-Camera session to order at 5:25 p.m.

Members Present: Richard Bolt, Arliss Dellow, Jerome Niezgoda, CV Sastry and Sheldon Stechyshyn.

Others Present: Jessica Matsalla – City Clerk and Raelyn Knudson – Secretary.

R10-2021

Moved by CV Sastry

That members rise and report to the regular scheduled meeting agenda – 5:49 p.m.

Carried Unanimously.

RESOLUTIONS RESULTING FROM IN CAMERA SESSION

R11-2021

Moved by Arliss Dellow

That DAB Appeal Application No. 2/2021 for variance to the Zoning Bylaw No. 14/2003 regarding subject property 55 James Avenue, Lot 38 Block 2 Plan 99Y00657, be granted for the reasons, in the nature, and subject to the terms and conditions set forth in the Record of Decision of the Board.

Carried Unanimously.

ADJOURNMENT

R12-2021

Moved by CV Sastry

That this Regular Meeting adjourn at 5:50 p.m.

Carried Unanimously.

Approved this 8th day of February A.D., 2023

Jerome Niezgoda

Chairman

Amanda Dietz

Secretary

Civic Recognition Awards Committee

MINUTES

DATE JUNE 28, 2022

TIME
4:00PM

LOCATION MEETING ROOM A

Present	Mayor Mitch Hipsley, Councillor Quinn Haider, Gerry Pepler (via telephone), Tom Seeley, Jessica Matsalla
Regrets	Councillor Chris Wyatt
Recording	Jessica Matsalla, City Clerk
Call to order	4:04 p.m. by Jessica Matsalla.
Adjourn	4:51 p.m.

Election of Chairperson

Nominations	Matsalla opens the floor for nominations for Committee Chairperson(s). Seeley and Pepler agree to let their names stand as Co-chairpersons for another year. Matsalla puts out second and third and final call for nominations. Nominations cease.
	Seeley and Pepler are Committee Co-chairs for 2022.

Minutes of the June 28, 2022 Meeting

Minutes	Minutes from the December 6, 2021 meeting of the Committee were circulated electronically as part of the agenda package.
Motion R0001-2022	Moved by Haider that the December 6, 2021 Civic Recognition Awards Committee Meeting Minutes be approved as presented. CARRIED.

Recap of Ceremonies Past

Discussion	<p>A report from the Director of Legislation and Procedures (City Clerk) dated June 24 2022 regarding a "Recap on Previous Awards Ceremonies and Recommendations for Future Process" was circulated to the Committee.</p> <p>The Committee discussed items such as holding the ceremony for all three categories of winners on the same night, now that COVID restrictions have lifted. The Committee also discussed the benefits of award recipients being able to invite guests (i.e. up to 20 people each). This led to the fact that awards may be more appropriately held at the Gallagher Centre for space, and during the evening hours. The Committee was not in favour of seeking alternative sponsorship from the community on awards (currently Legacy Coop sponsors the awards).</p>
Motion R0002-2022	Moved by Pepler that Administration is to flush out budget for holding the awards at the Gallagher Centre, and present back to the Committee at a future date. Carried.

Motion R0003-2022	Moved by Haider that going forward, the CRA awards include professionally framed certificates along with the status quo Co-op gift card and keeper plaques. Carried.
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Motion R0004-2022	<p>Moved by Seeley: That the CRA Committee recommend to Council to approve the following:</p> <p>a. That the Civic Recognition Awards Policy No. 10.440 be amended to provide for changes such as flexibility in ceremony location, process, and recipient award types.</p> <p>Carried.</p>
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Certificate of Achievement Nominations	
Discussion	The following nominations for the Certificate of Achievement were circulated for the committee: Darlene Stakiw on her tireless volunteering and community service, and to Yorkton Film Festival – on their 75 th Anniversary.
Motion R0005-2022	Moved by Hipsley to proceed with presenting Darlene Stakiw for the City of Yorkton Certificate of Achievement for her commitment, volunteering and community service to Yorkton at a future Council Meeting. Carried
Motion R0006-2022	Moved by Hipsley to nominate the Yorkton Film Festival for the City of Yorkton Certificate of Achievement on their 75 th Anniversary of the prestigious film festival. Carried.

Queen Elizabeth II Platinum Jubilee Medal Program	
Discussion	<p>The invitation for the City of Yorkton to participate in the Queen Elizabeth II Platinum Jubilee Medal Program (Saskatchewan) was circulated for the Committee's consideration.</p> <p>The Committee discussed that the spirit of the Medal Program is similar to that of the Civic Recognition Award program and agreed to recommend to City Council to manage the Medal Program by calling out to the public for nominations, and to authorize the CRA Committee to adjudicate the nominations and organize the ceremony.</p> <p>Consensus was achieved that the Committee would recommend to City Council that so as not to interfere with the Queen Elizabeth II Medal Award Program, that the 2022 Civic Recognition Awards, be postponed until 2023.</p> <p>Administration to bring recommendations to City Council for approval, and prepare plans on media and awards ceremonies to be presented back to the Committee for planning and preparation for the ceremonies.</p>

Next Meeting	The next Civic Recognition Awards Committee Meeting to be held at the call of the Chair.
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Adjournment	
Motion R0007-2022	Moved by Peppler that the meeting be adjourned at 4:51 p.m.

Gerry Peppler
GERRY PEPPLER, CO-CHAIR

Tom Seeley
TOM SEELEY, CO-CHAIR

Jessica Matsalla
RECORDING SECRETARY

March 1, 2023

Memorandum to: Members of Yorkton City Council

Re: York Lake Regional Park Authority Board Appointments 2023-2024

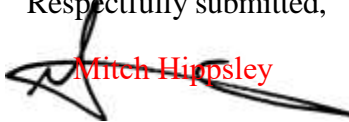
Having received a request from the York Lake Regional Park Administrator to submit York Lake Regional Park Board Member appointments for the year 2023-2024, I hereby recommend to Council the following:

That pursuant to section 7.E. of the York Lake Regional Park Authority Constitution, the Council of the City of Yorkton approve the following appointments to the York Lake Regional Park Authority Board for 2023-2024:

York Lake Residents Representatives – Rusty Tamblyn (Chairperson), Robin Robinson (Vice-Chairperson), Lawrence Wegner (Secretary), Diane Rusnak (Director), and Dale Paul (Director).

User Group Representatives – Merv Wasylenchuk (Yorkton Gun Club) Director, Marie Whitney (Yorkton Canoe & Kayak Club) Director, Derek Little (Yorkton Wildlife Federation) Director, and Marlene Schrader (York Lake Golf & Country Club) Director.

Respectfully submitted,



Mitch Hipsley
Mayor

Enclosure (1): Email from York Lake re: Regional Park Board Member Appointments

Amanda Dietz

Hi Amanda

York lake Regional Park had their board meeting on Thursday Feb. 16th.
The new members appointments for the 2023 year are:

Rusty Tamblyn- Chairman
Lawrence Wegner-Secretary
Robin Robinson- Vice Chairman
Diane Rusnak-Director
Dale Paul - Director
Merv Wasylenchuk-Gun Club rep
Marie Whitney- Kayak Club rep
Derek Little- Wildlife club rep
Marlene Schrader-York lake golf course rep

Gina Erhardt-Flett
Park Manager
York Lake Regional Park
306-782-7080 (cell)

CAUTION: External Email

Hello,

Please note the following response to Request to Appear Before Council Form has been submitted at Sunday February 12th 2023 12:51 PM with reference number 2023-02-12-002.

- **First name:**
Shannon
- **Last Name:**
O'Neill
- **Address:**
[REDACTED]
- **City:**
Yorkton
- **Province:**
Saskatchewan
- **Postal code:**
[REDACTED]
- **Name:**
Rheannon Currie
- **Title:**
Ms.
- **Daytime phone number:**
[REDACTED]
- **Email:**
[REDACTED]
- **Date of request:**
2/12/2023
- **Date of council meeting that the presenter is wishing to attend:**
3/6/2023
- **Topic being presented:**
Wiggly Field Dog Park Proposed Improvements & Upgrades

- **Description of request: (Clearly state what is being asked of Council. Provide detailed information about why the information is being presented and the importance to the community)**

The patrons of the Wriggly Field Dog Park have identified the need for safety upgrades such as;

1. Lighting on North Gate
2. Wind Shelter by North Gate
3. Canine enrichment Structures

The park was opened in 2015 and since that time there have been some improvements including the installation of the North Gate. However, the users of this park have identified that there are areas of improvement for the safety of dogs and their owners. These improvements will allow more community members to use these facilities and feel safe while their dogs enjoy. According to reports (source: Abacus Data), almost 1 million Canadians adopted or brought pets into their homes during the pandemic. Pet Owners need a safe option to exercise their dogs and Wriggly Field has been this for many Yorkton dog owners since its inception in 2015 however the park amenities need to continue developing with this drastic increase in pet ownership.

Dog and owner safety is the most important issue currently at Wriggly Field. As it stands to date, there are two lights inside the park fence however they are not very bright and only light up the south gate and cement padded area. The rest of the park is very dark, and you cannot see your pet if they stray anywhere else. This is a safety concern now that there is a north gate in the treed area, making it more unsafe to be venturing into the park. The risk of not seeing your pet, not being able to see wildlife and not being able to see other users of this recreational space is highly dangerous. Lights will also deter any unwanted vandalism and loitering near or around other areas of this space.

Wind and harsh weather typically blows in from the west area of the park bordering Hopkins Lake as there is no shelter belt there. Given we live in an area where there is harsh weather for most of the year, this can make it hard for pet owners to enjoy the space. Our proposed shelter would be similar to the baseball dugouts at J.C Beach Ball Diamond to not only match the aesthetic but also this allows for a partially open shelter where pet owners can effectively watch their pets. Poor weather conditions do not negate the need to properly exercise your pet.

Given the increase in pet ownership, this park is more frequently used by residents of Yorkton as well as highway travellers who need an opportunity to stop and stretch their legs. This can be shown on Trip Advisor where Wriggly Field is considered #12 of 20 'Things to Do' in the city. With such an increase in park usage the potential risk of dog fights increases as well. Enrichment structures not only provide fun for the dogs, but it has been known to "reduce stress in dogs and reinforce socialization practices" (source: Purdue University). The article goes on to show that enrichment allows animals to have a sense of control and reduced anxiety. Enrichment structures also would expand the usage of the park from just a play space to a potential training area for agility, recall and safe socialization with other dogs.

In summary, the Wriggly Field patrons are requesting City Council to approve funding for the park upgrades mentioned above so all Yorkton pet owners have a safe and engaging space to use. We appreciate the consideration for our proposal and look forward to the discussion at the council meeting.

[This is an automated email notification -- please do not respond]

Wiggly Field Dog Park Proposed Upgrades



Proposal Overview

Users of this park have identified that there are areas of improvement for the safety of dogs and their owners. These improvements will allow more community members to use these facilities and feel safe while their dogs enjoy the space. Pet owners need a safe option to exercise their dogs and we propose the following three updates to ensure Wiggly Field Dog Park is further developed and maintained for pets and their owners.

Presented on behalf of Wiggly Field patrons by:
Shannon O'Neill and Rheannon Currie

Proposal #1: Lighting



Currently, the park has two lights near the south entrance. With the recent addition of the north gate, which is used during the winter months, there are no lights in the treed area next to the gate making this area more dangerous for both pets and owners. The risk of not seeing your pet, not being able to see wildlife, and not being able to see other users of this space is highly dangerous. Lights will also deter any unwanted vandalism and loitering near or around other areas of this space.

Proposal #2: Wind Shelter

Wind and harsh weather typically blows in from the west area of the park bordering Hopkins Lake as there is no shelter belt there. Given we live in an area where there is blustery weather for most of the year, this can make it hard for pet owners to enjoy the space. Our proposed shelter would be similar to the baseball dugouts at J.C Beach Ball Diamond to not only match the aesthetic but also this allows for a partially open shelter where pet owners can effectively watch their pets. Poor weather conditions do not negate the need to properly exercise your pet.



Proposal #3: Dog Enrichment Structures



With such an increase in park usage the potential risk of dog fights increases as well. Enrichment structures not only provide fun for the dogs, but it has been known to “reduce stress in dogs and reinforce socialization practices” (source: Purdue University). The article goes on to show that enrichment allows animals to have a sense of

control and reduced anxiety. Enrichment structures also would expand the usage of the park from just a play space to a potential training area for agility, recall and safe socialization with other dogs.

February 42, 2023


Mayor and City Council
c/o City Clerk-City of Yorkton
P.O. Box 400
Yorkton, SK

I would like to attend the March 6th meeting of City Council. I represent the Multicultural Council of Saskatchewan (MCos) and would like to present information about March 21st, the International Day for the Elimination of Racial Discrimination. I would like to promote some resources in addition to several local events. I have attached the information I would like to present to council.

Sincerely,

 Darlene Stakiw

Darlene Stakiw
MCoS Member


Yorkton SK S3N


☐

March 21 is designated by the United Nations (UN) as the International Day for the Elimination of Racial Discrimination. It's a day observed all around the world to focus attention on the problems of racism and the need to promote racial harmony. The UN made this designation in 1966 to mark a tragic event that took place in 1960 in Sharpeville, South Africa when 69 people lost their lives and 180 others were injured when the police fired on a crowd of peaceful demonstrators who were challenging laws that restricted black South Africans' movements under apartheid.

Canada was one of the first countries to support the UN initiative and launched its first annual campaign against racial discrimination in 1989. In Saskatchewan, this remains the day when we join with nations around the world to promote a society, which is free from all forms of racism. Despite the passing of subsequent years since the Sharpsville tragedy, and dedicated efforts to end racism, many Saskatchewan citizens are still denied respect and opportunities. Racism continues to deny people equality and equity in important areas of their lives including: employment, education, housing and public services.

We are one human family. These words occur in both the Universal Declaration of Human Rights and The Saskatchewan Human Rights Code. There is much diversity in this family and from that diversity, we draw great strength. Remember, our provincial motto translates to "From Many Peoples Strength". Therefore, every person deserves equal consideration.

The Multicultural Council of Saskatchewan (MCoS) has been raising awareness of the benefits of cultural diversity and the dangers of racism since November 22, 1975. MCoS is a provincial not-for-profit, non-governmental agency that works to ensure ethno-cultural survival, strength and prominence and foster opportunities for cross-cultural interaction. They have anti-racism resources online at www.mcos.ca which help people understand the scope of racism. I've included a copy of one of their resources – an infographic of the levels of racism - for your consideration. There is more information about these levels of racism, and how we can understand and effectively recognized and confront racism. I have also included a copy of another resource "Culture as an Iceberg". As you can see, multicultural community events which feature and highlight the food, clothing, pop culture, music, dance and are only the tip of the iceberg. We can find similarities and differences between cultural groups at all levels.

Awareness of these can help to enhance cross-cultural communication, conflict resolution and relationships.

Our community-based organizations continue to offer a variety of learning opportunities so everyone can learn more about other cultures, their stories, appreciate similarities and differences. There are three events this month which I encourage you to attend, and to bring along a friend.

1. On Tuesday, **March 21**, there is a Film Screening, part of the Open Cinema hosted by Yorkton Film Festival (YFF), at the **Yorkton Public Library, at 7:00 p.m.** In celebration of the International Day for the Elimination of Racial Discrimination, “The Pass System” will be shown, with a discussion afterwards. Admission is free. There is a poster in your package.
2. The following evening, on **March 22** at **6:30 p.m.**, Author Michelle Good, will be at the **Painted Hand Casino, Event Centre**. Michelle’s book “Five Little Indians” was the 2023 Selection for One Book, One Province. Yorkton Public Library has a “Five Little Indians” Book-Club-In-a-Bag so if you haven’t read this year’s provincial selection, you still have a chance. Even if you don’t get the book read prior to March 22nd, you are welcome to attend. This event is free of charge, and again, there is a poster in your package.
3. The next week, on **March 28th**, at **7:30 p.m.**, Yorkton Arts Council is presenting “Motus O – Prisoner of Tehran” at the **Anne Portnuff Theatre**. This unique dance performance is based on the book of the same name, written by Iranian born writer/speaker Marina Nemat. “The Prisoner of Tehran” was a contender for Canada Reads 2012 and tells the story of the author’s peaceful childhood that was shattered when the Iranian Revolution of 1979 ushered in a new era of Islamic rule. It is an astonishing account of one woman’s remarkable courage in the face of terror and her quest for freedom. Yorkton Public Library has also created a Book-Club-In-a-Bag for “Prisoner of Tehran”. Again, even if you don’t get a chance to read the book before March 28, the performance by “Motus O” will still be very memorable. It is a combination of dance, theater and story telling that deals with oppression and freedom. The presentation will be followed by a Q & A with the artists, and dancers. This production has toured much of Canada including

performances to over 10,000 high school students. We are fortunate in our community that Yorkton Arts Council brings in these world class performers, like as Motus O Dance Theatre. Tickets for this performance are very, very reasonable and can be purchased online at TicketPro. Adults are only \$35, Students are \$15 and Children are \$5.00.

So, in conclusion, I encourage you to get involved, learn about other people's experiences dealing with racism and become educated so you can help us create a welcoming, inclusive community for all. Because remember, even here in Yorkton, From Many Peoples Strength.

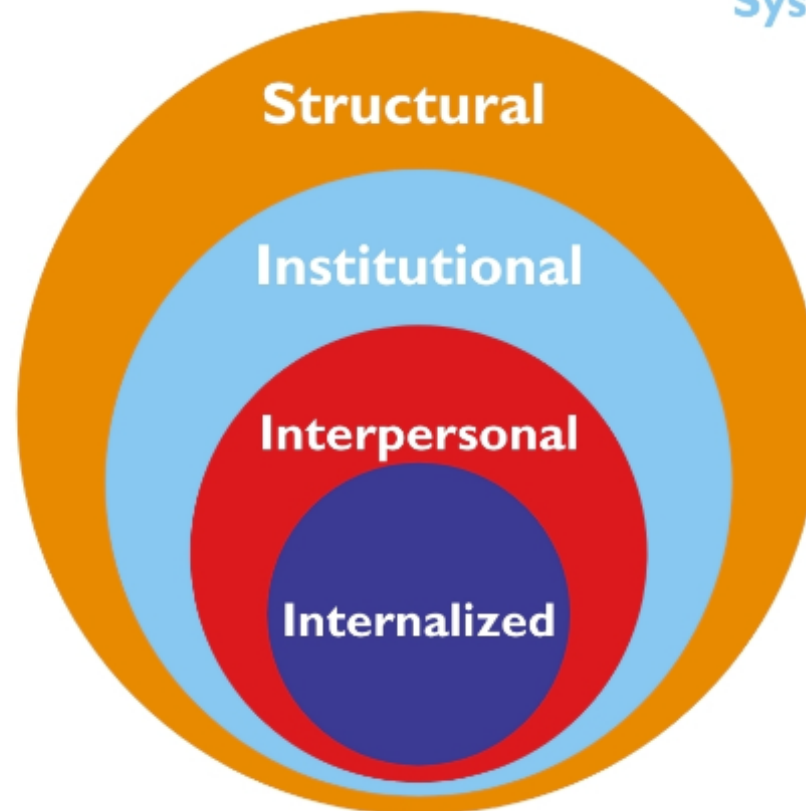
Levels of Racism

Structural racism

Structural racism is the established hierarchy of groups based on perceived "race". The hierarchy was created to designate superiority to one group in order to benefit from the oppression and exploitation of other groups.

Interpersonal racism

Interpersonal racism is the beliefs, attitudes, and behaviours of individuals based on bias, stereotypes and prejudice. Expressions may be conscious or unconscious, and range from subtle to violent. her groups.



Systemic/Institutional racism

Systemic/Institutional racism is prejudice and privilege embedded in the policies, practices, and programs of systems and institutions, including in the public, private, and community sectors. Representatives may act with or without racist intention.

Internalized racism

Internalized racism lies within individuals. We absorb the cultural racism ideas of the racial hierarchy and accept inequity as normal. People targeted by racism come to believe that the stereotypes & prejudices of racism are valid. People privileged by racism believe their own superiority.

Culture as an Iceberg

Visible Cultural Expressions

Food, clothing, music, dance, popular culture...

Surface External

Top 10%

Language & Communication Verbal and Non-verbal

Facial expressions, gestures, eye contact, personal space, touching, body language, conversational patterns in different social situations, handling and displaying of emotion, tone of voice.

Relationships & Roles

Gender roles, ideas about leadership, decision-making models, friendship, designation of status based on positions (e.g., age, gender, job), dating and courtship practices, marriage, notions of child-rearing (and how children behave in places of worship), courtesy & manners, elders, adolescents, dependents, age.

Attitudes & Norms

What we expect of ourselves & others. authority, power, cleanliness, modesty, beauty, rules, expectations.

Beliefs & Values

World view, concept of humans in relation to the world, religious beliefs & practices, ideas about modesty, concepts of time, understanding past & future, fairness & justice, cooperation vs. competition, relationships with animals, virtues, sin, death.

Deep Internal

90%

Adapted from Edward T. Hall's Cultural Iceberg Model (1976)

© Copyright Multicultural Council of Saskatchewan (2017)

Yorkton Film Festival

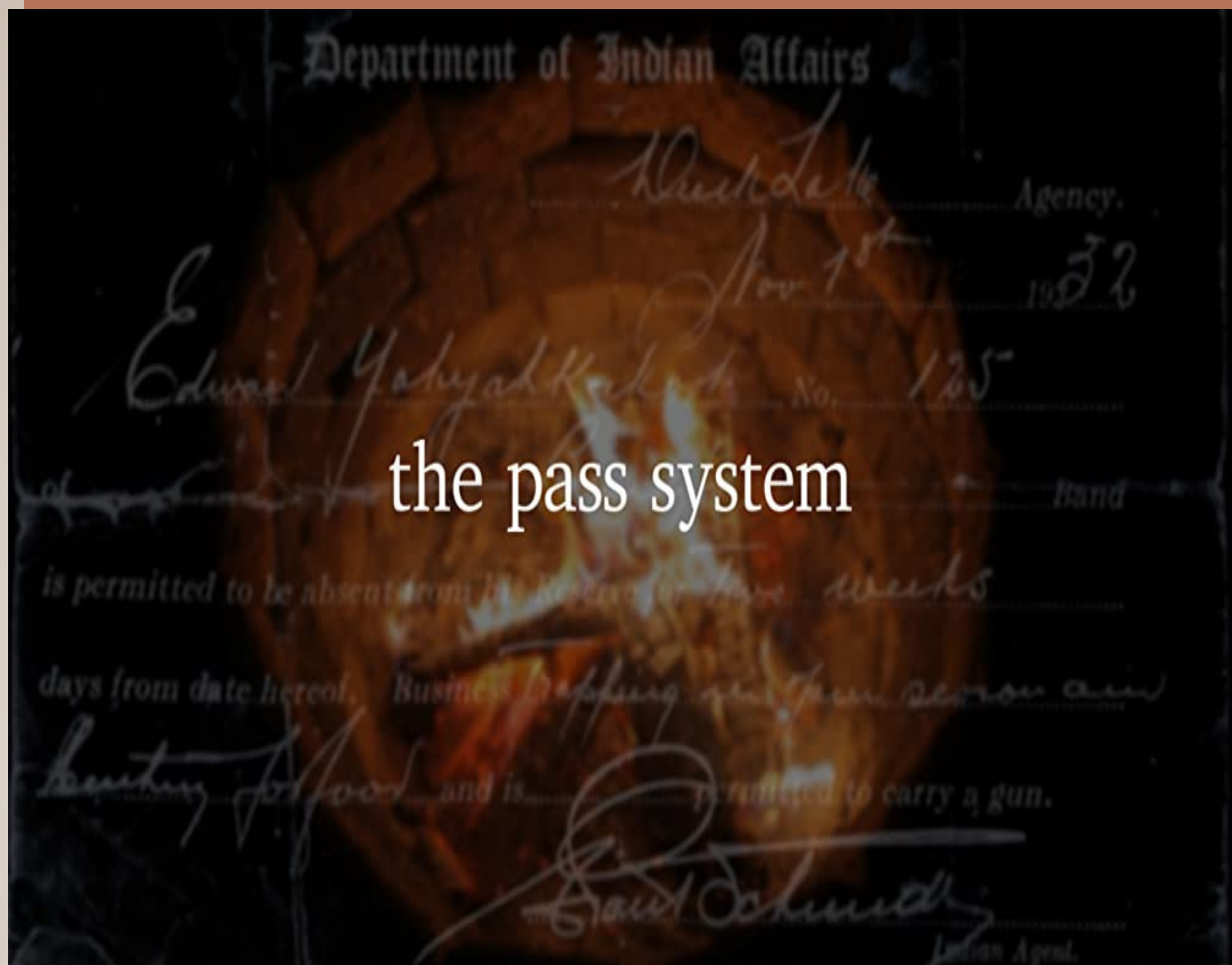
presents

Open Cinema

INTERNATIONAL DAY ^{FOR THE}
ELIMINATION OF
RACIAL DISCRIMINATION
— MARCH 21 —



Film Screening



Join Us

Yorkton Public Library
93 Broadway St. W,
Yorkton

March 21, 2023 | 7.00 pm

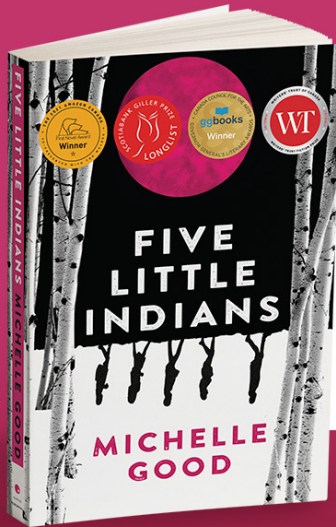
Admission: FREE!

For more information visit
www.yorktonfilm.com

The Pass System takes you into a Canada that willfully denied many First Nations the basic freedom to leave their reserve for over 60 years, 1885 to 1951. Elders from treaty areas 4, 6, 7 and 8 share their stories of living under and resisting the system with narration by Tantoo Cardinal, music by Cris Derksen and directed by Alex Williams

Please join us...

for an evening with author Michelle Good



2023 Selection



sponsored by:

Painted Hand Casino

Event Centre

510 Broadway St W

Yorkton, SK

Wednesday, March 22

6:30 pm

free of charge



Motus O - Prisoner of Tehran

Tuesday, March 28, 2023
7:30 p.m.



Anne Portnuff Theatre - Yorkton Regional High School, 150 Gladstone Avenue North Yorkton, SK



Prisoner of Tehran, based on the book of the same name, is a unique collaboration between Iranian born writer/speaker Marina Nemat and MOTUS O. This unique performance piece is a synthesis of theatre, video and storytelling that swims in a landscape of movement brushing the themes of oppression, persecution, survival and most of all HOPE. After the Islamic Revolution of 1979, Marina was arrested at the age of sixteen and spent more than two years in Evin, a political prison in Tehran, where she was tortured and came very close to execution. She came to Canada in 1991 and has called it home ever since. Marina's book Prisoner of Tehran has been published in 28 other countries and is an international bestseller. After each show a Question and Answer period will take place. Prisoner of Tehran has toured much of Canada including performances to over 10,000 high school students.

[Website](#)

Sponsored by:  **bakertilly**

February 22, 2023

██████████
Yorkton ██████████

The Mayor and City Council
c/o City Clerk – City of Yorkton

Request to make presentation to City Council

Dear Mayor and City Council,

I am Peter Laniya, the president of Yorkton Ministerial Association (Clergy), and I humbly request to appear before you at the Council meeting on the 6th of March 2023 to present our plans for the city in 2023 and to solicit the support of the City Council in implementing our plans.

The Yorkton Ministerial has been known to organize yearly Good Friday services, and Prayer Breakfast for the city, but this was put on hold by the pandemic. This year, we are committed to bringing back those two services for the benefit of the community, and we are also looking forward to hosting a community picnic which will bring our diverse community together in a loving and joyful atmosphere.

We hope that the City of Yorkton can once again be an integral part of the Prayer Breakfast which used to be known as the Mayor's Prayer Breakfast, but was taken over by the office of the Member of Legislative Assembly at a point when the City didn't step up to this role. At the prayer breakfast, the community comes together to pray for the City of Yorkton, our elected leaders, our protective services and other essential services and personnel within the city, with representation which cuts across government, health and safety, commerce, and the larger community. I have attached two previous posters which bears the logo of the city on the Prayer Breakfast poster/invitation.

We also hope to get the support of the City of Yorkton for our community picnic which started last year on a small scale. This year, we plan to make it bigger and better, and with the support of the City we would be able to execute this community engaging program in a significant way.

Thank you for reading this request and the attached material. I look forward to present the above to Council, and also to a favorable response from Council.

Sincerely,
Oladokun Peter Laniya
President Yorkton Ministerial Association
██████████



Yorkton PRAYER BREAKFAST

"With the desire to further Christ through the community"

Friday 11.13.15 7:00am

PROCEEDS OF THIS EVENT WILL BE DONATED TO

**POLICE & PEACE OFFICERS'
MEMORIAL RIBBON SOCIETY**

<http://www.memorialribbon.com/>



**All Welcome to this special event at the
Gallagher Centre's National Bank Room**



Guest Speaker

Rod Donison

**Rod is the chaplain to the
Saskatchewan Roughriders
and for the
Regina Police Service.**

**He also is the
Area Manager
for LeaderImpact.**

Tickets

- *The Golden Rule
- * LR Future Investments
- *Christie's Funeral Home
- * 98.5 "The Rock"
- * Yorkton Churches

**Main Sponsors: R. Miller Electrical, Christie's Funeral Home,
LR Future Investments, Leone & Greg Ottenbreit,
Yorkton Faith Ministries**

**Contributing Sponsors: Days Inn, City of Yorkton, 98.5 "The
Rock", Yorkton DreamCentre, Yorkton Ministerial Association**

More Information? Call 306-621-4669

\$20



Yorkton PRAYER BREAKFAST

"With the desire to further Christ through the community"

Oct. 17/14 @ 7:00A.M.

