

CITY OF YORKTON
REGULAR COUNCIL MEETING AGENDA
Monday, April 24, 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 – March 27, 2023
 - Special Meeting of Council Minutes – April 5, 2023
5. **UNFINISHED BUSINESS**
6. **REPORTS OF COUNCIL COMMITTEES AND MATTERS REFERRED**
 - Protective Services Committee Meeting Minutes – January 19, 2023
 - Economic Development Committee Meeting Minutes – January 19, 2023
 - Environmental Committee Meeting Minutes – January 24, 2023
 - Economic Development Committee Meeting Minutes – February 9, 2023
 - Mayor Hipsley – Appointment to Civic Recognition Awards Committee
7. **HEARING OF PETITIONS, PUBLIC NOTICES AND PRESENTATIONS**
 - Presentation – Yorkton Cross Country Ski Club Request for Addition to Deer Park Golf Course Clubhouse Name & Update on Club
 - Public Hearing – Proposed Bylaw No. 1/2023 Amend Urban Forestry Bylaw No. 15/2007
8. **BUSINESS ARISING OUT OF PETITIONS, PUBLIC NOTICES AND PRESENTATIONS**
 - Director of Recreation & Community Services
 - Proposed Bylaw No. 1/2023 to Amend Urban Forestry Bylaw No. 15/2007 [2nd & 3rd Readings]
9. **CORRESPONDENCE**
10. **BYLAWS**
 - Assessment & Taxation Manager
 - Proposed Bylaw No. 3/2023 – 2023 Mill Rate/Business Improvement District Levy, Base Taxes and Mill Rate Factors for Classes and Sub-Classes of Land and Improvements
 - Proposed Bylaw No. 4/2023 – Exemption of Taxation – Other
 - Proposed Bylaw No. 5/2023 – Exemption of Taxation – BIIP and RCIP
 - Proposed Bylaw No. 6/2023 – Exemption of Taxation – Habitat for Humanity Home
11. **ADMINISTRATIVE REPORTS**
 - Solid Waste & Environmental Programs Manager
 - Spring Yard Waste Clean-Up Week 2023
 - Director of Planning, Building & Development
 - Zoning Bylaw Amendment Application to Allow Public Education Service Use – 464 Broadway Street East
 - Director of Engineering & Asset Management
 - York Road Reconstruction Tender Award
12. **GIVING NOTICE OF MOTION**
13. **IN CAMERA SESSION**
 - 2 Property Items
 - Property Item A
 - Property Item B
 - 1 Other Item
14. **ADJOURNMENT**

Protective Services Committee

MINUTES

19, JANUARY 2023

7:00 AM

IN-PERSON & ZOOM
MEETING

Attendees	Andrew Sedley, Greg Klingspon, EMS Kelly Prime, Larry Pearen, Laretta Ritchie-McInnes, CN Constable Hank Neumiller, Michelle Goulden, Bylaw & Safety Supervisor Nicole Baptist, COY Director of Eng. & Asset Mgmt Rene Richard
Regrets	Staff Sgt. Burton Jones, Councillor Dustin Brears, Fire Chief Trevor Morrissey, Mayor Mitch Hipsley, Scott Robertson, CV Sastry
Absent	Dale Hintz
Recording	Jen Prysliak
Call to order	7:04 a.m.
Adjourn	8:27 a.m.

Agenda Topics

Election of Officers

Election of Chair	First call – Larry Pearen nominated Laretta Ritchie-McInnes, Laretta accepted. Nominations cease at 7:05 a.m. Laretta Ritchie-McInnes was announced Chairperson for 2023 by acclamation.
Election of Vice-Chair	First call – Larry Pearen nominated Andrew Sedley, Andrew accepted. Nominations cease 7:08 a.m. Andrew Sedley was announced Vice-Chairperson for 2023 by acclamation.
	Secretary passed the Chair to the Chairperson at 7:10 a.m.

Approval of Agenda

Motion 23-01	Pearen That the agenda be approved as circulated. Carried
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Declaration of Conflict of Interest

Declaration	No declaration of Conflict of Interest made. There was a discussion regarding conflict examples and outcomes.
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Minutes of the January 19, 2023 Meeting

Discussion	Minutes from the Committee meeting of September 13, 2022 were circulated.
Motion 23-02	Goulden The minutes of September 13, 2022 Committee meeting be approved as circulated. Carried.

Unfinished Business

Harm Reduction	<ul style="list-style-type: none"> Currently working on the Harm Reduction project. Setting up meetings within the next few weeks. Talk of leaving Narcan Kit with the patient, SHA taking on the initiative.
Supporting Voyent Alert Marketing Plan	<ul style="list-style-type: none"> Suggestion to promote as a Committee, promote Voyent Alert on billboards around Yorkton. Discuss with Marketing Co-ordinator and Communications Management.
Regionalized Fire Services	<ul style="list-style-type: none"> No verbal update provided. Meeting with R.M.'s on training to enhance resources, expanding out to Canora. Meeting in March, will report further. Everything is moving along very well, good progress.
Drainage Steward Program	<ul style="list-style-type: none"> Working out asset works system for maps, starting program within the next year. Website to be able to click on the map and select locations in the springtime.

New Business

Sno-Riders Request to Council	<ul style="list-style-type: none"> Discussion regarding the recommendation to Council. PSC supports snowmobiling and their activities. Final recommendation is the designated trail be for the groomer only, snowmobiles not allowed due to safety issues.
Motion 23-03	Sedley To receive and file recommendation letter to Council. Carried.
	Kelly Prime leaves the meeting at 8:16 a.m.

Department Updates

Fire Department	<ul style="list-style-type: none"> No updates provided.
RCMP	<ul style="list-style-type: none"> No updates provided.
Bylaw	<ul style="list-style-type: none"> No updates provided.
CN Police	<ul style="list-style-type: none"> No updates provided.

PSAR	<ul style="list-style-type: none"> No update provided.
EMS	<ul style="list-style-type: none"> No update provided.

Next Meeting

Tuesday March 21st, 2023 @ 7:00 a.m.

Adjournment

Motion 23-04	Goulden That the Protective Services Committee Meeting be adjourned at 8:27 a.m. Carried.
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X **Lauretta Ritchie-McInnes**

Lauretta Ritchie-McInnes
Chairperson

X **Jen Prysliak**

Jen Prysliak
Secretary

Economic Development Committee

MINUTES

JANUARY 19, 2023

7:00 a.m.

CITY HALL – MEETING ROOM A

Attendees	Chairperson: Brian Hilderman Councillors: Councillor Darcy Zaharia (via Zoom), Councillor Dustin Brears, Mayor Mitch Hipsley (Ex-Officio) Members: Don Reed, David McKerchar (via Zoom), Bob Knox, Raymond Sharp, Marty Sveinbjornson, Gwen Machnee.
Invited Guests	Juanita Polegi Donna Brothwell Dave McIntyre – ReFine Magazine
Staff	David Balysky (Business Liaison) Lonnie Kaal (City Manager)
Regrets	Councillors: Members: Ayodele Komolafe Staff:
Absent	Councillors: Members: Staff:
Recording	Zuleny Rodriguez
Call to order	7:08 a.m.
Adjourn	8:22 a.m.

Welcome and Introductions – City Administration

	Administration welcomed members to the committee and encouraged everyone to introduce themselves so that new members and returning members know who is who in future meetings.
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Nomination and Election of Chairperson – City Administration

Discussion	Administration opened the floor for call for nominations for Committee Chairperson. Councillor Brears nominated Brian Hilderman. Brian agreed to let his name stand. There were no further nominations
Motion 01-23	Don Reed That Brian Hilderman be named the new Chairperson for the 2023 Economic Development Committee. Carried Unanimously

Nomination and Election of Vice-Chairperson – City Administration

Discussion	Administration opened the floor for call for nominations for Committee Vice-Chairperson. Balysky notified the Committee that David McKerchar had expressed interest in letting his name stand for the position of Vice-Chairperson. Don Reed nominated Bob Knox for the position of Vice-Chairperson. Bob agreed to let his name stand.
Motion 02-23	Don Reed That Bob Knox be named the new Vice-Chairperson for the 2023 Economic Development Committee. Carried

Adoption of Agenda

Discussion	Review of agenda items for discussion
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Motion 03-23	Marty Sveinbjornson That the agenda be approved as presented
Motion 04-23	David Balysky To amend the agenda by adding - ReFine Magazine presentation Juanita Polegi To amend the agenda by adding - Discussion about Community Pride Don Reed To amend the agenda by adding - Update from Mayor Hippsley on Light Up the Tower Carried Unanimously
	To approve the agenda as amended. Carried Unanimously.

Minutes of the December 8, 2022 Meeting

Discussion	Minutes from the December 8, 2022 meeting of the Committee were circulated electronically as part of the agenda package and paper copies were available at the meeting.
Motion 05-23	Councillor Dustin Brears That the minutes of the December 8, 2022 meeting be approved as presented. Carried.

What is Economic Development? – David Balysky

Discussion	<ul style="list-style-type: none"> Balysky opened the discussion by asking the Committee for their thoughts on what economic development is and what direction they'd like to go to create value in 2023. Reed expressed his confusion about the direction of Ec Dev meetings, and that the priority of the Committee should be measured in dollars, development, buildings and attracting people. Kaal noted that the Committee has not previously honed in on a direction or strategy as it's been more dependent on what the members would like to look/work at. She also added that Parkland College is part of the Committee because of the work and projects they lead, such as the Tech Hub. More directly, to answer Reed the Committee does not have a focus or direction as of right now. Councillor Brears & Brian Hilderman agreed that the Committee should plan to have goals to work towards throughout the year. Mayor Hippsley encouraged everyone to speak their ideas and plan to be at the meetings for an hour and half. Balysky reinforced the idea of the Mayor, that everyone is welcome bring their ideas forward during meetings but also throughout the month via email so that they can be included on future agendas. Councillor Zaharia added that he has enjoyed the group discussion as it is, tailored towards the community. Sveinbjornson suggested that Committee members send an email to Balysky suggesting what they'd like the direction of Ec Dev meetings to be.
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Dave McIntyre enters the meeting at 7:36 a.m.

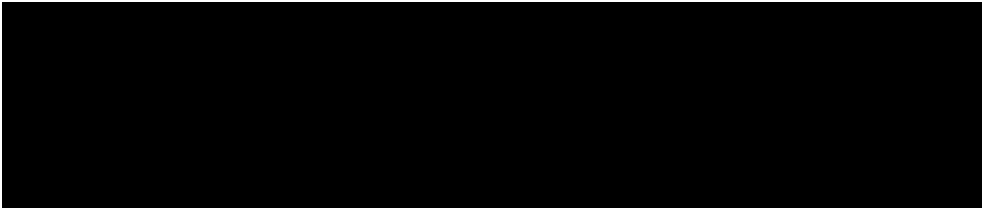
ReFine Magazine – Dave McIntyre

	<ul style="list-style-type: none"> • McIntyre presented ReFine Magazine's proposal to the Committee to feature the City of Yorkton on a minimum of 6 pages that will likely expand to about 16 – 20 pages due to use of enhancement adds that will have a community focus on Yorkton. • Brothwell asked about the distribution area of the magazine. • McIntyre explained that about 3,000 – 4,000 issues are printed and distributed at groceries stores, gas stations, offices in town, etc. McIntyre also noted that the magazine is distributed in Preeceville, Kamsack, Canora, Grandview, Roblin, Dauphin, Esterhazy, Melville, Theodore, and Foam Lake, and that a digital copy is available online. • Mayor Hipsley complimented the quality of the magazine of how it stands out. • Polegi asked if this issue would be printed before the Yorkton Film Festival (May 25 – 27, 2023). • McIntyre responded that the plan is to have the magazine distributed by May 15, 2023, just in time for the Film Festival.
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Dave McIntyre exits the meeting at 7:53 a.m.
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Discussion	<ul style="list-style-type: none"> • Reed questioned what he is supposed to say in regards to this matter. • Kaal noted that this topic came to the Committee in 2022 and members expressed interest in exploring it because of its quality and the fact that it is a local business. • Sveinbjornson expressed to Reed that in his point of view, the Committee exists to recommend and provide weight behind ideas that are proposed to Council, and that this advertisement is a good way to market our community, which is part of economic development. • Knox said that the City should not have to pay for this advertisement because commitment from the City will encourage other businesses to purchase ad space. • Councillor Brears expressed that the advertisement for Yorkton is a good idea. • The Committee discussed distributing the magazine through swag packages given to attendees from all over the country at the Yorkton Film Festival.
Motion 06-23	<p>Councillor Dustin Brears That Administration move forward with the advertisement as proposed by ReFine Magazine. Carried.</p>

Business From the Floor	
Discussion	<ul style="list-style-type: none"> • Innovation Hub <ul style="list-style-type: none"> ◦ Machnee reminded the Committee of the Innovation Hub Meeting happening February 8th. Two key topics of discussion at the meeting will be: <ul style="list-style-type: none"> ▪ The competitive advantage of the east central region of Saskatchewan. ▪ Explore possible economic development opportunities that can be pursued within the region, utilizing tech infrastructure. • Community Pride <ul style="list-style-type: none"> ◦ Polegi asked how we can carry the momentum of community pride and engage the community to get people thinking about Yorkton. ◦ Councillor Brears suggested the City's community engagement platform – Shape Your City – that could be advertised through Tourism Yorkton tent

	<p>cards that are placed on tables in restaurants, offices, etc.</p> <ul style="list-style-type: none"> Sharp reminded the Committee of the importance of word of mouth in our community and how it can sway the opinions of people. Balysky added that the magazine advertisement should help build more of a sense of pride among local residents and people in the surrounding area. Kaal suggested that this is a bigger topic that is important to discuss further in another meeting. Light Up the Tower Mayor Hipsley discussed a meeting of the Light Up the Tower Subcommittee that was held on on January 11, 2023. He shared that there is a lot of background required to consider maintenance, quality, budget, different types of lighting, etc. Mayor Hipsley noted that the Subcommittee is in favour of this project. The Subcommittee received estimates from three different suppliers to get a better understanding of options and pricing. Genesis Fertilizers – Belle Plaine Production Plant Councillor Brears discussed an article that announced Genesis Fertilizers' intent to build a 700,000 metric ton urea fertilizer plant at Belle Plaine. He noted that Genesis would also be building an additional six distribution centers across the prairies. He expressed his interest in reaching out to Genesis to propose that they build the plant, or at least one of their distribution centers in Yorkton. He asked Balysky to contact someone at Genesis to discuss the potential for future development in Yorkton.  Councillor Brears insisted then to push for a Genesis Fertilizers regional distribution center.
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Action Items	
	<ul style="list-style-type: none"> Move forward with ReFine Magazine proposal Committee members to think about goals and direction of the Committee for 2023 and email suggestions to Balysky Balysky to contact Genesis Fertilizers about investing in Yorkton

Next Meeting	Thursday, February 9th, 2023 at 7:00 a.m. at City Hall.
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Adjournment	
Motion 07-2023	<p>Councillor Dustin Brears</p> <p>That the Economic Development Committee Meeting be adjourned at 8:22 a.m.</p> <p>Carried Unanimously</p>

Brian Hilderman

CHAIRPERSON
Brian Hilderman

Zuleny Rodriguez

RECORDING SECRETARY
Zuleny Rodriguez

Environmental Committee

MINUTES

TUES, JAN 24, 2023 7:30 A.M.