Featuring Former Rider

Matt Dominguez

As Our Guest Speaker

**Doors open
7:00 am
Breakfast served
7:20 am**

**Join us for this
special event at
the Gallagher
Centre's
National Bank
Room.**

***All proceeds to
the Yorkton
Habitat for
Humanity Faith
Build.***

Tickets

- *The Golden Rule
- * LR Future Investments
- *Christie's Funeral Home
- * 98.5 "the Rock"
- * plus Yorkton Churches



Main Sponsors: Christie's Funeral Home, LR Future Investments, R.Miller Electrical, Leone and Greg Ottenbreit, Yorkton Faith Ministries

Contributing Sponsors: Days Inn, City of Yorkton, Rocen Autosport, 98.5 "The Rock", DreamCentre Yorkton, Yorkton Ministerial Association

More Information? Please call 306-621-4669



f t y @YORKTONFILM
49 SMITH STREET EAST, YORKTON, SK S3N 0H4
306.782.7077 INFO@YORKTONFILM.COM
WWW.YORKTONFILM.COM

March 1, 2023

City of Yorkton
Ms Jessica Matsalla
PO Box 400
Yorkton, SK
S3N 2W3

RECEIVED

MAR 01 2023

CITY CLERK'S OFFICE
CITY OF YORKTON

RE: Yorkton Film Festival
2023 Funding Request

The Yorkton Film Festival continues to serve the Yorkton community for 76 years, since 1947. With the support of the City of Yorkton, looks forward too many more years of providing Canadian short film to audiences in Yorkton and across the country.

Please accept this letter and the enclosed required information as the request for the support of \$15,000.00 for 2023.

On behalf of the Yorkton Film Festival Board of Directors we thank you for the continued support.

We hope to see you at the upcoming festival, May 25 to 28, 2023.

Information enclosed:

- Proof of two million dollars (\$2M) of active liability insurance;
- Budget outlining the planned revenues and expenditures for 2023;
- Financial statement from previous year, 2021/22.

Kind regards,
Mr Ron Irvine
CoChairperson

Yorkton Short Film & Video Festival Inc.

FINANCIAL STATEMENTS

Year Ended July 31, 2022

Yorkton Short Film & Video Festival Inc.

Yorkton, Saskatchewan

July 31, 2022

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Independent Auditors' Report

To the Board of Directors
Yorkton Short Film & Video Festival Inc.

Opinion

We have audited the financial statements of Yorkton Short Film & Video Festival Inc., (the organization), which comprise the Statement of Financial Position as at July 31, 2022 and the Statements of Operations, Changes in Net Assets and Cash Flow for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the organization as at July 31, 2022, and results of its operations and its cash flow for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditors' Responsibilities for the Audit of the financial statements section of our report. We are independent of the organization in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the organization's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the organization or to cease operations, or has no realistic alternative but to do so.

The Board of Directors is responsible for overseeing the organization's financial reporting process.



Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the organization's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the organization's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditors' report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditors' report. However, future events or conditions may cause the organization to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Baker Tilly SK LLP

Baker Tilly SK LLP

Yorkton, SK
November 18, 2022

Yorkton Short Film & Video Festival Inc.

Yorkton, Saskatchewan

Statement of Financial Position as at July 31, 2022

	Operating Fund	Ruth Shaw Award Fund	2022 Total	2021 Total
Assets				
Current Assets				
Cash and cash equivalents	244,085	1,007	245,092	242,140
Accounts receivable - note 3	17,880		17,880	15,359
Accrued interest receivable		239	239	239
Prepaid expenses	2,360		2,360	2,104
Interfund due from/to - note 4	1,250	(1,250)		
	<u>265,575</u>	<u>(4)</u>	<u>265,571</u>	<u>259,842</u>
Long-Term Investments - note 5	<u>0</u>	<u>11,939</u>	<u>11,939</u>	<u>11,591</u>
	<u>\$ 265,575</u>	<u>\$ 11,935</u>	<u>\$ 277,510</u>	<u>\$ 271,433</u>
Liabilities and Net Assets				
Current Liabilities				
Accounts payable	4,940		4,940	1,336
Deferred revenue - note 8				38,544
	<u>4,940</u>	<u>0</u>	<u>4,940</u>	<u>39,880</u>
Net Assets				
Unrestricted net assets	260,635		260,635	219,217
Restricted net assets		11,935	11,935	12,336
	<u>260,635</u>	<u>11,935</u>	<u>272,570</u>	<u>231,553</u>
	<u>\$ 265,575</u>	<u>\$ 11,935</u>	<u>\$ 277,510</u>	<u>\$ 271,433</u>

Approved on behalf of the board:

Ron Irvine

Ron Irvine CoChair

Joanne McDonald

Joanne McDonald CoChair

The notes to financial statements are an integral
part of these financial statements.

Yorkton Short Film & Video Festival Inc.Statement of Changes in Net Assets
For the year ended July 31, 2022

	2022	2021
Unrestricted Net Assets		
Balance, beginning of year	219,217	82,484
Add: Excess of revenue over expenses for the year	<u>41,418</u>	<u>136,733</u>
Balance, end of year	<u>\$ 260,635</u>	<u>\$ 219,217</u>
Restricted Net Assets		
Balance, beginning of year	12,336	12,998
Add: Excess (deficiency) of revenue over expenses for the year	<u>(401)</u>	<u>(662)</u>
Balance, end of year	<u>\$ 11,935</u>	<u>\$ 12,336</u>

*The notes to financial statements are an integral
part of these financial statements.*

Yorkton Short Film & Video Festival Inc.

Statement of Operations For the year ended July 31, 2022

	Budget (Note 10)	Operating Fund	Ruth Shaw Award Fund	2022 Total	2021 Total
Revenue					
Festival sponsorship	58,000	61,379		61,379	46,450
Grants - Sask. Arts Board Association	53,000	53,000		53,000	53,000
Grants - Telefilm Canada	22,045	42,045		42,045	22,045
Grants - Lottery		7,560		7,560	7,560
Grants - City of Yorkton	15,000	25,664		25,664	24,651
Grants - other	12,000	26,657		26,657	26,187
COVID-19 programs - CEWS - note 12		24,834		24,834	93,882
COVID-19 programs - STSSP - note 12					15,000
Advertising - program and flyer	8,500	4,491		4,491	300
Conference registration fees	15,000	17,021		17,021	
Film and video entry fees	12,875	13,919		13,919	14,757
Fundraising	8,000	2,728		2,728	
Interest income	1,200	657	349	1,006	497
	<u>205,620</u>	<u>279,955</u>	<u>349</u>	<u>280,304</u>	<u>304,329</u>
Expenses - pages 11-12					
Adjudication process	4,000	3,200		3,200	3,950
Advertising	7,900	11,934		11,934	3,958
Bad debt					500
Film and video program development	31,300	36,392		36,392	7,307
Golden Sheaf Awards competition	26,500	24,249	750	24,999	15,126
Membership communication	620	508		508	387
Office	9,125	19,270		19,270	16,236
Other	6,050	9,227		9,227	8,022
Salaries	111,033	107,234		107,234	103,117
Software and equipment	500	5,155		5,155	8,876
Special events/fundraising	8,400	20,724		20,724	210
Travel and meetings		644		644	569
	<u>205,428</u>	<u>238,537</u>	<u>750</u>	<u>239,287</u>	<u>168,258</u>
Excess (Deficiency) of Revenue over Expenses for the Year	<u>\$ 192</u>	<u>\$ 41,418</u>	<u>\$ (401)</u>	<u>\$ 41,017</u>	<u>\$ 136,071</u>

The notes to financial statements are an integral
part of these financial statements.

Yorkton Short Film & Video Festival Inc.Statement of Cash Flow
For the year ended July 31, 2022

	2022	2021
Cash Provided By (Used In):		
Operations		
Excess of revenue over expenses for the year	41,017	136,071
Net change in working capital	<u>(37,717)</u>	<u>(13,037)</u>
	3,300	123,034
Investing activities		
Additions to long-term investments	<u>(348)</u>	<u>(338)</u>
Net Cash Increase for the Year	2,952	122,696
Cash position, beginning of year	<u>242,140</u>	<u>119,444</u>
Cash Position, End of Year	<u>\$ 245,092</u>	<u>\$ 242,140</u>
Represented By:		
Cash and cash equivalents	<u>\$ 245,092</u>	<u>\$ 242,140</u>
Net change in working capital consists of:		
Decrease (increase) - accounts receivable	(2,521)	(6,898)
- prepaid expenses	(256)	(787)
Increase (decrease) - accounts payable	3,604	148
- other current liabilities	<u>(38,544)</u>	<u>(5,500)</u>
	<u>\$(37,717)</u>	<u>\$(13,037)</u>

*The notes to financial statements are an integral
part of these financial statements.*

Yorkton Short Film & Video Festival Inc.

Notes to Financial Statements
For the year ended July 31, 2022

1. Nature of Operations

The organization was incorporated on October 1, 1971 under the Non-Profit Corporations Act of Saskatchewan. The Yorkton Short Film & Video Festival Inc. is a charitable non-profit organization established to encourage knowledge of an interest in film and video art by presenting quality short film video to the public. The organization, as a registered charity, is not subject to income tax.

2. Significant Accounting Policies

These financial statements are the responsibility of management and have been prepared in accordance with Canadian accounting standards for not-for-profit organizations (ASNFPO) using the accounting policies as summarized below:

(a) Fund accounting

The accounts of the organization are maintained in accordance with the principles of fund accounting. For financial reporting purposes, accounts with similar characteristics have been combined into the following major funds:

(i) Operating fund

The operating fund reflects the primary operations of the organization, including grants for operations, sponsorships, fundraisers, entry fees and other unrestricted funds. Expenditures related to the festival, daily operations, fundraisers, board and services related to certain projects funded by sponsors are reported in the operating fund.

(ii) Ruth Shaw Award fund

This fund was established in October 2008 to provide a monetary award for the best Saskatchewan production at the Yorkton Short Film & Video Festival. The funds are to be maintained in a dedicated account, and administered by trustees appointed with the consent of Ruth Shaw's family.

(b) Cash and cash equivalents

Cash and cash equivalents represents cash on hand and cash held in banks, net of bank overdrafts.

(c) Tangible capital assets

Tangible capital assets are expensed in the statement of operations.

(d) Revenue

The organization follows the restricted fund method of accounting for contributions. Two funds have been established - the operating fund and the Ruth Shaw Award fund. In the operating fund, unrestricted contributions are recognized as revenue in the current period. When contributions are received to fund specifically identified expenses, or to provide operating funding for a specified period of time, the revenue is deferred in the operating fund until the conditions are met.

The Ruth Shaw Award fund recognizes revenue in the period in which the funds are received or as the commitment of funds become known and collection is reasonably assured. Interest revenue is recognized as earned.

Yorkton Short Film & Video Festival Inc.

Notes to Financial Statements
For the year ended July 31, 2022

2. Significant Accounting Policies - continued

(e) Donated materials and services

The organization benefits from the donation of materials and services. These financial statements do not reflect the value of donations-in-kind received in the year.

(f) Financial instruments

Measurement of financial instruments

The organization initially measures its financial assets and liabilities at fair value, except for certain non-arm's length transactions.

The organization subsequently measures all its financial assets and liabilities at amortized cost, except for investments in equity instruments that are quoted in an active market, which are measured at fair value. Changes in fair value are recognized in excess of revenue over expenses.

Impairment

Financial assets measured at cost are tested for impairment when there are indicators of impairment. The amount of the write-down is recognized in excess of revenue over expenses. The previously recognized impairment loss may be reversed to the extent of the improvement, directly or by adjusting the allowance account, provided it is no greater than the amount that would have been reported at the date of the reversal had the impairment not been recognized previously. The amount of the reversal is recognized in excess of revenue over expenses.

(g) Estimates

The preparation of financial statements in accordance with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amount of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amount of revenues and expenses during the reported period. These estimates are reviewed periodically and, as adjustments become necessary, they are reported in the statement of operations in the period in which they became known.

Significant estimates have been made in the following financial statement areas:

- The ultimate ability to collect accounts receivable
- Grant revenues are recognized when management determines that the criteria for earning the funding has been met; however, the final determination of the qualification of expenses for funding commitments is determined by the granting body

Yorkton Short Film & Video Festival Inc.

Notes to Financial Statements
For the year ended July 31, 2022

	2022	2021
3. Accounts Receivable		
Accounts receivable are comprised of the following item:		
<i>Operating Fund</i>		
Grants and sponsorships receivable	13,163	13,852
Other accounts receivable	3,109	390
Goods and services tax rebate receivable	<u>1,608</u>	<u>1,117</u>
	<u>\$ 17,880</u>	<u>\$ 15,359</u>

4. Interfund Due From/To

Interfund balances bear no interest and have no fixed terms of repayment.

5. Long-Term Investments

Long-term investments consist of a term deposit bearing interest at 3.0%, maturing November 2023.

6. Tangible Capital Assets Charged to the Statement of Operations

Tangible capital assets not recorded on the statement of financial position include furniture, fixtures and equipment, computer hardware, computer software and leasehold improvements. In the current year, the organization purchased \$706 in computer hardware.

7. Operating Loan

The organization has a demand operating line-of-credit available to a maximum of \$12,000 with the Cornerstone Credit Union. Interest is payable monthly at the rate of prime plus 1.5% per annum. The operating loan is secured by a general security agreement.

8. Deferred Revenue

Deferred revenue is comprised of grant funds received in advance of fulfilling the related requirements to earn those grant revenues, or sponsorships and operating grants received advance of the period they are intended to fund.

	2022	2021
Balance, beginning of year	38,544	44,044
Less: Amount recognized as revenue	156,370	134,943
Plus: Amount received or receivable	<u>117,826</u>	<u>129,443</u>
Balance, end of year	<u>\$ 0</u>	<u>\$ 38,544</u>

Yorkton Short Film & Video Festival Inc.

Notes to Financial Statements
For the year ended July 31, 2022

9. Risks Arising from Financial Instruments

The organization is exposed to various risks through its financial instruments. The following analysis presents the organization's risk exposure and concentrations at the reporting date.

Credit risk is the risk that one party to a financial instrument will cause a financial loss for the other party by failing to discharge an obligation. The organization's exposure to credit risk is not considered significant, as its grants receivable are substantially all directly, or indirectly, from government granting sources.

Liquidity risk is the risk that an organization will encounter difficulty in meeting obligations associated with financial liabilities. The organization is exposed to this risk mainly in respect of its accounts payable.

10. Budget

The figures shown under the "Budget" column in the statement of operations are provided for information purposes only and have not been audited.

11. Saskatchewan Arts Board Funding

The amount reported in these financial statements as grant revenue from the Saskatchewan Arts Board is made up of a combination of Lottery and non-Lottery funding. This is made possible through the Partnership Agreement between the Saskatchewan Arts Board and SaskCulture Inc., which is the trustee for the Culture Section of Saskatchewan Lotteries Trust Fund for Sport, Culture and Recreation. Under the terms of this agreement for the applicable period, SaskCulture allocated a specified amount of Lottery funds to the Saskatchewan Arts Board as a portion of the total envelope of funds available for the program(s) through which this grant was adjudicated and approved.

12. Impact of COVID-19

On March 11, 2020, the World Health Organization categorized COVID-19 as a pandemic. The extent of this outbreak and related containment measures could have a material impact on the organization's operations, which cannot be reliably estimated at this time.

As a result of the COVID-19 pandemic, both the 2021 and 2020 festivals were held virtually. The in person festival was able to resume in 2022.

The organization received funding in the current year through the Government of Canada's Canada Employment Wage Subsidy (CEWS).

Yorkton Short Film & Video Festival Inc.

Schedules to Financial Statements
For the year ended July 31, 2022

	Budget (Note 10)	2022	2021
7. Other			
Data processing fees		1,996	1,788
Interest and bank charges	350	571	283
Professional fees - audit and legal	<u>5,700</u>	<u>6,660</u>	<u>5,951</u>
	<u>\$ 6,050</u>	<u>\$ 9,227</u>	<u>\$ 8,022</u>
8. Salaries			
Contract staff	11,743	13,225	6,743
Payroll processing fees	534	562	535
Salaries and wages	88,000	85,707	63,275
Staff training			275
Wage benefits	<u>10,756</u>	<u>7,740</u>	<u>7,289</u>
	<u>\$ 111,033</u>	<u>\$ 107,234</u>	<u>\$ 103,117</u>
9. Special Events/Fundraising			
Conference catering	8,000	20,724	210
Fundraising	<u>400</u>		
	<u>\$ 8,400</u>	<u>\$ 20,724</u>	<u>\$ 210</u>
10. Travel and Meetings			
Board and executive meetings		57	
Other		<u>587</u>	<u>569</u>
	<u>\$ 0</u>	<u>\$ 644</u>	<u>\$ 569</u>

*The notes to financial statements are an integral
part of these financial statements.*

Yorkton Short Film & Video Festival Inc.

Schedules to Financial Statements
For the year ended July 31, 2022

	Budget (Note 10)	2022	2021
1. Adjudication Process			
Honorarium	\$ 4,000	\$ 3,200	\$ 3,950
2. Advertising			
Advertising	3,200	5,367	1,447
Printing	600		54
Program book	2,300	3,269	1,437
Signage	800	2,783	
Website	1,000	515	1,020
	<u>\$ 7,900</u>	<u>\$ 11,934</u>	<u>\$ 3,958</u>
3. Film and Video Program Development			
Conference and workshops	22,000	26,788	
Equipment rental	4,300	2,254	769
Facilities	5,000	2,350	1,538
Mentorship program		5,000	5,000
	<u>\$ 31,300</u>	<u>\$ 36,392</u>	<u>\$ 7,307</u>
4. Golden Sheaf Awards Competition			
Awards - cash	1,500	1,000	1,500
Awards - Golden Sheaf trophies	14,000	7,559	13,626
Production	11,000	15,690	
	<u>\$ 26,500</u>	<u>\$ 24,249</u>	<u>\$ 15,126</u>
5. Membership Communication			
Subscriptions and memberships	\$ 620	\$ 508	\$ 387
6. Office			
Copier lease and paper	904	63	298
Insurance	1,621	1,636	1,588
Postage, freight and courier	324	884	324
Rent		10,410	9,421
Supplies and stationery	2,400	3,114	905
Telephone and fax	3,876	3,163	3,700
	<u>\$ 9,125</u>	<u>\$ 19,270</u>	<u>\$ 16,236</u>

*The notes to financial statements are an integral
part of these financial statements.*

YORKTON SHORT FILM FESTIVAL & VIDEO FESTIVAL INC.
BUDGET AUGUST 1, 2022 - JULY 31, 2023

Grants - SA	53,000
Grants- Telefilm Canada	22,045
Grants- City of Yorkton	15,000
Grants - other	50,000
Donations/Corporate Sponsors	35,000
Film and Video Entry Fees	15,200
Award Sponsorship	5,000
Registration Fees	16,000
Advertising	8,000
Lottery semi-annual	2,560
Interest	800
Fundraising	6,000

TOTAL REVENUES	228,605
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EXPENSES

Administration

Wages	108,000
Payroll Processing	550
Contract Staff	3,000
Supplies & Stationery	2,200
Postage/Courier	900
Telephone/Internet	3,200
Insurance	1,600
Professional Development	300
Copier	1,000
Audit & Legal	4,700
Bank Exchange	100
Interest & Bank Charges	300
Film Freeway Fee	1,000
Maintenance & Repair	50
Staff Benefits	7,200
Total	134,100

Travel & Meetings

Board travel	500
Staff travel	500
Total	1,000

Membership/Communications

Memberships/Subscriptions	400
Total	400

Adjudication Process

Jury - Shipping	550
-----------------	-----

Jury Honorariums	3,200
Total	3,750

Golden Sheaf Awards

Awards - Cash	1,750
Award Trophies/Showreel	9,500
Total	11,250

Marketing

Advertising	1,500
Printing	250
Creative	2,400
Website	1,300
Signage	2,000
Program Book	2,200
Total	9,650

Festival Programming

Conf/Wksp Travel	10,000
Conf/Wksp Accomodation	11,000
Conf/Food Catering	10,000
Equipment Rental	4,000
Facility Rental	2,400
Total	37,400

Festival Activities

GSA Gala	11,000
Shuttle Vans	1,200
Friday Event	8,000
Total	20,200

Special Events/Fundraising

RBC Mentorship	4,000
Screenings	200
Total	4,200

Capital Equipment

Equipment and Software	6,500
Total	6,500

TOTAL EXPENSES	228,450
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NET	155
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Amyloidosis Awareness Month March 2023, City of Yorkton

Thanks for the opportunity you have given us to provide written information about this disease to your City Council.

The Canadian Amyloidosis Support Network (CASN) is a federally registered non-profit organization that represents patients and families affected by amyloidosis. Amyloidosis is a group of diseases caused by the buildup of abnormal proteins, known as amyloid, in one or more organs and tissues of the body. Left untreated, the disease can result in organ failure and can be fatal.

According to the Amyloidosis Foundation, a non-profit corporation in the United States, amyloidosis is a rare disease that is difficult to diagnose since it mimics the signs and symptoms of more common medical conditions. This can make amyloidosis challenging to diagnose and, as noted by the Foundation, it is not uncommon for patients to be diagnosed in the later stages of this disease. The current lack of early diagnosis is one reason why the Foundation and other organizations, including the Canadian Amyloidosis Support Network (CASN), Hereditary Amyloidosis Canada (HAC), the Amyloidosis Research Consortium (ARC), and the Amyloidosis Alliance, work to raise awareness about this disease.

Some of the signs and symptoms of amyloidosis can include shortness of breath, weight loss, fatigue, swelling in the ankles and legs, numbness in the hands and feet, foamy urine, carpal tunnel syndrome, bruising around the eyes, and an enlarged tongue.

There are also different types of amyloidosis and knowing specifically what type of amyloidosis the patient has is critical in order to provide the right treatment. The Mayo Clinic lists five different types of amyloidosis including AL or primary amyloidosis, the most common form of the disease, which can affect the heart, kidneys, liver, and nerves. Hereditary amyloidosis or familial amyloidosis is inherited and affects the nerves, heart, and the kidneys. AA amyloidosis or secondary amyloidosis can occur as a result of an inflammatory disease such as rheumatoid arthritis. Wild type amyloidosis is caused when a normal liver protein produces amyloid and the heart is often affected and localized amyloidosis typically affects the bladder, skin, throat or lungs.

Many people and even people in the medical profession are not familiar with this disease. And it is not uncommon for patients that are diagnosed with amyloidosis to learn about it for the first time when they become patients. Our goal is to ensure that more people know about this disease. We hope this knowledge will help to foster the development of healthier communities across Canada and ultimately assist in earlier recognition of this disease. Earlier recognition can lead to better outcomes for patients and their loved ones.

Thanks, again, for allowing us to educate the residents of Yorkton about this disease.

TITLE: Proposed Bylaw No. 2/2023 to Amend the Traffic Bylaw No. 18/2016 [First Reading and Public Notice authorization]	DATE OF MEETING: March 6, 2023
	REPORT DATE: February 23, 2023
CLEARANCES: Rene Richard - Director of Engineering & Asset Management Rene Richard	ATTACHMENTS: 1. Draft Bylaw No. 2/2023 to Amend the <i>Traffic Bylaw No. 18/2016</i> 2. Public Notice – Bylaw No. 2/2023 3. Draft Traffic Bylaw with changes included 4. Municipality Comparisons and Sample Oversized Vehicle
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	

PURPOSE/BACKGROUND

Historically, and only when necessary, the Public Works Department has restricted the weight on certain gravel roads in the spring to preserve infrastructure during the spring thaw months. Unfortunately, as there was nothing formally noted in the Traffic Bylaw for temporary weight restrictions, it meant that enforcement was a very limited. While proposing new regulations for temporary weight restrictions, Administration took this opportunity to also look into other potential bylaw amendments.

DISCUSSION/ANALYSIS/IMPACT

The following are the suggested or potential amendments for the Traffic Bylaw. All changes are highlighted in Attachment 3.

1. Administration identified a concern in regards to the “Commercial Vehicle” definition in the Bylaw. With the current definition, Officers would verify the registered Gross Vehicle Weight (G.V.W.) with what is stated on the registration and that number would be used to determine if the vehicle is a ‘commercial vehicle’ or not, per the Bylaw. Administration has recently discovered that the G.V.W. on the registration is ‘declared’ which can mean that there may be significant discrepancies between the weights of two seemingly identical vehicles (same make/model/year). There may even be discrepancies between the weight that is on a vehicle’s registration to that of what is listed on the vehicle identification sticker. In speaking to SGI, they explained that typically if a vehicle is registered with a G.V.W. of 5,000kg or higher, they would typically flag that and ask the customer if the vehicle will be used for commercial purposes. In the previous

Traffic Bylaw (10/2000), a commercial vehicle was defined as any vehicle exceeding 4,500kg. Currently the Bylaw states that a commercial vehicle is a vehicle with a registered G.V.W. exceeding 6,350kg. At 6,350kg, that means that some large cube vans/delivery trucks are not classified as a commercial vehicle. (See Attachment 4 for picture of a similar vehicle.) When a vehicle is considered a commercial vehicle under the Traffic Bylaw, it means that it is not permitted to be parked on the street at any time. If the intent of the Bylaw is to prevent large delivery vans from parking on the street, then Administration would recommend that we reduce the registered G.V.W. to 5,000kg to better capture what we're trying to restrict. Administration has also considered how other cities across the province handle oversized vehicles (see Attachment 4).

2. Administration identified that when the previous amendment was done in 2022 to update the terminology in the Bylaw that referred to 'handicap' parking, to the term more commonly used now, being "accessible parking stalls", Section 58 was missed. As such, we've updated the language in that section.
3. As was noted earlier in the report, Administration is proposing to include Section 64.1, regarding Weight Restrictions. This will essentially allow Administration to implement spring weight road bans to prevent gravel roads from being damaged during the spring thaw period. The proposed section allows Administration the flexibility to implement the road ban only when needed. For example, if we have a late winter, it may not be required until mid-April. A corresponding fine of \$500 was also incorporated into the Fine Schedule of the Bylaw.

FINANCIAL IMPLICATIONS

There are no financial implications with the proposed bylaw amendment.

COMMUNICATION PLAN/PUBLIC NOTICE

As per the *Public Notice Bylaw No. 8/2003*, Public Notice is required as the *Traffic Bylaw No. 18/2016* also provided Public Notice. As such, Administration would like to initiate the Public Notice process, including advertisement in the local newspaper, at City Hall and on the City website (see Attachment 2). The proposed amendment will be brought back to Council for review and decision, in conjunction with the Public Hearing at the March 27, 2023 Regular Council Meeting. At the March 27 Council Meeting, Administration will include more information about how road bans will be communicated to the public.

STRATEGIC PRIORITIES/OCP/COMMITTEE RECOMMENDATION(S)

The majority of the proposed Traffic Bylaw changes are minor in nature and would not typically require committee feedback. However, Council may direct Administration to seek feedback from the Planning & Infrastructure Commission regarding the suggested bylaw amendments.

OPTIONS

1. That the proposed Traffic Bylaw amendment (Attachment 1) be approved for introduction and First Reading and furthermore be approved for public notice.
2. That the proposed Traffic Bylaw amendment be denied for reasons as listed by Council.
3. That Administration be provided with alternative direction.

ADMINISTRATIVE RECOMMENDATION

1. **That Bylaw No. 2/2023 being a Bylaw of the City of Yorkton in the Province of Saskatchewan to amend the Traffic Bylaw No. 18/2016 to regulate traffic, the use of public streets and to preserve order thereon be introduced and given First Reading, this 6th day of March, 2023, A.D., and furthermore that Administration be authorized to proceed with the Public Notice process.**

**City of Yorkton
Saskatchewan**

Bylaw No. 2/2023

A Bylaw of the City of Yorkton in the Province of Saskatchewan to Amend the Traffic Bylaw No. 18/2016 to Regulate Traffic, the Use of Public Streets and to Preserve Order Thereon

WHEREAS, pursuant to Section 8 of *The Cities Act*, a Council has the authority to pass any bylaw that it considers expedient in relation to the use of vehicles and the regulation of pedestrians, subject to *The Traffic Safety Act*;

AND WHEREAS, a bylaw known as “The Yorkton Traffic Bylaw” that has been approved by council, requires certain amendments to be made;

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

1. That Bylaw No. 18/2016, the Definition of “Commercial Vehicle” be amended by removing the numbers “6,350” in (a) and (b), and replace with “5,000”.
2. That Bylaw No. 18/2016, Clause 58, be amended as follows:
 - a) In the title, by inserting the word “Accessible” in front of the words “Parking Stalls” and removing the words “for the Disabled”.
 - b) In subclause (1), by removing the word “disabled” following the words “authorized to establish” and replacing it with the word “accessible”.
 - c) In subclause (1), by removing the words “disabled license plate stickers” following the words “vehicles bearing current” and replacing it with the words “accessible parking permit”.
 - d) By removing subclause (2) and replacing it with “No person shall park a vehicle in a parking stall marked as an accessible parking stall unless the vehicle displays a valid accessible parking permit issued by the Saskatchewan Abilities Council or such equivalent from any Province or Territory in Canada, and be displayed on the rear-view mirror.”
3. That Bylaw No. 18/2016, be amended by adding in the following as Section 64.1:

“Weight Restrictions

64.1 (a) Notwithstanding Section 62, the City Manager Designate shall be authorized to restrict the maximum allowable weights that may be driven on or over any street or lane within Yorkton city limits at any time of year and for any period of time deemed necessary. Further, the City Manager Designate shall ensure that proper signage is installed to inform traffic that maximum allowable weight restrictions are applicable.

(b) No person shall operate a vehicle on or over any street or lane where a weight restriction is in effect and is signed as such.”
4. That Bylaw No. 18/2016, Schedule “Y” be removed in its entirety and be replaced with Schedule “A” of this Bylaw.