QUEEN ST WTP, STAFF ROOM

Members Present	Chair Shannon Erickson, Sandra Bilan, Dustin Brears, Darcy Zaharia, Stefan Bymak, David McKerchar
Absent	Jason Signarowski, Matt Poier, Kris Gendall
City Staff	Michael Buchholzer, Aron Hershmiller, Lyndon Hicks
Presentation	
Recording	Val Fatteicher
Call to order	7:39 a.m.
Adjourn	9:05 a.m.

1. Round Table Introductions for new members

2. Election of Chair and Vice Chair

Val Fatteicher requested the call for nominations for Chair at 7:40 am. Sandra Bilan nominated Shannon Erickson who accepted the nomination for the role of Chair. No other nominations were received.

Shannon Erickson was announced as Chair for 2023 by acclamation.

Chair Shannon Erickson opened the floor for call for nominations for Vice-Chair at 7:41 am. Stefan Bymak nominated Sandra Bilan who accepted the nomination for the role of Vice Chair. No further nominations were received.

Sandra Bilan was announced as the Vice-Chair for 2023 by acclamation.

3. Declaration of Conflict of Interest

Declaration	No declaration of conflict of interest was made.
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4. Approval of Agenda

Discussion	Review of agenda items for discussion. Item 8. Curbside Organics Program was added and discussion topic Circular Cities and Regions Initiative moved to Item 9.
Motion 01-23	Sandra Bilan That the agenda be approved as presented.
Motion 02-23	Sandra Bilan That the agenda be amended by adding Item 8. Curbside Organics Program and Circular Cities and Regions Initiative moved to Item 9. CARRIED

5. Minutes of the December 20, 2022 Meeting

Discussion	<p>Minutes from the December 20, 2022 Meeting of the Committee were reviewed.</p> <p>Strategic plan and most recent update with target items will be sent to committee members.</p> <p>Facility tours to be arranged for new members as well as previous members.</p>
Motion 03-23	<p>Dustin Brears</p> <p>That the minutes of December 20, 2022 be approved. CARRIED.</p>
6. Household Hazardous Waste Collection at Recyclability Enterprises Update	
Discussion	<p>Site setup process is ongoing. Building renovations are expected to be complete by end of March. Facility will be open to city residents by April 22nd in conjunction with Earth Day.</p> <p>Darcy arrived 7:59 am.</p> <p>Product Care will be on site prior to startup to provide further staff training on product sorting. Product Care covers the cost of accepting the material, exception would be for materials they do not accept. The City will utilize funding for hosting the one-day annual event for the new daily service collection. Product Care receives their funding from producers through a stewardship program.</p>
7. Organics Program at Sask Abilities	
Discussion	<p>Volume data for collected organics at the landfill in 2019 was 57 tonnes, and 161 tonnes in 2022. This represents a 280% increase since 2019.</p> <p>Recyclability Enterprises organics collection site received more materials in October. First full bin was removed from the site in September. Improved product acceptance information at the site location for residents would be beneficial.</p> <p>Waste audit data performed in summer of 2022, shows 52% organic content in residential carts.</p>
8. Curbside Organics Program	
Discussion	<p>Meeting held with waste hauler to review scope of pilot program. In discussion with the hauler, collection zones selected to participate would be on Thursday and Friday with 200 houses in each zone. More communication will be sent to selected residents at the end of March, with organics bin delivery by early April. Educational information will detail products accepted in the organics program.</p> <p>Determine measurement for success of the pilot program. Will be monitoring usage by volumes of materials collected and participant feedback at the end of the program period.</p>

	<p>Program will also support reduction of greenhouse gases at the landfill. Diverting organics from disposal in the lined cell will also help extend its usable area and delay constructing another lined cell. Waste collection schedule changes could also impact greenhouse gas emissions from disposal equipment.</p> <p>Product contamination in organics carts will be monitored by summer staff as well as at the landfill.</p> <p>Program information from Regina and Saskatoon's organics programs has been reviewed as part of our program development.</p>
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9. Circular Cities and Regions Initiative – Yorkton session

Discussion	<p>Yorkton focused session held last week, with representation from other city departments participating in discussions.</p> <p>Discussion centered on circular economy topics such as water reuse, biomass for energy, biogas use and community gardens. Explore realistic project opportunities such as improvements to cycling and pedestrian trail systems which would encourage not only active living but alternative transportation. Finding alternative uses for green clay product generated by the area canola plants, as well as options for using clean wood and asphalt products.</p> <p>Network with other communities that have already initiated programs/projects and get their feedback. Some participants are from larger city centres, but possible examples that could be introduced here.</p>
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10. Next Meeting Date

Next meeting date pending poll results. Proposed for end of February.

11. Next Meeting Agenda Items

- Waste and Recycling Volumes update
- Curbside Organics Program - measurement for success for new pilot program, program initiation and details update

12. Adjournment 8:51 am

Motion 04-23	Sandra Bilan That the Environmental Committee Meeting be adjourned. CARRIED.
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These minutes have been approved by members of the Environmental Committee on February 28, 2023.

Shannon Erickson

Chair

Val Fatteicher

Recording Secretary

Economic Development Committee

MINUTES

February 9, 2023

7:00 a.m.

CITY HALL – MEETING ROOM A

Attendees	Chairperson: Brian Hilderman Councillors: Councillor Darcy Zaharia (via Zoom), Councillor Dustin Brears Members: Don Reed, David McKerchar, Bob Knox, Marty Sveinbjornson, Gwen Machnee, Ayodele Komolafe (via zoom)
Invited Guests	Juanita Polegi Donna Brothwell (via zoom)
Staff	David Balysky (Business Liaison)
Regrets	Councillors: Members: Staff: Lonnie Kaal (City Manager) Guests:
Absent	Councillors: Members: Raymond Sharp Staff: Guests:
Recording	Zuleny Rodriguez
Call to order	7:03 a.m.
Adjourn	8:33 a.m.

Adoption of Agenda

Discussion	Review of agenda items for discussion
Motion 08-23	Brian Hilderman That the agenda be approved as presented
Motion 09-23	Councillor Dustin Brears To amend the agenda by adding talk about the strategic plan. Carried Unanimously
	To approve the agenda as amended. Carried Unanimously

Minutes of the January 19, 2023 Meeting

Discussion	Minutes from the January 19, 2023 meeting of the Committee were circulated electronically as part of the agenda package and paper copies were available at the meeting.
Motion 10-23	Reed Approve the minutes of the January 19, 2023 meeting as presented. Carried Unanimously

ReFined Magazine update – David Balysky

Discussion	<ul style="list-style-type: none"> Balysky shared topics to be in the magazine issue. Asking the committee for their input and if they wanted to add anything else. Members of the committee discussed and suggested new ideas to put forward into the magazine, including: <ul style="list-style-type: none"> - Trading area - Agricultural industry of Yorkton
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	<ul style="list-style-type: none"> - Parkland College - City of Yorkton amenities - Innovation Hub - Transportation – rail/highways/airport - Water Supply - Low-cost housing - Proximity to provincial parks - Access to schools - Access to infrastructure - Business-friendly community - Why are we proud of Yorkton – list created by EDC in 2022 - York road re-construction - Recreational places

Genesis update – David Balysky

	<ul style="list-style-type: none"> • Balysky shared the answer from the vice president of Genesis Fertilizers; stating that he had researched Yorkton and plans on being back shortly. • Sveinbjornson suggested asking - why they did not come to Yorkton. • McKerchar suggested talking directly with CN and CP business development managers, to understand and know more about the regulations that can help the city to facilitate new organizations coming to Yorkton, making it very attractive for them to start their businesses. • Councillor Brears asked if Balysky should get in touch with railways. • McKerchar suggested starting a conversation and getting a feeling of - How open are they to support the city with the infrastructure.

Focus for 2023 – David Balysky

Discussion	<ul style="list-style-type: none"> • Balysky introduced a list of ideas that the committee had given. • Councillor Brears explained that Ec Dev Committee is a little different from other ones because not everything presented comes from the administration; it is more of sharing ideas that better the City of Yorkton than a sounding board. • Hilderman added to the explanation, if the committee comes up with an idea or suggestion to improve the City of Yorkton, it is communicated to the City to accommodate them in short/long-term growth. Having the advantage, that there are multiple Councillors present that will help move it to the City Council. • Balysky added that sometimes there are projects that come directly from the administration for the committee to get their thoughts on and then go to Council for final revision and approval. However, most of the time, the ideas come from the committee and Balysky will work around them and bring it back to review. Sometimes it needs approval by City Council and if not will be put into motion by Administration. • Sveinbjornson suggested working on understanding and trying to fix the roadblocks, "red tape", that comes in the planning stage of a business at a federal, provincial and municipal level. Something to be less restrictive. • McKerchar added that Yorkton has the space, flat lands and infrastructure to grow or attract new businesses; suggesting that Balysky should start creating relationships with people at a provincial and federal level, to help and accommodate better new businesses. • Councillor Brears agreed to what McKerchar said and explained the
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	<p>expectations of the City for Balysky and how it does not involve liaising with federal or provincial.</p> <ul style="list-style-type: none"> • Members of the committee discussed and added the following ideas. - Survey existing businesses to understand roadblocks and opportunities. - Focus on what type of businesses the City of Yorkton wants to attract. Ex: Agricultural - Keep a max of two topics per meeting - Incorporate another meeting during the month.

Strategic Plan – Councillor Brears.

Discussion	<ul style="list-style-type: none"> • Councillor Brears explains how the environmental committee worked and functioned around a strategic plan for 10 years until 2020. <p>With that in mind, he asked the members if this is something they would like to do to have a guide towards the goals and future targets for the City. Therefore, future committees can perhaps use it as their guiding principles for the next 10 years.</p> <ul style="list-style-type: none"> • Hilderman invited everyone to think about it, email Balysky with any thoughts, and discuss it for the next meeting. • Councillor Brears expressed that he would like the administration to bring feedback about the strategic plan or a recommendation on how to go about it. <p>The following were topics discussed by the members:</p> <ul style="list-style-type: none"> - Committee should sit with Council and work around creating the goals the City would like to achieve. - Committee will support and give input on how to achieve the targets. - Understand the goals of the community like colleges, businesses and more; for the City to understand where it needs to go in regards to infrastructure or services to support growth. <ul style="list-style-type: none"> • Sveinbjornson asked Polegi for her opinion about the topics presented above. • Polegi agreed that is a good idea, but it will be necessary to look back at the strategic plan for economic development. Stating that the committee needs to have a starting point other than the bylaw that gives purpose.

Don Reed left the meeting at 7:48 a.m.

Community Events promotion in hotels – Councillor Zaharia

Discussion	<ul style="list-style-type: none"> • Councillor Zaharia brought an example he saw at a hotel display he saw in Minot that promotes the city to visitors. • Polegi suggested seeing how the displays look to get people to agree on it. • Councillor Zaharia said he would contact the hotel for more information to bring back to the Committee


Eco-friendly/Active transportation options – Councillor Zaharia

Discussion	<ul style="list-style-type: none"> • Councillor Zaharia brought an example he saw at a hotel that had bikes in the front for people to go around the city. Proposing that it could be a good idea to implement with the bike paths the city has. • Members brought examples of this they have in bigger cities. Like e-scooters and bikes that use an app.
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Hospitality Tax – Councillor Zaharia

Discussion	<ul style="list-style-type: none"> Councillor Zaharia invited all members to think about the possibility to incorporate a hospitality tax into hotel rates that are controlled by the City and used to support the sports teams in the city. Polegi suggested that it should be managed by Tourism Yorkton McKerchar expressed opposition towards the idea as it will be painful for companies that are looking to stay corporately and eventually they will turn to Airbnb or options to stay outside the urban area.
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Business From the Floor

Discussion	<ul style="list-style-type: none"> Machnee talked about her presentation held through zoom on February 8, 2023, about start-up in residence. She specified that she put in a proposal with two rounds and it is looking for funding from provincial, federal, and some local investments.  <ul style="list-style-type: none"> Members of the committee discuss the importance for the City to have a strategic plan for provincial and federal levels, stating the need for grants to reach said goals for the city. <p>Look for opportunities for a power station with SaskPower and CleanTech opportunities.</p> <ul style="list-style-type: none"> Balysky added after discussing action items, the places in the City of Yorkton that have the potential to have investors/businesses.
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Action Items

	<ul style="list-style-type: none"> Councillor Zaharia will start again a conversation with the hotel owners for hospitality tax and reach out to Randy Goulden regarding the matter Councillor Zaharia will bring more information about the display of the city in a hotel in Minot. Balysky will talk with Tourism about the topic of e-bikes and scooters. Knox suggested Balysky brings an update on the status of the Downtown Parking Review Balysky to look at the marketing strategy that different communities like Minot, Fargo, Grand Forks, Richardson, etc. to attract more people.
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Next Meeting	Thursday, March 9th, 2023 at 7:00 a.m. at City Hall.
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Adjournment	
Motion 11-23	Bob Knox That the Economic Development Committee Meeting be adjourned at 8:33 a.m. Carried Unanimously

Brian Hilderman
CHAIRPERSON
Brian Hilderman

Zuleny Rodriguez
RECORDING SECRETARY
Zuleny Rodriguez



April 24, 2023

Memorandum to: Members of Yorkton City Council

Re: 2023 Appointment to the Civic Recognition Awards Committee

In recognition of a vacancy on the City of Yorkton Civic Recognition Awards Committee, I would like to recommend the following:

RECOMMENDATION:

That the Council of the City of Yorkton appoint Tamara Hall to the Civic Recognition Awards Committee for the balance of 2023.