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

MAYOR

CITY CLERK

Introduced and read a first time this ____ day of _____, A.D. 2023.

Read a second time this ____ day of _____, A.D. 2023.

Read a third time and adopted this ____ day of _____, A.D. 2023.

Schedule “A”

Amended
by Bylaw
No. 6/2022

SCHEDULE “Y” PENALTY

VOLUNTARY PAYMENTS FOR NOTICE OF VIOLATION PART 1 - PARKING VIOLATIONS (As provided for in Section 73)

Bylaw Section	Amount	Bylaw Description
Fine reduced by fifteen dollars if paid within 10 days of date of violation.		
12	\$100	Parking a commercial vehicle on Residential property
16(1)	\$100	Obstructing/closing a street or lane without permit
17(1)	\$100	Obstructing/closing a sidewalk without permit
18(1)	\$100	Driving over curb
22(1)(a)	\$200	Littering
22(1)(b)	\$200	Attaching leaflets to parked vehicles
24(1)/(2)/(3)	\$30	Obstructing traffic
24(4)(a)	\$30	Dumping snow on City Property, street or lane in Residential Zone
24(4)(b)	\$300	Dumping snow on City property, street or lane in Commercial zone
27(a)	\$50	Splashing pedestrian
27(b)	\$50	Project dirt at person by spinning tires
27(c)	\$250	Creating waves driving through puddle
37(1)	\$45	Engaging in Pedestrian Assisted Activity on street or lane
37(2)	\$45	Engaging in Pedestrian Assisted Activity on sidewalk
41(1)	\$45	Parking on street in excess of posted time limit
41(2)	\$45	Parking on street in excess of twenty four hours
43(1)	\$45	Improper parallel parking
43(2)	\$45	Improper parallel parking of a motorcycle

Schedule “A” continued

**SCHEDULE “Y” continued
PENALTY
VOLUNTARY PAYMENTS FOR NOTICE OF VIOLATION
PART 1 - PARKING VIOLATIONS
(As provided for in Section 73)**

Bylaw Section	Amount	Bylaw Description
44(1)	\$45	Improper angle parking
45	\$50	Double parking
46(1)	\$50	Parking strictly prohibited
47(1)	\$50	Washing vehicle on street or lane
47(2)	\$50	Vehicle repair in excess of three hours
48(1)	\$50	Parking in violation of minimum required distance
49(3)	\$45	Parking on a street exceeding the 2 hour limit
50(3)	\$35	Parking at expired meter
51(3)	\$45	Parking without a valid pay station ticket clearly visible
51(6)(a) or (b)	\$45	Enter, leave or park in an off-street parking lot other than as indicated
52(1)(c)	\$45	Parking in permit lot without clearly displayed permit
52(3)(a) or (b)	\$45	Enter, leave or park in an off-street parking lot other than as indicated
53(1)	\$45	Unauthorized parking in City owned parking lot
53(2)	\$100	Parking in accessible stall without valid placard
54	\$45	Parking on City owned property
55(1)	\$100	Parking a prohibited vehicle
56(1)	\$200	Parking a vehicle with dangerous goods in restricted area
57	\$45	Parked in loading zone beyond posted limit
58(2)	\$100	Parking in accessible stall without valid placard
59(1)	\$75	Loading or unloading violation

Schedule “A” continued

**SCHEDULE “Y” continued
PENALTY
VOLUNTARY PAYMENTS FOR NOTICE OF VIOLATION
PART 1 - PARKING VIOLATIONS
(As provided for in Section 73)**

Bylaw Section	Amount	Bylaw Description
60(1)	\$45	Parked on a Snow Route Parking Area while a ban is in effect
71(2)	\$50	Removing or erasing a chalk mark placed on a tire
72(1)	\$50	Unauthorized person place a ticket on vehicle

Schedule “A” continued

SCHEDULE “Y” continued VOLUNTARY PAYMENTS FOR SUMMARY OFFENCE TICKET PART 2 - MOVING VIOLATIONS (As provided for in Section 73)

Bylaw Section	Amount	Bylaw Description
5	\$400	Tampering with City signs
10(1)	\$200	Drive off heavy vehicle route - First Offence
10(1)	\$300	Drive off heavy vehicle route - Second Offence
10(1)	\$500	Drive off heavy vehicle route- Third and Subsequent Offences
10(2)	\$200	Fail to proceed to weigh scale
11(1)	\$200	Failing to use truck training and testing route
11(2)	\$200	Failing to obtain a Training and Testing Permit
13(5)	\$100	Drive on temporarily closed highway
14(1)	\$100	Parade or assembly on highway without permit
14(4)	\$50	Cross through or obstruct parade
15(2)	\$200	Moving an oversized load without permit
19(1)	\$50	Allow vehicle to be driven with unsecured load
19(2)	\$75	Placing an item that causes obstruction
23	\$100	Permitting livestock on any street or lane
28	\$100	Hitchhiking
29(1)	\$100	Soliciting business from a vehicle
29(2)	\$100	Enticing person to vehicle
30	\$85	Failing to stop and yield right of way to pedestrians
31	\$85	Failing to obey School Crossing Guard
32(2)	\$100	Drive wrong-way on one-way lane

Schedule “A” continued

SCHEDULE “Y” continued VOLUNTARY PAYMENTS FOR SUMMARY OFFENCE TICKET PART 2 - MOVING VIOLATIONS continued (As provided for in Section 73)

Bylaw Section	Amount	Bylaw Description
33(2)	\$100	Driving in Two Way Left Hand Turn Lane
34(2)	\$100	Driving incorrectly on a roundabout
34.1(1)or(2)	\$100	Making a U-turn where not permitted or unsafe
34.1(3)	\$100	Making a U-turn in a play or school zone
36	\$50	Driving over freshly painted lines
38	\$50	Using school bus safety lights and arms in school zones
39	\$200	Use of engine retardant brakes
40	\$50	Drive vehicle across city owned property
61	\$100	Operating unlicensed vehicle
62(1)(b)	\$200	Driving over-weight vehicle without permit
62(1)(c)	\$200	Driving over-size vehicle without permit
62(1)(d)	\$200	Driving farm equipment during prohibited times
62(1)(e)	\$200	Driving road construction equipment during prohibited times
63(1)	\$200	Drive off dangerous goods route – First Offence
63(1)	\$300	Drive off dangerous goods route – Second Offence
63(1)	\$500	Drive off dangerous goods route – Third Offence
64	\$100	Operate slow-moving vehicle during prohibited time
64.1(b)	\$500	Exceed weight restrictions (specified streets)
67(1)(a)	\$25	Ride bicycle on sidewalk or through crosswalk
67(1)(b)	\$25	Ride bicycle recklessly

Schedule “A” continued

67(1)(c)	\$25	Carry prohibited load on bicycle
67(1)(d)	\$25	Carry passenger on bicycle
67(1)(e)	\$25	Ride bicycle without a helmet
68(1)	\$25	Ride bicycle at night without lights

PENALTY (As provided for in Section 73)

In accordance with Section 73(2)(c), where the City Treasurer receives voluntary payment within ten (10) days after issuance of the Notice of Violation, the amount prescribed in this Schedule may be reduced by fifteen dollars (\$15.00).

Schedule “A” continued

**SCHEDULE “Y” continued
VOLUNTARY PAYMENT NOT ALLOWED
PART 3 - COURT APPEARANCE REQUIRED
(as provided for in Section 73)**

Bylaw Section	Amount	Bylaw Description
26(2)	\$360	Speeding in a construction zone 7 – 12 km/hr over speed limit
26(2)	\$385	Speeding in a construction zone 13 – 17 km/hr over speed limit
26(2)	\$400	Speeding in a construction zone 18+ km/hr over speed limit



PUBLIC NOTICE
PROPOSED BYLAW NO. 2/2023
Amendment to the Traffic Bylaw No. 18/2016

Public Notice is hereby given that the Council of the City of Yorkton intends to consider approving *Bylaw No. 2/2023, to amend the Traffic Bylaw No. 18/2016*, at the March 27, 2023 Regular Council Meeting. The Proposed Traffic Bylaw amendment will include changes to include a section relating to temporary weight restrictions that may be declared for certain roads and for a limited time. Council is also considering lowering the defined weight of a "commercial vehicle" in the Traffic Bylaw. A Public Hearing will be held at the March 27, 2023 Regular Council Meeting to allow the public to express their opinion or concern with any of the changes being proposed.

You can review the bylaw on the city's website www.yorkton.ca or by visiting City Hall. Questions regarding the proposed bylaw may be directed to:

René Richard, Director of Engineering & Asset Management
Phone: (306) 786-1734
Email: rrichard@yorkton.ca

OR

Nicole Baptist, Bylaw & Safety Supervisor
Phone: (306) 828-2425
Email: nbaptist@yorkton.ca

Public Hearing: City Council will hear all persons who are present and wish to speak to the proposed bylaw and all written submissions will be read verbatim aloud unless the submitter is in attendance to speak on the submission, on **Monday, March 27, 2023 in City Hall Council Chambers, Yorkton, Saskatchewan at 5:00 p.m.**

Any written submissions must be received by 9:00 a.m. on Wednesday, March 22, 2023 and must be directed to:

Jessica Matsalla, City Clerk
Box 400, 37 Third Avenue North
Yorkton, SK S3N 2W3
Email: jmatsalla@yorkton.ca

CONSOLIDATED COPY
which includes
Bylaw No. 20/2018,
No. 8/2020, No. 6/2022

CITY OF YORKTON

TRAFFIC BYLAW

NO. 18/2016



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BYLAW NO. 18/2016

A BYLAW OF THE CITY OF YORKTON IN THE PROVINCE OF SASKATCHEWAN TO REGULATE TRAFFIC, THE USE OF PUBLIC STREETS AND TO PRESERVE ORDER THEREON

THE COUNCIL OF THE CITY OF YORKTON IN COUNCIL ASSEMBLED ENACTS AS
FOLLOWS:

PART 1: INTERPRETATION

Title

1. This Bylaw shall be known as and may be cited as "The Yorkton Traffic Bylaw".

Provincial Legislation

2. All vehicle and traffic regulations in the City of Yorkton are to comply with the latest adopted edition of the Saskatchewan *Traffic Safety Act*.

Definitions

3. In this Bylaw, unless the context otherwise requires, the expressions:

"**All Terrain Vehicle**" has the same meaning as in the *All Terrain Vehicle Act*.

"**Bicycle**" shall mean a vehicle that is propelled by muscular power or combined muscular power and electrical-assisted power, and is fitted with operable pedals to propel it.

"**Block**" means the portion of a street which lies between two other streets neither of which is a lane and which both intersect the first named street.

"**Boulevard**" means the strip of land between the curb and the sidewalk and between the sidewalk and the property line or, where there is no sidewalk, the strip of land between the curb and the property line whether developed or not, or the strip of land between the designated roadway and property line.

"**Bus**" means a motor vehicle designed and intended to carry more than 15 passengers.

"**Bus Stop**" shall mean the portion of a street adjacent to the curb designated by signs and/or markings as such, for the purpose of loading and unloading passengers from any public transportation vehicle.

"**Bylaw Enforcement Officer**" shall mean ~~the bylaw enforcement officer~~ a bylaw enforcement officer or Special Constable (Community Safety Officer) of the City of Yorkton or anyone acting or authorized to act on his or her behalf.

Amended
by Bylaw
No. 20/2018

"Centre Median" means the strip of land or the painted centre line dividing any street into two or more lanes for traffic going in opposite directions.

"Chief of Police" means the member in charge of the City of Yorkton Municipal Detachment of the Royal Canadian Mounted Police and/or anyone acting or appointed or authorized by him or her to act on his or her behalf.

"City" shall mean the City of Yorkton.

"City Manager Designate" shall mean the person or persons designated by the City Manager of the City of Yorkton who have been given authority over sections of this Bylaw.

"City Treasurer" means the Director of Finance of the City of Yorkton and anyone authorized to act on his or her behalf.

"Clerk" shall mean the City Clerk of the City of Yorkton or anyone authorized to act on his or her behalf.

"Commercial Vehicle" means:

- (a) a motor vehicle with a Manufacturers G.V.W. registration exceeding 6,350 kg; or
- (b) a vehicle, including any combination of motor vehicle, trailer and load, with a total weight exceeding 6,350 kg.

"Council" means the Council of the City of Yorkton.

"Curb" means the actual curb to a street and if there be no curb in existence, shall mean the dividing line between that part of a street intended for the use of vehicles and that part of a street intended for use by pedestrians.

"Dangerous Goods" means a dangerous good as defined in the *Dangerous Goods Transportation Act*.

Amended
by Bylaw
No. 20/2018

"Designated Officer" means a person designated by City Council or City Manager who is given the authority to issue tickets under Section ~~48~~ 53 of this Bylaw.

"Director" means the Director of Engineering and Asset Management for the City of Yorkton and anyone acting or authorized by him or her to act on his or her behalf.

"Double Park" means the standing of a vehicle whether occupied or not, on a street parallel to a vehicle parked beside the curb in a designated parking area, for any reasons other than delay due to traffic signs or traffic control signals.

"Emergency Vehicle" means a licensed ambulance, a vehicle in the service of the Royal Canadian Mounted Police Service or the Yorkton Fire Department.

"Fire Lane" means a part of an access road adjacent to a building or structure that is clearly marked and is to be used by emergency vehicles and personnel in the event of a fire or emergency situation.

"Heavy Vehicle" means:

- (a) a motor vehicle with a Manufacturers G.V.W. registration exceeding 9,000 kg; or
- (b) a vehicle, including any combination of motor vehicle, trailer and load, with a total weight exceeding 9,000 kg.

"Holiday" means a holiday as defined in *The Interpretation Act*, and any day proclaimed as a civic holiday by the Council of the City of Yorkton.

"Intersection" shall mean that portion of the street where two or more streets intersect.

"Lane" means the kind or type of a street intended primarily to give access to the rear or side of a property and intended primarily for the use of vehicles and may also be referred to as an alley.

"Litter" means any manufactured article, processed material or any waste and for the purpose of this Bylaw shall include any grass clippings, leaves or tree branches.

Amended
by Bylaw
No. 20/2018

"Livestock" means farm animals (such as cows, horses, pigs and chickens) that are kept, raised and used by people.

"Loading Zone" shall mean that portion of a street adjacent to the curb designated by signs and/or markings for the exclusive use of vehicles loading or unloading passengers or goods.

"Lug Vehicle" means any vehicle portable engine or traction engine having metal spikes, lugs or cleats projecting from the face of the wheels or tires thereof, or having metal track tread.

"Motor vehicle" means a vehicle propelled or driven by any means other than by muscular power.

"Operator" means any person who drives, operates, or is in charge of a vehicle.

"Owner" means:

- (a) a person, whether a legal entity or not, named in the Certificate of Registration issued pursuant to *The Traffic Safety Act*; or
- (b) a person, whether a legal entity or not, who is entitled to possession of, or property in, any vehicle for which no current Certificate of Registration exists; or
- (c) any person, whether a legal entity or not, who is in possession of a motor vehicle under a contract by which he may become the owner of the motor vehicle in full compliance with the terms of the contract.

"Parade" means any group of pedestrians marching or walking on any street except members of the Armed Forces and/or any group of vehicles proceeding on a street under a common leadership (except funeral processions or Armed Forces Vehicles).

"Parking" means the standing of a vehicle, whether occupied or not, on a street or lane or an area indicated by signs, markings, meters, parking poles or physical barriers as a parking space for a single vehicle, other than momentarily, for the purpose of and while actually engaged in loading or unloading of passengers or goods or in obedience to traffic regulations signs or signals.

"Parking Stall" means a portion of a street or an area indicated by signs, markings, meters, parking poles or physical barriers as a parking space for a single vehicle.

"Pedestrian-assisted activity" includes any human-powered activity such as roller-blading, roller-skating, skate boarding, snowboarding, skiing and tobogganing and scooters, but excludes bicycles.

"Pedestrian" means any person on foot or confined to a wheelchair, whether powered by human power or motor.

"Pedestrian Crosswalk" means:

- (a) that portion of a street designated by signs or markings for the use of pedestrians to cross a street;
- (b) where there are no signs or markings, that portion of a street within the prolongation of the lateral boundary lines of the adjacent or intersecting sidewalks at the end of a block; or
- (c) where there are no signs or markings or sidewalks, that portion of the street measured five (5) metres back from the street intersection and parallel across the roadway.

"Person" includes a corporation or a partnership as well as a man, woman, or child.

"Playground or Recreational Area" shall mean any area designated by Council for use for recreation.

"Police Officer" means "peace officer" as defined by *The Traffic Safety Act*.

"Public Hall" shall mean schools, theatres, moving picture theatres, churches, hockey, skating and curling rinks, dance halls and public assembly halls.

"Road Construction Equipment" means self-propelled or towed equipment used directly in road construction, but does not include a truck, trailer, semi-trailer unit or road construction equipment transported on a truck, trailer or semi-trailer unit.

"School Ground" shall mean that area on which is situated an educational institution, whether public or private, and shall include the lands belonging thereto.

"Sidewalk" means the actual sidewalk where constructed on or adjacent to a part of a street or that portion of a street intended primarily for use by pedestrians, or any structure in a park or other public place designed or intended for use by pedestrians or bicycles.

"Sidewalk Crossing" means that portion of a sidewalk or curb permanently improved or designed for the passage of vehicular traffic across the sidewalk or curb.

"Slow moving vehicle" means any slow moving vehicles or equipment, or any other machinery designed for use at speeds less than 40 km per hour or which normally travels or is used at speeds of less than 40 km per hour.

"Stop" means a complete cessation from movement.

"Street" means that portion of a public road lying between curbs, where constructed, and intended primarily for use by vehicles or, where no curb exists, that portion of a public road intended for use by vehicles and may be named Avenue, Drive, Bay, etc.

"Traffic" means the movement of pedestrians, vehicles, goods or livestock upon any street or lane in the City of Yorkton.

"Traffic Circle" means a road junction at which traffic moves in one direction around a central island.

"Traffic Control Device" means a parking meter, sign, traffic island, marking or a device placed, marked or erected under the authority of this Bylaw for the purpose of regulating, warning or guiding traffic.

"Traffic Lane" means a longitudinal division of a street of sufficient width to accommodate the passage of a single line of vehicles.

"Traffic Light Signal" shall mean a lighted device whether manually, electrically or mechanically operated, for the purpose of directing, warning, or regulating traffic.

"Traffic Marker" means an object intended to be used for the purpose of channeling traffic on a street.

"Two-Way Left Turn Lane" means the paved area in the street median that extends along a street section marked with signs and pavement markings, out of the through traffic stream, for vehicles travelling in either direction to make left turns into intersections and driveways.

"Unattached Trailer" means any trailer either covered or uncovered including a fifth wheel or camper that is uncoupled from the towing unit.

"Unlicensed Vehicle" means any vehicle without valid license plates or registration as required under the current adopted edition of the *Traffic Safety Act*.

"U-turn" means the turning of a vehicle so as to cause it to proceed in the opposite direction from which it was proceeding immediately prior to the commencement of such turn.

"Vehicle" means a device in, upon or by which a person or thing is or may be transported or drawn upon a street or lane and includes special mobile machines and agricultural implements, and, for the purpose of parking and stopping restrictions, includes any portion of a vehicle.

"Waste" means rubbish, slimes, tailings, garbage, refuse, scrap or any other waste products of any kind whatsoever.

Wherever in this Bylaw the expression "vehicle", "vehicular", and "vehicular traffic" is used, it shall mean, and be held to include for the purpose of prosecution under this bylaw, the owner, driver, or operator.

PART 2: TRAFFIC SIGNS

Erection of Signs

4. (1) The City Manager Designate is hereby authorized to erect and maintain signs for the purpose of the control, warning, guidance, information and direction of traffic in conformity with the provisions of this Bylaw or any traffic requirements approved by Council. No person shall erect a sign on public property unless given written approval by the City Manager Designate.
- (2) The City Manager Designate shall keep a record of the location of all traffic control signs and devices and zones where parking or stopping is restricted by sign and the record shall be open to inspection at the office of the City's Engineering and Asset Management Department during normal business hours.
- (3) Requests for new signs must be made to the City Manager Designate by completing the Traffic Control Device Request form, as shown in Schedule "A".

Protection of Signs

5. No person shall damage, deface, remove, obscure, or interfere with any sign, marker or barricade placed or maintained by the City for the purpose of traffic or parking control.

Directional Arrows

6. Where a sign indicates parking or stopping restrictions by directional arrow, that restriction shall continue in the direction of the arrow to the next street intersection unless interrupted by a similar sign with a facing arrow.

Stop Signs

7. The City Manager Designate may erect and maintain, stop signs at street intersections, which satisfy the minimum requirements as per the Transportation Association of Canada current standards.

Yield Signs

8. The City Manager Designate may erect and maintain, as funding permits, yield signs at street intersections, which satisfy the minimum requirements as per the Transportation Association of Canada current standards.

Pedestrian and School Crosswalk Signs

9. Pedestrian and school crosswalk signage as per the Transportation Association of Canada current standards.

PART 3: HEAVY/COMMERCIAL VEHICLES

Heavy Vehicle Restrictions

10. (1) No person shall operate a heavy vehicle on any street except:
 - (a) On the Heavy Vehicle Route as established in Schedule “B” of this Bylaw;
 - (b) while such a heavy vehicle is making collection or delivery, provided that the operator proceeds by the most direct route to or from the point of collection or delivery, to or from the nearest heavy vehicle route;
 - (c) while such heavy vehicle is proceeding to or from the business premises of the owner or operator of the heavy vehicle, provided that the operator proceeds by the most direct route to or from the business premises, to or from the nearest heavy vehicle route;
 - (d) while such heavy vehicle is proceeding to or from a garage for the purpose of repairs, servicing or refueling, provided that the operator proceeds by the

most direct route to or from the garage, to or from the nearest heavy vehicle route;

- (e) while such heavy vehicle is being operated in the service of the City.
- (2) Any person operating a vehicle shall comply with a request of a Police Officer or Bylaw Enforcement Officer to immediately proceed to a weigh scale and there allow the vehicle to be weighed, for the purpose of determining whether the vehicle is a heavy vehicle.
- (3) The City Manager Designate is hereby authorized to sign all of the designated heavy vehicle routes with the appropriate signage.

Heavy Vehicle Training and Testing Routes

- 11. (1) In order to facilitate driver training and testing for the operation of heavy vehicles in the city of Yorkton, registered and licensed examination schools for heavy vehicle operation shall; upon application and approval of the City Manager Designate, be permitted to utilize the routes described in Schedule “C” of this Bylaw.
- (2) The approved training and testing routes shall be restricted to vehicles displaying a valid permit shown in Schedule “C” of this Bylaw and having paid the corresponding fee as shown in Schedule “V”.
- (3) Vehicles on the approved training and testing routes are limited to maximum gross weight of 34,500 kg.
- (4) Vehicles that are required to display “Dangerous Goods” placards are not permitted on these routes.

Commercial Vehicle Restrictions

- 12. Commercial vehicles are only permitted to park on private property in residential areas once per seven days, for no more than 48 hours and in no circumstances be permitted to idle for more than 15 minutes.

PART 4: RESTRICTED USE OF STREETS

Temporary Street Closure

13. (1) Notwithstanding any other provision in this Bylaw, the City Manager Designate shall have authority to temporarily close to vehicular traffic or restrict parking or stopping on any street for the purpose of:
- (a) enabling work to be carried out by or on behalf of the City, including road maintenance, street cleaning, snow removal and sewer or water line construction, repair or improvements;
 - (b) facilitating the moving of any building, structure or other object;
 - (c) facilitating the construction, repair or demolition of a building, structure or other object;
 - (d) facilitating public gatherings.
- (2) The Chief of Police shall have authority to temporarily close to vehicular traffic or restrict parking or stopping on any street or portion thereof whenever:
- (a) in his or her judgment it may be necessary in order to avoid traffic congestion, danger, accident; or
 - (b) for the purpose of a parade or assembly of persons, in accordance with Section 14 of this Bylaw, and shall notify the City Clerk except in case of emergency.
- (3) The Fire Chief of the City or his or her designate shall have authority to temporarily close off any street to vehicular or pedestrian traffic in the case of fire or emergency.
- (4) Where a street is temporarily closed, the City Manager Designate shall instruct the street to be marked with a sign indicating the closure and the hazards, if any, that would be encountered in its use.
- (5) No person shall operate **or stop** a vehicle upon any street or lane temporarily closed to vehicular traffic by authority of this Bylaw or any other Bylaw of Council.
- (6) ~~No person shall park or stop a vehicle upon any street where parking or stopping is temporarily restricted by authority of this Bylaw or any other Bylaw of Council.~~**
- (6) A Police Officer or Bylaw Enforcement Officer is hereby authorized to direct traffic in conformity with the provisions of this Bylaw.

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Parades

14. (1) No parade shall be held without first obtaining a parade permit from the Director of ~~Community Development, Parks and Recreation~~ **Recreation & Community Services** (or designate), in accordance with the current Parade Permit Policy.
- (2) Permit applications are to be made on the Parade Permit Application Form, as found in the current Parade Permit Policy.
- (3) All applications for permits shall be made at least 15 business days in advance of the parade date to allow ample time to arrange for approvals and policing of the route.
- (4) No person shall cross through or in any way obstruct or interfere with a parade or assembly for which a parade permit has been obtained.

Moving an Oversized Load on City Streets

15. (1) The City Manager Designate shall have authority to issue an Oversized Load Transport Permit, in the form found in Schedule "D" of this Bylaw, for the moving of a building, structure, machine, or other object over a street or lane upon receipt of the application for an Oversized Load Transport Permit.
- (2) No person shall move a building, structure, or any load, including the vehicle and trailer which is deemed to be a Restricted Vehicle as defined in Section 62, over a street or lane without first obtaining a moving permit and then only in compliance with the conditions of that moving permit.

Temporary Street and Lane Use Permit

16. (1) No person shall obstruct a street or lane without first obtaining a Street and Lane Use Permit.
- (2) The City Manager Designate shall have the authority to issue Street and Lane Use Permits, in the form found in Schedule "E" of this Bylaw, for temporary use of a street, lane or boulevard:
- (a) during the construction, repair or demolition of a building, structure or other object; or
- (b) during block parties;
- upon receipt of the application and corresponding fees as set out in Schedule "V" not less than seventy-two hours before the commencement of the street or lane use activity.

Temporary Sidewalk Use Permit

17. (1) No person shall obstruct a sidewalk without first obtaining a Temporary Sidewalk Use Permit.
- (2) The City Manager Designate shall have authority to issue Temporary Sidewalk Use Permits, in the form found in Schedule “F” of this Bylaw, for temporary use of a sidewalk:
- (a) during the construction, repair or demolition of a building, structure or other object;
 - (b) for the purpose of displaying goods on a portion of the sidewalk;
 - (c) for the holding of a special event.
- upon receipt of the application and corresponding fees as set out in Schedule “V” of this Bylaw.

Temporary Curb and Sidewalk Crossing

18. (1) No person operating a vehicle shall drive the vehicle across a curb or sidewalk except at a curb or sidewalk crossing. Vehicles that require to temporarily cross a sidewalk or curb may do so only after obtaining a Curb and Sidewalk Crossing Permit as shown in Schedule “G” of this Bylaw.
- (2) All applicants for a Building Permit will be required to obtain the Curb and Sidewalk Crossing Permit at the discretion of the City Manager Designate.

Transporting Material

19. (1) All material of any kind being transported over any street or lane must be transported in such a manner and in such containers that no part of the material, while in transit shall find its way onto the surface of the street or lane. The owner or operator is responsible for the removal of any items falling onto the street or lane.
- (2) No person shall place any item that will obstruct any street, lane, sidewalk or boulevard and is responsible for removing them.

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~~(3) No person shall litter on any street, lane, sidewalk, boulevard or other public property.~~

Snow Removal

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20. (1) All sidewalks fronting or abutting any school grounds or properties on the streets found in Schedule “H” shall remove and clear away all snow and ice from the sidewalks adjoining the land owned or occupied by them within ~~twenty-four (24)~~ **forty eight (48)** hours after the sidewalk becomes obstructed.
- (2) The City may take whatever actions or measures are necessary to remedy the contravention, pursuant to Section 333 of *The Cities Act*, including completing the work and adding to the tax roll of the adjoining property the unpaid expenses and costs incurred by the City for removing the snow and ice.

Litter Removal

21. All persons owning or occupying property specified on the streets found in Schedule “H” shall be compelled to remove and clear away all dirt, litter and other obstructions from the sidewalks adjoining the land owned or occupied by them within forty eight hours of the sidewalk becoming obstructed.

Littering/Attaching of Leaflets

22. (1) No person shall:
- (a) Litter on any public property **including, but not limited to, any street, lane, sidewalk or boulevard.**
- (b) Attach or deposit leaflets to any parked vehicle, **on any street, lane, or City owned parking lot** except for parking tickets issued pursuant to this Bylaw.

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Livestock Prohibited

23. No person shall permit livestock on any street or lane except for use in a parade with a valid parade permit.

Prohibited Obstructions

24. (1) No person shall place or leave any cord or cable across any street, lane, or sidewalk.
- (2) No person shall build or construct any crossing in, on, or across any street, boulevard, sidewalk, drain, gutter, or any other public place in the City without written permission from the City Manager Designate.
- (3) No person shall obstruct, interfere with or interrupt the free passage of traffic on any street, lane or sidewalk.

- (4) No person shall place snow into the street or lane, or on City owned property in:
- (a) Residential zones, as determined in the current Zoning Bylaw; or
 - (b) Commercial and Industrial zones, as determined in the current Zoning Bylaw;

excepting the Snow Dump, if located on streets listed in Schedule “H”, or unless provided with written permission from the City Manager Designate.

PART 5: MOVING VIOLATIONS

General Speed Limits

25. (1) The speed limit on any street in the corporate limits of the City of Yorkton shall be 50 km/hour unless otherwise posted.
- (2) (a) The speed limit in any **Elementary** School Zone or ~~recreational area~~ **Play Zone** marked by the appropriate signage is ~~40~~ **30** km/hour between the hours of 8:00 a.m. and ~~8:00~~ **10:00** p.m. **(Coming into force September 1, 2022)**
- (b) **The speed limit in any High School Zone marked by the appropriate signage is 40 km/hr between the hours of 8:00 a.m. and 10:00 p.m. (Coming into force September 1, 2022)**
- (3) The speed limit on any lane or parking lot is 30 km/hour.
- (4) Speed limits on Provincial Highway Routes within the corporate limits of the City of Yorkton shall be established and posted by the Ministry of Highways and Infrastructure and the City of Yorkton.

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Construction Zone Speed Limits

26. (1) The City Manager Designate shall have full authority to install construction speed limit signs and reduce speed limits during any road construction or other public works which require workers to be present on the roadway or during which traffic lanes must be narrowed or re-routed. **Speed limit reductions shall not exceed sixty percent (60%) of the normal speed limit on the street as follows:**

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Normal Speed Limit	Construction Speed Limit
100	60
80	50
70	45
60	35
50	30

- (2) ~~No person shall operate a vehicle on any street under construction in excess of the posted construction speed limit.~~ No person shall operate a vehicle on a street in a posted construction speed zone at a speed greater than the posted speed limit for that construction zone.

Splashing

27. (1) No person operating a vehicle on a public street or lane shall:
- (a) splash a pedestrian; or
 - (b) project dirt or water at or onto any pedestrian or other vehicle by spinning tires or accelerating quickly.
 - (c) drive through large puddles in a manner that creates waves and endangers properties.

28. Soliciting

- No person standing or walking on a public highway, sidewalk or boulevard shall solicit a ride from the operator of a vehicle by word or any action whatsoever.

Soliciting

29. (1) No person shall solicit business from a vehicle, except where licensed to do so by the City of Yorkton.
- (2) No person shall annoy any person by soliciting or enticing any person to a vehicle.

Pedestrian and School Crosswalks

30. Every person operating a vehicle shall stop and yield the right-of-way to any pedestrians who are crossing the street at any intersection or marked crosswalk.

School Crossing Guards

31. No person shall pass or proceed through a pedestrian crosswalk that is controlled by a School Crossing Guard until direction or signal of the School Crossing Guard is given to proceed.

One Way Lanes

32. (1) The lanes set out in Schedule “I” are established as one-way lanes.
- (2) No person shall operate a vehicle on a one-way lane except in the direction provided by this Bylaw.

Two-Way Left Hand Turn Lanes

33. (1) The traffic lanes as described in Schedule “J” are hereby established as two-way left hand turn lanes.
- (2) No person shall operate a vehicle in a two-way left hand turn lane except in the direction as described in this Bylaw.

Roundabouts

34. (1) Roundabouts are hereby established as noted in Schedule “K”, Part 1.
- (2) No person shall operate a vehicle or bicycle except:
- (a) in accordance with the signage as shown in Schedule “K”, Part 2; and
- (b) in the manner described in Schedule “K”, Part 3 and Part 4, or with any other provision of this Bylaw.

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U-turns

- 34.1 (1) Subject to Subsection (2), no person shall make a U-turn on a public street or lane:
- (a) At an intersection; or
- (b) Where signs prohibit U-turns.
- (2) Notwithstanding Subsection (1), no driver of a vehicle shall make a U-turn until it is safe to do so.
- (3) Notwithstanding Subsection (2), no driver of a vehicle shall make a U-turn anywhere in a Play Zone, Elementary School Zone, or High School Zone during the times the zones are in effect.

Fire Hose

35. No person operating a vehicle shall drive the vehicle across or stand a vehicle upon any fire equipment, including a water hose, which is in use or intended to be used by members of the Fire Department.

Crossing Wet Paint Lines

36. No person shall drive a vehicle across, walk on or otherwise cross over any freshly painted line on any street when that line is indicated by signs, flags or other warning device.

Pedestrian Assisted Activities on the Street or Lane

37. (1) No person shall engage in any pedestrian-assisted activity, on any street or lane where a sidewalk is available.
- (a) Where no sidewalk is available, no person shall engage in a pedestrian-assisted activity more than two abreast on any street or lane and shall proceed in a direction opposite to vehicular traffic.
- (2) No person shall engage in any pedestrian-assisted activity on any sidewalk:
- (a) Without heeding the right-of-way to pedestrians on foot or wheelchair;
- (b) Without due care and attention for the safety of other users of the public sidewalk;
- (c) Without due care and attention to that persons own safety, and;
- (d) In a manner and at a speed appropriate to the surface being skated upon.

School Bus Safety Lights

38. The use of school bus safety lights and stop arms shall be prohibited in designated school zones.

Engine Retarder Brakes

39. No person operating a vehicle shall use engine retardant brakes in the City, except to avoid or reduce the impact of a collision or in the case of such other emergency.

Operating a Vehicle on City Owned Property

40. No person shall operate a vehicle on property owned by the City other than on a street, lane or in a lot that permits parking, without written permission from the City Manager Designate.

PART 6: PARKING & STOPPING

Limited Street Parking

41. (1) No person shall park any vehicle upon any street for a time that exceeds the limit indicated by parking signage, as shown in Schedule “L”.

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- (2) No person shall park a vehicle on any street for a period of time exceeding ~~twenty~~
~~four~~ forty eight (48) hours.

Street Parking at Curb

42. ~~No person shall park a vehicle upon a street except~~ Street parking at the curb is permitted, when vehicles are parked:

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- (1) at the right-hand curb on a two-way street, pointing in the direction of traffic;
- (2) at either curb on a one-way street, pointing in the direction of traffic;
- (3) parallel to or alongside the curb unless angle parking is indicated by signs or marking; ~~or~~

provided such parking is not otherwise prohibited by this Bylaw.

Parallel Parking Requirements

43. (1) No person shall parallel park:
- (a) with the front or rear wheel nearest the curb more than 0.3 metres from that curb; refer to Schedule “M”, Diagram 1.

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- (b) within 0.6 metres of any vehicle previously parked in front of or behind the vehicle; refer to Schedule “M”, Diagram 2.
- (2) The operator of a motorcycle shall park the vehicle at an angle of forty-five (45) degrees to the curb with the rear wheel within 0.3 metres of the curb; refer to Schedule “M”, Diagram 3.

Angle Parking Requirements

44. (1) No person shall park a vehicle on any street where angle parking is provided except:
- (a) in accordance with signs or markings designating a parking stall; and
 - (b) with the front end of the vehicle within 0.3 metres of the curb, as shown in Schedule “N”, Diagram 1; and
 - (c) where the vehicle measures no more than six metres in overall length, as shown in Schedule “N”, Diagram 2.

Double Parking Prohibited

45. No person shall double park any vehicle upon any street in the City.

Parking Prohibited

46. (1) No person shall park a vehicle for any period of time:

- (a) on any lane in the City;
- (b) on any **sidewalk or** sidewalk crossing ;
- (c) on any curb crossing;
- (d) on any portion of a boulevard;
- (e) on any portion of a centre median;
- (f) within a street intersection;
- (g) in a traffic lane of any street;
- (h) on any street on which parking has been temporarily restricted;
- (i) on any street which has been temporarily closed to vehicular traffic;
- (j) on any street immediately in front of the entrance to any theatre, auditorium, school or public hall with the exception of **handicap accessible parking** drop off zones;
- (k) any place where signage indicates parking is prohibited;
- (l) on the center island of a traffic circle or roundabout;

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- (m) in any posted fire lane;
- (n) on any crosswalk;
- (o) at any posted bus stop;
- (p) obstructing any private driveway;
- (q) any place where a curb is painted yellow upon direction of the City Manager Designate;
- (r) in the opposite direction of traffic.

Vehicle Repairs

- 47. (1) No person shall wash or repair any vehicle on a street or lane, except in the case of an emergency and then only in the curb traffic lane of the street.
- (2) No person shall leave any vehicle requiring emergency repair for more than three (3) hours on any street or lane.

Minimum Distances

- 48. (1) No person shall park a vehicle:
 - (a) within twelve (12) metres of extended curb lines at intersections unless parallel parking stalls are provided and marked. Refer to Schedule “O”, Diagram 1;
 - (b) within three (3) metres of any lane entrance. Refer to Schedule “O”, Diagram 2;
 - (c) within two (2) metres of any sidewalk crossing. Refer to Schedule “O”, Diagram 3;
 - (d) within three (3) metres of a fire hydrant. Refer to Schedule “O”, Diagram 4;
 - (e) within five (5) metres of any railway track. Refer to Schedule “O”, Diagram 5;
 - (f) within two (2) metres of a private driveway. Refer to Schedule “O”, Diagram 6.
 - (g) within two (2) meters of a crosswalk. Refer to Schedule “O”, Diagram 7.

Two Hour Street Parking

49. (1) Two hour on-street parking is hereby established on the streets as set out in Schedule "P" of this bylaw.
- (2) Two hour on street parking is in effect from Monday to Friday from 9:00 am to 6:00 pm.
- (3) Where two hour on street parking is established, no person shall:
- (a) Park for more than 2 hours on that entire block unless a valid City Hall Parking Permit or City Hall Daily Parking Permit is clearly displayed;
 - (b) Move the vehicle to another spot on that block at the expiration of 2 hours;
 - (c) Use more than one parking space, where lines are established on the roadway.

15-Minute Meter Parking

50. (1) Notwithstanding Section 49, 15-minute meter parking spaces shall be established by the City Manager Designate.
- (2) Meter fees are described in Schedule "V".
- (3) No person shall park a vehicle in a 15-minute metered parking stall for any period of time while the parking meter for that parking stall shows "Violation" or "Time Expired".
- (4) Meter fees are not required:
- (a) between the hours of 6:00 p.m. and 9:00 a.m. ;
 - (b) on Saturdays, Sundays or Holidays;
 - (c) for service vehicles owned by and marked as Saskatchewan Power Corporation, Saskatchewan Energy, or Saskatchewan Telecommunications while actively engaged in performing utility services;
 - (d) to vehicles marked as belonging to City of Yorkton, Yorkton Fire Department and the RCMP;
 - (e) for veterans displaying a valid Veteran's License Plate.

- (5) No person shall:
- (a) deposit in a parking meter any slug or other substitute for a coin of Canada or the United States of America;
 - (b) deface, damage or tamper with the working of any parking meter or meter pole.
- (6) Council, at its discretion, may by resolution establish free parking provisions for a period as identified in their resolution.

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Multi Space Pay Station Parking Lots

51. (1) Multi space pay station parking lot locations are described in Schedule “R” of this Bylaw.
- (2) Pay station fees as described in Schedule “V”.
- (3) No person shall park a vehicle in a pay station parking lot for any period of time unless a valid pay station ticket or parking permit is displayed in the driver’s side front window.
- (4) Pay station fees are not required in the pay station parking lots:
- (a) between the hours of 6:00 p.m. and 9:00 a.m.;
 - (b) on Saturdays, Sundays and Holidays;
 - (c) to service vehicles owned by and marked as Saskatchewan Power Corporation, Saskatchewan Energy, or Saskatchewan Telecommunications while actively engaged in performing utility services;
 - (d) to vehicles marked as belonging to the City of Yorkton, Yorkton Fire Department and the RCMP;
 - (e) for veterans displaying a valid Veteran’s License Plate.
- (5) No person shall:
- (a) deposit in a pay station any slug or other substitute for a coin of Canada or the United States of America;
 - (b) deface, damage or tamper with the working of any pay station.

- (6) A person shall:
- (a) enter or leave an off-street parking lot in accordance with painted lines or directional signs posted in that area, and;
 - (b) Where parking stall boundaries are indicated by painted lines, a meter, pole, sign, or other device, park a vehicle entirely within the boundary of a parking stall.

Permit Parking Lots

52. (1) (a) The City Manager Designate is hereby authorized to issue parking permits.
- (b) Permit parking lot locations are found in Schedule “S” of this bylaw.
 - (c) A valid parking permit must be clearly displayed.
 - (d) Council, at its discretion, may by resolution establish free parking provisions for a period as identified in their resolution.
- (2) Fees for permit parking lots are found in Schedule “V”.
- (3) A person shall:
- (a) enter or leave an off-street parking lot in accordance with painted lines or directional signs posted in that area, and;
 - (b) Where parking stall boundaries are indicated by painted lines, a meter, pole, sign, or other device, park a vehicle entirely within the boundary of a parking stall.

City Owned Private Parking Lots

53. (1) No person shall park a vehicle on ~~private property, in any private parking place~~ **city owned private property, in any city owned private parking place** or parking lot except with the express consent of the owner, occupant or permittee of that property.

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- (a) All parking places and parking lots set out in Schedule “T”, are established as “City Owned Private Property” and parking of vehicles by any person other than the owner, occupant, licensee or permittee of the parking place or parking lot on the said **city owned** private property without the express consent of such owner, occupant, licensee or permittee is prohibited.

- (b) No person shall enter, leave or park in a private parking area except in accordance with painted lines and/or directional signs posted in that area.

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- (c) No person shall park a vehicle exceeding a Manufacturers G.V.W. of 6,350 kg or an overall length of more than six (6) metres on any **city owned** private parking lot except:

(i) for the purposes of using that facility, or;

(ii) if granted permission by the Director of ~~Community Development, Parks and Recreation~~ **Recreation & Community Services** or his/her designate only for the Gallagher Centre, Yorkton Public Library, Kinsmen Arena, Godfrey Dean Cultural Centre or Gloria Hayden Centre **city owned** private parking lots.

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- (2) ~~No person shall park a vehicle in any parking stall marked by signs reserving the spot for the disabled unless the vehicle displays a valid disabled person permit on the rearview mirror issued by the Saskatchewan Abilities Council or such equivalent from any province or Territory in Canada.~~ No person shall park a vehicle in any parking stall marked as an Accessible (disabled) stall, unless the vehicle displays a valid accessible parking permit, issued by the Saskatchewan Abilities Council or such equivalent from any Province or Territory in Canada, and be displayed on the rearview mirror.
- (3) A Designated Officer or Bylaw Enforcement Officer is authorized to issue tickets in City Owned Private Parking Lots.

City Owned Property

54. No person shall park a vehicle upon property owned by the City other than on a street or in a lot that permits parking, without written permission from the City Manager Designate.

Prohibited Vehicles

55. (1) The following are prohibited from parking on any street, lane or City owned parking lot at any time:

(a) any unattached trailer including fifth wheel campers with the exception of those that have obtained a Construction Trailer Permit as described in Schedule “U”.

Amended
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(b) any semi trailer or tractor not actively loading or unloading.

(c) any commercial vehicle as defined in this Bylaw not actively loading or unloading.

- (d) any unlicensed vehicle or vehicle with expired registration.
- (e) any snowmobile, dirt bike, all terrain vehicle, golf cart or similar vehicle.
- (f) any vehicle with Manufacturers Gross Vehicle Weight of more than 6,350 kilograms with the exception of recreational vehicles, City owned vehicles, and emergency vehicles.
- (g) any bus not actively picking up or dropping off passengers.

Dangerous Goods Vehicle Parking

56. (1) No person shall park a vehicle that requires a “Dangerous Goods” placard as required by the *Dangerous Goods Transportation Act* within 150 metres of any residence, educational institution or public hall except for the purpose of loading or unloading under the following conditions:
- (a) it is not possible for the contents to be unloaded from any other area; and
 - (b) the vehicle and the unloading procedure are under constant supervision during the entire time the vehicle is parked.

Loading Zones

57. Notwithstanding Section 49, no person shall park a vehicle in a loading zone for more than the posted time limit.

Accessible Parking Stalls ~~for the Disabled~~

58. (1) The City Manager Designate is hereby authorized to establish **accessible disabled** parking stalls for the exclusive use of motor vehicles bearing current **accessible parking permit disabled license plate stickers** or placards and to erect signs to mark such spaces.
- (2) No person shall park a vehicle in any parking stall marked **as an accessible parking stall by signs reserving the spot for the disabled** unless the vehicle displays a valid **accessible parking disabled person** permit **on the rearview mirror** issued by the Saskatchewan Abilities Council or such equivalent from any Province or Territory in Canada, **and be displayed on the rearview mirror.**

Loading and Unloading

59. (1) No person shall park a vehicle, including a semi-trailer or trailer combination, on any street with the vehicle backed up to the curb except:

- (a) while actually loading or unloading goods onto or from the vehicle; and
- (b) where the vehicle does not obstruct more than three (3) metres of the street, measured perpendicular to the curb.

Snow Route Parking Areas

60. (1) No person shall park or stop a vehicle or permit a vehicle to be parked or stopped on any street or portion of any street identified as a snow route by the signage indicated in Schedule “W” of this Bylaw.
- (a) Section 60 applies when snow routes have been declared in effect by the City Manager Designate.
 - (b) A declaration announcing a red square snow route to be in effect shall remain in effect for a period of seventy two (72) hours unless sooner terminated or extended by further declaration of the City Manager Designate. Such seventy two (72) hour period to commence and be effective from the time specified in the declaration.
 - (c) A declaration announcing a blue square snow route to be in effect shall remain in effect during the hours of 12:00 am and 7:00 am for a period of seventy two (72) hours unless sooner terminated or extended by further declaration of the City Manager Designate. Such seventy two (72) hour period to commence and be effective during the time specified in the declaration.
 - (d) The City Manager Designate shall inform the public of the existence of a snow route declaration using whatever means he or she may deem advisable.
- Amended
by Bylaw
No. 20/2018
- (e) All vehicles parked on designated snow routes, while a declaration is in effect, shall be deemed to be illegally parked and may be ticketed ~~or~~ and/or towed away under the provisions of this Bylaw.

PART 7: RESTRICTED VEHICLES

Unlicensed Vehicles Prohibited

61. No person shall operate a motor vehicle not capable of being licensed, except for rubber tired construction equipment, farm equipment (**notwithstanding Section 62(1)(d)**) or a medi-scooter or motorized wheel chair on any street, lane, park, public reserve, sidewalk, easement, boulevard, or other City owned property.
- Amended
by Bylaw
No. 20/2018

Restricted Vehicles

62. (1) No person shall operate on any street:
- (a) any vehicle having contact with the road surface by motorized tracks, including a lug vehicle;
 - (b) any vehicle or load, or both, exceeding the maximum loads set out in Schedule "X" to this Bylaw, without an Oversized Load Transport Permit as found in Schedule "D".
 - (c) any vehicle, including the load, which exceeds:
 - (i) 2.9 metres in width;
 - (ii) 12.5 metres in length for a truck or single vehicle, 14 metres in length for a bus, 23 metres in length for a tractor and semi-trailer or any other combination of vehicles, or 25 metres in length for an A train, B train, or C train; or
 - (iii) 4.5 metres in height;Without an Oversized Load Transport Permit as found in Schedule "D".
 - (d) any farm equipment between the hours of 8:00 a.m. to 9:00 a.m., 12:00 p.m. to 1:00 p.m., and 4:00 p.m. to 6:00 p.m. Monday through Friday inclusive or between sunset and sunrise;
 - (e) any road construction equipment during the hours of 8:00 a.m. to 9:00 a.m., 12:00 p.m. to 1:00 p.m., or 4:00 p.m. to 6:00 p.m. Monday through Friday inclusive or between sunset and sunrise unless the equipment is preceded and followed by a pilot car.
- (2) Pilot cars are to be identified in conformity with the Escort Vehicle Equipment Requirements of the Ministry of Highways and Infrastructure's "Guide to Saskatchewan Weights and Dimensions".

Dangerous Goods Routes

63. (1) Subject to Subsection 2, no person shall operate a dangerous goods vehicle other than on a Dangerous Goods Route, as found in Schedule "B";
- (2) A person may operate a dangerous goods vehicle on a route other than the Dangerous Goods Route if the dangerous goods vehicle:

- (a) is making pickup or delivery of a dangerous good;
- (b) is proceeding to or from the business premises of the owner or operator of the dangerous goods vehicle; or
- (c) is proceeding to or from a garage for the purpose of repairs, servicing or refueling; and

The Dangerous Goods Vehicle proceeds on the most direct route to and from the Dangerous Goods Route.

Restrictions on Slow Moving Vehicles

64. No person shall operate a slow moving vehicle on any street between the hours of 8:00 a.m. and 9:00 a.m., 12:00 p.m. to 1:00 p.m., or 4:00 p.m. and 6:00 p.m. Monday through Friday inclusive or between one half hour before sunset and one half hour after sunrise.

Weight Restrictions

64.1 (a) Notwithstanding Section 62, the City Manager Designate shall be authorized to restrict the maximum allowable weights that may be driven on or over any street or lane within Yorkton city limits at any time of year and for any period of time deemed necessary. Further, the City Manager Designate shall ensure that proper signage is installed to inform traffic that maximum allowable weight restrictions are applicable.

(b) No person shall operate a vehicle on or over any street or lane where a weight restriction is in effect and is signed as such.

Exceptions

65. Part 7 shall not apply to any vehicle owned or operated by the City of Yorkton or any other public utility while that vehicle is:
- (a) actually engaged in maintenance or construction of public works; or
 - (b) travelling to or from any site for the purpose of maintenance or construction of a public work; or
 - (c) engaged in fire protection services or emergency response services; or
 - (d) engaged in leisure services programming.

PART 8: BICYCLES

Rules of Road Prevail

66. Every cyclist shall operate a bicycle in accordance with the applicable rules of the road as set out in *The Traffic Safety Act*.

Restrictions

67. (1) No person shall operate a bicycle:
- (a) on any sidewalk or boulevard, or through a crosswalk, unless just learning to ride a bike.
 - (b) in a reckless or negligent manner.
 - (c) carrying a load in excess of that for which the bicycle is designed.
 - (d) carrying more persons than the bicycle is designed to carry.
 - (e) without a helmet.

Night Riding Restrictions

68. (1) No person shall operate a bicycle between one half hour before sunset to one half hour after sunrise unless the bicycle is equipped with:
- (a) a lighted headlamp or reflector which is visible from the front of the bicycle;
and
 - (b) a red tail light or reflector that is visible from the rear of the bicycle.

Bicycle Parking Restrictions

69. (1) No person shall:
- (a) chain or secure a bicycle to a pole, tree or other structure on any street, sidewalk, or City owned property if it interferes with pedestrian traffic unless it has been designated for bicycle parking; or
 - (b) leave a bicycle in a reclining position on any street, sidewalk or City owned property.

PART 9: ENFORCEMENT

Emergency Traffic Control

70. (1) A Police Officer, Special Constable, or Bylaw Enforcement Officer is hereby authorized to direct traffic in conformity with this Bylaw and *The Traffic Safety Act*.
- (2) Notwithstanding any other provision of this Bylaw, a Police Officer, Special Constable, or Bylaw Enforcement Officer are hereby authorized to direct traffic in any manner deemed necessary to expedite traffic, safeguard pedestrians, prevent accidents or meet any unforeseen conditions, whether or not in conformity with this Bylaw or *The Traffic Safety Act* in the event of a fire, traffic accident, traffic signal malfunction or other emergency.
- (3) No person shall fail to comply with a direction or signal of a Police Officer, Special Constable, or Bylaw Enforcement Officer given authority under this section.

Chalking Tires

71. (1) Any Bylaw Enforcement Officer, City Manager Designate or person authorized by the Chief of Police with the enforcement of this Bylaw may place an erasable chalk mark on the tread face or side of any tire of any parked vehicle.
- (2) No person shall obstruct justice by physically removing or erasing a chalk mark placed on the tread face or side of a tire of any parked vehicle.

Placing Tickets

72. (1) No person, other than a Bylaw Enforcement Officer, Police Officer, or other person authorized by the Chief of Police or the City Manager with the enforcement of this Bylaw, shall place a Notice of Violation ticket or warning notice on any vehicle.
- (2) No person, other than the owner or operator of the vehicle, shall remove a notice of violation ticket or warning notice from a vehicle.
- (3) Notwithstanding Section 73, in cases where a vehicle or trailer receives a Notice of Violation and remains in the same spot following a period of twenty four hours, the vehicle or trailer is subject to an additional Notice of Violation.
- (4) Notwithstanding Section 73, in cases where a vehicle or trailer has received a second Notice of Violation and remains in the same spot following a period of twenty four hours, the vehicle or trailer is subject to towing and impoundment at the owner's expense.

Penalty

73. (1) Subject to subsection (2), any person who contravenes any provision of this Bylaw is guilty of an offence punishable on summary conviction by a fine in an amount not less than (\$100.00) dollars and not exceeding:

- (a) five hundred (\$500.00) dollars in the case of an individual;
 - (b) one thousand (\$1,000.00) dollars in the case of a corporation;
- (2) (a) When any person authorized by the Chief of Police or the City Manager to enforce this bylaw has reason to believe that a person or vehicle has contravened any provision of this Bylaw, that person may issue a Notice of Violation to the person or place the Notice of Violation on the vehicle.
- (b) A Notice of Violation may indicate that the City will accept voluntary payment at Yorkton City Hall for the amount listed.
- (c) Where the City of Yorkton receives payment within ten (10) days after issuance of the Notice of Violation, the prescribed amount may be reduced by fifteen (\$15.00) dollars.
- (d) Notwithstanding subclause (c), fines listed in Schedule “Y”, part 3, shall not be eligible to be reduced by fifteen (\$15.00) if paid within ten (10) days.
- (e) If payment is not received within twenty days of the offence, a summons may be issued and an additional penalty of thirty (\$30.00) dollars shall be added to the amount listed once the summons has been issued. If voluntary payment is received by the City of Yorkton prior to the date the person is to appear in court, the person charged shall not be subject to further court action.
- (f) Fine amounts for the offences in this Bylaw are found in Schedule “Y”.

Amended
by Bylaw
No. 8/2020

Cancellation of Tickets

74. The City Manager Designate may cancel any parking violation where that parking ticket was issued improperly or in error.

Impoundment of Vehicles

75. (1) Any Bylaw Enforcement Officer, Police Officer or any other person authorized by the Chief of Police or the City Manager may at their discretion immediately remove any vehicle that is unlawfully parked, on any street, lane or City owned property.
- (2) Any vehicle removed pursuant to subsection (1):
- (a) shall be impounded and stored at any place authorized by the City Manager Designate at the cost of the owner for a period of thirty (30) days after the date of removal of the vehicle unless the costs of removal, impoundment and storage, and any outstanding fines are sooner paid;

- (b) shall be released to the owner on payment of the cost of removal, impoundment and storage and any outstanding fines within thirty (30) days after the date of the removal of the vehicle.
- (3) If the vehicle is not redeemed within thirty (30) days, pursuant to clause (2)(b):
 - (a) the vehicle shall be dealt with as lost or unclaimed personal property;
 - (b) the City shall have the right to recover from the owner of the vehicle the costs of removal, impoundment and storage, including the actual cost of advertising, by:
 - (i) action in a court of competent jurisdiction;
 - (ii) sale of the vehicle at public auction;
 - (iii) by private sale of the vehicle.

Removal of Vehicles

76. Notwithstanding Section 75, the City Manager Designate may cause the removal of a vehicle stopped or parked in contravention of Section 13(6) within a temporarily closed or regulated street or lane and may deposit that vehicle at a location on a street in proximity to the original location of the vehicle.

PART 11: SEVERABILITY

77. If any section, subsection, sentence, clause, phrase or other portion of this Bylaw is for any reason held invalid or unconstitutional by any Court of competent jurisdiction, that portion shall be deemed a separate, distinct and independent provision and the holding of the Court shall not affect the validity of the remaining portions of the Bylaw.

PART 12: REPEAL OF FORMER BYLAW

78. Bylaw No.10/2000, Bylaw No. 12/2001, Bylaw No. 17/2001, Bylaw No. 6/2002, Bylaw No. 10/2002, Bylaw No. 40/2003, Bylaw No. 3/2005, Bylaw No. 15/2005, Bylaw No. 10/2006, Bylaw No. 27/2006, Bylaw No. 2/2008, Bylaw No. 9/2009, Bylaw No. 28/2009, Bylaw No. 43/2010, Bylaw No. 14/2014, Bylaw No. 4/2015 are hereby repealed.

PART 13: EFFECTIVE DATE OF BYLAW

79. This Bylaw shall come into force and take effect from the date on which it is approved by the Highway Traffic Board of the Province of Saskatchewan.

MAYOR

CITY CLERK

Introduced and read a first time this 21st day of November, A.D. 2016.

Read a second time this 30th day of January, A.D. 2017.

Read a third time and adopted this 30th day of January, A.D. 2017.