Respectfully submitted,


Mayor Mitch Hipsley

MAYOR MITCH HIPPSLEY

From: (noreply@esolutionsgroup.ca)
Sent: Thursday, March 30, 2023 1:37 PM
To: Amanda Dietz [REDACTED]
Subject: New Response Completed for Request to Appear Before Council Form

CAUTION: External Email

Hello,

Please note the following response to Request to Appear Before Council Form has been submitted at Thursday March 30th 2023 1:37 PM with reference number 2023-03-30-022.

- **First name:**
Anne
- **Last Name:**
Stupak
- **Committee/Organization name:**
Yorkton Cross Country Ski Club
- **Address:**
[REDACTED]
- **City:**
Yorkton Sask
- **Province:**
Saskatchewan
- **Postal code:**
[REDACTED]
- **Name:**
Anne Stupak
- **Title:**
Director of YCCSC
- **Daytime phone number:**
[REDACTED]
- **Email:**
[REDACTED]
- **Date of request:**
3/30/2023
- **Date of council meeting that the presenter is wishing to attend:**
4/24/2023
- **Topic being presented:**
Name addition to the Deer Park Golf Course.
- **Description of request: (Clearly state what is being asked of Council. Provide detailed information about why the information is being requested.)**
The Yorkton Cross Country Ski Club would like to present to City Council the addition of the words "and Nordic Center" to the title of Deer Park Golf Course. We feel that this would then reflect the true year round use of the club house to the people of Yorkton.
The YCCSC would also like to give Council an update of the club's activities and future plans for the fall of 2023.

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



March 15, 2023

Darcy McLeod
Director of Recreation & Community Services
City of Yorkton

Re: Name Change Proposal

Dear Darcy,

On behalf of the Yorkton Cross Country Ski Club, we would like to propose the new clubhouse be formally called "Deer Park Golf Course and Nordic Center". This name truly reflects the year-round use of this new facility.

Over the years, the Yorkton Cross Country Ski Club has been a self-sustaining club that has provided the people of Yorkton and area a winter sport and recreation area that is open the other six months of the year. We feel that the Yorkton Cross Country Ski Club should be recognized for its dedication to providing XC ski trails to all local skiers. Incorporating "Nordic Centre" into the name would also allow for better exposure and awareness of the club which would result in more residents benefiting from this recreation amenity.

The Yorkton Cross Country Ski Club had used the former club house for well over 15 years. The club housed its ski rentals, waxing stations, club events, youth programs and adult ski lessons, and club meeting room. Along with the on-site garage where we store the snow machine, groomer and summer ski storage, the club is looking forward to resuming its activities in the new club house in the fall.

Cross country ski trails at Deer Park have been laid on the golf course for well over 50 years. From volunteers using their own snow machines while dragging bedsprings and steel plates, to today's modern 2022 Yamaha K540 snow machine, the club continues to invest time and money into recreation at Deer Park.. Our 2012 Tid-tech snow groomer and track setter have Yorkton's Cross-Country Skiers looking forward to well groomed trails at Deer Park. Trails are set on a weekly basis. Many hours are required to lay down both skate and classic ski trails into 3 loops totaling 7kms. Next winter the club plans to incorporate an additional trail that will attract snowshoers and fat bike riders.

YCCSC Youth Program teaches skiing to children starting at 3 years old to young adults. The program is in its sixth year and averages approximately 32 to 40 children a season. This year

the Yorkton Club sent 6 skiers to the Sask Winter Games and Parkland Valley proudly brought back 4 medals. The Saskatchewan Cross Country Ski Association has its sights on Yorkton to host future Sask Cup Events, Provincial Races and Sask Winter Games. The new facility will be an ideal venue for hosting these events and being able to have the staging area right outside the doors will make a perfect viewing area. The club is looking forward to bringing these ski competitions to Yorkton and to show off our multi-functional club house.

Historically, the YCCSC has taken over the clubhouse in November till the end of March. Over the past two years the club has adjusted to the challenges of the pandemic and the closure of the old club house, yet the trails remained busy both day and night. The club has continued to see a strong interest in cross country skiing for all ages. With snowshoeing, tobogganing, and XC skiing at Deer Park during the winter and golfing during the summer months, the need for a year-round food service provider may attract more tenders for the job.

YCCSC is proud of what we have accomplished over the years and what we have provided for the community, and we continue to plan for a strong future. The meeting room that is designated as the YCCSC room in the new club house will enable us to bring into reality these plans and more.

On behalf of all the members of the Yorkton Cross Country Ski Club we want to make a formal appeal to the City of Yorkton to incorporate the title of the new club house to be named "Deer Park Golf Course and Nordic Center."

With the opening of the new club house scheduled for this coming golf season, we realize that this request may be a little late in coming but we do hope that the City of Yorkton will consider this name change. We would be happy to make a formal presentation to council if needed, if not, then we ask for confirmation of this proposal being considered and the council's response to it. Respectfully, Yorkton Cross Country Ski Club looks forward to a positive reply.

Thank you for your time.

President
Yorkton Cross Country Ski Club

Ray Bailey

Ray Bailey

April 19, 2023 - April 25, 2023

Next Council Meeting
Monday, April 24, 2023 at 5:00 p.m.



CIRCLEBROOKE DRIVE WATER MAIN REPLACEMENT APRIL 24, 2023

A road closure will be in effect for **Circlebrooke Drive between Glenbrooke Drive and Riverview Road**, starting April 24, 2023, for our Water Main Replacement Program.

Please be advised street parking in this area will be restricted during construction. Signage will be posted to identify street closures and detours. This project will be split in two phases, and the estimated completion date for the whole project is September 15, 2023.

Stay up-to-date with construction projects and road closures affecting you. Visit yorkton.ca/voyentalert to sign up.



PUBLIC NOTICE PROPOSED BYLAW NO. 1/2023

Amendment to the Urban Forestry Bylaw No. 15/2007

Public Notice is hereby given that the Council of the City of Yorkton intends to consider approving *Bylaw No. 1/2023, to amend the Urban Forestry No. 15/2007*, at the April 24, 2023 Regular Council Meeting. The Proposed Urban Forestry Bylaw amendment will include changes to increase the variety of trees to diversify and preserve our urban forest. A Public Hearing will be held at the April 24, 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:

Darcy McLeod, Director of Recreation and Community Services
Phone: (306) 786-1750
Email: parksandrec@yorkton.ca

OR

Matt Charney, Parks Manager
Phone: (306) 786-1780
Email: parksandrec@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, April 24, 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, April 19, 2023 and must be directed to:

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

TITLE: Proposed Bylaw No. 1/2023 to Amend the Urban Forestry Bylaw No. 15/2007 [2nd and 3rd Reading]	DATE OF MEETING: April 24, 2023
	REPORT DATE: April 19, 2023
CLEARANCES: None	ATTACHMENTS: 1. Proposed Bylaw No. 1/2023 to Amend the <i>Urban Forestry Bylaw No. 15/2007</i>
Written by: Darcy McLeod – Director of Recreation and Community Services Darcy McLeod	
Reviewed by: Jessica Matsalla - City Clerk Jessica Matsalla	
Approved by: Lonnie Kaal - City Manager Lonnie Kaal	

PURPOSE/BACKGROUND

As noted in the initial Council Report from March 27, 2023, introducing this bylaw amendment that is attached for your reference, this report is being provided to update the City of Yorkton *Bylaw No. 15/2007 known as the Urban Forestry Bylaw*, which ensures the urban forest is properly maintained as an asset to the City of Yorkton.

DISCUSSION/ANALYSIS/IMPACT

The proposed Bylaw No. 1/2023 to amend the Urban Forestry Bylaw No. 15/2007 was introduced and given First reading at the March 27, 2023 Regular Council Meeting. At that meeting, Council authorized Administration to give Public Notice. As such, Public Notice was given permitting the public to review the Bylaw and express their opinion or concern with the content by either providing a written submission or attending the Public Hearing which was held earlier in the meeting. As of the date of this report, no written submissions were received.

FINANCIAL IMPLICATIONS

There are no financial implications with the proposed Bylaw Amendment.

COMMUNICATION PLAN/PUBLIC NOTICE

As was discussed previously, Public Notice was provided for the Public Hearing that was held earlier in the meeting. The majority of the changes included in the Bylaw Amendment are housekeeping in nature and will not require wide-spread communication to the public.

OPTIONS

1. That the proposed Urban Forestry Bylaw Amendment (Attachment 1) be approved for 2nd and 3rd Reading.
2. That the proposed Urban Forestry Bylaw Amendment be denied for reasons as listed by Council.
3. That Administration be provided with alternative direction.

ADMINISTRATIVE RECOMMENDATION

1. That Bylaw No. 1/2023, a bylaw of the City of Yorkton in the Province of Saskatchewan to amend the Urban Forestry Bylaw No. 15/2007 a bylaw to ensure the Urban Forest is Properly maintained as an asset to the City of Yorkton be given 2nd Reading this 24th day of April, A.D., 2023; and

That Bylaw No. 1/2023, a bylaw of the City of Yorkton in the Province of Saskatchewan to amend the Urban Forestry Bylaw No. 15/2007 a bylaw to ensure the Urban Forest is Properly maintained as an asset to the City of Yorkton be given 3rd Reading this 24th day of April, A.D., 2023 and be entered in the City of Yorkton Bylaw register.

**CITY OF YORKTON
SASKATCHEWAN**

BYLAW NO. 1/2023

**A BYLAW IN THE CITY OF YORKTON IN THE PROVINCE OF SASKATCHEWAN
TO AMEND BYLAW NO. 15/2007 A BYLAW TO ENSURE THE URBAN FOREST IS
PROPERLY MAINTAINED AS AN ASSET TO THE CITY OF YORKTON**

WHEREAS, the Council of the City of Yorkton deems it expedient to amend Bylaw No. 15/2007 known as the Urban Forestry Bylaw;

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

1. That the term “Community Development, Parks and Recreation” be replaced with “Recreation and Community Services” throughout the entirety of Bylaw 15/2007.
2. That in order to update the list of Recommended tree Species for Planting list, that Appendix ‘A’ of Bylaw 15/2007 be replaced with the Appendix ‘A’ attached hereto.
3. Effective Date of Bylaw: This bylaw shall come into force and take effect upon the day of final passing thereof.

Mayor

City Clerk

Introduced and read a first time this 27th day of March A.D., 2023.

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

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

APPENDIX A – Recommended Species for Planting

COMMON NAME	BOTANICAL NAME
Silver Maple	Acer Saccharinum
Black Ash	Fraxinus nigra
	Fraxinus nigra "Fall Gold"
Green Ash	Fraxinus pennsylvanica
Machurian Ash	Fraxinus mandshurica
Little Leaf Linden	Tillia cordata
Basswood	Tillia americana
Bur Oak	Quercus macrocarpa
Amur cherry	
Hawthorn	
Ohio Buckeye	
Russian Olive	
Hackberry	
Ruby Slippers Amur Maple	Acer Ginhala "Ruby Slippers" ¹¹
Regal Celebration Freedom Maple	Acer x Freemanii
Boxelder Maple	Acer Negundo
Deborah Norway Maple	AcerPlantanoides "Deborah" ¹¹
Silver Cloud Silver Maple	Acer saccharinum "Silver Cloud" ¹¹
Ohio Buckeye	Aesculus glabra
Prairie Horizon Manchurian Alder	Alnus hirsute "Harbin"
Royal Frost Hybrid Birch	Betula x "royal frost"
Gladiator Rosybloom Crabapple	Malus x adstringens "durleo"
Spring Snow Flowering Crabapple	Malus baccata "spring snow" ¹¹
Prairie Sky Hybrid Poplar	Populus x Canadensis "prairie sky" ¹¹
Schubert Chockecherry	Prunus virginiana "Schubert"
Bur Oak	Quercus macrocarpa
Majestic Skies Northern Pin Oak	Quercus ellipsoifdalis "Bailskies"
Shooting skies Northern Pin Oak	Quercus ellipsoifdalis "durmarg"
Laurel Leaf Willow	Salix pentandra
Black Hawk Mountain Ash	Sorbus aucuparia "Black Hawk"
Russian Mountain Ash	Sorbus aucuparia "Rossica" ¹¹
Japanese Tree Lilac	Syringa reticulate
Ivory silk Tree Lilac	Syringa reticulate "Ivory Silk"
Dropmore Hybrid Linden	Tilia x flavescens "Dropmore" ¹¹
Glenleven Hybrid Linden	Tilia x flavescens "Glenleven"
Greenspire Littleleaf Linden	Tilia cordata "Greenspire"
Harvest Gold Mongolian Linden	Tilia x mongolica "Harvest Gold"
Siberian Larch	Larix sibirica
Baby Blue Colorado Blue Spruce	Picea pungens "Baby Blue"

Colorado Blue Spruce
Scotch Pine

Picea pungens "Glauca"
Pinus sylvestris

Note: The American Elm is probably the best available species for boulevard planting, however, given the current approach and threat of Dutch Elm Disease, it is not recommended that this species of tree continue to be planted in the City of Yorkton until such time effective control measures are developed or it runs its course and is no longer a threat.

TITLE: Bylaw No. 3/2023 - 2023 Mill Rate Factors for Classes and Sub-Classes of Land and Improvements	DATE OF MEETING: April 24, 2023
	REPORT DATE: April 19, 2023
CLEARANCES: Ashley Stradeski – Director of Finance Ashley Stradeski	ATTACHMENTS: 1. Proposed Bylaw No. 3/2023 – 2023 Mill Rate/Business Improvement District Levy, Base Taxes and Mill Rate Factors for Classes and Sub-Classes of Land and Improvements
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

Municipal property taxes are set by City Council and account for approximately 70% of your total property tax amount. Education property taxes make up the remainder at approximately 30%. The calculation of each property owner's share of property taxes is based on two factors:

1. The City's budget;
2. The total assessed value of all properties in our City.

The costs of services are then distributed among all properties by:

Budget / total assessed value of all properties = municipal tax rate

At the February 14, 2023 Council meeting, Council approved the 2023 Operating and 2023/2024 Capital Budget, which included a 3.93% increase in taxation revenue.

2023 is not a re-valuation year, but the taxable assessment makeup did change a little, due to 2022 Board of Revision Decisions.

ANALYSIS

Property tax is the highest source of revenue for the City. In order to achieve the budget increase, tax policy was reviewed and analyzed, and discussions with Council ensued.