SCHEDULES

SCHEDULE "A" -	Traffic Control Device Request Forms
SCHEDULE "B" -	Heavy Vehicle & Dangerous Goods Route
SCHEDULE "C" -	Heavy Vehicle Driver Training and Testing Route
SCHEDULE "D" -	Oversized Load Transport Permit
SCHEDULE "E" -	Temporary Street and Lane Use Permit
SCHEDULE "F" -	Temporary Sidewalk Use Permit
SCHEDULE "G" -	Temporary Curb and Sidewalk Crossing Permit
SCHEDULE "H" -	Snow and Litter Removal
SCHEDULE "I" -	One Way Lanes
SCHEDULE "J" -	Two-Way Left Hand Turn Lanes
SCHEDULE "K" -	Roundabouts
SCHEDULE "L" -	Parking Signage
SCHEDULE "M" -	Parallel Parking Requirements
SCHEDULE "N" -	Angle Parking Requirements
SCHEDULE "O" -	Minimum Distances
SCHEDULE "P" -	Two Hour Street Parking
SCHEDULE "Q" -	City Hall Parking Permit
SCHEDULE "R" -	Multi Space Pay Station Parking Lots
SCHEDULE "S" -	Permit Parking Lots
SCHEDULE "T" -	City Owned Private Parking Lots
SCHEDULE "U" -	Construction Trailer Permits
SCHEDULE "V" -	Fees Schedule
SCHEDULE "W" -	Snow Route Parking Areas
SCHEDULE "X" -	Maximum Loads
SCHEDULE "Y" -	Penalty

SCHEDULE "A"
TRAFFIC CONTROL DEVICE REQUEST FORMS
(as provided for in Section 4)



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

City of Yorkton

Traffic Control Device Request Form

Type of control requested:

- | | |
|--|---|
| <input type="checkbox"/> Loading Zone
<input type="checkbox"/> Handicap Space Sign
<input type="checkbox"/> No Parking
<input type="checkbox"/> Other _____ | <input type="checkbox"/> Traffic Light
<input type="checkbox"/> Stop Sign
<input type="checkbox"/> Yield Sign |
|--|---|

Address: _____

Reason for request: _____

Applicant Contact Information

Name: _____

Mailing Address: _____

Phone Number: _____

Email: _____

Signature: _____

Date: _____

FOR INTERNAL USE ONLY

Date Received: _____

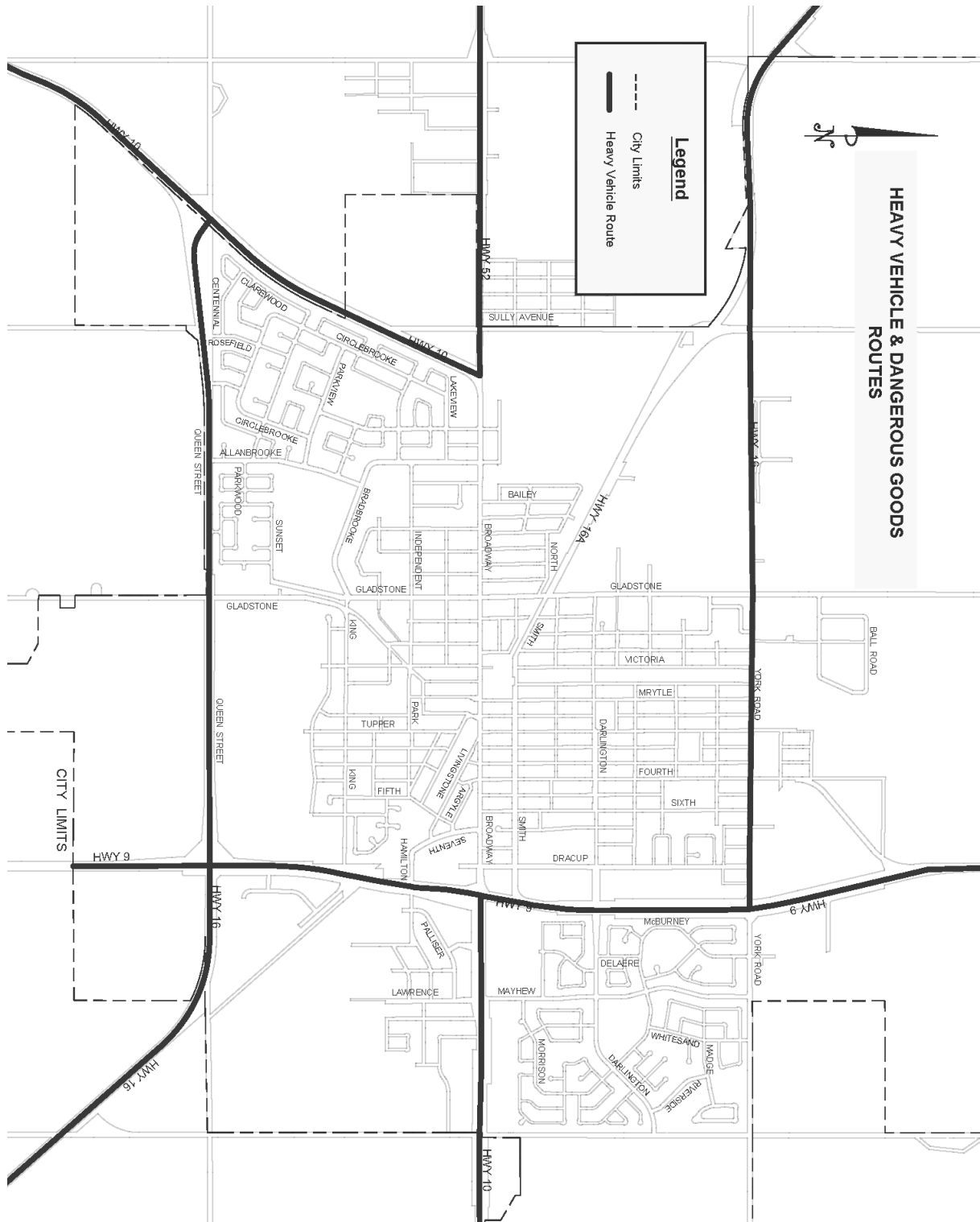
Application No: _____

Decision: _____

Applicant Notified: _____

Amended
by Bylaw
No. 20/2018

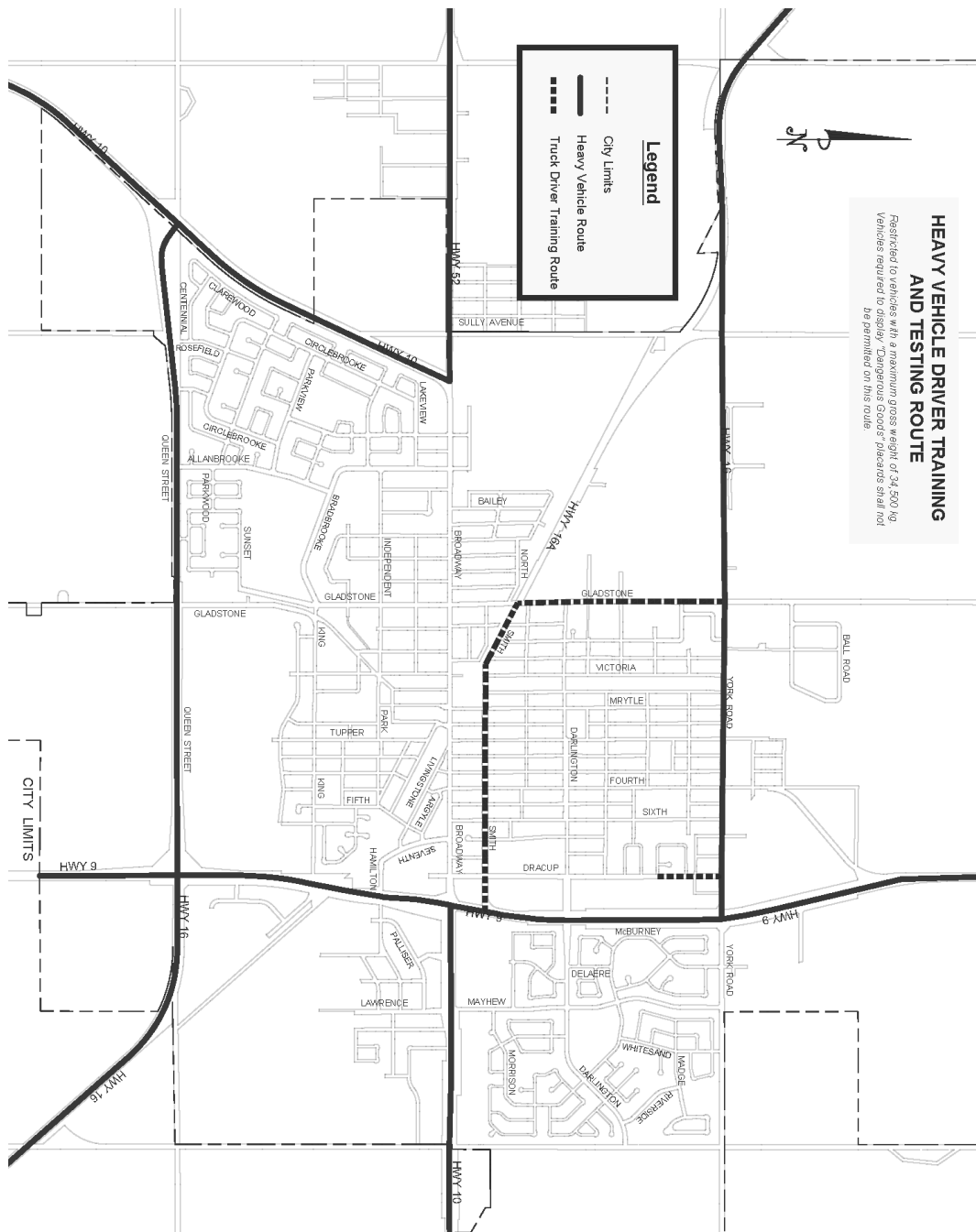
SCHEDULE "B"
HEAVY VEHICLE & DANGEROUS GOODS ROUTE
(as provided for in Section 10 & 63)



SCHEDULE "C" HEAVY VEHICLE DRIVER TRAINING AND TESTING ROUTE (as provided for in Section 11)

Restricted to vehicles with a maximum gross weight of 34,500kg.

Vehicles that are required to display "Dangerous Goods" placards shall not be permitted on this route.



SCHEDULE “C” continued
HEAVY VEHICLE DRIVER TRAINING AND TESTING ROUTE PERMIT
(As provided for in Section 11)

**HEAVY VEHICLE DRIVER TRAINING
AND TESTING ROUTE PERMIT**

VALID ONLY FOR USE
ON THE DESIGNATED HEAVY
VEHICLE DRIVER TRAINING AND TESTING ROUTE.

**VEHICLES RESTRICTED TO
34,500 KG GROSS WEIGHT**

License Plate Number: _____

Permit Expiry Date: _____

City Manager Designate: _____

SCHEDULE "D"
OVERSIZED LOAD TRANSPORT PERMIT
(as provided for in Sections 15 & 62)



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City of Yorkton

OVERSIZED LOAD TRANSPORT PERMIT

Building Permit No. (If applicable): _____
Name: _____ Mailing Address: _____
Phone: _____

Description of oversized load to be moved:

Loaded Length: _____ Loaded Width: _____
Loaded Height: _____ Loaded Weight: _____

From: _____ To: _____

Route: _____

1. The applicant must give a minimum of 72 hours notice prior to when he would like to move the above building, structure or vehicle in order to give SaskTel, Sask Power, City of Yorkton, and the local Cable company time to co-ordinate the move.
2. The applicant is responsible for collecting all required approvals from additional agencies as listed on Page 2.
2. The applicant hereby agrees that, if a permit is issued as applied for, the applicant will pay the full amount of any damages resulting or arising from or during the course of the travel for which the permit is sought and will indemnify the approving authorities listed below against any such damages or injury. (Attach copy of Bond of Indemnity or Insurance Policy in the amount of at least one million dollars.)
3. The applicant hereby agrees that if a permit is issued as applied for that the said applicant will pay any charges levied for the supplying of such men and/or equipment as may be required to assist the applicant to travel the approved route.
4. The applicant hereby agrees that if a permit is issued as applied for that the said applicant agrees to adhere to all existing bylaws that may pertain to the move or additional conditions associated with this permit.
5. The authorized agents, listed below, may suspend or revoke a oversized load transport permit where the applicant fails to abide by any condition of the permit or approval or

SCHEDULE "D" continued
OVERSIZED LOAD TRANSPORT PERMIT
(as provided for in Sections 15 & 62)

where the applicant supplies false information pertaining to the dimensions of the building, structure, equipment, or vehicle to be moved.

6. The applicant hereby agrees to save, indemnify and keep harmless the City of Yorkton against all liabilities, judgements and damages that may accrue against said City in the consequence of the granting of such permit and to bear all the cost for signing, barricading pole removal and damage to private and public property.
7. Payment of any charge for cost levied or damages arising from the move is due thirty (30) days after the date of mailing of the bill.
8. The City of Yorkton Director of Engineering and Asset Management is the final signature required and cannot approve the Permit without all other agencies approvals first.

Date of Application: _____

Name of applicant: _____
(Please Print)

Signature of applicant: _____

Representing: _____

The above application is hereby approved and authority is hereby granted subject to requirements shown below, to move the building, structure or vehicle described therein over the route described therein on the ____ day of _____, 20____.

Sask. Telecommunications Approval
(exceeding height of 13'6")

_____(Name)
_____(Title)

City of Yorkton Leisure Services
and Parks Approval

_____(Name)
_____(Title)

Sask. Power Corporation Approval

_____(Name)
_____(Title)

Cable Approval

_____(Name)
_____(Title)

Director of Engineering & Asset
Management Approval

_____(Name)
_____(Title)

SCHEDULE "E"
TEMPORARY STREET AND LANE USE PERMIT
(as provided for in Sections 16)



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City of Yorkton

TEMPORARY STREET AND LANE USE PERMIT

Date: _____ **Permit #:** _____
(Office Use only)

Contact Name: _____

Company: _____

Mailing Address: _____

Contact Number: _____

Address the street or lane is to be temporarily closed or obstructed:

Type of Closure (ex. Lane closure, full street closure, parking lane closure, block party, etc.):

Description of the work or reason the closure is required:

Construction / Other ☐ Block Party (Free of charge) ☐

Duration Permit is required (include Date and Time):

Start: _____ End: _____

Sketch/Map Required:

**SCHEDULE “E” continued
TEMPORARY STREET AND LANE USE PERMIT
(as provided for in Sections 16)**

The permit holder agrees to indemnify the City from all claims which might be made against the City as a result of the use of the sidewalk for the described event.

The undersigned, agrees to keep the City of Yorkton harmless and free from all claims for damages or injuries to any person, animal or property in any way arising from the use of the sidewalk during the event.

The undersigned, agrees to pay for any repair costs resulting from any damages to the City street, curb or sidewalk that occur as a result of the event under this permit.

The applicant is responsible for providing barricades, pylons, etc. required to block or control traffic.

Signature of Applicant: _____ **Date:** _____

City Manager Designate Approval: _____ **Date:** _____

FOR INTERNAL USE ONLY

Permit Fees:

\$ 25.00 **(Base Fee)**

_____ x \$5.00 per day = \$_____ **(Daily Fee)**
No. of Days

_____ x \$25.00 per week = \$_____ **(Daily Fee)**
No. of Weeks

\$_____ **Total Permit Fee**

☐ Circulated to RCMP, Fire Protective Services,
Ambulance and Public Works Dept.

SCHEDULE "F"
TEMPORARY SIDEWALK USE PERMIT
(as provided for in Sections 17)



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City of Yorkton

TEMPORARY SIDEWALK USE PERMIT

Date: _____ **Permit #:** _____
(Office Use only)

Contact Name: _____

Company: _____

Mailing Address: _____

Contact Number: _____

Civic address the sidewalk is to be obstructed:

Property Owner: _____ **Authorization:** _____

Description of the work or reason the closure is required:

Fully Obstructed ☐ Partially Obstructed ☐

Duration Permit is required (include Date and Time):

Start: _____ **End:** _____

Sketch/Map Required:

**SCHEDULE "F" continued
TEMPORARY SIDEWALK USE PERMIT
(as provided for in Sections 17)**

The permit holder agrees to indemnify the City from all claims which might be made against the City as a result of the use of the sidewalk for the described event.

A minimum of one metre measured from the curb must remain clear for the passage of pedestrians.

The undersigned, agrees to keep the City of Yorkton harmless and free from all claims for damages or injuries to any person, animal or property in any way arising from the use of the sidewalk during the event.

The undersigned, agrees to pay for any repair costs resulting from any damages to the City street, curb or sidewalk that occurred as a result of the event under this permit.

The applicant is responsible for providing barricades, pylons, etc. required to block or control traffic.

Signature of Applicant: _____ **Date:** _____

City Manager Designate Approval: _____ **Date:** _____

FOR INTERNAL USE ONLY

Permit Fees:

\$ 25.00 (Base Fee)

_____ x \$5.00 per day = \$_____ (Daily Fee)
No. of Days

_____ x \$25.00 per week = \$_____ (Daily Fee)
No. of Weeks

\$_____ **Total Permit Fee**

☐

Circulated to RCMP, Fire Protective Services,
Ambulance and Public Works Dept.

SCHEDULE "G"
TEMPORARY CURB AND SIDEWALK CROSSING PERMIT
(as provided for in Section 18)



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

City of Yorkton

TEMPORARY CURB AND SIDEWALK CROSSING PERMIT

Building Permit No. (If applicable): _____

Applicant (Property Owner): _____

Mailing Address: _____ Phone Number: _____

Address of curb and sidewalk crossing: _____

Duration of permit:

Start Date: _____ End Date: _____

In consideration of the City of Yorkton permitting my temporary crossing of the sidewalk and curb at the above mentioned location I hereby agree to protect all City of Yorkton property, including the existing sidewalk, curb, gutter, curb box, hydrant, trees, signs, pavement, land and street lights located at or near the previously mentioned location throughout the duration of this permit from any and all damages howsoever caused. I further agree that in the event any such damages are caused to City of Yorkton property, to immediately pay to the City of Yorkton a sum of money equal to the damages that have been sustained by the City of Yorkton.

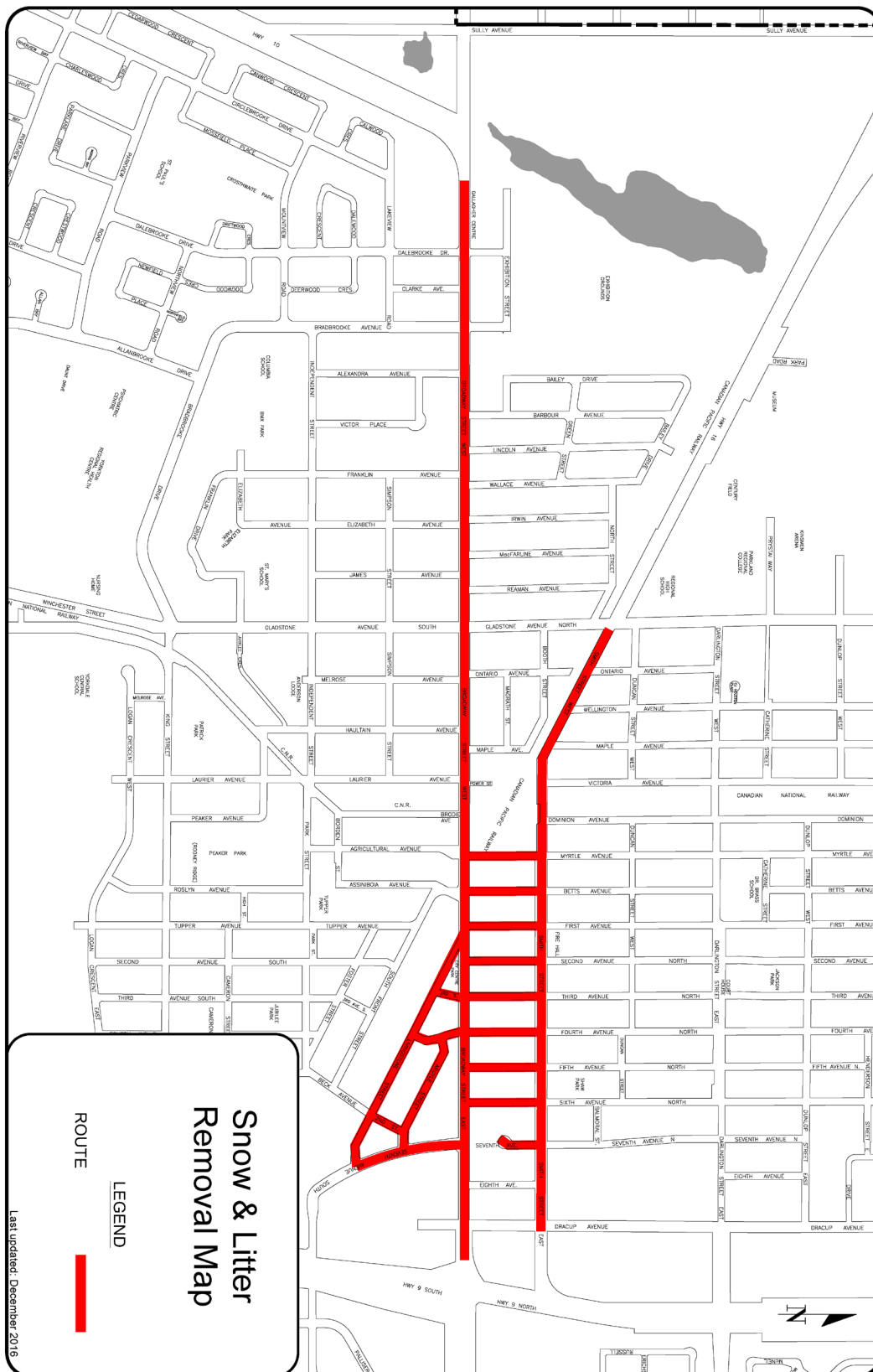
*THE APPLICANT ACKNOWLEDGES THAT THERE ARE NOT EXISTING DAMAGES TO THE PREVIOUSLY REFERRED TO SERVICES AS OF THE DATE OF THE ISSUANCE OF THIS PERMIT OTHER THAN THOSE LISTED BELOW.

Existing Damage:

Signed: _____ Date: _____
Property Owner

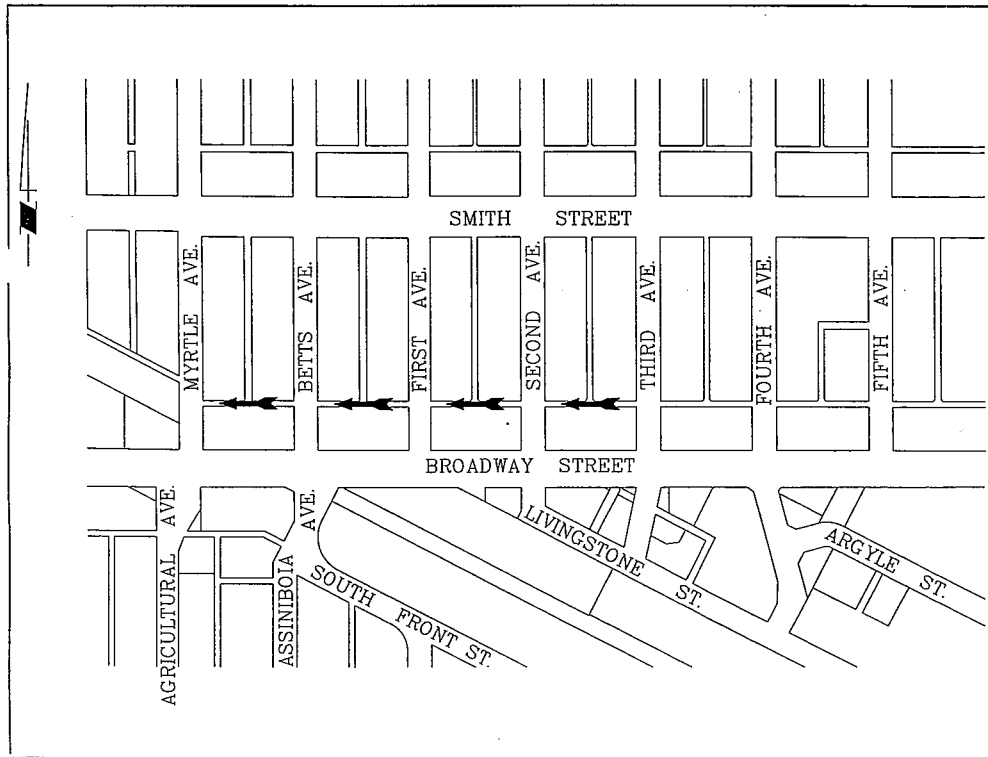
Signed: _____ Date: _____
City Manager Designate

SCHEDULE "H" **SNOW REMOVAL AND LITTER REMOVAL** **(as provided for in Sections 20 and 21)**



SCHEDULE "I"
ONE WAY LANES
(as provided for in Section 32)

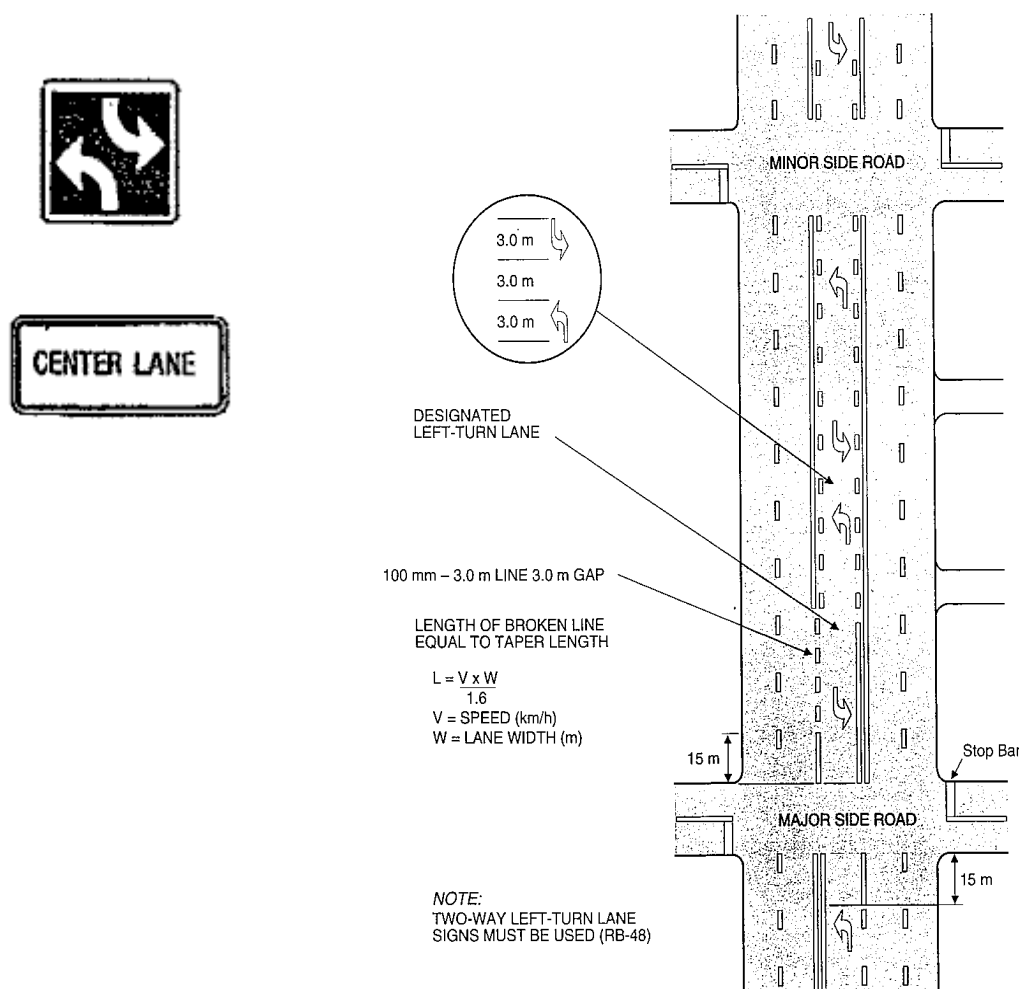
Lane North of Broadway between Myrtle Avenue and Betts Avenue
Lane North of Broadway between Betts Avenue and First Avenue
Lane North of Broadway between First Avenue and Second Avenue
Lane North of Broadway between Second Avenue and Third Avenue



SCHEDULE “J”

The TWLTL area is marked on the shoulder by signage as indicated and by pavement markings, being two solid yellow lines on the outside of the traffic lane, and two yellow dotted lines on the inside.

TYPICAL PAVEMENT MARKINGS TWO-WAY LEFT-TURN LANE



The proper usage of the TWLTL is to enter the traffic lane at the closest point where the actual left turn is to be made, being certain that your vehicle is appropriately and fully into the traffic lane, and that another vehicle coming from the opposite direction has not already occupied the TWLTL.

SCHEDULE “J” continued
TWO-WAY LEFT HAND TURN LANES (TWLTL)
(as provided for in Section 33)

Improper use of the TWLTL would include the following examples:

- a) Improperly approaching the TWLTL by making angle turns, thus leaving the back end of turning vehicles partially in the adjacent through traffic lane.
- b) Entering the TWLTL too far in advance of the point where the left turn is actually made, thereby conflicting with on-coming traffic making their left turn.
- c) Use of the TWLTL for many blocks to pass slower vehicles before making a left-turn movement.
- d) Under-utilization of the TWLTL by turning left from a regular through traffic lane.
- e) Not using the TWLTL appropriately for deceleration, but stopping almost completely in the through traffic before pulling into the TWLTL to make the left turn.

**SCHEDULE “K”
ROUNABOUTS
(as provided for in Section 34)**

PART 1 - Location

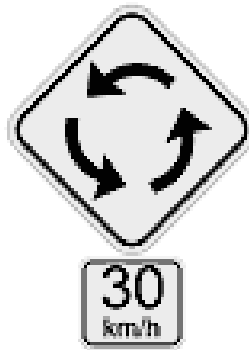
Roundabouts are located at the following locations:

- Bradbrooke Drive/Gladstone Avenue North/King Street/Winchester Street intersection

PART 2 - Signage

DIAGRAM 1:

Roundabout Ahead



A Roundabout Ahead sign shall indicate that you are approaching a roundabout and you should slow down to the noted speed limit.

DIAGRAM 2:

Yield Ahead



A Yield Ahead sign shall indicate that you should prepare to yield ahead at the roundabout.

**SCHEDULE “K” continued
ROUNDABOUTS
(as provided for in Section 34)**

DIAGRAM 3:

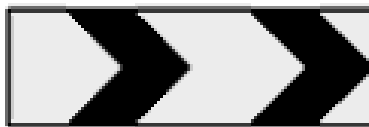
Roundabout Yield



A Roundabout Yield sign shall indicate to look left, and yield to the traffic in the roundabout.

DIAGRAM 4:

Directional

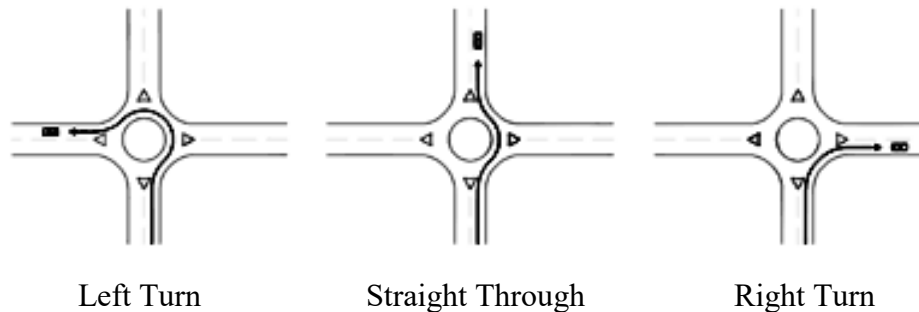


A Directional sign shall be placed on the centre island of the roundabout, this sign shall indicate the direction to drive in the roundabout.

**SCHEDULE “K” continued
ROUNABOUTS
(as provided for in Section 34)**

PART 3: Turning Patterns

The following turning patterns should be used when using a roundabout.



PART 4: How to use a Roundabout

Motor Vehicles:

1. As you approach the roundabout, slow down and yield to the pedestrians in the crosswalk
2. Look to the left. Yield to the traffic in the roundabout; as they have the right-of-way. Approach the yield line and enter the roundabout when there is an adequate gap in traffic flow.
3. Bicycles are permitted to ride within the roundabout just as vehicles do. Do not pass a bicycle in the roundabout.
4. Once you have entered the roundabout, proceed counter-clockwise to your exit.
5. As you approach your exit, turn on your right turn signal. Exit the roundabout, yielding to pedestrians in the crosswalk.

Pedestrians:

1. Stay on the designated walkways at all times.
2. Do not cross to the central island.

Cyclists:

1. Cyclists may proceed through the roundabout as a motor vehicle would.
2. When exiting the roundabout, use your right hand signal.
3. If cyclists are unsure about using the roundabout, dismount and walk your bike as a pedestrian at the designated crosswalks.

Larger Vehicles:

1. Drive on the roadway, except large trucks and trailers that may use the truck apron provided, staying close to the left side of the entry.
2. Drive on the raised portion of the truck apron to navigate more easily.
3. Cars do not use the truck apron and must stay on the roadway.

**SCHEDULE “L”
PARKING SIGNAGE
(as provided for in Section 41)**

Parking Control sign shall indicate that parking is prohibited at all times on all days, in the direction(s) indicated by the arrow head(s) thereon.

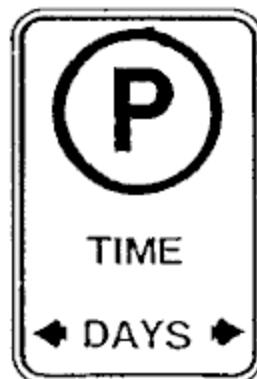


Part-time Parking Control sign shall indicate that parking is prohibited during the time period on the days prescribed in the directions(s) indicated by the arrow head(s) thereon.



LIMITED PARKING

Parking Limit Control sign shall indicate that parking to a maximum time period is permitted on the days prescribed, in the direction(s) indicated by the arrow head(s) thereon.



SCHEDULE “M”
PARALLEL PARKING REQUIREMENTS
(as provided for in Section 43)

DIAGRAM 1:

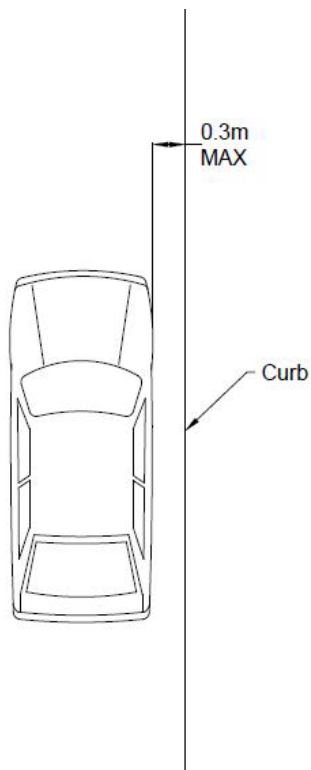
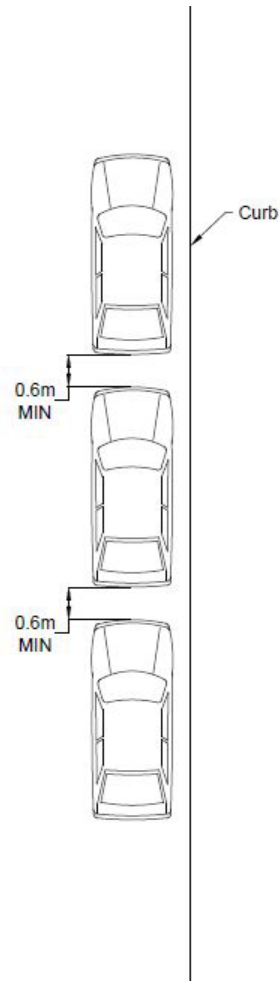
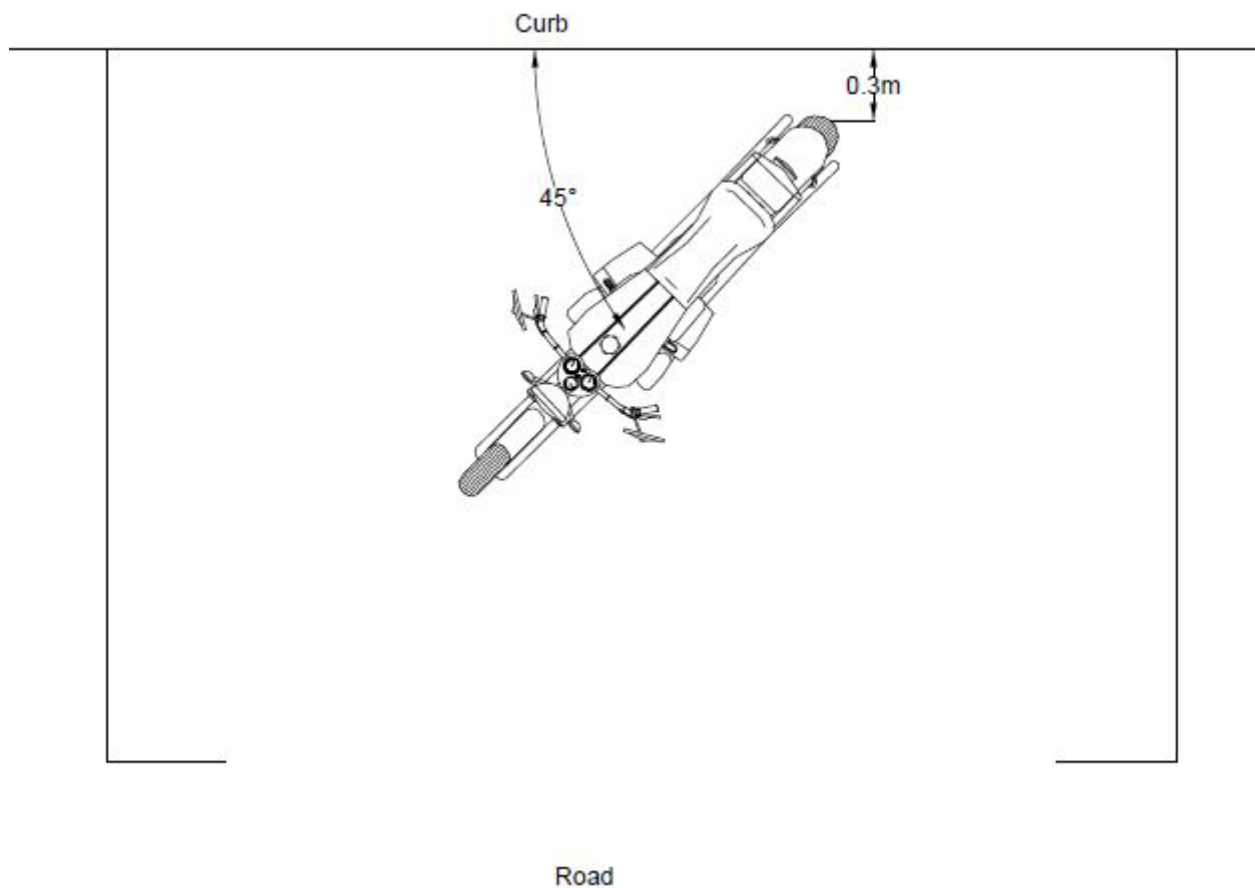


DIAGRAM 2:



**SCHEDULE “M” continued
PARALLEL PARKING REQUIREMENTS
(as provided for in Section 43)**

DIAGRAM 3:



**SCHEDULE “N”
ANGLE PARKING REQUIREMENTS
(as provided for in Section 44)**

DIAGRAM 1:

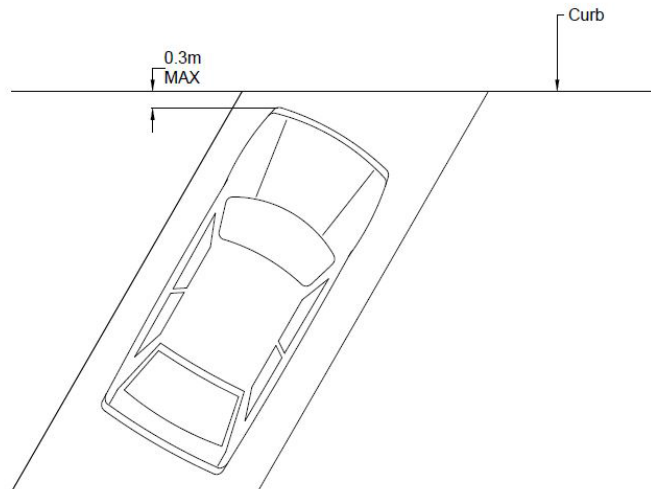
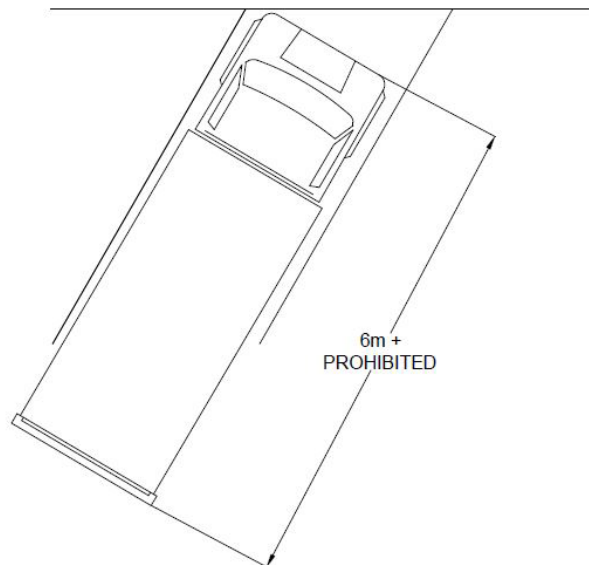


DIAGRAM 2:



SCHEDULE “O”
MINIMUM DISTANCES
(as provided for in Section 48)

Street Intersection - 12 metres - from extended curb line

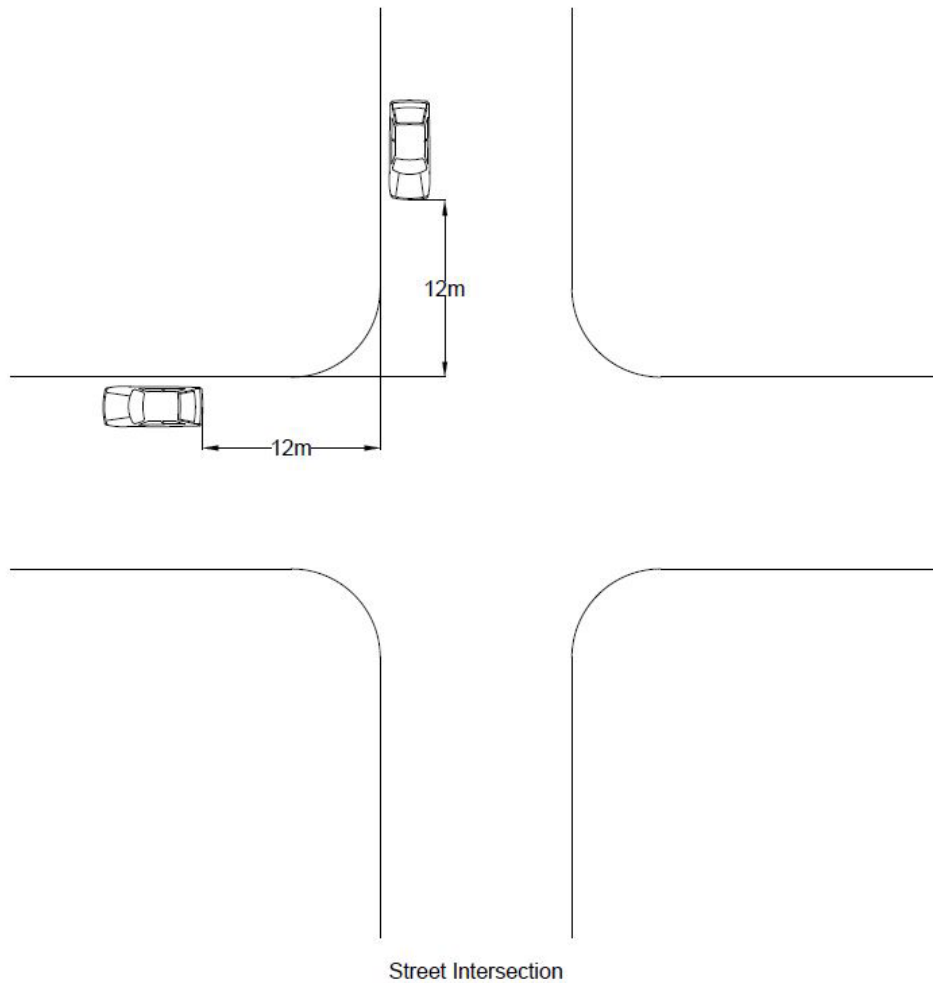
Lane Intersection - 4.5 metres - from top of flare

Fire Hydrant - 3 metres - from centre of hydrant

Railway Track - 5 metres - from crossing arm

(drawings showing where dimensions are taken from)

DIAGRAM 1:



SCHEDULE “O” continued
MINIMUM DISTANCES
(as provided for in Section 48)

DIAGRAM 2:

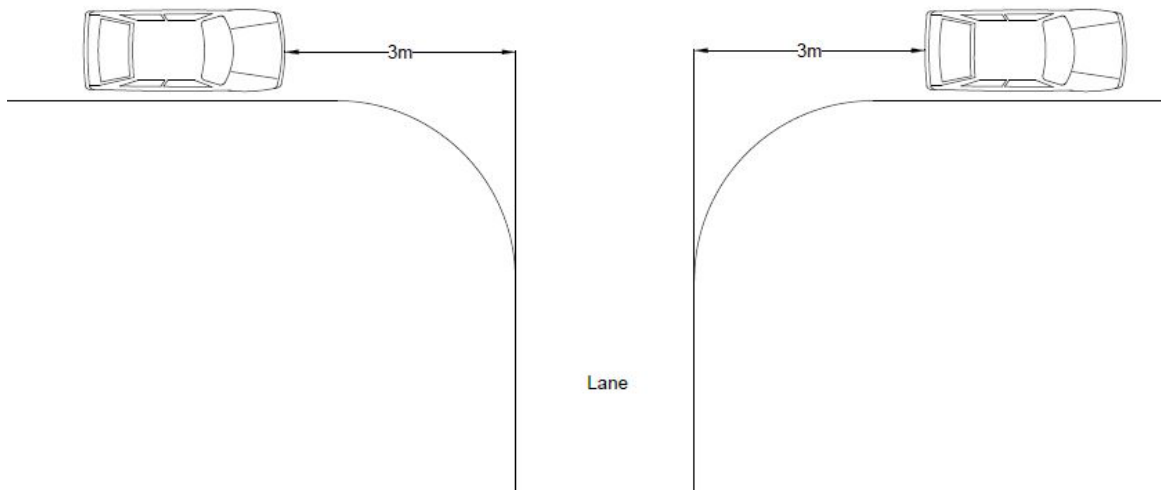
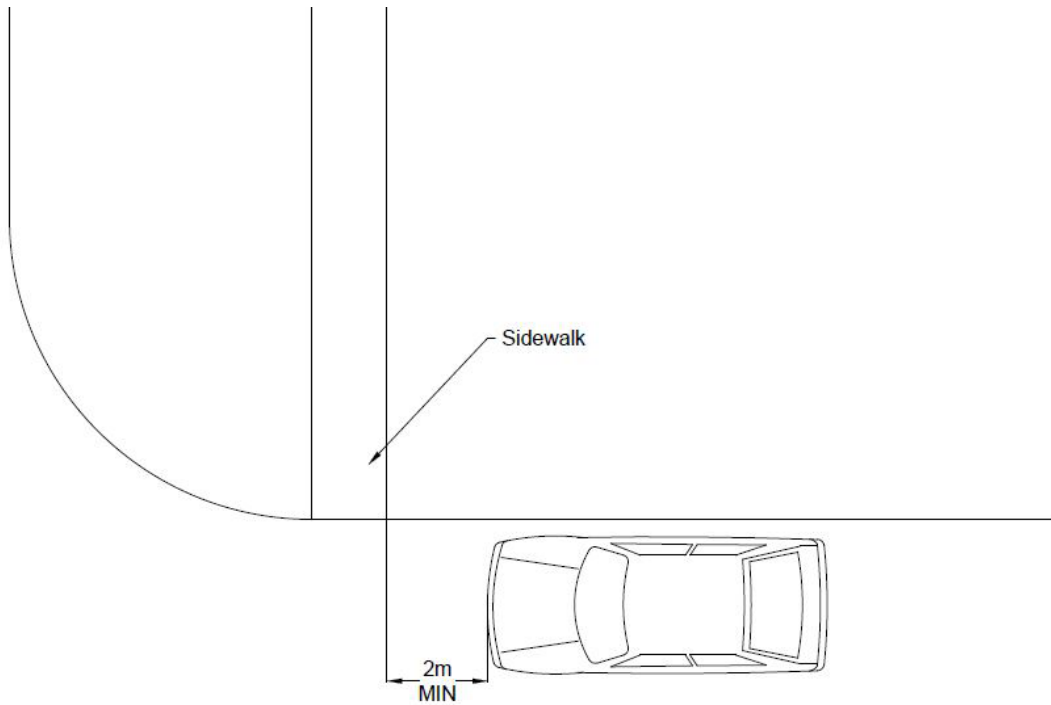


DIAGRAM 3:



Amended
by Bylaw
No. 20/2018

SCHEDULE "O" continued
MINIMUM DISTANCES
(as provided for in Section 48)

DIAGRAM 4:

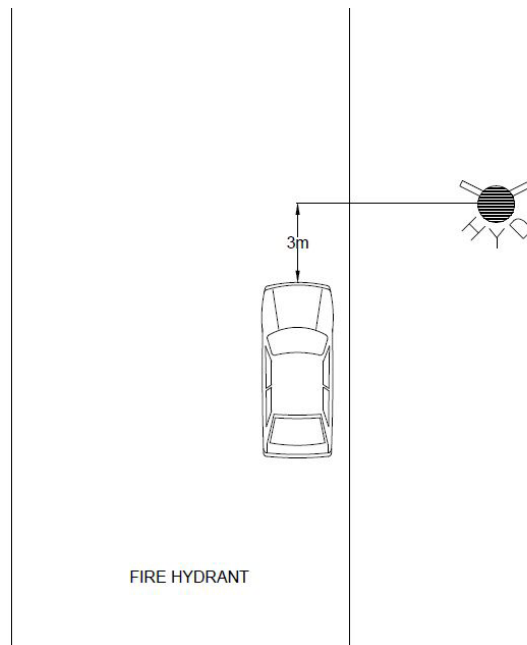
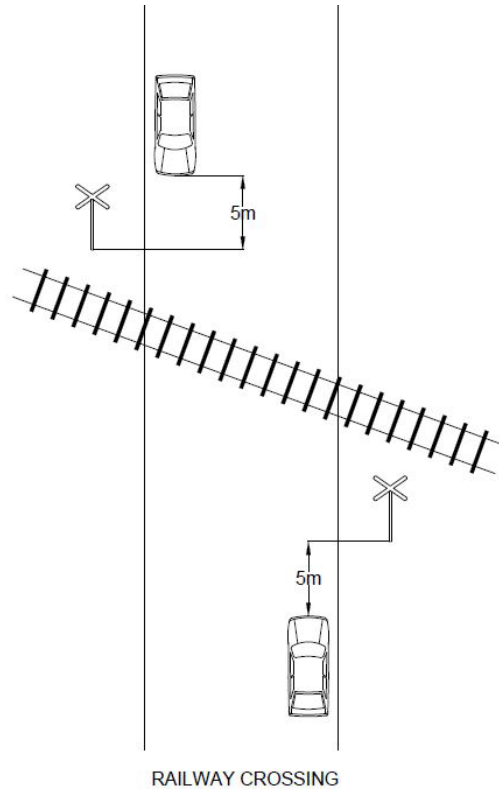


DIAGRAM 5:



Amended
by Bylaw
No. 20/2018

SCHEDULE "O" continued
MINIMUM DISTANCES
(as provided for in Section 48)

DIAGRAM 6:

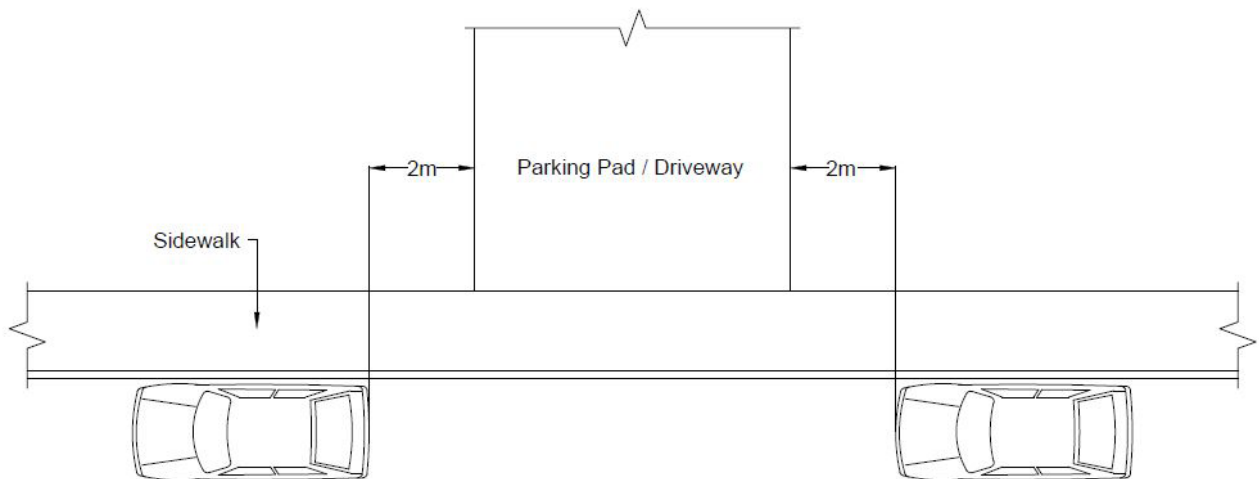
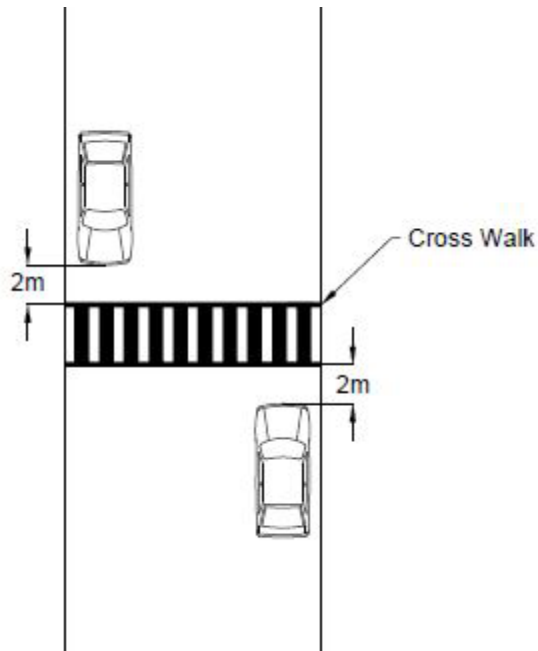


DIAGRAM 7:



**SCHEDULE “P”
TWO HOUR STREET PARKING
(as provided for in Section 49)**

<u>Street or Avenue</u>	<u>Side</u>	<u>Location</u>
Broadway Street	Both	From Brodie Avenue to 6th Avenue North
Smith Street	Both	From Myrtle Avenue to Fifth Ave. North
Livingstone Street	South	From Second Avenue S. to 3rd Ave. South
First Avenue N.	Both	From Smith Street to Broadway Street
Second Avenue N.	Both	From Smith Street to Broadway Street
Third Avenue N.	Both	From Smith Street to Broadway Street
Fourth Avenue N.	Both	From Smith Street to Broadway Street
Fourth Ave. S.	Both	From Broadway Street to Livingstone Street
Fifth Avenue N.	Both	From Smith Street to Broadway Street

Betts Avenue	Both	From Smith Street to Broadway Street
Smith Street	South	From Fifth Ave. N. to Sixth Ave. N.

**SCHEDULE “Q”
CITY HALL PARKING PERMIT
(as provided for in Section 49)**

City Hall Parking Permit Conditions

1. Permit valid for “Two hour on-street parking and metered parking lots” only.
2. Permit does not allow:
 - a. Parking for longer than 10 hours (8:00 am to 6:00 pm) for the day(s) the permit is issued;
 - b. Parking at 15-Minute meters;
 - c. Parking in “No Stopping” areas;
 - d. Parking in “No Parking” areas including temporary “No Parking” areas;
 - e. Parking in Loading Zones;
 - f. Parking on Private Property;
 - g. Parking a vehicle exceeding the manufacturers G.V.W. of 6,350 kg or an overall length of more than six (6) meters.
3. Permit must be prominently displayed on the inside front windshield of the driver’s side of the vehicle so as to be clearly visible.

**SCHEDULE “R”
MULTI SPACE PAY STATION PARKING LOTS
(as provided for in Section 51)**

Parking Lot – Myrtle Avenue – East Side between Broadway Street and Smith Street

Parking Lot – Betts Avenue – West side between Broadway Street and Smith Street

Parking Lot – First Avenue – East Side between Broadway Street and Smith Street

Parking Lot – Second Avenue – East Side between Broadway Street and Smith Street

**SCHEDULE “S”
PERMIT PARKING LOTS
(as provided for in Section 52)**

Permit Parking Lots

Myrtle Avenue – East Side between Broadway Street and Smith Street

First Avenue – West Side between Broadway Street and Smith Street

First Avenue – East Side between Broadway Street and Smith Street – Across from the Fire Hall

Betts Avenue – West Side between Broadway Street and Smith Street

Second Avenue – West Side between Broadway Street and Smith Street

Parking Permit Conditions

1. Permit valid for designated parking lots only as found in Schedule “S” under “Permit Parking Lots”.
2. Permit does not allow:
 - a. On-street parking;
 - b. Parking at 15-Minute meters;
 - c. Parking in “No Stopping” areas;
 - d. Parking in “No Parking” areas including temporary “No Parking” areas;
 - e. Parking in Loading Zones;
 - f. Parking on Private Property;
 - g. Parking a vehicle exceeding the manufacturers G.V.W. of 6,350 kg or an overall length of more than six (6) meters.
3. All other parking and traffic regulations within this Bylaw must be strictly obeyed.
4. Permit must be prominently displayed on the front windshield of the vehicle so as to be clearly visible.
5. Permit is non-refundable and non-replaceable if lost or stolen.

SCHEDULE “T”
CITY OWNED PRIVATE PARKING LOTS
(as provided for in Section 53)

Gallagher Centre	455 Broadway Street West
Yorkton Public Library	93 Broadway Street West
Kinsmen Arena	227 Prystai Way
Godfrey Dean Cultural Centre	49 Smith Street East
Gloria Hayden Centre	397 Darlington Street East
City Hall	37 Third Avenue North
Fire Protective Services Building	9 Smith Street East

**SCHEDULE “U”
CONSTRUCTION TRAILER PERMIT
(as provided for in Section 55)**



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

City of Yorkton

Construction Trailer Permit

Date: _____

Name: _____

Company: _____

Mailing Address: _____

Contact Number: _____ Email Address: _____

License Plate: _____

Permit Conditions:

1. Permit sticker must be placed on the driver's side, upper rear corner of the trailer.
2. Applicant must be actively engaged in a construction job in the immediate vicinity that the trailer is parked in.
3. Applicant must abide by all other provisions of the Traffic Bylaw as this permit ONLY allows the trailer to be left unhitched.
4. Permit is only valid for the trailer with the corresponding license plate as stated on the Permit Sticker.
5. Trailers must be clearly marked with reflective warning signs or reflective pylons placed on either side of the trailer that faces the direction of oncoming traffic.
6. Trailers must be moved after a snow event to provide City snow removal crews the opportunity to clear the street.
7. If any of the permit conditions are not followed, the permit becomes void.

Applicant Signature: _____ Date: _____

For Internal Use Only

Date Received: _____

City Manager Designate Approval: _____

Permit No.: _____

**SCHEDULE “V”
FEES SCHEDULE**
(as provided for in Section 11, 16, 17, 50, 51, 52, and 55)

Section 11: Heavy Vehicle Training and Testing Route

Truck Driver Training Permit Annual Fee - \$50.00

Section 16: Temporary Street Closure and Lane Use Permit

Permit Fee for Section 16(1)(a): Base Fee + Daily Fee

Base Fee: \$25.00
Daily Fee: \$5.00 per day; or
\$25.00 per week.