Analysis of taxable assessment revealed that:

- Commercial warehouse properties saw a 9% reduction in taxable assessment

- The Industrial taxable assessment was reduced by 23%
- Residential property assessments remain stable and the number of properties remains much the same
- There was a slight shift in the taxable assessment split, with Residential making up 69.74% and Commercial 30.26%

DISCUSSION

Impact of tax increases

City Council is conscious of the impact that a tax increase has to all tax payers. Inflation affects everyone's expenditures, including the City's. Council and Administration have worked hard to keep increases as low as possible, while maintaining current service standards.

Residential / Non-residential (Commercial) Split

2023 Residential taxable assessment accounts for 70% of the total assessment, with Commercial making up the other 30%. The split has shifted slightly from 2022, where Residential was 66% and Commercial 33%. This is the result of adjustments to assessment on the Commercial/Warehouse properties and one large industrial property, stemming from 2022 Board of Revision decisions.

For some time, the levy split has been approximately 55% Residential/ 45% Commercial, without changing significantly. That is, residential properties have been paying 55% of the tax in the City, with the remainder on non-residential. By applying the same tax increase to both sectors, and because the commercial tax rate is higher than the residential tax rate, the proportionate share of taxes paid by each sector continues to be relatively stable.

Base Taxes

Police & Fire Base Tax

A base tax for Police & Fire has been in place on all residential properties with improvements for many years.

In 2022, Council introduced a Police and Fire base tax for improved non-commercial properties. The \$250.00 tax amount was the first step of phasing in the tax over a number of years with the goal of every property owner (residential and commercial) paying an equal share of the costs of Protective Services.

For 2023, the second year of the non-residential base tax phase in, the base tax will be raised to \$500.00.

Residential police and fire base tax will remain at \$830.00.

Recreation Services Base Tax

The Recreation Services base tax helps to cover costs associated with our recreational facilities. The \$100.00 base tax will remain on all improved residential properties in 2023.

Other Council Objectives (Hospital Levy)

The provincial government has identified the need for a new hospital in Yorkton. A timeline for the new build has not been announced yet, but Council's goal is to be proactive and start saving money for the build.

A hospital levy will be gradually phased in over the next few years. Improved residential properties will be charged a \$25.00 levy in 2023. Non-residential properties will pay a pro-rated share of the levy that is blended into the total mill rate. This amount is equal to approximately 0.6% of the municipal commercial levy.

Overall Fairness, Adherence to Limits

In order to achieve the budget increase this year, a mill rate increase is necessary. Council has directed that the increase be distributed evenly among property classes. The 2023 municipal mill rates are as follows:

Property Class	2023 Mills
Agricultural	7.6100
Residential	7.4650
Residential Vacant Land	44.2030
High Density Residential	6.7185
High Density – Vacant Land	33.1523
Commercial	22.1015
Halls	22.1015
Commercial Warehouses	20.9964
Commercial Industrial	22.1015
Large Commercial/Industrial	26.5218
Commercial Vacant Land	33.1523
Malls	26.5218
BID Levy	0.3200

The uniform mill rate (total municipal levy/taxable assessment x 1000) for 2023 is 16.8447.

The Education tax rates are set by the Provincial Government. We are required to levy these taxes and collect them on behalf of the Province. There are no changes to the education mill rates from 2022.

Property Class	Mills
Agricultural	1.42
Residential	4.54
Commercial/Industrial	6.86

The effective tax rate (ETR) is a ratio calculated to accurately measure how municipal property taxes are distributed among the property classes. Our ETR has been determined at 3.1:1 which is well within the provincial limit of 7:1.

Bylaw No. 3/2023 (Attachment 1)

Proposed Bylaw No. 3/2023 depicts the uniform mill rates, education mill rates, the Yorkton Business Improvement District (YBID) Levy (unchanged at 0.32 mills plus the \$200.00 base tax), the tax rates by property class, the base taxes (Police and Fire and Recreation Services) and the new Hospital levy.

Council has the option to give all three readings to the bylaw as presented at this meeting. Public notice is not required.

FINANCIAL IMPLICATIONS

The rates set forth in the proposed bylaw achieve the 2023 budget as approved. This will allow the City to collect the necessary taxes to finance its operations as budgeted.

COMMUNICATION PLAN & PUBLIC NOTICE

Our goal is to distribute 2023 tax notices by mid-May. An informational insert will be sent along with each tax notice, including details on how to pay your taxes, the due date of June 30th, 2023, and a breakdown of where your tax dollars go.

We will work with our Communications team and use traditional and social media to inform residents of the tax changes, and to advise them to watch for their tax notices. The Finance team at City Hall is available to answer questions and direct people to our website for more information.

OPTIONS

1. To Approve Bylaw No. 3/2023 – 2023 Mill Rate/Business Improvement District Levy, Base Taxes and Mill Rate Factors for Classes and Sub-Classes of Land by giving the bylaw all three readings this evening.
2. To deny the approval of Bylaw No. 3/2023 – 2023 Mill Rate/Business Improvement District Levy, Base Taxes and Mill Rate Factors for Classes and Sub-Classes of Land and Improvements.
3. Other direction as Council deems appropriate.

RECOMMENDATIONS:

1. That Bylaw No. 3/2023 – 2023 Mill Rate/Business Improvement District Levy, Base Taxes and Mill Rate Factors for Classes and Sub-Classes of Land and Improvements be introduced and read for first time this 24th day of April, A.D. 2023; and
2. That Bylaw No. 3/2023 be given second reading this this 24th day of April, A.D. 2023; and
3. That with the unanimous consent of Council, Bylaw No. 3/2023 proceed to third reading this 24th day of April, A.D. 2023; and
4. That Bylaw No. 3/2023 – 2023 Mill Rate/Business Improvement District Levy, Base Taxes and Mill Rate Factors for Classes and Sub-Classes of Land and Improvements be given third and final reading this 24th day of April, A.D. 2023, and be registered in the Bylaw Register of the City of Yorkton.

**City of Yorkton
Saskatchewan**

Bylaw No. 3/2023

A Bylaw of the City of Yorkton in the Province of Saskatchewan fixing the Mill Rate for the Year 2023, and providing for a Business Improvement District Levy and establishing Mill Rate Factors and Base Taxes for Classes and Sub-classes of Land and Improvements

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

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

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

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

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

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

1. That the Mill Rates for the year 2023 for Educational purposes be set as follows:

Educational: Public or Separate School Supporter

Agricultural	1.42
Residential	4.54
Commercial/Industrial	6.86
Resource (oil and gas, mines and pipelines)	9.88

2. That a Business Improvement District (BID) Levy of \$200.00 plus 0.32 mills be implemented for the 2023 taxation year in conjunction with Bylaw No. 10/2012 applying to those properties depicted in Schedule “A” attached hereto and forming part of this bylaw.

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

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

4. That a Hospital Base Tax be implemented and charged for each residential self-contained dwelling or unit.
5. That the Fire & Police base tax be charged for each improved commercial property.
6. That the Uniform Mill Rate for the year 2023 for Municipal purposes be set as follows:
Municipal
 General and Capital Uniform Rate 16.8447
 Residential 13.7838
 Commercial 23.7716
7. That the Mill Rate Factors be set for the classes and sub-classes of land and improvements, and that the base taxes be established as follows:

Class	Sub-Class	Mill Rate Factor	Effective Mill Rate	Fire & Police Base Tax	Recreation Services Base Tax	Hospital Base Tax
Agricultural						
	Agricultural	0.45177	7.6100			
	Non-arable land	0.45177	7.6100			
Residential						
	Residential	0.44317	7.4650	\$830.00	\$100.00	25.00
	Vacant Land	2.62415	44.2030			
	Multi-Unit/Condominium	0.44317	7.4650	\$830.00	\$100.00	25.00
	High Density Multi Unit	0.39885	6.7185	\$705.50	\$ 85.00	25.00
	High Density Vacant Land	1.96811	33.1523			
Commercial/Industrial						
	Commercial/BID	1.31207	22.1015	\$500.00		
	Vacant Land	1.96171	33.1523			
	Industrial	1.31207	22.1015	\$500.00		
	Large Commercial and Industrial	1.57449	26.5218	\$500.00		
	Mall	1.57449	26.5218	\$500.00		
	Warehouse	1.24647	20.9964	\$500.00		
	Railway R of Way	1.31207	22.1015	\$500.00		
	Elevators	1.31207	22.1015	\$500.00		

8. Repealing Bylaw
Bylaw No. 7/2022 Establishing a Mill Rate and Business Improvement District Levy and Establishing Mill Rate Factors and Base taxes for Classes and Sub-classes of Properties passed on the 11th day of April, 2022 and all amendments thereto are hereby repealed.
9. Effective Date of Bylaw
This bylaw shall come into force and take effect on the day of final passing thereof and apply for the taxation year of 2023.

MAYOR

CITY CLERK

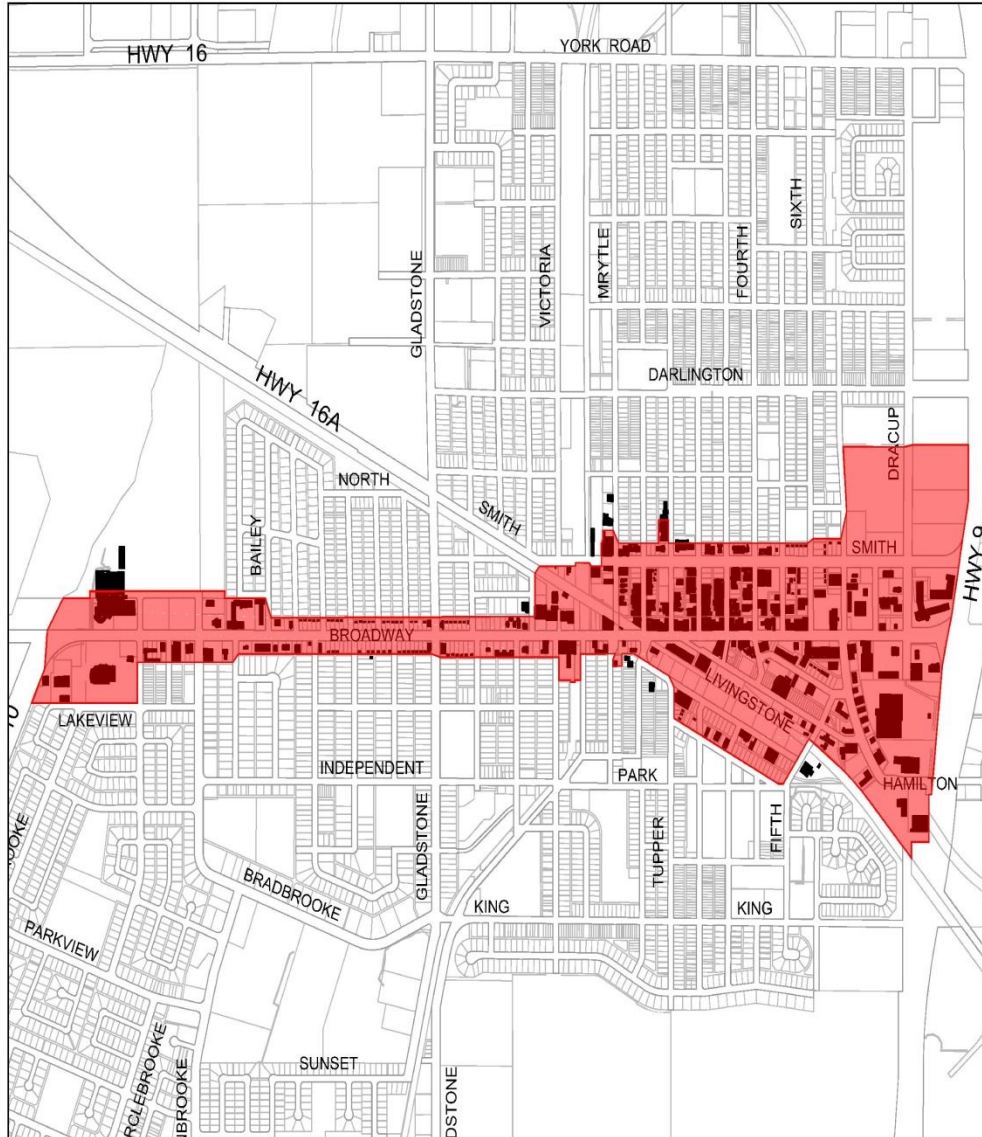
Introduced and read a first time this ___ day of April, A.D. 2023.

Read a second time this ___ day of April, A.D. 2023.

Read a third time and adopted this ___ day of April, A.D. 2023.

Schedule "A" to Bylaw No. 3/2023

YORKTON BUSINESS IMPROVEMENT DISTRICT



YORKTON BUSINESS
IMPROVEMENT
DISTRICT

Schedule 'A'

Bylaw 10/2012



City of
Yorkton

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

<p>TITLE: 2023 Tax Exemptions</p> <p>Bylaw No. 4/2023 – Exemption of Taxation – Other</p> <p>Bylaw No. 5/2023 – Exemption of Taxation – BIIP and RCI</p> <p>Bylaw No. 6/2023 – Exemption of Taxation – Habitat for Humanity</p>	<p>DATE OF MEETING: April 24, 2023</p> <p>REPORT DATE: April 14, 2023</p>
<p>CLEARANCES:</p> <p>Ashley Stradeski - Director of Finance</p> <p>Ashley Stradeski</p> <p>David Balysky – Business Liaison</p> <p>David Balysky</p>	<p>ATTACHMENTS:</p> <ol style="list-style-type: none"> 1. BIIP Policy No. 10.430 2. RCI Policy No. 10.10 3. Proposed Bylaw No. 4/2023 4. Proposed Bylaw No. 5/2023 5. Proposed Bylaw No. 6/2023
<p>Written by: Raelyn Knudson - Assessment & Taxation Manager</p> <p>Raelyn Knudson</p>	
<p>Reviewed by: Jessica Matsalla - City Clerk</p> <p>Jessica Matsalla</p>	
<p>Approved by: Lonnie Kaal - City Manager</p> <p>Lonnie Kaal</p>	

BACKGROUND

Council may provide relief from municipal property taxes and/or other taxing in accordance with *The Cities Act* and applicable provincial legislation and regulations that govern education property taxes.

Section 244 of *The Cities Act* permits a Council to cancel, reduce or refund all or part of a tax, or defer the collection of a tax in accordance with the provisions of the Act.

Subsection 262(3) of *The Cities Act* permits a Council to exempt any property from taxation in whole or part with respect to a financial year.

Subsection 262(4) of *The Cities Act* permits a Council to enter into an agreement with the owner or occupant of any property for the purpose of exempting that property from taxation, in whole or in part, for not more than five years. A council may, in that agreement, impose any terms and conditions that it may specify.