Permit Fee for Section 16(1)(b): Free

Section 17: Temporary Sidewalk Use Permit

Permit Fee: Base Fee + Daily Fee

Base Fee: \$25.00
Daily Fee: \$5.00 per day; or
\$25.00 per week.

Section 50: 15-Minute Meter Fees

\$0.25 per 7.5 minutes
\$0.50 per 15 minutes

Section 51: Multi Space Pay Station Parking Lots

\$0.25 per 15 minutes
\$1.00 per 1 hour

Section 52: Permit Parking Lot Fees

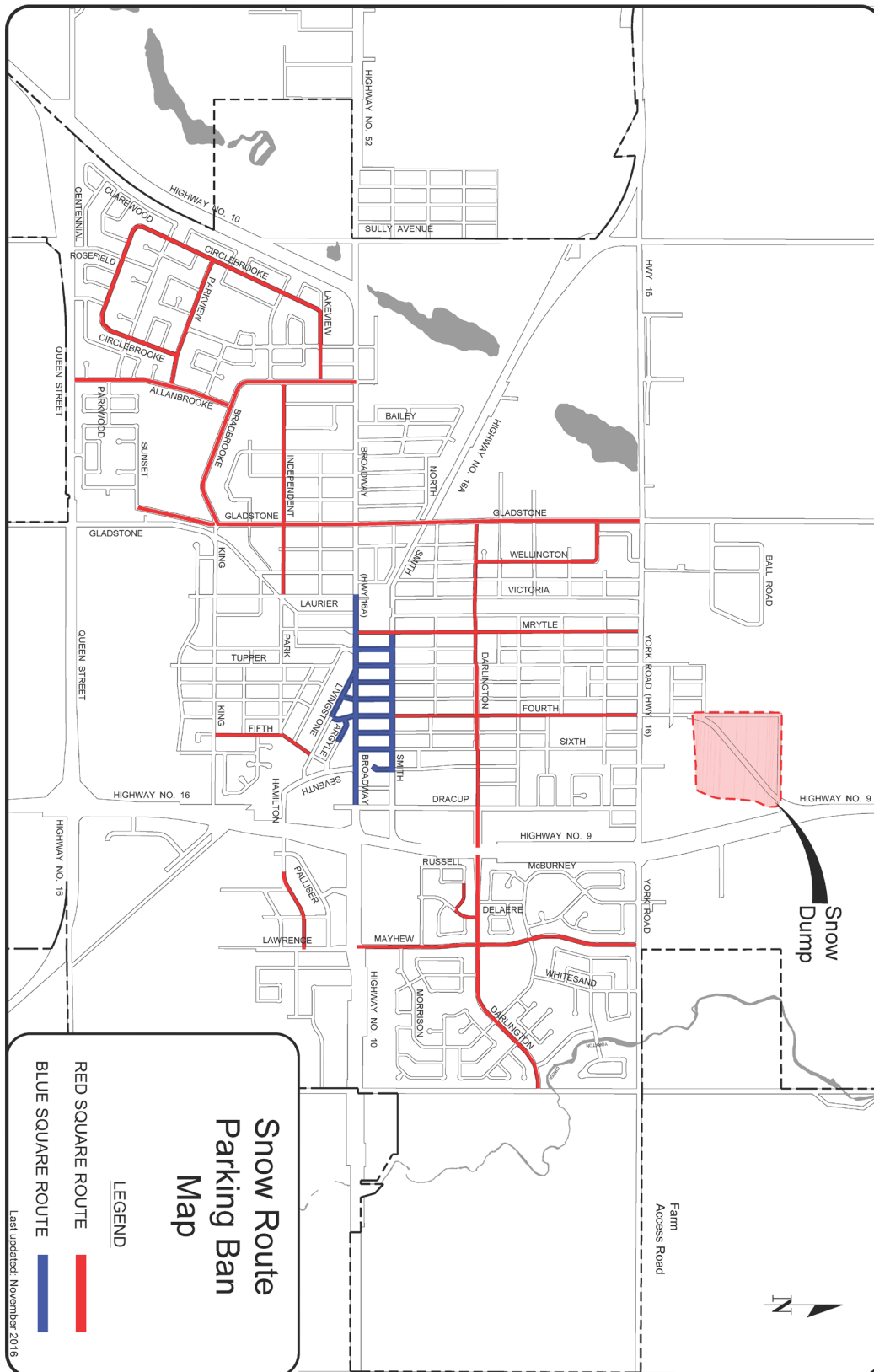
Daily Permit: \$5.00
Monthly Permit: \$20.00
3 Month Permit: \$40.00
6 Month Permit: \$60.00
Yearly Permit: \$100.00

SCHEDULE “V” continued
FEES SCHEDULE
(as provided for in Section 11, 16, 17, 50, 51, 52, and 55)

Section 55: Construction Trailer Permit

Monthly Permit:	\$10.00
3 Month Permit:	\$20.00
6 Month Permit:	\$35.00
Yearly Permit:	\$50.00

SCHEDULE "W"
SNOW ROUTE PARKING AREAS
 (as provided for in Section 60)



**SCHEDULE “W” continued
SNOW ROUTE PARKING AREAS
(as provided for in Section 60)**

Blue Square Snow Route



Red Square Snow Route



Amended
by Bylaw
No. 20/2018

**SCHEDULE “X”
MAXIMUM LOADS
(as provided for in Section 15 & 62)
GROSS WEIGHT CHART**

Gross Weight Chart as per the Saskatchewan Department of Highways and Infrastructure Weights and Dimensions Regulations.

MAXIMUM AXLE AND TIRE LOADS

Maximum Axle and Tire Loads as per the Saskatchewan Department of Highways and Infrastructure requirements.

**SCHEDULE “Y”
PENALTY
VOLUNTARY PAYMENTS FOR NOTICE OF VIOLATION
PART 1 - PARKING VIOLATIONS
(As provided for in Section 73)**

Bylaw Section	Amount	Bylaw Description
--------------------------	---------------	--------------------------

Fine reduced by fifteen dollars if paid within 10 days of date of violation.

12	\$100	Parking a commercial vehicle on Residential property
16(1)	\$100	Obstructing/closing a street or lane without permit
17(1)	\$100	Obstructing/closing a sidewalk without permit
18(1)	\$100	Driving over curb
22(1)(a)	\$200	Littering
22(1)(b)	\$200	Attaching leaflets to parked vehicles
24(1)/(2)/(3)	\$30	Obstructing traffic
24(4)(a)	\$30	Dumping snow on City Property, street or lane in Residential Zone
24(4)(b)	\$300	Dumping snow on City property, street or lane in Commercial zone
27(a)	\$50	Splashing pedestrian
27(b)	\$50	Project dirt at person by spinning tires
27(c)	\$250	Creating waves driving through puddle
37(1)	\$45	Engaging in Pedestrian Assisted Activity on street or lane
37(2)	\$45	Engaging in Pedestrian Assisted Activity on sidewalk
41(1)	\$45	Parking on street in excess of posted time limit
41(2)	\$45	Parking on street in excess of twenty four hours
43(1)	\$45	Improper parallel parking
43(2)	\$45	Improper parallel parking of a motorcycle

SCHEDULE “Y” continued
PENALTY
VOLUNTARY PAYMENTS FOR NOTICE OF VIOLATION
PART 1 - PARKING VIOLATIONS
(As provided for in Section 73)

Bylaw Section	Amount	Bylaw Description
44(1)	\$45	Improper angle parking
45	\$50	Double parking
46(1)	\$50	Parking strictly prohibited
47(1)	\$50	Washing vehicle on street or lane
47(2)	\$50	Vehicle repair in excess of three hours
48(1)	\$50	Parking in violation of minimum required distance
49(3)	\$45	Parking on a street exceeding the 2 hour limit
50(3)	\$35	Parking at expired meter
51(3)	\$45	Parking without a valid pay station ticket clearly visible
51(6)(a) or (b)	\$45	Enter, leave or park in an off-street parking lot other than as indicated
52(1)(c)	\$45	Parking in permit lot without clearly displayed permit
52(3)(a) or (b)	\$45	Enter, leave or park in an off-street parking lot other than as indicated
53(1)	\$45	Unauthorized parking in City owned parking lot
53(2)	\$100	Parking in accessible stall without valid placard
54	\$45	Parking on City owned property
55(1)	\$100	Parking a prohibited vehicle
56(1)	\$200	Parking a vehicle with dangerous goods in restricted area
57	\$45	Parked in loading zone beyond posted limit
58(2)	\$100	Parking in accessible stall without valid placard
59(1)	\$75	Loading or unloading violation

SCHEDULE “Y” continued
PENALTY
VOLUNTARY PAYMENTS FOR NOTICE OF VIOLATION
PART 1 - PARKING VIOLATIONS
(As provided for in Section 73)

Bylaw Section	Amount	Bylaw Description
60(1)	\$45	Parked on a Snow Route Parking Area while a ban is in effect
71(2)	\$50	Removing or erasing a chalk mark placed on a tire
72(1)	\$50	Unauthorized person place a ticket on vehicle

SCHEDULE “Y” continued
VOLUNTARY PAYMENTS FOR SUMMARY OFFENCE TICKET
PART 2 - MOVING VIOLATIONS
(As provided for in Section 73)

Bylaw Section	Amount	Bylaw Description
5	\$400	Tampering with City signs
10(1)	\$200	Drive off heavy vehicle route - First Offence
10(1)	\$300	Drive off heavy vehicle route - Second Offence
10(1)	\$500	Drive off heavy vehicle route- Third and Subsequent Offences
10(2)	\$200	Fail to proceed to weigh scale
11(1)	\$200	Failing to use truck training and testing route
11(2)	\$200	Failing to obtain a Training and Testing Permit
13(5)	\$100	Drive on temporarily closed highway
14(1)	\$100	Parade or assembly on highway without permit
14(4)	\$50	Cross through or obstruct parade
15(2)	\$200	Moving an oversized load without permit
19(1)	\$50	Allow vehicle to be driven with unsecured load
19(2)	\$75	Placing an item that causes obstruction
23	\$100	Permitting livestock on any street or lane
28	\$100	Hitchhiking
29(1)	\$100	Soliciting business from a vehicle
29(2)	\$100	Enticing person to vehicle
30	\$85	Failing to stop and yield right of way to pedestrians
31	\$85	Failing to obey School Crossing Guard
32(2)	\$100	Drive wrong-way on one-way lane

SCHEDULE “Y” continued
VOLUNTARY PAYMENTS FOR SUMMARY OFFENCE TICKET
PART 2 - MOVING VIOLATIONS continued
(As provided for in Section 73)

Bylaw Section	Amount	Bylaw Description
33(2)	\$100	Driving in Two Way Left Hand Turn Lane
34(2)	\$100	Driving incorrectly on a roundabout
34.1(1)or(2)	\$100	Making a U-turn where not permitted or unsafe
34.1(3)	\$100	Making a U-turn in a play or school zone
36	\$50	Driving over freshly painted lines
38	\$50	Using school bus safety lights and arms in school zones
39	\$200	Use of engine retardant brakes
40	\$50	Drive vehicle across city owned property
61	\$100	Operating unlicensed vehicle
62(1)(b)	\$200	Driving over-weight vehicle without permit
62(1)(c)	\$200	Driving over-size vehicle without permit
62(1)(d)	\$200	Driving farm equipment during prohibited times
62(1)(e)	\$200	Driving road construction equipment during prohibited times
63(1)	\$200	Drive off dangerous goods route – First Offence
63(1)	\$300	Drive off dangerous goods route – Second Offence
63(1)	\$500	Drive off dangerous goods route – Third Offence
64	\$100	Operate slow-moving vehicle during prohibited time
64.1(b)	\$500	Exceed weight restrictions (specified streets)
67(1)(a)	\$25	Ride bicycle on sidewalk or through crosswalk
67(1)(b)	\$25	Ride bicycle recklessly

67(1)(c)	\$25	Carry prohibited load on bicycle
67(1)(d)	\$25	Carry passenger on bicycle
67(1)(e)	\$25	Ride bicycle without a helmet
68(1)	\$25	Ride bicycle at night without lights

PENALTY
(As provided for in Section 73)

In accordance with Section 73(2)(c), where the City Treasurer receives voluntary payment within ten (10) days after issuance of the Notice of Violation, the amount prescribed in this Schedule may be reduced by fifteen dollars (\$15.00).

SCHEDULE “Y” continued
VOLUNTARY PAYMENT NOT ALLOWED
PART 3 - COURT APPEARANCE REQUIRED
(as provided for in Section 73)

Bylaw Section	Amount	Bylaw Description
26(2)	\$360	Speeding in a construction zone 7 – 12 km/hr over speed limit
26(2)	\$385	Speeding in a construction zone 13 – 17 km/hr over speed limit
26(2)	\$400	Speeding in a construction zone 18+ km/hr over speed limit

Attachment 4 – Municipality Comparison & Sample Oversized Vehicle

Municipality	What do other municipalities do for oversized vehicles?
Regina	Comm. Vehicles 2,725 kg or 6m (metres) in length for only one hour.
Saskatoon	Restrict much heavier vehicles, but otherwise restrict to 1 hour in residential areas for vehicles over 6m.
Prince Albert	No parking if over 5,000 kg or 6m in length or 2.6m in width
Swift Current	Does not restrict on weight but states that no vehicles exceeding 6m in length may be parked for more than one hour.
Moose Jaw	Does not permit parking for vehicles over 4,500 kg or 8m in length longer than 2 hours.
Estevan	Does not restrict on weight but states that no vehicles exceeding 6m in length may be parked for more than two hours.
North Battleford	Does not restrict on weight but states that no vehicles exceeding 6m in length may be parked in residential areas for more than 1 hour.
Humboldt	Unknown.
Weyburn	No vehicles exceeding 5,500 kg and 8.5m in length may park for more than 1 hour.
Warman	Unknown.
Martensville	No vehicles exceeding 4,500 kg may park on any street outside of the heavy truck route.
Yorkton	Currently commercial vehicles exceeding 6,350 kg are not permitted to park on the street.

Image – Cube Van (Registered G.V.W. 6,000 kgs)



TITLE: 2023 Water Main Replacement Program – Tender Award	DATE OF MEETING: March 6, 2023
	REPORT Date: February 27, 2023
CLEARANCES: Aron Hershmiller Aron Hershmiller- Assistant Director of Environmental Services	ATTACHMENTS: 1. 2023 Water Main Replacement Program - Project Location
Written by: Trent Mandzuk – Director of Public Works Trent Mandzuk	
Reviewed by: Jessica Matsalla - City Clerk Jessica Matsalla	
Approved by: Lonnie Kaal - City Manager Lonnie Kaal	

BACKGROUND

The City's 2023 water main replacement program is scheduled to replace 590 meters of cast iron pipe on Circlebrooke Drive between Glenbrooke Drive and Parkview Road. Since its original installation in 1966, this section of water main has experienced 15 breaks, many of which were classified as blowouts indicating pipe integrity is severely compromised.

In 2022, the City's program was expanded at the end of the season to include 190 meters between Glenbrooke Drive and Riverview Road. This was done as an emergent response following a number of water main breaks in the area, one resulting in a sanitary sewer collapse causing a sewer back up in 10 properties.

This year's project intends to carry on with water main renewal as well as replacement of service connections from the main to property lines. Homeowners were offered to have the remaining portion of their service connections replaced as part of the project for a flat rate of \$4,000. 15 residents signed on to participate in the program.

DISCUSSION/ANALYSIS/IMPACT

The objective of the City's water main replacement program is to reduce operating costs, service level impacts and to protect the safety of the distribution system. The most important factor used to quantify the condition and occurrences of failing underground pipe networks is water main break rates. Water main break rates can vary year to year and even seasonally.

Cast iron water mains account for 100% of the failures in the past 5 years. The average age of cast iron pipe in Yorkton's distribution system is 75 years old. There is 40.4 km currently in the system which will take 95 years to replace based on current operational budget funding levels. This means that the last bit of cast iron pipe within the distribution network will be 170 years old before it is replaced. In 2022, there were 22 water main breaks and 49 water service leaks.

FINANCIAL IMPLICATIONS

Two bids were received for the project, with the lowest being slightly over the estimated budget (\$2.6M including engineering, QA/QC and contingency). Cost of install is up approximately 15% on average in comparison to 2022 unit pricing. As a comparison water rates were increased 4.75% for 2023.

Bidder	Bid Price (including taxes)
Accurate HD	\$2,672,691.30
Castle Oilfield	\$3,262,972.65

Engineering, QA/QC and project contingency have been estimated to be \$250,000. Funding for this project will come from the following sources:

- \$720,000 from 2023 annual water main replacement budget
- \$284,000 from 2023 annual sanitary sewer replacement budget
- \$100,000 from 2023 annual trench repair budget
- \$1,818,700 from Water Works 2023/2024 capital budget (total \$3,335,000)

COMMUNICATION PLAN/PUBLIC NOTICE

Advertisements will be put on City website and radio two weeks prior to project start up. The contractor is required to advise citizens via letter notification of dates for temporary water supply installation. Further, the contractor is also responsible for making arrangements with residents for garbage and recycling collection. Completion date deadline for the contract is October 15, 2023.

STRATEGIC PRIORITIES/OCP/COMMITTEE RECOMMENDATION(S)

From the 2020 Strategic Plan: Develop a long term infrastructure plan that includes Water, Sewer, Roads, Sidewalks, Walking-trails, Bike-paths, Facilities, Transit and future development. Our infrastructure deficit has been discussed at budget meetings and with the Environmental Committee on numerous occasions. The committee has been supportive of annual budget increases towards that infrastructure budget.

As quoted in our [Official Community Plan](#) "Our City: Our Future": "Our infrastructure encompasses everything from potable water, sanitary sewer, storm sewer, roadways, transit, railways and the airport. These systems serve a fundamental and essential role in the health and safety of the community. Consideration should be given to the capacities and useful lifespan of our existing infrastructure components when lands are considered for development, redevelopment or expansion;" and "Municipal infrastructure requires ongoing investment to

sustain it. In other words, municipal infrastructure has monetary value, and its components will not last forever. Abandoning or eliminating the asset at the end of its life is not something municipalities can consider for infrastructure.”

OPTIONS:

1. Award the 2023 Water Main Replacement tender to Accurate HD for \$2,407,803 (plus taxes).
2. Other direction as per Council’s request.

ADMINISTRATIVE RECOMMENDATION:

1. That Council award the 2023 Water Main Replacement tender to Accurate HD for \$2,407,803 (plus taxes), and further that Council authorize the Mayor and City Clerk to execute the contract.



PLAN
1:3000
PROJECT LOCATION

TITLE: 2023 Board of Revision Appointment	DATE OF MEETING: March 6, 2023
	REPORT DATE: February 24, 2023
CLEARANCES: Ashley Stradeski – Director of Finance Ashley Stradeski	ATTACHMENTS: 1. Nor-Sask Board Services member biographies and letter of certification 2. Nor-Sask Board Services 2023 fee schedule
Written by: Raelyn Knudson – Assessment & Taxation Manager Raelyn Knudson	
Reviewed by: Jessica Matsalla - City Clerk Jessica Matsalla	
Approved by: Lonnie Kaal - City Manager Lonnie Kaal	

BACKGROUND

Before the assessment roll is prepared each year, municipalities must appoint a board of revision comprised of at least three members to hear and decide assessment appeals. A member of Council, employee of the municipality, or a school board member whose school division collects taxes in the municipality cannot be a member of the board of revision.

In 2017, the City decided to contract out the board of revision service to a private, professional board. The valuation process is complicated and technical, and as a result, many commercial property owners hire tax agents who have a wealth of qualifications and/or legal experience in the appraisal field to handle their appeals. Consistency and stability was needed at the first level of assessment appeal and as such, it made sense to employ a private service provider with:

- experience in gathering and assessing property tax information
- knowledge of or background in municipal governance
- the ability to impartially consider arguments
- related education and experience.

The Government of Saskatchewan also recognized the need to improve the property assessment appeals system. As a result, changes were made to *The Cities (Boards of Revision) Amendment Regulations, 2021*, requiring that all board of revision members in Saskatchewan complete the online training program. This program consists of learning content on administrative tribunals and Saskatchewan's property assessment system. After program completion, the board must apply for certification. Council must ensure that the appointed board of revision is certified before any property assessment appeal is heard.

A Centralized Board of Revision was also implemented in order to make improvements. ADR Institute of Saskatchewan Inc. is a third-party provider that serves as the centralized board to hear and make decisions on first level property assessment appeals.

Municipalities have the option to:

- Appoint their own certified board
- Join or form a district board of revision, or
- Use a private service provider.

If a municipality is unable or unwilling to appoint their own certified board of revision, they can use the centralized board of revision. Regulations mandate that the centralized board of revision will only be deemed to be the board of revision for a municipality in cases where the municipality will otherwise not have a certified board.

DISCUSSION/ANALYSIS/IMPACT

The City of Yorkton appointed the 2022 board of revision services to Nor-Sask Board Services. Attachment 1 contains the member biographies, and the board's letter of certification from the Ministry of Government Relations.

In 2022, 50 property assessment appeals were received. Of those 50 appeals:

- 11 Withdrawn by tax agent or property owner
- 6 Agreement to Adjust – agreement reached between SAMA and property owner
- 1 Dismissed by Board – appellant did not comply with legislated requirements
- 4 Board ruled with SAMA – values upheld by Board with no change
- 28 Board ruled with the Appellant – value changed by the Board

The majority of values changed by the board stemmed from an error in warehouse assessments valued on the income approach. One sale used in the calculations was identified as not within the base dates (Jan 1, 2015 – Dec 31, 2019). SAMA agreed that the Board's decision was appropriate, and to be equitable, that sale needed to be removed from the calculations. The market analysis was re-run on warehouse properties, resulting in a reduction to warehouse assessments and a loss of \$ 94,760 of taxes to the City.

A loss of \$50,087 came from the change of ownership and subsequent change in the primary use of a property.

Administration and SAMA agreed that the Board's decisions were appropriate. As a result, SAMA did not appeal to the Saskatchewan Municipal Board on any file. Administration appreciated a good working relationship with Nor-Sask Board Services and concluded that they employed a duty of fairness. We are in favour of using their services again in 2023.

FINANCIAL IMPLICATIONS

When the board of revision rules with the appellant, the assessment value gets reduced, thereby reducing the tax levy. As such, board of revision decisions impact tax revenue for one year only. Once the assessment changes have been implemented on our tax roll, Administration can budget accordingly.

In 2020 and 2021, hearings were held via teleconference because of the pandemic, resulting in lower hearing expenses. Board of revision hearings resumed in-person in 2022. The cost was

roughly \$15,500.00, which compares to pre-pandemic prices. These costs are offset by appeal fees the municipality keeps when the board upholds the assessment value.

Attachment 2 sets out the 2023 Fee Schedule that was provided to us by Nor-Sask Board Services.

OPTIONS & RECOMMENDATION

Options are:

1. That in accordance with Section 192 of *The Cities Act*, Council appoint:

Members:

Timothy P. Furlong
Glen Neuert
Kirby Fesser
Sabrina Saccucci

Secretary:

Michael Ligtermoet

of Nor-Sask Board Services as City of Yorkton's Board of Revision for the 2023 year. Should board member vacancies occur during the course of the year, Nor-Sask Board Services will recommend board member replacements for Council's consideration for appointment to the board.

Board member remuneration and expenses will be paid according to the 2023 fee schedule attached.

2. That in accordance with Section 192 of *The Cities Act*, Council appoint a different Board of Revision for the 2023 year.
3. Other direction as Council deems appropriate.

Our recommendation:

1. That in accordance with Section 192 of *The Cities Act*, Council appoint:

Members:

Timothy P. Furlong
Glen Neuert
Kirby Fesser
Sabrina Saccucci

Secretary:

Michael Ligtermoet

of Nor-Sask Board Services as City of Yorkton's Board of Revision for the 2023 year. Should board member vacancies occur during the course of the year, Nor-Sask Board Services will recommend board member replacements for Council's consideration for appointment to the board.

Board member remuneration and expenses will be paid according to the 2023 fee schedule attached.

Member Biographies

Panel Members

Timothy P. Furlong

- 41 years of property assessment experience valuing all property types
- Accredited as a Municipal Assessment Appraiser of Saskatchewan (**Retired**)
- Licensed as Licensed Assessment Appraiser of Saskatchewan (**Retired**)
- Accredited as an Accredited Assessor of Manitoba (**AAM**)
- Designated as a Certified Assessment Evaluator (**CAE**) through the International Association of Assessing Officers (**IAAO**)
- Held various senior management positions in Manitoba's assessment system as well as with the Saskatchewan Assessment Management Agency (**SAMA**)
- Former City Assessor for the City of Prince Albert
- Appointed as a panel member for 2019 – 2022 Boards of Revision

Glen Neuert

- 20 years of property assessment experience valuing residential and commercial properties
- Accredited as a Municipal Assessment Appraiser of Saskatchewan (**Retired**)
- Licensed as a Licensed Assessment Appraiser of Saskatchewan (**Retired**)
- Accredited as an Applied Science Technician of Saskatchewan (**AST**)
- Former Council member with the Saskatchewan Assessment Appraisers' Association (**SAAA**)
- Former Senior Assessment Appraiser for residential and commercial properties with the City of Saskatoon
- Appointed as a panel member for 2019 - 2022 Boards of Revision

Kirby Fesser

- 29 years assessment appraisal experience valuing all property types
- Accredited as a Municipal Assessment Appraiser of Saskatchewan (**Retired**)
- Licensed as a Licensed Assessment Appraiser of Saskatchewan (**Retired**)
- Accredited as an Applied Science Technologist of Saskatchewan (**AScT**)
- Past president of the Saskatchewan Assessment Appraisers' Association (**SAAA**)
- Co-founder of the interprovincial Professional Property Assessors of Canada (**IPPAC**)
- Authored several pieces of legislation including the *Assessment Appraisers' Act Regulations* and amendments to the *Saskatchewan Assessment Management Agency Act*
- Former Senior Assessment Appraiser with the City of Saskatoon
- Former Board of Revision member for the City of Prince Albert
- Appointed as a panel member for numerous 2019 - 2022 Boards of Revision from 2019-2022.

Sabrina Saccucci

- 13 years assessment appraisal experience valuing residential and commercial properties
- Accredited as a Municipal Assessment Appraiser of Saskatchewan (**MAAS**)
- Licensed Assessment Appraiser Saskatchewan (**LAAS**)
- Worked for City of Saskatoon, most recently as a Senior Assessment Appraiser

Secretary

Michael Ligtermoet

- 30 years of municipal property assessment appraisal and fee appraisal experience in all property types
- Accredited as a Municipal Assessment Appraiser of Saskatchewan (**MAAS**)
- Licensed Assessment Appraiser Saskatchewan (**LAAS**)
- Former Council member and Treasurer with the Saskatchewan Assessment Appraisers' Association (**SAAA**)
- Former Senior Assessment Auditor with the Saskatchewan Assessment Management Agency (**SAMA**)
- Former Assessment Manager with the City of Prince Albert
- Appointed as the secretary for various Boards of Revision from 2019 to 2022

September 27, 2022

Mike Ligtermoet
Secretary
Nor Sask Board Services
642 Agnew Street
Prince Albert, SK S6V 2P1

Dear Mike Ligtermoet:

This letter is to advise you that your Board of Revision, Nor Sask Board Services has successfully achieved certification as required under the provisions of *The Municipalities Regulations*, *The Cities Regulations*, and *The Northern Municipalities Regulations*, for Board of Revision certification.

You must notify my office via email (assessment.registrar@gov.sk.ca) within 30 days of any member or secretary changes (i.e., resignations or additions to the board). In compliance with regulations and policies, additions to the board will only be accepted if the new member or secretary has successfully completed the mandatory training and has taken an Oath of Office.

The list of your certified board's members and secretaries is attached to this letter. Your board's name and contact information will be made public under "Lists of Certified Boards of Revision" on <https://www.saskatchewan.ca/government/municipal-administration/taxation-and-service-fees/property-assessment-appeals/board-of-revision-certification-and-training>.

Certification will expire June 1, 2024 provided at least one-half of your board members remain the same. In the event that more than one-half of your board members change, you must reapply for certification via <https://www.saskatchewan.ca/government/municipal-administration/taxation-and-service-fees/property-assessment-appeals/board-of-revision-certification-and-training>. Failure to comply with these requirements will result in certification being nullified at the discretion of my office.

Mike Ligtermoet
Page 2
September 27, 2022

Boards of Revision play an integral role in the assessment appeal process in our province. We thank you for your work in this area and commend your board on taking the necessary steps to ensure the integrity of the assessment appeal system.

Sincerely,

A handwritten signature in cursive script, reading "Brandee Murdoch". The signature is written in dark ink on a light-colored background. The name "Brandee Murdoch" is printed in red text over the signature.

Brandee Murdoch
Registrar, Assessment Appeals
Policy and Program Services

Certified Members and Secretaries
Mike Ligtermoet, Secretary
Tim Furlong, Member
Kirby Fesser, Member
Glen Neuert, Member
Sabrina Saccucci, Member



Nor-Sask Board Services

2023 Fee Schedule

Retainer:

There is a \$250.00 non-refundable retainer for appointing Nor-Sask Board Services as your appeals board. This is payable upon acceptance of the of our service proposal and is in addition to the charges noted below.

Hearings

\$50 per hour per Board member: This charge includes time spent reading pre-hearing documentation, completing any required research, sitting at the hearing, post hearing deliberations and writing the decision. **There is a minimum 8-hour charge per Board member per scheduled appeal hearing.** This means that if an appeal hearing is held the minimum charge only applies to the first 8 hours spent on above noted activities any time more than 8 hours is at regular rates.

Secretarial Services

\$50 per hour for the Board Secretary. This charge includes time spent administering the appeals from receipt of the appeals, organizing, and attending hearings, to finalizing agreements to adjust or decisions. It also includes any time required to send files to the Assessment Appeals Committee (SMB) should an appeal proceed to the Committee; as well as any time communicating with the municipality, SAMA, or a taxpayer. **The Board Secretary has a minimum charge of 6-hour for either a regular or supplementary assessment cycle.**

Ancillary Costs

Travel Time per Board Member: \$30per hour from the members home to hearing site & return. (Our members reside in Saskatoon, Martensville, and Lloydminster).