All exemptions or abatements are to be approved in the form of a bylaw.

The City of Yorkton Business Improvement Incentive Policy No. 10.430 (BIIP - attachment 1) and Residential Construction Incentive Policy No. 10.10 (RCI - attachment 2) explain parameters under which businesses and property owners could apply for certain tax exemptions.

DISCUSSION

Proposed Bylaw Nos. 4/2023, 5/2023 and 6/2023 Bylaws Providing for the Exemption of Taxation for Certain Properties (Attachments 3, 4 and 5), list all the properties to be approved for property tax abatement, and details the amounts that will be abated for the 2023 tax year.

Proposed Bylaw No. 4/2023 lists properties in our ‘other’ exemption list:

- The Sask Abilities Council located at 162 Ball Road and the SIGN building located at 83 North Street are abated by the schools as recognition of the impact on the community.
- 192 Independent Street was exempted under a Rental Housing Incentive Program. 2023 is the last year of the exemption.
- 81 and 85 Rae Avenue are group homes that do not qualify for exempt status under *The Residential Service Act* due to the lack of 24 hour staffing. The property is, however, adjacent to another group home owned and operated by Yail Harbor at 89 Rae Avenue, that is staffed 24 hours. Given that these two properties are very similar to those that enjoy group home status, (and are exempt from taxation), Council has chosen to abate the taxes on these properties.
- An agreement with Harvest Meats phases in any taxation increase resulting from expansion/additions to the property. The current phase-in covers the expansion completed in 2020 and is calculated on 50% of the increased value of the property.
- Yorkton Brick Mill has a 5 year agreement with the City for a full exemption.
- The area at 139 Dominion Avenue operating as ‘Bruno’s Place’ which is Yorkton’s only emergency shelter, has been abated.

Proposed Bylaw No. 5/2023 includes properties that were approved under the BIIP or RCI programs:

- The new construction incentive is a graduated exemption over five years. The abatements are limited to the first \$500,000 of increased assessment. Both properties in this category are in the first year of exemption.
- The vacant building incentive is a graduated exemption over three years. 15 Fourth Ave N is in the second year of exemption (75% abatement) and Unit D of 23 Smith St W is in the first year (100%).
- The residential construction incentive program was available in 2022. The only properties that qualified for this program are 82 and 84 Duncan St E. The incentive is a 100% annual abatement for five years.

Proposed Bylaw No. 6/2023 includes one residential property that is a Habitat for Humanity home. Construction of this house started in 2021 and the title was transferred to the new owner in June, 2022. This property did not qualify for exemption under the Residential Construction Incentive because of the timeline of the build. However, Council has the option to provide an abatement, if it considers it to be fair and a justifiable expense to the taxpayers of Yorkton.

Administration is recommending a five year graduated exemption for this property:

First year (2023)	100%
Second year (2024)	80%
Third year (2025)	60%
Fourth year (2026)	40%
Fifth year (2027)	20%
Sixth year (2028)	Return to full taxes

Council has the ability to amend the terms of this exemption, after the introduction and first reading of Bylaw No. 6/2023.

FINANCIAL IMPLICATIONS

Abatements are accounted for every year and form part of the operating budget. The detailed totals contained in the three bylaws are within the budget for 2023.

COMMUNICATION PLAN/PUBLIC NOTICE

Public notice is not required for these bylaws.

Tax notices will be sent to all property owners affected by tax abatements. The notice will detail the amounts that are exempted.

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

STRATEGIC PRIORITIES

City Council recognizes the importance of growth in our City. The Economy pillar of the Yorkton 2020 Strategic Plan says:

Economy

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

Serious consideration is taken to provide annual abatements to support services and organizations that further Council's priorities, as outlined in *Our City: Our Future Official Community Plan*.

OPTIONS

Bylaw No. 4/2023

1. That Council approve Bylaw No. 4/2023, A Bylaw Providing for the Exemption of Taxation for Certain Properties - Other, and give all three readings this evening.
2. To deny the approval of Bylaw No. 4/2023 A Bylaw Providing for the Exemption of Taxation for Certain Properties - Other.
3. Other direction as Council deems appropriate.

Bylaw No. 5/2023

1. That Council approve Bylaw No. 5/2023, A Bylaw Providing for the Exemption of Taxation for Certain Properties – BIIP and RCI, and give all three readings this evening.
2. To deny the approval of Bylaw No. 5/2023 A Bylaw Providing for the Exemption of Taxation for Certain Properties – BIIP and RCI.
3. Other direction as Council deems appropriate.

Bylaw No. 6/2023

1. That Council approve Bylaw No. 6/2023, A Bylaw Providing for the Exemption of Taxation for Certain Properties – Habitat for Humanity, and give all three readings this evening.
2. That Council give Bylaw No. 6/2023, A Bylaw Providing for the Exemption of Taxation for Certain Properties – Habitat for Humanity introduction and first reading, and further move to amend the bylaw as Council deems appropriate.
3. To deny the approval of Bylaw No. 6/2023 A Bylaw Providing for the Exemption of Taxation for Certain Properties – Habitat for Humanity.
4. Other direction as Council deems appropriate.

RECOMMENDATIONS

Bylaw No. 4/2023


1. **That Bylaw No. 4/2023, A Bylaw of the City of Yorkton, in the Province of Saskatchewan, Providing for the Exemption of Taxation for Certain Properties – Other within the City of Yorkton be introduced and given first reading this 24th day of April, A.D. 2023.**
2. **That Bylaw No. 4/2023 be given second reading this 24th day of April, A.D. 2023.**
3. **That with unanimous consent of Council, Bylaw No. 4/2023 proceed to third reading this 24th day of April, A.D. 2023.**
4. **That Bylaw No. 4/2023, A Bylaw of the City of Yorkton, in the Province of Saskatchewan, Providing for the Exemption of Taxation for Certain Properties - Other within the City of Yorkton be given third and final reading this 24th day of April, A.D. 2023 and be entered in the Bylaw Register of the City of Yorkton.**

Bylaw No. 5/2023

- 1. That Bylaw No. 5/2023, A Bylaw of the City of Yorkton, in the Province of Saskatchewan, Providing for the Exemption of Taxation for Certain Properties – BIIP and RCI within the City of Yorkton be introduced and given first reading this 24th day of April, A.D. 2023.**
- 2. That Bylaw No. 5/2023 be given second reading this 24th day of April, A.D. 2023.**
- 3. That with unanimous consent of Council, Bylaw No. 5/2023 proceed to third reading this 24th day of April, A.D. 2023.**
- 4. That Bylaw No. 5/2023, A Bylaw of the City of Yorkton, in the Province of Saskatchewan, Providing for the Exemption of Taxation for Certain Properties – BIIP and RCI within the City of Yorkton be given third and final reading this 24th day of April, A.D. 2023 and be entered in the Bylaw Register of the City of Yorkton.**

Bylaw No. 6/2023

- 1. That Bylaw No. 6/2023, A Bylaw of the City of Yorkton, in the Province of Saskatchewan, Providing for the Exemption of Taxation for Certain Properties – Habitat for Humanity within the City of Yorkton be introduced and given first reading this 24th day of April, A.D. 2023.**
- 2. That Bylaw No. 6/2023 be given second reading this 24th day of April, A.D. 2023.**
- 3. That with unanimous consent of Council, Bylaw No. 6/2023 proceed to third reading this 24th day of April, A.D. 2023.**
- 4. That Bylaw No. 6/2023, A Bylaw of the City of Yorkton, in the Province of Saskatchewan, Providing for the Exemption of Taxation for Certain Properties – Habitat for Humanity within the City of Yorkton be given third and final reading this 24th day of April, A.D. 2023 and be entered in the Bylaw Register of the City of Yorkton.**

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

PURPOSE:

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

PREAMBLE:

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

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

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

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

POLICY:

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

Part 1: Façade and Site Improvements Incentive Program

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

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

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

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

1.14 The following are not eligible under this program:

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

1.15 Application Procedure:

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

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

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

Part 2: Business Creation and Expansion Incentive Program

A. New Construction Incentive Program

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

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

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

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

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

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

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

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

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- i. Decorative fencing.

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

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

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

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

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

2A.10 Application Procedure:

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

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

B. Vacant Building Tax Abatement Program

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

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

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

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

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

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

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

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

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

2B.7 Application Procedure:

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

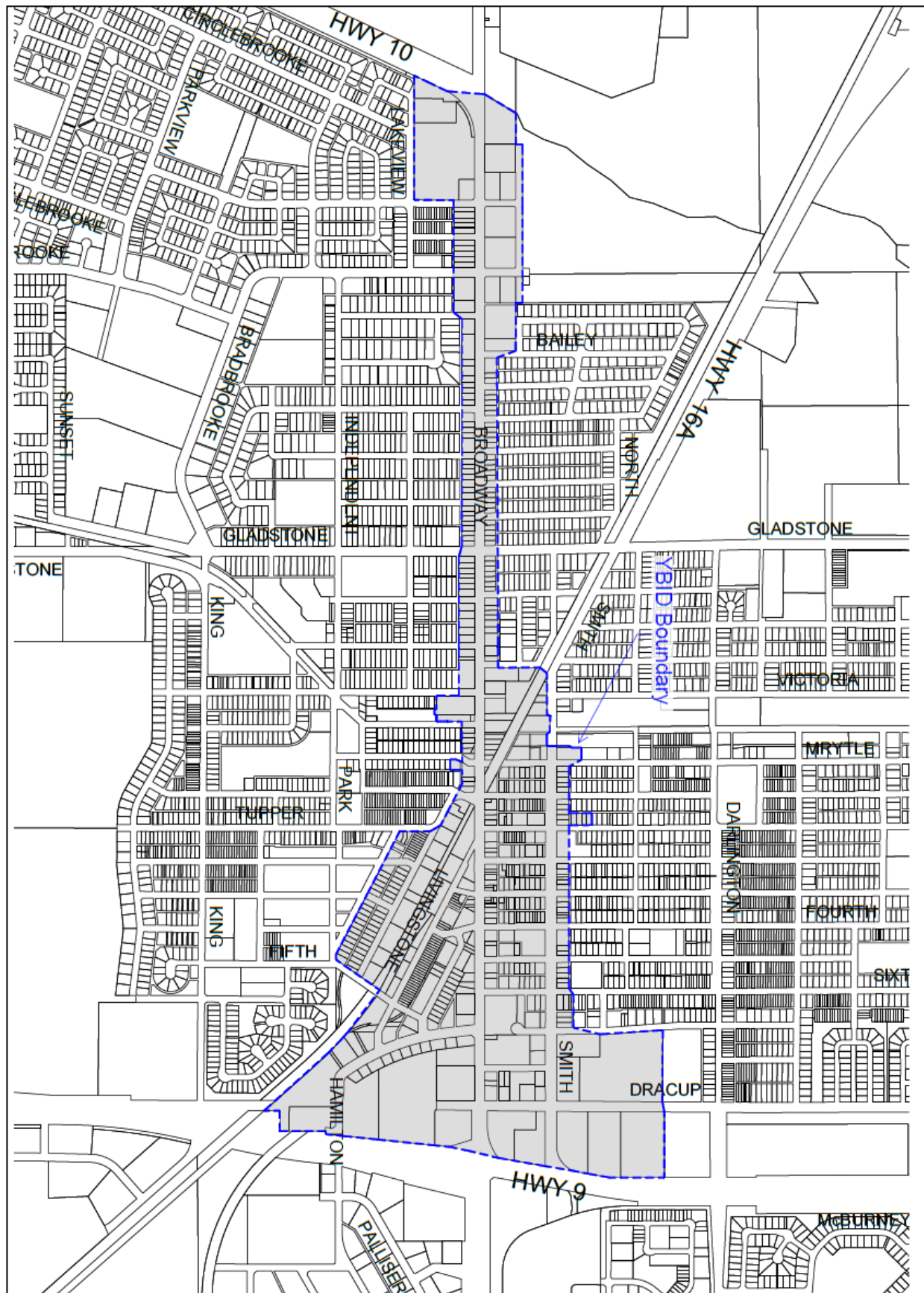
2B.8 A property that receives abatement for the Vacant Building Tax Abatement Program may also apply for other incentives within this policy, with successful applications awarded on a first-come, first-served basis.

RESPONSIBILITY:

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

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

Appendix A – YBID Boundary Map



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



FAÇADE AND SITE IMPROVEMENTS INCENTIVE PROGRAM APPLICATION

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

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

Affected Property

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

Applicant Information

Name			
Mailing Address			
Phone		Email	

Proposed Improvements (check all that apply)

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

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

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

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

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

Acknowledgement

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

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

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

Name (printed)

Signature

Date

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

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

For Office Use

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

Approved for Issuance:

Director of Planning, Building & Development

Date

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



NEW CONSTRUCTION INCENTIVE APPLICATION

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

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

Affected Property

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

Applicant Information

Name			
Mailing Address			
Phone		Email	

Local Ownership

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

Proposed Improvements (check all that apply)

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

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

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

POLICY TITLE BUSINESS IMPROVEMENT INCENTIVE PROGRAM	POLICY NO. 10.430	PAGE # 11 of 13
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Appendix C, Continued



NEW CONSTRUCTION INCENTIVE APPLICATION

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

Acknowledgement

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

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

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

Name (printed)

Signature

Date

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

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

For Office Use

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

Approved for Issuance:

Director of Planning, Building & Development

Date

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



VACANT BUILDING TAX ABATEMENT APPLICATION

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

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

Affected Property

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

Applicant Information

Name			
Mailing Address			
Phone		Email	

Local Ownership

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

Required Improvements

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

Acknowledgement

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

Name (printed)

Signature

Date

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

Appendix D, Continued



VACANT BUILDING TAX ABATEMENT APPLICATION

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

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

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


DRAFT

For Office Use

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

Approved for Issuance:

Director of Planning, Building & Development	Date

 City of Yorkton			
POLICY TITLE		ADOPTED BY	POLICY NO.
RESIDENTIAL CONSTRUCTION INCENTIVE POLICY		City Council	10.10
ORIGIN/AUTHORITY	JURISDICTION	EFFECTIVE DATE	PAGE #
City Council	City of Yorkton	January 31, 2022	1 of 2

PURPOSE:

To encourage development on vacant residential lots, to encourage the sale of stagnant, City-owned residential lot inventory, and to stimulate local construction activity by abating property taxes for newly-constructed one and two unit dwellings.

POLICY:

1. City Council has adopted the **Residential Construction Incentive Policy (RCI)**, as outlined.
 - 1.1 The RCI is made available to all property owners in the City of Yorkton who either:
 - 1.1.1 Construct a one or two unit dwelling on a vacant property (including a property made vacant by demolition of an existing dwelling); or
 - 1.1.2 Acquire a property that has been previously approved under the Policy.
 - 1.2 To be eligible:
 - 1.2.1 With the exception of ready-to-move and/or modular dwellings which are constructed within the City or the adjacent Rural Municipalities, new dwellings are required to be site-built; and
 - 1.2.2 Construction must begin in 2022.
 - 1.3 Incentives will be provided as 100% annual abatement of property taxes, including both the municipal and education portion, for a period of five years.
 - 1.4 To assist those home buyers who require mortgager-paid property taxes, eligible applicants can choose to either:
 - 1.4.1 Pay the current year's taxes and receive a 100% refund in the form of cheque payment from the City; or
 - 1.4.2 Have the City waive requirement for payment of taxes for the year.
 - 1.5 The abatement period will begin upon substantial construction completion (90 days after City approval of the vapour barrier installation).
 - 1.6 Tax abatements will only be issued to the titled owner.
 - 1.7 Approval under this program will be property-specific, meaning that tax abatement will be automatically transferred to any future owner for the duration of the refund period.

POLICY TITLE	POLICY NO.	PAGE #
RESIDENTIAL CONSTRUCTION INCENTIVE POLICY	10.10	2 of 2

- 1.8 An individual is eligible to receive the RCI for multiple properties, provided they meet the requirements of this Policy.
- 1.9 No abatement of outstanding taxes will be negotiated.
- 1.10 Property owners automatically become entered into the RCI upon issuance of a Building Permit for either a one or two unit dwelling.
- 1.11 All construction must comply with Federal and Provincial statutes, and Municipal Bylaws, including, but not limited to, the *National Building Code of Canada*, the *Uniform Building and Accessibility Standards Act*, and the City of Yorkton Zoning Bylaw 14/2003.
- 1.12 The City reserves the right to repeal approval under the RCI if:
 - 1.12.1 Construction of the new dwelling unit is discontinued;
 - 1.12.2 Building/site deficiencies are not corrected; or
 - 1.12.3 The property is in contravention of any City bylaw.
- 1.13 This Policy will close to new applicants at the end of 2022, and only those applicants approved under the Policy will be eligible to receive tax abatements as outlined.

RESPONSIBILITY:

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

**City of Yorkton
Saskatchewan**

Bylaw No. 4/2023

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

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

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

NAME	ADDRESS	TAXABLE ASSESSMENT	ABATEMENT	
Saskatchewan Abilities Council	162 Ball Road Roll No. 484900450 (School taxes only – 100%)	1,103,130	Municipal Public Separate TOTAL	0.00 7,567.47 0.00 \$7,567.47
Society for the Involvement of Good Neighbours	83 North Street Roll No. 504809851 (Building only, school taxes only – 100%)	291,720	Municipal Public Separate TOTAL	0.00 1,340.80 660.40 \$2,001.20
Harvest Meats	501 York Road West Roll No. 484701600 (2020 construction 50% of new assessment)	1,150,858	Municipal Public Separate TOTAL	15,261.42 3,947.45 0.00 \$19,208.87
Greening Sources Holdings Ltd.	192 Independent Street Roll No. 514804400 (100% for five years) (2019-2023)	372,720	Municipal Public Separate TOTAL	8,512.35 0.00 1,692.15 \$10,204.50
Yail Harbor Inc.	81 & 85 Rae Avenue Roll No. 515219200 (100% for five years) (2019-2023)	854,320	Municipal Public Separate TOTAL	12,107.50 3,878.61 0.00 \$15,986.11

Yorkton Brick Mill	120 Livingstone Street Roll No. 515039500 (100% for five years) (2022-2026)	156,400	Municipal Public Separate TOTAL	3,456.67 1,072.90 0.00 <u>\$4,529.57</u>
Prairie Harvest Christian Life Centre Inc.	139 Dominion Ave. Roll No. 504914050 (Portion operating as Bruno's Place only)	127,670	Municipal Public Separate TOTAL	2,821.70 437.91 437.91 <u>\$3,697.52</u>
Total			Municipal Public Separate TOTAL	42,159.64 18,245.14 2,790.46 <u>\$63,195.24</u>

REPEALING BYLAW

Bylaw No. 8/2022 passed on April 11, 2022, and Bylaw No. 11/2023 passed on December 5, 2022, both Providing for the Exemption of Taxation for Certain Properties, are hereby repealed.

EFFECTIVE DATE OF BYLAW

This bylaw shall come into force and take effect on the day of final passing thereof and apply for the taxation year of 2023.

MAYOR

CITY CLERK

Introduced and read a first time this ___ day of April, A.D. 2023.

Read a second time this ___ day of April, A.D. 2023.

Read a third time and adopted this ___ day of April, A.D. 2023.

**City of Yorkton
Saskatchewan**

Bylaw No. 5/2023

**A Bylaw of the City of Yorkton in the Province of Saskatchewan
to provide for the Exemption of Taxation for
Certain Properties – Business Improvement Incentive Policy (BIIP) and Residential
Construction Incentive Policy (RCI) within the City of Yorkton**

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

WHEREAS, the following properties have applied to either the City of Yorkton Policy No. 10.430 *Business Improvement Incentive Program (BIIP)*, or Policy No. 10.10 *Residential Construction Incentive Policy (RCI)* and have been accepted under the terms and conditions therein;

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

NAME	ADDRESS	TAXABLE ASSESSMENT	ABATEMENT	
RCM Training and Consulting Ltd.	15 Fourth Ave N	380,460	Municipal	5,735.87
	Roll No. 505003300		Public	1,957.47
	(Vacant building program		Separate	0.00
	Graduated 2022-2024, 75%)		TOTAL	\$7,693.34
Condessa Z Holdings Ltd.	Ptn. of 23 Smith St W	170,158	Municipal	4,015.20
	Roll No. 504908650		Public	1,167.28
	Unit D – Sage Pharmacy		Separate	0.00
	(Vacant building program		TOTAL	\$5,182.48
Graduated 2023-2025, 100%)				
Ball Road Holdings Ltd.	141 Ball Road	500,000	Municipal	10,498.20
	Roll No. 484905500		Public	0.00
	(New construction incentive		Separate	3,430.00
	Graduated 2023-2027, 100%)		TOTAL	\$13,928.20
All Secure Storage (2015) Ltd.	131 Myrtle Ave	428,655	Municipal	9,473.92
	Roll No. 504912700		Public	2,940.57
	(New construction incentive		Separate	0.00
	Graduated 2023-2027, 100%)		TOTAL	\$12,414.49

Habitat and Yusuf Kasim	72 Duncan St E Roll No. 505012450 (Residential construction (incentive 2023-2027, 100%))	180,560	Municipal Public Separate TOTAL	2,302.88 819.74 0.00 \$3,122.62
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Habitat and Yusuf Kasim	74 Duncan St E Roll No. 505012480 (Residential construction Incentive 2023-2027, 100%)	177,360	Municipal Public Separate TOTAL	2,278.99 805.21 0.00 \$3,084.20
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Total	Municipal	34,305.06
	Public	7,690.27
	Separate	3,430.00
	TOTAL	\$45,425.33

EFFECTIVE DATE OF BYLAW

This bylaw shall come into force and take effect on the day of final passing thereof and apply for the taxation year of 2023.

MAYOR

CITY CLERK

Introduced and read a first time this ___ day of April, A.D. 2023.

Read a second time this ___ day of April, A.D. 2023.

Read a third time and adopted this ___ day of April, A.D. 2023.

**City of Yorkton
Saskatchewan**

Bylaw No. 6/2023

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

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

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

NAME	ADDRESS	TAXABLE ASSESSMENT		ABATEMENT
Tania Fleury	158 Darlington St E	158,320	Municipal	2136.86
	Roll No. 505007700		Public	718.77
	(Residential construction		Separate	0.00
	Graduated 2023-2027, 100%)		TOTAL	\$2,855.63

EFFECTIVE DATE OF BYLAW

This bylaw shall come into force and take effect on the day of final passing thereof and apply for the taxation year of 2023.

MAYOR

CITY CLERK

Introduced and read a first time this ___ day of April, A.D. 2023.

Read a second time this ___ day of April, A.D. 2023.

Read a third time and adopted this ___ day of April, A.D. 2023.

TITLE: Spring Yard Waste Clean-Up Week 2023	DATE OF MEETING: April 24, 2023
	REPORT DATE: April 19, 2023, 9:55 AM
CLEARANCES: Aron Hershmillier Aron Hershmillier – Asst. Dir. Environmental Services	ATTACHMENTS:
Written by: Lyndon Hicks Lyndon Hicks – Solid Waste and Environmental Programs Manager	
Reviewed by: Jessica Matsalla, City Clerk Jessica Matsalla	
Approved by: Lonnie Kaal, City Manager Lonnie Kaal	

BACKGROUND

It has been customary for the City of Yorkton, with the recommendation from the Environmental Committee, to hold an annual Spring Yard Waste Clean-Up Week. In order to encourage City residents and School Divisions to clean up their yards and their school grounds, Council has in previous years waived the landfill entrance fees during this week for disposal of winter debris. “Winter debris” is identified as grass, leaves, broken tree branches, grass mixed with garbage and debris that has collected and accumulated on properties during the winter months. This program will not cover tree pruning, disposal of entire trees, construction, demolition or household materials such as furniture, lumber, carpet, beds or mattresses. These materials are accepted at the landfill but residents will be required to pay the appropriate entrance fees.

This program aims to help improve the image and appeal of our community. The waiver of landfill fees for winter debris is available to Yorkton residents/community groups and schools that haul in their winter debris material by way of car, van, ½ ton Truck, SUV, or utility trailer. In 2022, we accepted 98 free loads during this dedicated week. For reference in 2021 we had 117 loads, 2020 was cancelled (COVID-19), 2019 had 80 loads, 145 in 2018, 91 in 2017 and 61 in 2016.

Spring Yard Waste Clean-Up Week Eligibility Criteria is as follows:

- Drivers must present to the landfill scale attendant, a valid driver's licence with a Yorkton civic address (no post office box numbers will be allowed under the program).
- School division loads with identifiable vehicles and staff hauling any acceptable material.
- Cars, vans, ½ ton trucks, sport utility vehicles, and utility trailers are eligible.
- Material being disposed of must meet the "winter debris" criteria.

The landfill scale attendant will evaluate the load, the type of vehicle and determine if the load is acceptable under the **Spring Yard Waste Clean-Up Week** criteria and if so, waive the landfill entrance fees. Any loads not qualifying under the program, will be accepted with the appropriate charges applied.

The program would run from May 8th to 13th, 2023 during regular landfill hours Monday to Friday, 8:00 am to 7:00 pm and Saturday, 8:00 am to 6:00 pm.

This year during Spring Yard Waste Clean-Up Week, Environmental Services will be partnering with Recreation and Community Services to deliver a City Wide Spring Clean-Up event which will focus on cleaning up parks and ditches throughout the City. We will be encouraging residents, community groups and businesses to register for this event and participate to help do their part in beautifying and building pride in our community. Registration can be done by calling the Recreation and Community Services Central Booking line at 306-786-1740 or by registering online at cityofyorkton.perfectmind.com.

FINANCIAL IMPLICATIONS

Lost Revenue:

- 2022 – 98 loads @ 10/load - \$980
- 2021 – 117 loads @ 10/load - \$1170
- 2019 - 80 loads @ \$10/load - \$800
- 2018 - 145 loads @ \$10/load - \$1450
- 2017 - 91 loads @ \$10/load - \$910
- 2016 - 61 loads @ \$10/load - \$610

2023 Estimate:

- 100 loads @ \$10/load - \$1000

COMMUNICATION PLAN/PUBLIC NOTICE

Upon Council's approval, **Spring Yard Waste Clean-Up Week & the City Wide Spring Clean-Up** will be promoted on all City of Yorkton communication venues including the City's website and social media platforms, Recreation and Community Service's social media pages, the City News section of the *Yorkton This Week* newspaper, and through the Recycle Coach app.

STRATEGIC PRIORITIES/OCP/COMMITTEE RECOMMENDATION(S)

The Environmental Committee passed a resolution at their March 22 meeting to recommend to Council to proceed with the Spring Yard Waste Clean-up Week 2023.

OPTIONS

1. That, in acknowledgement of Environmental Service's initiative of 'Spring Yard Waste and City Wide Clean-up Week' from May 8-13, 2023, Council hereby authorizes the waiver of landfill entrance fees at the Sanitary Landfill for the residents and schools of the City of Yorkton, hauling in their residential/school yard 'winter debris' by car, van, sport utility vehicle, half-ton truck or utility trailer.
2. That residents that haul in their 'winter debris' waste the week of May 8 to May 13, 2023 be charged the appropriate landfill fees as identified in the Sanitary Landfill Bylaw No. 14/2022.

Recommendations:

1. That, in acknowledgement of Environmental Service's initiative of 'Spring Yard Waste and City Wide Clean-up Week' from May 8-13, 2023, Council hereby authorizes the waiver of landfill entrance fees at the Sanitary Landfill for the residents and schools of the City of Yorkton, hauling in their residential/school yard 'winter debris' by car, van, sport utility vehicle, half-ton truck or utility trailer.

TITLE: Zoning Bylaw Amendment Application to Allow Public Education Services Use – 464 Broadway Street East	DATE OF MEETING: April 24, 2023
	REPORT DATE: April 19, 2023, 11:40 AM
CLEARANCES:	ATTACHMENTS: <ol style="list-style-type: none"> 1. Zoning Map 2. Aerial View 3. Applicant Request for Rezoning
Written by: Michael Eger - Director of Planning, Building & Development <p style="text-align: center;">Michael Eger</p>	
Reviewed by: Jessica Matsalla - City Clerk <p style="text-align: center;">Jessica Matsalla</p>	
Approved by: Lonnie Kaal - City Manager <p style="text-align: center;">Lonnie Kaal</p>	

Summary of History/Discussion:

Planning Services has received an application to amend the Zoning Bylaw to allow for Dream Builders High School as a Public Education Services use within Unit 2 – 464 Broadway Street East (see Attachment 1). The current zoning is C-3 Highway Commercial and the proposed use is prohibited in the C-3 zoning district.