Travel Time for Secretary: \$30 per hour from Prince Albert to hearing site & return.

Mileage: \$0.60 per kilometer.

Meals and Accommodation: Reasonable and actual as supported by receipts.

Registered Mail and Postage: Actual as supported by receipts.

Courier Services: Actual as supported by receipts.

Printing and Photocopying: Actual as supported by receipts.

Stationery (binders, paper pads): Actual as supported by receipts

Other necessary expenses: Actual as supported by receipts.

TITLE: Recommendations from the Committee of the Whole Council Meeting – Feb. 27, 2023 – Council Priorities Update – Q4 2022	DATE OF MEETING: March 6, 2023
	REPORT DATE: February 28, 2023
CLEARANCES:	ATTACHMENTS: <ol style="list-style-type: none"> 1. Committee of the Whole 2022 Fourth Quarter Memo and Package from February 27, 2023 2. Council Priorities Chart as of February 28, 2023 (Updated)
Written by: Jessica Matsalla - City Clerk Jessica Matsalla	
Approved by: Lonnie Kaal - City Manager Lonnie Kaal	

PURPOSE/BACKGROUND

On February 27, 2023 the Committee of the Whole Council met to review the Council Priorities Chart after completion of the fourth quarter of 2022. The last update provided for Council Priorities was at the September 26, 2022 Committee of the Whole Council Meeting, which covered 2022 Q3 Updates.

The purpose of this report is to provide Council with the recommendations from the Committee of the Whole Council Meeting of February 27, 2023 to consider for approval. The minutes of the February 27, 2023 Committee of the Whole Meeting are subject to approval at the March 6, 2023 Regular Council Meeting.

DISCUSSION/ANALYSIS/IMPACT

A list of all priority items completed in 2022, along with a list of some of the major Capital projects from the current election term (2020-2022) was included in the package. At the time of the update, there was one vacancy listed on the “Current (Now) Priorities” list, as there was completion of the: ‘Communication: Community, Public Awareness & Engagement: Define Terms and Desired Outcomes’ item with the recent launch of the “Shape Your City” public engagement platform.

A summary of the discussion at the Q4 update meeting, is as follows:

The ‘*Info: Report on Cost Savings (past budgets) & possible future considerations*’ item on the Now section of the chart was replaced with the ‘*Explore External Operations Audit: Phase II (Determine what areas to look into – Human Resources (productivity in certain departments), service delivery (which functions or departments), best practices (what specific areas)*’ item, as they were deemed to have similar desired goals/outcomes.

- With a vacancy still occurring on the ‘Now’ section of the chart, due to the replacement of item four, the Committee of the Whole opted to fill the fifth spot with ‘Phase III of

the operations review which would be ‘Working with a Consultant’ to carry out the directives as identified in Phase II.

- In general, there was consensus that assigning timelines to certain priorities was desired, and added to the chart.
- Advocacy items were discussed, including continuing discussions with RCMP on future buildings/ renovations, and scheduling regular quarterly meetings (to foster relationship building) with the surrounding rural municipalities, which encompasses many items, including rural roads.

FINANCIAL IMPLICATIONS

There will be costs associated with conducting an operations review, which will be contemplated / approved by Council.

COMMUNICATION PLAN/PUBLIC NOTICE

Upon Council’s approval, the updated Council Priorities Chart (Attachment 2) will be posted on the city website.

OPTIONS

1. That Council accept recommendation C00002-2023, as contained in the Committee of the Whole Council meeting minutes of February 27, 2023; and further that the Council priorities chart dated February 28, 2023 be adopted as presented, and further that Council authorize the publication of the chart on the City’s website.
2. That Council accept recommendation C00002-2023, as contained in the Committee of the Whole Council meeting minutes of February 27, 2023, and adopt the chart with amendments; and further that Council authorize the publication of the chart on the City’s website.
3. That Council provide alternate direction.

COMMITTEE OF THE WHOLE RECOMMENDATIONS:

1. **That Council accept recommendation C00002-2023, as contained in the Committee of the Whole Council meeting minutes of February 27, 2023; to transfer the following items to the “Current” Council/CAO Priorities Section of the Council Priorities Chart:**
 - A. **Replace Item #4 “Info: Report on Cost Savings (past budgets) & possible future considerations” with “Explore External Operations Audit: Phase II (Determine what areas to look into – Human Resources (productivity in certain departments), service delivery (which functions or departments), best practices (what specific areas).”**
 - B. **Phase III - Work with consultant on operations review (to carry out the directives in Phase II)**

And further that the following details be added to existing items on the chart:

- i. That the advocacy item “Division ‘F’ (RCMP)” remain on the chart, and that an update be provided for confirmation on the construction/renovations of a building, including a timeframe.**
- ii. That goal dates for the ‘Business Marketing’, ‘Meet with RM’s to determine plans for rural roads’, and ‘Long term (5 year) Capital plan’ items be assigned on the chart, with a start date of February 27, 2023 and end date goal of June 2023;**
- iii. That the ‘Rural Municipality: Joint Priorities’ advocacy item be refined to indicate that the city will endeavor to meet quarterly with the surrounding rural municipalities (with the goal to foster relationship building);**

and further that the Council priorities chart dated February 28, 2023 be adopted as presented, and that Council authorize the publication of the chart on the City’s website.

MEMORANDUM

TO: Yorkton City Council

FROM: Lonnie Kaal, City Manager

DATE: February 27th, 2023

TOPIC: Council Priorities Chart – Dashboard update

Re: What to expect process-wise – February 27th, 2023 Committee of the Whole - Update Meeting

In November, 2020 we committed to reviewing our Council priority chart on a quarterly basis. These priorities are IN ADDITION to the work required on an annual basis. This **gives Council the opportunity to provide further direction to Administration on the objectives that are deemed a priority.**

The framework has been set up to make progress in each quarter such that priorities and objectives can be accomplished. As such, a limit was established to the number of NOW priorities for each grouping.

- a) Council priorities should be limited to 5
- b) Staffing priorities should be limited to 3

In other words, it is the top five (5) Council priorities that Administration is working on NOW and once these are completed; priorities labelled as NEXT would move into the NOW category

We are now looking towards updating the fourth quarter of 2022.

- 1) The first attachment includes a list of all priorities that have been put forward for 2022. The first section indicates what has been completed and the second sections shows what is on the list to be done. The left hand column notes Council priorities, and the right hand column notes internal priorities.
- 2) The September 27th Council Priorities Chart shows what was on the list last quarter.
 - a. Council Priorities are noted on the top half of the chart.
 - Capitalized – denotes a Council priority
 - Green – denotes this priority is in the NOW category
 - The top 5 priorities are noted under Council in Green
 - The remaining priorities are noted under NEXT and ADDITIONS TO
 - b. Staff Priorities are noted on the bottom half of the chart
 - Capitalized – denotes a Council priority
 - Normal type (text) – denotes an administrative objective/priority

- Green – denotes a Council priority in the NOW category
 - The top three (3) priorities are noted under each operational function.
- c. The September 27th, 2022 Council Strategic Priorities Chart shows what has been completed (in orange) and could come off the list. Items in Red denote what has been included with another objective or is no longer proceeding.
- d. The advocacy/partnerships section includes issues that Council is to initiate and move forward.
- 3) The February 27th, 2023 Council Priorities Chart shows what has been added since the last quarter and possible additions to the top priorities are noted in green.

The intent of this meeting is for Council to determine what priorities in the NEXT grouping should be moved into the NOW grouping.

Once this is completed, an update to the chart will be provided for adoption at the next Regular Council meeting as part of the Committee of the Whole recommended updates.

ENCLOSURES:

1. 2022 list of all Priorities including a summary of capital projects completed during this election cycle.
2. September 27th, 2022 Council Priorities Chart (Includes updates on completion)
3. February 27th, 2023 Council Priorities Chart (Determine “Now” Green)

COUNCIL PRIORITIES CHART**Completed (Fourth Quarter)****Jan 2022 to Dec 2022****CORPORATE PRIORITIES (Council/CAO)****COMPLETED**

1. **RESIDENTIAL LOT REVIEW** (all lots for sale)
2. **MARKETING/INCENTIVE STRATEGY** (residential and commercial tax incentives)
3. **FLEET – Provide info on replacement of assets** (hours, age etc).
4. **STAFF SARGENT UPDATE**
5. **DECISION ON RCMP DETACHMENT BUILDING**
6. **DETERMINE ICE ARENA PLAN** (Kinsmen Replacement, Gallagher Centre Renewal)
7. **EVALUTATE the success of Urban Hobby Beekeeping**
8. **REC MASTER PLAN** (Indoor and Outdoor Facilities Priority Plan (hire consultant)
9. **LIBRARY – PROCEED WITH NEXT STEPS INCL SMB** (approved letter of understanding agreement)
10. **CONSULTANT REVIEW OF I.T. SERVICES**
11. **TAX ASSESSMENT – Advocacy – City Mayor’s Caucus**
12. **EXPLORE EXTERNAL OPERATIONS AUDIT: Phase I – Mayor’s Report** (info from discussions with other cities)
13. **COMMUNICATION: Community, Public Awareness & Engagement: Define Terms and Desired Outcomes**
14. **REC MASTER PLAN – Community Engagement**
15. **REVIEW ROUNDHOUSE SUBDIVISION**
16. **EXPLORE OPERATIONS AUDIT: (determine areas to look into, hire consultant)**

ADVOCACY / PARTNERSHIPS (Council to initiate these discussions in 2022 with appropriate politicians and organizations)

- Division ‘F’ Liaison
- Rural Municipality: Joint Priorities
- York Road Funding (R2R)
- Grain Miller Road Funding (UCF)
- Hospital Contribution Formula
- Tax Assessment Formulae (SUMA)

NEXT:

- WORK WITH CONSULTANT ON OPERATIONS REVIEW
- COMMUNITY “VIBE” Strategy
- BUSINESS MARKETING: Yorkton Advantage & Targets
- DOWNTOWN PLAN: Review (consultant) – Delete?
- YORK LANDING SUBDIVISION - review
- LONG TERM (5 year) CAPITAL PLAN: Draft
- FACILITIES MAINTENANCE PLAN/REVIEW
- PARTNERSHIP WITH YBID ON DOWNTOWN PARKING
- CONTINUE WITH NEXT STEPS TO SEPARATE FROM PARKLAND REGIONAL LIBRARY
- REC INDOOR/OUTDOOR FACILITIES PRIORITY PLAN
- TRUTH AND RECONCILIATION – Phase II
- LIGHT UP THE TOWER
- ACCESS (ABILITIES) TRANSIT REVIEW
-

Departmental Priorities (completed)

- Review training requirements for CUPE and Deer Park Staff
- Implement a learning strategy for all OOS staff
- Re-align systems for better temp coverage
- Streamline training across the organization
- Determine a realistic 5 year plan for water, sewer and roads
- Draft “Green Policy”
- Drainage Program: Update
- Apply for Green Municipal Funds Grant
- York Road Options
- Columbia Park Development – Community Engagement
- GC Arena Ice Improvements (controls installed)
- Mass Alert: Launch

NEXT:

- Community Event Support – Review Process
- Facility Utilization Strategy – determine terms of reference
- Review Recreation and Community Services Fees
- Regionalized Fire: Approach
- Fee for Service: Fire
- EMS Support
- Fire Underwriter Certification
- Streamline Business Licensing Process
- Offsite Development Fees: Review
- Development Fees Review
- Consider SOTI fines for non-compliant businesses
- Compliance Inventory: review
- Determine 5 year plan for drainage and storm
- Facility Asset Management
- Inventory Management System: Implement
- Infrastructure Renewal Programs Review
- Underground Inspection Update
- Provide analysis on gravel roadways
- Cross Train Staff and improve service delivery and coverage
- Council Committee Review
- IAFF negotiations
- Succession planning for all departments
- Provide City wide Training on LAFOIP process
- Well Construction underground piping
- Compost Program Assessment
- Consultation on the re-use of wastewater effluent
- Complete conceptual & detailed design of WWTP

Capital Projects

2020

Cemetery Maintenance Building
Godfrey Dean Washroom Renovation
Pedestrian crosswalk signals
Solar Pathway Lighting
Traffic Signal upgrade
Curb and Sidewalk Replacement Program
Mayhew and Darlington Roadway / Round a bout
Roslyn and Bailey Sanitary and Sewer Replacement
York Road Phase 1 Water main Replacement
City Operations Centre
Temporary City Operations (The Village)
North Outfall (drainage bridge) project

2021

Grandstands Phase 1
Logan Green Pathway
Gateway development (stone walls)
Highway 52 Culvert Replacement
Ramada Demolition
Asphalt Paving Program
Curb and Sidewalk Replacement Program
Water Main Replacement Program
Water Meter Project

2022

Logan Green Pathway Extension
Well House Upgrades
Deer Park Clubhouse
Deer Park Water / Sewer
Radar Signs
Street Sign Replacement
Ball Road Reconstruction
Waterloo Park Pathway
Recreational Taxiway Repair
Runway Crack sealing
2022 Road Improvements
AssetWorks

COUNCIL PRIORITIES CHART

September 27th, 2022 (Completed)

(Delete – not proceeding)

COUNCIL	(Green is Now)	CORPORATE PRIORITIES (Council/CAO)	(Council Priorities are CAPITALIZED)
Current Priorities <div>1. EXPLORE EXTERNAL OPERATIONS AUDIT: Phase I – Mayor’s Report (info from discussions with other cities)</div> <div>2. BUSINESS MARKETING: Yorkton Advantage Gaps & Targets (Nov)</div> <div>3. COMMUNICATION: Community, Public Awareness & Engagement: Define Terms & Desired Outcomes (Oct)</div> <div>4. Meet with both RM’s to DETERMINE PLANS FOR RURAL ROADS</div> <div>5. LONG TERM (5 year) CAPITAL PLAN: Draft (Dec)</div> <div>6. Info: Report on Cost Savings (past budgets) & possible future considerations (Nov)</div>		Next Priorities <div>• WORK WITH CONSULTANT ON OPERATIONS REVIEW</div> <div>• EXPLORE ANGLED PARKING DOWNTOWN</div> <div>• DOWNTOWN PLAN: Review (longer term strategic planning on what the downtown should look like in the future) delete?</div> <div>• YORK LANDING SUBDIVISION - review</div> <div>• MARKETING – Review of Roundhouse Subdivision</div> <div>• TRUTH AND RECONCILIATION – Phase II (city wide staff training)</div> <div>• FACILITIES MAINTENANCE PLAN/REVIEW – Oct 2023</div> <div>• COMMUNITY ‘VIBE’: Strategy (possibly incorporate in the Business Marketing item)</div> <div>• REC MASTER PLAN - Phase III (Community Engagement)</div> <div>• ACCESS (ABILITIES) TRANSIT REVIEW (add from June 3/2022 Council Meeting)</div> <div>• EXPLORE EXTERNAL OPERATIONS AUDIT: Phase II (Determine what areas to look into – Human Resources (productivity in certain departments), Service Delivery (which functions or departments), Best Practices (what specific areas))</div> <div>• EXPLORE EXTERNAL OPERATIONS AUDIT: Phase III (Determine process to hire a consultant – RFP or specific firm based on expertise)</div>	
ADVOCACY / PARTNERSHIPS (Council to initiate these discussions in 2022 with appropriate politicians and organizations) <div>• Division ‘F’ Liaison</div> <div>• Rural Municipality: Joint Priorities</div> <div>• York Road Funding (R2R)</div> <div>• Grain Miller Road Funding (UCF)</div> <div>• Hospital Contribution Formula</div> <div>• Tax Assessment Formula (SUMA)</div>			
STAFF	OPERATIONAL STRATEGIES (CAO/Staff)		(Staff Priorities are not Capitalized)
CHIEF ADMINISTRATIVE OFFICER <div>1. BUSINESS MARKETING: Yorkton Advantage Gaps & Targets (Nov)</div> <div>2. Meet with both RM’s to DETERMINE PLANS FOR RURAL ROADS</div> <div>3. COMMUNITY: COMMUNICATION/PUBLIC AWARENESS & ENGAGEMENT: Define terms & desired outcomes (Oct 2022)</div> <div>• LIBRARY – Proceed with executing an agreement</div> <div>• REC MASTER PLAN – Phase III (Community Engagement)</div> <div>• FACILITIES MAINTENANCE plan/review</div>		COMMUNITY SERVICES <div>1. REC MASTER PLAN – Phase III (Community Engagement) complete</div> <div>1. REC MASTER PLAN – Report and Visioning Underway</div> <div>2. Columbia Park Development – Community Engagement Phase done</div> <div>2. Columbia Park – Design and Tender Phase Underway</div> <div>3. Arena Ice Improvements – Controls installed at GC (in design phase)</div> <div>3. Tender GC Arena Equipment, Hire Kinsmen Arena consultants</div> <div>4. Construction of Deer Park Clubhouse – Pro Shop to be open April 1st</div> <div>• ACCESS (ABILITIES) TRANSIT REVIEW</div> <div>• Review CDPR User Fees – to be considered with Rec Master Plan</div> <div>• Community Event Support – Review Process</div> <div>• Facility Utilization Strategy – Terms of Reference</div>	
CORPORATE <div>1. REPORT ON COST SAVINGS (past budgets) & Possible future considerations. (Nov 2022)</div> <div>2. LONG TERM (FIVE YEAR CAPITAL PLAN): Draft (Dec 2022)</div> <div>• EXPLORE ANGLED PARKING DOWNTOWN</div> <div>• Council Committee Review – Phase 1 (Assessment)</div> <div>• Succession Planning for all departments</div> <div>• Provide City Wide Training on LAFOIP process</div>		PLANNING <div>1. BUSINESS MARKETING: Yorkton Advantage, Gaps & Targets (Nov)</div> <div>2. COMMUNITY: COMMUNICATION/PUBLIC AWARENESS & ENGAGEMENT: Define terms & desired outcomes (Oct 2022)</div> <div>3. Streamline business licensing process</div> <div>• YORK LANDING SUBDIVISION - review</div> <div>• DOWNTOWN PLAN: Review (use consultant) Deleted from budget</div> <div>• MARKETING – REVIEW OF ROUNDHOUSE SUBDIVISION</div> <div>• Development Fees Review</div> <div>• Consider SOTI fines for non-compliant businesses</div>	
ENVIRONMENT <div>1. LIGHT UP THE TOWER – Report back to Council with Recommendations</div> <div>2. Well Building construction (underground piping completed)</div> <div>• Compost Program Assessment</div> <div>• Wastewater Renewal Project – Consultation, Development of business case, conceptual design</div>		ENGINEERING <div>1. Gravel Roads – status update (list, cost estimate and traffic counts)</div> <div>2. York Road Options</div> <div>3. Cross train staff and improve service delivery & coverage</div> <div>• Determine a realistic 5 year plan for drainage/storm system.</div> <div>• Facility Asset Management</div>	

PROTECTIVE SERVICES

1. Regionalized Fire: Approach
2. Fee for Service: Scope
3. EMS Support: Position (Province)
 - Mass Alert: Launch
 - Fire Underwriter Certification

PUBLIC WORKS

1. Inventory Management System Implementation – 2022
2. Re-direct focus on operational programs for 2022
 - Infrastructure Renewal Programs Review
 - Underground Inspections Update

COUNCIL PRIORITIES CHART

February 27th, 2023

COUNCIL	(Green is Now)	CORPORATE PRIORITIES (Council/CAO)	(Council Priorities are CAPITALIZED)
<p>Current Priorities</p> <ol style="list-style-type: none"> 1. BUSINESS MARKETING: Yorkton Advantage Gaps & Targets 2. Meet with both RM's to DETERMINE PLANS FOR RURAL ROADS 3. LONG TERM (5 year) CAPITAL PLAN: Draft (Dec) 4. Info: Report on Cost Savings (past budgets) & possible future considerations (Nov) 5. <p>ADVOCACY / PARTNERSHIPS (Council to initiate these discussions in 2022 with appropriate politicians and organizations)</p> <ul style="list-style-type: none"> • Rural Municipality: Joint Priorities • Grain Miller Road Funding (UCF) • Hospital Contribution Formula • Tax Assessment Formula (SUMA) 		<p>Next Priorities</p> <ul style="list-style-type: none"> • WORK WITH CONSULTANT ON OPERATIONS REVIEW • ACCESS (ABILITIES) TRANSIT REVIEW (add from June 3/2022 Council Meeting) • YORK LANDING SUBDIVISION - review • FACILITIES MAINTENANCE PLAN/REVIEW – Oct 2023 • EXPLORE EXTERNAL OPERATIONS AUDIT: Phase II (Determine what areas to look into – Human Resources (productivity in certain departments), Service Delivery (which functions or departments), Best Practices (what specific areas)) 	
STAFF	OPERATIONAL STRATEGIES (CAO/Staff)	(Staff Priorities are not Capitalized)	
<p>CHIEF ADMINISTRATIVE OFFICER</p> <ol style="list-style-type: none"> 1. BUSINESS MARKETING: Yorkton Advantage Gaps & Targets (Nov) 2. Meet with both RM's to DETERMINE PLANS FOR RURAL ROADS 3. LIBRARY – Endeavor to execute an agreement <ul style="list-style-type: none"> • REC MASTER PLAN – Report and Visioning Underway • FACILITIES MAINTENANCE plan/review 		<p>COMMUNITY SERVICES</p> <ol style="list-style-type: none"> 1. REC MASTER PLAN – Report and Visioning Underway 2. Columbia Park – Design and Tender Phase Underway 3. Tender GC Arena Equipment, Hire Kinsmen Arena consultants 4. Construction of Deer Park Clubhouse – Pro Shop to be open April 1st <ul style="list-style-type: none"> • ACCESS (ABILITIES) TRANSIT REVIEW • Review CDPR User Fees – to be considered with Rec Master Plan • Community Event Support – Review Process • Facility Utilization Strategy – Terms of Reference 	
<p>CORPORATE</p> <ol style="list-style-type: none"> 1. REPORT ON COST SAVINGS (past budgets) & Possible future considerations. (Nov 2022) 2. LONG TERM (FIVE YEAR CAPITAL PLAN): Draft (Dec 2022) 3. Council Committee Review – Phase 1 (Assessment) <ul style="list-style-type: none"> • Succession Planning for all departments • Provide City Wide Training on LAFOIP process 		<p>PLANNING</p> <ol style="list-style-type: none"> 1. BUSINESS MARKETING: Yorkton Advantage, Gaps & Targets (Nov) 2. Consider SOTI fines for non-compliant businesses 3. Streamline business licensing process <ul style="list-style-type: none"> • YORK LANDING SUBDIVISION - review • Development Fees Review 	
<p>ENVIRONMENT</p> <ol style="list-style-type: none"> 1. LIGHT UP THE TOWER – Report back to Council with Recommendations 2. Well Building construction (underground piping completed) 3. Compost Program Assessment <ul style="list-style-type: none"> • Wastewater Renewal Project – Consultation, Development of business case, conceptual design 		<p>ENGINEERING</p> <ol style="list-style-type: none"> 1. Gravel Roads – status update (list, cost estimate and traffic counts) 2. Cross train staff and improve service delivery & coverage 3. Determine a realistic 5 year plan for drainage/storm system. <ul style="list-style-type: none"> • Facility Asset Management 	
<p>PROTECTIVE SERVICES</p> <ol style="list-style-type: none"> 1. Regionalized Fire: Approach 2. Fee for Service: Scope 3. EMS Support: Position (Province) <ul style="list-style-type: none"> • Fire Underwriter Certification 		<p>PUBLIC WORKS</p> <ol style="list-style-type: none"> 1. Inventory Management System Implementation – 2023 2. Infrastructure Renewal Programs Review 3. Underground Inspections Update 	

COUNCIL PRIORITIES CHART

February 28th, 2023

COUNCIL	(Green is Now)	CORPORATE PRIORITIES (Council/CAO)	(Council Priorities are CAPITALIZED)
<p>Current Priorities</p> <ol style="list-style-type: none"> 1. BUSINESS MARKETING: Yorkton Advantage Gaps & Targets (June) 2. Meet with both RM's to DETERMINE PLANS FOR RURAL ROADS 3. LONG TERM (5 year) CAPITAL PLAN: Draft (June) 4. EXPLORE EXTERNAL OPERATIONS AUDIT: Phase II (Determine what areas to look into – Human Resources (productivity in certain departments), Service Delivery (which functions or departments), Best Practices (what specific areas) 5. WORK WITH CONSULTANT ON OPERATIONS REVIEW – Phase III 		<p>Next Priorities</p> <ul style="list-style-type: none"> • ACCESS (ABILITIES) TRANSIT REVIEW (add from June 3/2022 Council Meeting) • YORK LANDING SUBDIVISION - review • FACILITIES MAINTENANCE PLAN/REVIEW – Oct 2023 	
<p>ADVOCACY / PARTNERSHIPS (Council to initiate these discussions in 2022 with appropriate politicians and organizations)</p> <ul style="list-style-type: none"> • Rural Municipality: Joint Priorities (Meet Quarterly) • Grain Miller Road Funding (UCF) • Hospital Contribution Formula • Tax Assessment Formula (SUMA) • Division F Subdivision (Building and RCMP) 			
STAFF	OPERATIONAL STRATEGIES (CAO/Staff)	(Staff Priorities are not Capitalized)	
<p>CHIEF ADMINISTRATIVE OFFICER</p> <ol style="list-style-type: none"> 1. BUSINESS MARKETING: Yorkton Advantage Gaps & Targets (Nov) 2. Meet with both RM's to DETERMINE PLANS FOR RURAL ROADS 3. LIBRARY – Endeavor to execute an agreement <ul style="list-style-type: none"> • REC MASTER PLAN – Report and Visioning Underway • FACILITIES MAINTENANCE plan/review 		<p>COMMUNITY SERVICES</p> <ol style="list-style-type: none"> 1. REC MASTER PLAN – Report and Visioning Underway 2. Columbia Park – Design and Tender Phase Underway 3. Tender GC Arena Equipment, Hire Kinsmen Arena consultants 4. Construction of Deer Park Clubhouse – Pro Shop to be open April 1st <ul style="list-style-type: none"> • ACCESS (ABILITIES) TRANSIT REVIEW • Review CDPR User Fees – to be considered with Rec Master Plan • Community Event Support – Review Process • Facility Utilization Strategy – Terms of Reference 	
<p>CORPORATE</p> <ol style="list-style-type: none"> 1. REPORT ON COST SAVINGS (past budgets) & Possible future considerations. (Nov 2022) 2. LONG TERM (FIVE YEAR CAPITAL PLAN): Draft (Dec 2022) 3. Council Committee Review – Phase 1 (Assessment) <ul style="list-style-type: none"> • Succession Planning for all departments • Provide City Wide Training on LAFOIP process 		<p>PLANNING</p> <ol style="list-style-type: none"> 1. BUSINESS MARKETING: Yorkton Advantage, Gaps & Targets (June) 2. Airport Terminal Building and related agreements 3. Streamline business licensing process <ul style="list-style-type: none"> • Complete outstanding issues on land purchases/sales • YORK LANDING SUBDIVISION - review 	
<p>ENVIRONMENT</p> <ol style="list-style-type: none"> 1. LIGHT UP THE TOWER – Report back to Council with Recommendations 2. Well Building construction (underground piping completed) 3. Compost Program Assessment <ul style="list-style-type: none"> • Wastewater Renewal Project – Consultation, Development of business case, conceptual design 		<p>ENGINEERING</p> <ol style="list-style-type: none"> 1. Gravel Roads – status update (list, cost estimate and traffic counts) 2. Cross train staff and improve service delivery & coverage 3. Determine a realistic 5 year plan for drainage/storm system. <ul style="list-style-type: none"> • Facility Asset Management 	
<p>PROTECTIVE SERVICES</p> <ol style="list-style-type: none"> 1. Regionalized Fire: Approach - April 2. Fee for Service: Scope 3. EMS Support: Position (Province) <ul style="list-style-type: none"> • Fire Underwriter Certification 		<p>PUBLIC WORKS</p> <ol style="list-style-type: none"> 1. Inventory Management System Implementation – 2023 2. Infrastructure Renewal Programs Review 3. Underground Inspections Update 	

NOTICE OF MOTION

Date: March 6, 2023

Memorandum to: Yorkton City Council

From: Mayor Mitch Hipsley

Re: Continuous Improvement Program

Description/Summary/Reasoning

Council has been meeting quarterly (scheduled Committee of the Whole Meetings) which provides the opportunity to provide direction to Administration on the objectives that are deemed a priority of Council. The priority of reviewing City operations began a number of months ago and now has been moved forward from our queue to the present.

Council needed an independent organization to provide breadth from work with other municipalities to assist us with identifying operational savings that could be re-invested in the City's Capital Program or other initiatives. Gathering this information on operations will help educate and find efficiencies. The longer term objective is to build a sustained culture and mindset for continuous improvement in the City.

After much investigation & interviews with several organizations that provide this very specific service, a company known as MNP has been hired to do a 3- 4 month project looking at the following areas:

- Data Analytics
- Fleet
- Procurement
- General Operational Efficiencies

The proposal of \$80,000 for the consulting services will come from the Rainy Day Reserve fund & will not add costs to our budget. Council sees this as an investment that will pay back moving forward. Council recognizes that times are always in constant change & there will be significant ideas brought forward.

Hiring an experienced firm that operates within the province will certainly enlighten both Council & Administration on operations.

Therefore, my motion is as follows:

That Council approve engaging the consulting firm Meyers Norris Penny (MNP) LLP to collaborate with Council and Administration in developing a 'Continuous Improvement Program' whereby the following areas would be of initial focus: data analytics, fleet, procurement, and general operational efficiencies; and further that \$80,000 be assigned from the Rainy Day Reserve account for this contract.

Respectfully,

 Mitch Hipsley

Mitch Hipsley
Mayor