The property is established as a Condominium Plan with one building consisting of two separately owned units (Unit 1 and Unit 2), as well as the common property (land surrounding the building). A condominium property consists of multiple ownership interests over a portion of land (“common area”), together with separately owned interests in building spaces called “units”. All condominium developments are governed by *The Condominium Property Act, 1993*. The condominium property, the buildings and common land areas are collectively owned by the group of condominium unit holders, which, in turn, is managed by a condominium corporation.

In addition to the condominium status of the land, this is a very unique situation, in that there are no existing zoning districts which allow for both Public Education Services use (proposed in Unit 2), and the current Retail Sales use (operating in Unit 1). Because we have never encountered a rezoning application affecting a building condominium, Planning Services sought guidance from the Ministry of Government Relations, Community Planning Branch. Through many discussions with the Ministry, we have been advised that zoning is specific to a parcel or site and cannot be varied between condominium units. As such, rezoning would be applicable to the entire site and have impacts on all units.

Administrative Review:

In order to evaluate the merits of potential rezoning applications, Planning Services considers each application under eight criteria. This application was evaluated as follows:

1. Is the proposed use compatible with neighboring uses?

The purpose of the C-3 Highway Commercial district is to provide for commercial development in areas along major access routes at entry points to the City. Permitted uses include, but are not limited to, autobody repair and paint shops, crematoriums, entertainment/drinking establishments, funeral services, hotels and motels, manufactured home sales facilities, contractor facilities and retail stores including liquor and cannabis retailers.

Existing business in the immediate area include Value Tire, Fedorowich Construction, Affordable Mattress, Farm Credit Canada and Secon Constructors Inc. (see Attachment 2). These uses vary considerably, but include a mix of quasi-industrial and more typical commercial uses. Mixing Public Education Services and bringing high school-aged youth to this area is therefore not compatible with the neighbouring uses.

2. Are the building and property suitable to the proposed use?

The applicant has indicated that the building is suitable for their needs in size and layout, however, Administration notes that significant upgrades, including water capacity modelling to ensure capacity for the addition of a sprinkler system, service connection upgrades and additional washrooms will likely be required.

To accommodate the educational services use, the site will require additional parking and loading spaces. While there is adequate area to accommodate this, hard surfacing (paving), including on-site storm water management, will also be required. In addition, the site lacks developed outdoor amenity space for students while on breaks which, while not required, would be strongly recommended.

Access to the site is gained via a service road, which is also utilized by the neighbouring properties, some of which involve heavy truck and equipment traffic. This neighbourhood was originally subdivided and developed in a rural context, and there are no sidewalks or pedestrian linkages to more established commercial or residential areas. If the City were to allow for a school use on this site, it should likely consider pedestrian infrastructure improvements such as a multi-use pathway or sidewalks, and an improved crossing at Lawrence Ave and Broadway St. Problematically, there is insufficient street right-of-way to allow for these improvements, and additional alterations or land acquisitions would be required.

Further, the City may be forced to entertain speed limit reductions, as the location of this site and current lack of pedestrian infrastructure could lead to safety concerns for students and educators.

While the applicant believes the building is suitable for the proposed use, Administration is not satisfied that the property is suitable for the educational services use.

3. Is there a need in the community for the proposed use?

The School Division currently operates the school and there is apparent need in the community for this type of educational programming.

4. Is there a need for additional properties within the zoning sector?

The applicant has been searching for potential properties to address both the current and future needs of the students and staff, however, the availability of suitable properties has been limited.

While there may be limited buildings that suit the school's needs, there are vacant properties in or near residential neighbourhoods that would be more conducive to rezoning to allow for the intended use.

5. Would the rezoning transplant an existing business in such a way that it will create a vacancy elsewhere in the City?

Currently, the school leases space within the SIGN building on West Broadway, however, public education services are not a permitted use in the C-2 Arterial Commercial zoning district and permits have not been issued. As such, the use has been operating in contravention to the Zoning Bylaw.

Because the Public Education Services use is currently in operation, rezoning to allow for its relocation will create a vacancy in a portion of the existing location.

6. Will the proposed use enhance or revitalize the property and building(s)?

Under the Zoning Bylaw, a change in use may trigger a number of conditions including on-site storm water management, site improvements and landscaping, which will ultimately enhance the property. Exterior building upgrades are not expected.

7. Has the applicant demonstrated their understanding of the potential financial constraints and opportunities that warrants consideration of a rezoning?

The applicant has indicated that they are aware of potential financial implications of required updates, however, it is unsure as to how this may impact the owner of Unit 1.

Planning Services has received from the realtor, a copy of a document signed by the owner of Unit 1 by DocuSign, indicating that they are in agreement to the proposed educational services use and rezoning if required. However, to date, no discussions between the city and the owner of Unit 1 have occurred. Therefore, it is not known if the owner has been made aware of the total potential implications of rezoning, which could limit future use of their commercial unit.

8. Would the rezoning be perceived as a precedent for which other owners of similarly-zoned properties would expect similar treatment?

A zoning amendment to accommodate a specific educational services use which runs contrary to the vision of the Official Community Plan and Zoning Bylaw, could be perceived as a precedent in which other non-compatible uses would expect similar treatment.

Official Community Plan:

The Official Community Plan (OCP) prescribes goals for commercial development along highway corridors, specifically stating:

(Section 3.1.8) “Highway Commercial areas are most often reserved for large format development and “big-box” retail centres. In addition, these developments include hotels, restaurants, commercial rental units and commercial business complexes or any business that typically benefits from access and visibility from major roads.

The subject lands are designated for Commercial use and changes to allow for a Public Education Service would likely necessitate changes to the wording in the OCP. Such changes should typically not be undertaken without community wide consultation and should not be considered for one-off situations.

Financial Implications:

Public schools are exempt from municipal taxation. If the use is ultimately allowed by the City, the unit would no longer be paying taxes, which were nearly \$30,000 in 2022. Additionally, Administration is leery that ongoing operation of the school will one day necessitate municipal pedestrian infrastructure upgrades and safety improvements, of which will come at significant cost.

Conclusion:

The proposed amendment would result in:

1. the creation of incompatible land uses within the area;
2. the loss of primary highway commercial property for its intended use;
3. potential limitations on use of the neighbouring condo unit;
4. the loss of commercial taxation revenue, as public education services are exempt from taxation;
5. potential for costly infrastructure;
6. potential for a school zone to reduce speed limits along the service road.

Based on these reasons and on sound land use planning practices, Administration is not supportive of the proposed amendments and recommends that Council refuse the application. Administration can then work with the applicant to help find more appropriate sites to relocate the school.

Options:

1. That Council deny the Zoning Bylaw Amendment Application required to allow for Public Education Services use within Condo Plan 102164655, civically known as 464 Broadway Street East; or
2. That Administration be provided with alternative direction.

Recommendation:

1. That Council deny the Zoning Bylaw Amendment Application required to allow for a Public Education Services use within Condo Plan 102164655, civically known as 464 Broadway Street East.

[illegible]

The map displays the subject property at 454 Service Street, Yorkton, Saskatchewan. The property is outlined in red and labeled 'SUBJECT PROPERTY'. It is situated between Broadway Street East and Service Street. Adjacent properties are labeled with their addresses and owners: 440 (Secon Constructors Inc.), 470 (Value Tire), and 484 (Fedorowich Construction). The subject property is owned by Affordable Mattress. The map also shows other businesses like Farm Credit Canada and a north arrow pointing towards the top of the image.

Attachment 3 – Applicant Request for Rezoning

**Request for Contract Zone Rezoning for
Property located at #2-464 Broadway Street East
Yorkton, SK**



Christ the Teacher

ROMAN CATHOLIC SEPARATE SCHOOL DIVISION #212

45A Palliser Way, Yorkton, Saskatchewan, S3N 4C5 Telephone: (306)783-8787 Fax: (306)783-4992

Believe...Belong...Become

Submitted to: Carleen Koroluk, Land Use Planner – City of Yorkton

Michael Eger, Director of Planning, Building & Development – City of Yorkton

Submission Date: March 2, 2023

Prepared by: Delmar Zwirsky, CFO



Attachment 3 Continued – Applicant Request for Rezoning

Contents

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3.0	PROPERTY DETAILS _____	4
4.0	PROJECT BENEFITS _____	4
5.0	PROJECT TIMELINE _____	4
6.0	REQUEST FOR APPROVAL _____	5
7.0	KEY POINTS/CLARIFICATION _____	5

APPENDIX A – Property Survey

Attachment 3 Continued – Applicant Request for Rezoning

1.0 BACKGROUND – SCHOOL DIVISION OPERATIONS - YORKTON

Christ the Teacher RCSSD No. 212 currently operates six (6) schools within the City of Yorkton as follows:

- St. Alphonsus School (Prekindergarten to Grade 8)
- St. Mary's School (Prekindergarten to Grade 8)
- St. Michael's School (Kindergarten to Grade 8 – Dual Track English/French Immersion)
- St. Paul's School (Kindergarten to Grade 8)
- Sacred Heart High School (Grade 9-12 – Dual Track English/French Immersion)
- Dreambuilders High School (Grade 9-12)

The school division currently leases space for the operations of Dreambuilders High School and owns the other 5 schools.

Christ the Teacher RCSSD No. 212 has been searching for potential properties within the City of Yorkton to address both the current and future needs of the students and staff at Dreambuilders High School. The availability of suitable properties has been limited.

Recently, a property that would significantly enhance the learning opportunities has been listed and Christ the Teacher RCSSD No. 212 is requesting contract zone rezoning of the property from C-3 (Highway Commercial) to IN (Institutional). The property would provide a valuable asset for the division.

2.0 SCHOOL HISTORY AND CURRENT STATE

Dreambuilders High School was recognized as a funded high school by the Saskatchewan Ministry of Education on June 29, 2015. Dreambuilders High School provides education for students from Grades 9-12 and follows provincial curricula offering secondary credits in three categories (required courses of study, specified areas of study, and electives) similar to other high schools in the province. The school operates from the end of August to end of June each year, consistent with all schools within the division.

School Enrolment

Annual enrollment has ranged from 65 to 74 students since being recognized as a high school in 2015.

Staffing

Dreambuilders High School currently has 3.5 Full-time Equivalent (FTE) Instructional Staff which includes a principal and 2.5 Full-time Equivalent (FTE) Teachers as well as 2.5 Full-time Equivalent (FTE) support staff.

Student Transportation

Student transportation is provided via 15-passenger vans with certified staff drivers. No students are transported to school via buses.

Attachment 3 Continued – Applicant Request for Rezoning

3.0 PROPERTY DETAILS

Details of the specifications of the property that Christ the Teacher RCCSD No. 212 is planning to purchase are as follows:

Address #2 464 Broadway Street East – Yorkton, SK

Building Details

Main Area	5,035	square feet
Office (Mezzanine) Area	1,188	square feet
Warehouse Area	<u>4,100</u>	square feet
Total Area	<u>10,323</u>	square feet

The existing property is zoned as C3 (Highway Commercial) and would require approval from the City of Yorkton to contract zone the property to IN (Institutional).

Parking

Visitor Parking is available at the north entrance to the property.
Staff parking is available along the east side of the property.

Property Modifications & Improvements

The facility will require modifications to include additional washrooms as well as programming supports.

4.0 Project Benefits/Key Points

The purchase of the property at 2-464 Broadway Street West would provide a facility to enhance the learning experience for staff and students at Dreambuilders High School by providing additional space and a modern facility to adapt to the future educational needs and opportunities for students and staff.

5.0 Project Timeline

The division is anticipating approval from the Ministry of Education and the Contract Zone Rezoning approval from the City of Yorkton by March 31, 2023, in order to satisfy the conditional offer items agreed to by the property owner (seller) and the school division (buyer).

The division would then move forward with tenders for property improvements in April 2023. Property improvements would be planned between May 1, 2023 to July 31, 2023. Set up of the instructional area would occur in August 2023.

Attachment 3 Continued – Applicant Request for Rezoning

6.0 Request for Approval – Contract Zone Rezoning

Christ the Teacher RCSSD No.212 is requesting approval from the City of Yorkton for Contract Zone Rezoning for the property at 2-464 Broadway Street East in Yorkton, SK for Dreambuilders High School Instructional purposes.

A property survey is attached for reference purposes.

Appendix A

7.0 Key Points/City of Yorkton Concerns and Clarification

Summary of Key Points

The following key points are being identified for reference:

- Christ the Teacher RCSSD No. 212 plans to upgrade the facility as required.
- Bus service is not required for students that attend Dreambuilders High School as transportation is provided.
- Students attending Dreambuilders High School are registered in grades 9-12.
- An Environmental Study has been completed and is clear (i.e. no environmental liabilities).
- Christ the Teacher RCSSD No. 212 will comply with any Condominium Agreements required in co-operation with the existing property owner at 1-464 Broadway Street East.

City of Yorkton Concerns and Clarification

Discussion with the City of Yorkton to date have involved the following individuals:

- Carleen Koroluk – Land Use Planner, City of Yorkton
- Michael Eger – Director of Planning, Building & Development – City of Yorkton
- Delmar Zwirsky – Chief Financial Officer – Christ the Teacher RCSSD No.212
- John Bell – Listing Agent – Royal LePage (Regina)

Christ the Teacher RCSSD No. 212 is requesting a written response to verify information related to the following:

- Process/timeline for rezoning review
- Clarification for rezoning related to information provided in this initial document.
- Other factors that must be considered during this Application process.
- Other information required from the division to assist with the process.

TITLE: York Road Reconstruction – Tender Award	DATE OF MEETING: April 24, 2023
	REPORT DATE: April 18th, 2023
CLEARANCES: Ashley Stradeski, Director of Finance Ashley Stradeski Michael Buchholzer, Director of Environmental Services Michael Buchholzer	ATTACHMENTS:
Written by: René Richard, Director of Engineering and Asset Management René Richard	
Reviewed by: Jessica Matsalla - City Clerk Jessica Matsalla	
Approved by: Lonnie Kaal - City Manager Lonnie Kaal	

PURPOSE/BACKGROUND

In the 2021 capital budget, the York Road Reconstruction was identified and approved as a priority project. The proposed reconstruction project limits are from Gladstone Avenue North to Highway 9, and includes complete road reconstruction, curb replacement, sanitary sewer upgrades, storm sewer upgrades, and the north central drainage upgrades including the York Road crossing. The estimated cost at that time was approximately \$17 million and that amount was approved in budget. The York Road Reconstruction project will likely be the most expensive civil project (non-facility) and arguably the most complex in Yorkton's history to date.

Since budget approval was granted, City staff and our consultants have been working toward detailed design completion and tendering for the construction to begin in 2023.

Roadway Design

The Traffic Impact Assessment (TIA) was completed. The study showed the existing five (5) lanes can be reduced to three (3) without affecting levels of service. The new design would include only one (1) lane eastbound and westbound, reduced from the current two (2) in each direction. The center shared left turning lane would remain. This reduces the amount of area of paved surface required which will reduce costs. In addition, since the new curb line along the north side will move south, the majority of the existing water main will no longer be located under the roadway and does not need to be replaced as part of this project.

The geotechnical report was completed. Within the report there is provision for either an asphalt surface or concrete. Additionally millings from the existing asphalt will be reused in the structure

of the new roadway. Both surface options were included in the tender and evaluated based on which bids provides the best value.

Potential Contamination

Due to contaminated soil impacts that occurred during the water main replacement on York Road in 2020 and the industrial nature of the area, an environmental engineering consultant was hired for this project. A Phase 1 environmental report was completed to identify potential areas of contamination. Properties were identified as either being low, medium or high risk for contamination. Property owners of the medium and high category were contacted to provide any additional information on past contamination. A modified Phase 2 was completed, and test holes were sampled at six (6) locations. While no impacts over the limit were detected, there still may be some pockets of contamination that may be discovered. Provision to deal with contaminated soil is included in the contract and budget, and a “Soil and Groundwater Management Plan” has been developed to reduce costs and delays to the project should contamination ultimately be discovered.

Traffic Accommodation

The Traffic Accommodation Strategy for this project is very important. Highway traffic will be detoured around the City, but there will also need to be local detours for local traffic. Also, access to businesses must be maintained at all times so business is not negatively impacted. Most businesses along the north side of York Road only have access from York Road. The construction will need to be phased so that each business has access continually. We anticipate that nine (9) phases will be required to guarantee continual access to all businesses on the north side. In some instances, temporary access will be constructed to maintain access. Although we will try our best to limit the damage, it is possible that some roads included in the local detours may be damaged. Any potential costs to repair these roadways has not been included in the cost of the project.

Underground Infrastructure

As part of the project, a significant amount of underground utilities will be upgraded. There are two (2) sanitary sewers that run under York Road. The 200 mm diameter sewer that runs from Myrtle Avenue to Dracup Avenue is nearing its capacity and will be upsized as part of the project. The larger 600 mm diameter sewer has capacity and is in relatively good shape. Therefore it can be relined at a future time when required and does not need to be replaced as part of this project.

As mentioned, since the lanes will be reduced from five (5) to three (3), most of the existing water main will no longer be located under the roadway and can be replaced at a future time when required. However, there is some water main that will still be under the roadway and that will be replaced as part of the project.

There is a significant portion of storm sewer that is undersized and will be upgraded as part of the project. This will help eliminate water ponding during intense rain events. When underground utilities get upsized to increase capacity, there is potential for vertical conflicts with other utilities such as power, gas, etc. That is also the case with this project. The utility companies have been provided updated drawings as per the tender documents, and we are still waiting for finalized quotations for alterations. This work falls outside of the construction contract, but estimated costs have been included in the project budget.

Water and sewer service connections that are connected to the York Road utilities will require replacement to the property line to avoid digging up the new roadway if the connection needs replacement in the near future.

Drainage

The North Central Drainage project is included in the overall York Road Reconstruction project. This drainage component was identified in the Flood Mitigation Report 2017. It was included in this project due to the significant excavation that will be required to cross York Road, but also will be required to accommodate the increased flows expected from the upgrading of the local storm sewer that will outlet to this system.

DISCUSSION/ANALYSIS/IMPACT

On March 16, 2023, the Invitation to Tender for the “York Road Reconstruction” project was advertised on Biddingo, as well as SaskTenders for a tender period of four (4) weeks. By the closing date of April 13, 2023. Three (3) total bids were received from two (2) contractors. A summary of the bids are as follows:

Bidder	Total Bid (Excluding Taxes)
Accurate HD Ltd. (asphalt)	\$19,000,705.00
G Ungar Construction Co. Ltd. (asphalt)	\$15,615,561.75
G Ungar Construction Co. Ltd. (concrete)	\$20,513,191.75

All three (3) bids were complete, and the bids received from G Ungar Construction Co. Ltd. were deemed to be best value as they met all criteria and were the lowest submitted total bid for both asphalt surface and concrete surface. To help analyze best value between asphalt and concrete, the lifecycle cost for each option was evaluated to determine which option costs less over the life of the asset. Each option would have a different estimated useful life as well as different maintenance and rehabilitation schedules. Typically concrete would be expected to last longer and cost less to maintain over the fifty (50) year period comparison. Below are the lifecycle costs analyses for both options with estimated costs for maintenance over fifty (50) years:

Asphalt Pavement			
YEAR	TREATMENT	Cost at Rehab Year in Today's Dollars	Future Cost Assuming 1.5% Inflation Compounding Annually
0	New Asphalt Pavement	\$ 4,664,560	\$ 4,664,560
8	200m Rout and Seal + 5% Area Spot Repairs (40mm)	\$ 91,137	\$ 102,665
12			
13	1000m Rout and Seal + 10% Area Spot Repairs (40mm)	\$ 189,437	\$ 229,892
18	Mill 50mm + 50mm AC & 10% Full-depth Asphalt Base Repairs	\$ 1,426,558	\$ 1,864,997
23	500m Rout and Seal	\$ 5,970	\$ 8,408
28	1500m Rout and Seal + 10% Area Spot Repairs (40mm)	\$ 195,407	\$ 296,476
32	Mill 90mm + 90mm AC (2 Lifts)	\$ 1,643,500	\$ 2,646,568
37	1500m Rout and Seal	\$ 17,909	\$ 31,068
40	10% Area Spot Repairs (40mm)	\$ 177,498	\$ 321,985
45	Mill 50mm + 50mm AC & 10% Full-depth Asphalt Base Repairs	\$ 1,426,558	\$ 2,787,798
48	1500m Rout and Seal	\$ 17,909	\$ 36,597
	Total Cost of Treatments After Year 0	\$ 5,191,883	\$ 8,326,454
	Residual Value at Year 50	\$ (951,039)	\$ (1,858,532)
	Total Life Cycle Cost	\$ 8,905,405	\$ 11,132,482

Portland Cement Concrete Pavement			
YEAR	TREATMENT	Cost at Rehab Year in Today's Dollars	Future Cost Assuming 1.5% Inflation Compounding Annually
0	New Portland Cement Concrete Pavement	\$ 9,562,190	\$ 9,562,190
8			
12	25% Joint Length Reseal + 7% Joint Partial Depth + 7% Transverse Joint Full Depth Repairs	\$ 330,975	\$ 395,720
13			
18			
23			
25	50% Joint Length Reseal + 10% Joint Partial + 10% Transverse Joint Full Depth PCC Repairs + 50% Texturize	\$ 900,853	\$ 1,307,088
28			
32			
37			
40	50% Joint Length Reseal + 5% Joint Partial + 15% Transverse Joint Full Depth PCC Repairs + 50% Texturize	\$ 967,018	\$ 1,754,188
45			
48			
Total Cost of Treatments After Year 0		\$ 2,198,846	\$ 3,456,996
Residual Value at Year 50		\$ (161,170)	\$ (292,365)
Total Life Cycle Cost		\$ 11,599,866	\$ 12,726,822

Based on the two (2) bids, the construction costs would be nearly \$5,000,000 more for concrete. When factoring the lifecycle costs in, the gap closes. If an annual inflation factor of 1.5% (assumed) is used over the fifty (50) year period, the estimated cost difference would be approximately \$1,600,000 which is much closer. However, in this particular instance, the City would expect (not guaranteed) that the Ministry of Highways (MHI) would provide 70% capital funding as per the current Urban Highway Connector Program (UHCP) agreement for the three (3) asphalt mill/ fills over the fifty (50) year time period for the asphalt option. It is unlikely that MHI would provide funding over and above the annual operation and maintenance grant the City already receives for the other asphalt maintenance listed or the joint repairs for the concrete listed. There is no guarantee of government funding over the next fifty (50) years, but if the City receives 70% funding as expected for the mill/ fills, based on the estimated amounts in the lifecycle cost analysis, it would add up to approximately \$5,000,000 that the City would expect to receive to help pay for the asphalt maintenance. If this happens, the gap between the asphalt and concrete widens again to \$6,600,000 over the fifty year period. Without potential government funding, the comparison would be much closer.

FINANCIAL IMPLICATIONS

As mentioned, work on the project has been underway for the past two (2) years. Along that time costs have been incurred. Also, in addition to the construction contract, there are additional costs moving forward that will be incurred for this project. The total estimated cost to complete this project based on the bids received is as follows:

Item	Estimated Cost (Asphalt)	Estimated Cost (Concrete)
Costs to date (design, traffic study, geotechnical study, phase 1 and 2 environmental, land acquisition, etc.)	\$825,000.00	\$825,000.00
York Road Reconstruction Tender (construction costs)	\$15,600,000.00	\$20,500,000.00
Land Acquisition (remaining)	\$200,000.00	\$200,000.00
Work outside construction contract (fencing adjustments, etc)	\$200,000.00	\$200,000.00
Environmental Fees	\$600,000.00	\$600,000.00

CN Supervision	\$50,000.00	\$50,000.00
Insurance (project)	\$225,000.00	\$225,000.00
Utility Alterations (Sask Power, Sask Energy, Sasktel, etc.)	\$950,000.00	\$950,000.00
Engineering (contract administration/ project management)	\$1,600,000.00	\$1,600,000.00
Third Party Materials Testing (compaction, concrete, asphalt, etc.)	\$800,000.00	\$800,000.00
Contingency	\$3,000,000.00	\$3,000,000.00
PST (6%)	\$1,443,000.00	\$1,737,000.00
Total	\$25,493,000.00	\$30,687,000.00

The total estimated required budget for the York Road Reconstruction Project will need to be \$25,500,000 for the asphalt option or \$30,700,000 (\$5,200,000 difference) for the concrete option.

Funding

There is currently \$2,500,000 allocated annually in the capital budget (\$2,000,000 for road reconstruction + \$500,000 for drainage) for the York Road Reconstruction project. The City of Yorkton signed a contract with the Ministry of Highways (MHI) in March 2021 for their portion of funding for the roadway portion of the project. MHI has committed \$4,312,260 for this project which represents 70% of the roadways portion of the cost estimate at the time. Additionally, a significant portion of the work is related to potable water and sanitary sewer, and those portions could be funded from the Utility Reserve. It is proposed that the Utility Reserve fund \$3,700,000 of the project costs. Since this project cannot be funded internally, borrowing will be required. The cost of borrowing is not included in the project costs but will need to be accounted for in the payment plan. The estimated borrowing costs are \$1,100,000 for the pavement option and \$2,800,000 for the concrete option. The original plan to finance this project was to utilize the yearly capital budget allocation until the project is paid for, then move on to the next reconstruction project. A proposed payment plan for the project is as follows:

Loan Year	Source	Amount (asphalt)	Amount (concrete)
	Saskatchewan Ministry of Highways (UHCP)	\$4,300,000.00	\$4,300,000.00
	Utility Reserve (water and sewer)	\$3,700,000.00	\$3,700,000.00
	2022 Capital Budget	\$3,100,000.00	\$3,100,000.00
	2023 Capital Budget	\$2,500,000.00	\$2,500,000.00
	2024 Capital Budget	\$2,500,000.00	\$2,500,000.00
1	2025 Capital Budget	\$2,500,000.00	\$2,500,000.00
2	2026 Capital Budget	\$2,500,000.00	\$2,500,000.00
3	2027 Capital Budget	\$2,500,000.00	\$2,500,000.00
4	2028 Capital Budget	\$2,500,000.00	\$2,500,000.00
5	2029 Capital Budget	\$500,000.00	\$2,500,000.00
6	2030 Capital Budget	n/a	\$2,500,000.00
7	2031 Capital Budget	n/a	\$2,400,000.00
	Total	\$26,600,000.00	\$33,500,000.00

CONSIDERATIONS:

It has been proven that concrete is a desired option for heavy truck traffic. While the numbers indicate that asphalt is less expensive, the totals noted above do not take into account the additional maintenance that would be required over time. When factoring in estimated maintenance at a 1.5% inflation rate, the two scenario costs are very close to each other. With concrete you are paying upfront, versus asphalt with maintenance costs over time.

In essence, concrete could be placed on this arterial roadway for an additional 2 plus years of payments including the higher upfront costs and associated borrowing costs. The proposed payment plan in the above table for asphalt would allow partial funding to begin for the next reconstruction project in 2029, and then full allotment starting in 2030. The proposed plan does not include any capital budget/ tax increases that could potentially be allocated to this project. The extra consideration for this particular roadway is the potential provincial funding due to the UHCP agreement.

COMMUNICATION PLAN/PUBLIC NOTICE

On August 30-31, 2022, City staff, in addition to our primary consultant, met with most businesses on the north side of York Road as well as a few on the south side to discuss the phasing and interim access options for the project. The feedback was very positive and everyone seemed to want to move ahead with the project realizing there would be some short-term inconvenience at times.

A stakeholder engagement session was held in the Ravine Room at the Gallagher Centre on March 21, 2023, where project details were presented to those in attendance. Again, feedback was generally very positive.

The York Road Reconstruction project already has its own page on the City's "[Shape Your City](#)" public engagement platform. We will continue to use that to update the public on the project as well as social media platforms.

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

STRATEGIC PRIORITIES/OCP/COMMITTEE RECOMMENDATION(S)

N/A

OPTIONS

1. That Council direct Administration to proceed with the York Road Reconstruction Project (asphalt option) with a total project budget of \$26,600,000, and award the tender for "York Road Reconstruction" to G Ungar Construction for \$15,615,561.75 plus applicable taxes, and further that the Mayor and City Clerk be authorized to execute said contract.

2. That Council direct Administration to proceed with the York Road Reconstruction Project (concrete option) with a total project budget of \$33,500,000, and award the tender for “York Road Reconstruction” to G Ungar Construction for \$20,513,191.75 plus applicable taxes, and further that the Mayor and City Clerk be authorized to execute said contract.
3. That Council provide other direction.

ADMINISTRATIVE RECOMMENDATION(S)

1. That Council direct Administration to proceed with the York Road Reconstruction Project with a total project budget of \$26,600,000, and award the tender for “York Road Reconstruction” to G Ungar Construction for \$15,615,561.75 plus applicable taxes, and further that the Mayor and City Clerk be authorized to execute said contract.