

CITY OF YORKTON
REGULAR COUNCIL MEETING AGENDA
Monday, November 27, 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 – November 6, 2023
5. **UNFINISHED BUSINESS**
6. **REPORTS OF COUNCIL COMMITTEES AND MATTERS REFERRED**
 - Economic Development Committee Meeting Minutes – April 13, 2023
 - Protective Services Committee Meeting Minutes – May 9, 2023
 - Economic Development Committee Meeting Minutes – May 11, 2023
 - Economic Development Committee Meeting Minutes – June 8, 2023
 - Economic Development Committee Meeting Minutes – October 12, 2023
7. **HEARING OF PETITIONS, PUBLIC NOTICES AND PRESENTATIONS**
8. **BUSINESS ARISING OUT OF PETITIONS, PUBLIC NOTICES AND PRESENTATIONS**
9. **CORRESPONDENCE**
10. **BYLAWS**
 - Director of Environmental Services
 - Proposed Bylaw No. 11/2023 – A Bylaw to Amend Bylaw No. 20/2006 Establishing a Water and Sewer Rates Bylaw and Repeal Bylaw No. 16/2022
11. **ADMINISTRATIVE REPORTS**
 - Business Liaison
 - Show Home Rebate Program – Update
 - Bylaw & Safety Supervisor
 - Free Parking – Downtown Parking Lots
12. **GIVING NOTICE OF MOTION**
13. **IN CAMERA SESSION**
 - Other Item A
 - 1 Personnel Item
 - Other Item B
14. **ADJOURNMENT**

Economic Development Committee

MINUTES

APRIL 13, 2023

7:00 A.M.

CITY HALL – MEETING ROOM A

Attendees	Chairperson: Brian Hilderman Councillors: Councillor Dustin Brears, Councillor Darcy Zaharia, Members: Don Reed, David McKerchar, Bob Knox, Raymond Sharp, Gwen Machnee, Marty Sveinbjornson, Ayodele Komolafe, Bob Knox
Invited Guests	Mayor Mitch Hipsley Donna Brothwell
Staff	David Balysky (Business Liaison), Lonnie Kaal (City Manager)
Regrets	Councillors: Members: Guests: Juanita Polegi Staff:
Absent	Councillors: Members: Staff:
Recording	Zuleny Rodriguez
Call to order	7:03 a.m.
Adjourn	8:39 a.m.

Adoption of Agenda	
Discussion	Review of agenda items for discussion
Motion 12-23	Sveinbjornson That the agenda be approved as presented Carried Unanimously

Minutes of the March 9, 2023 Meeting	
Discussion	Minutes from the March 9, 2023 meeting of the Committee were circulated electronically as part of the agenda package and paper copies were available at the meeting.
Motion 13-23	McKerchar That the minutes of the March 9, 2023 meeting be approved as presented. Carried Unanimously

Sacred Heart Assisted Living – David Balysky/Lonnie Kaal	
Discussion	<ul style="list-style-type: none"> Balysky updated the group on the status of the Sacred Heart Assisted Living Facility which was mentioned during the previous meeting The facility is for sale but is not publicly listed. The owners asked the City of Yorkton to try to identify and refer any interested parties. Balysky is working on arranging a tour of the facility with the Social Housing Committee and any interested parties.

	<ul style="list-style-type: none"> • Members offered suggestions of organizations that may be interested. Balysky to follow up with these organizations. • The Committee also suggested inviting Ministers from the Provincial Government and media. Mayor Hipsley will try to discuss this facility with Ministers at the upcoming SUMA convention.
Motion	No motion

Residential Construction Incentive – David Balysky

Discussion	<ul style="list-style-type: none"> • Balysky provided an overview of the Residential Construction Incentive (RCI) that was approved by Council in 2022. He shared the results of the incentive in 2022 and noted that the program was approved as a one year trial in order to limit potential tax losses in the event of a large uptake. • Balysky asked members to provide feedback on the RCI and asked if the Committee would recommend that Council renew the policy. • Members were in favour of renewing of the policy and suggested additional ways to incentivize and promote residential development. • Members discussed expanding the RCI to include three and four unit dwellings. • The Committee discussed different ways to promote this incentive as well as the other incentives currently offered by the City of Yorkton.
Motion 14-23	<p>Sveinbjornson That City Council consider renewing the Residential Construction Incentive as is and that Administration investigate additional incentives and promotions to encourage development.</p> <p>Carried Unanimously</p>

Business From the Floor

Discussion	<ul style="list-style-type: none"> • The Committee discussed businesses that are missing in the city, such as a local bakery, truck stop, pet grooming, etc., and what the City could be doing attract these types of businesses. It was suggested that increased building improvement costs may be a barrier to entry for smaller, locally-owned businesses. It was also noted that local establishments are sometimes forced to sell products and services at a higher price in order to remain profitable and that consumers often are not willing to spend a few extra dollars to support local. • Members voiced concerns about current highway infrastructure around Yorkton. Members noted that the expansions of the industrial businesses in and around the city will increase traffic coming into the city and that the Provincial Government should consider investing in improvements to these roads. • The Committee discussed connecting with CN and CP regarding the unused rail spur in the City, as had been mentioned at a previous meeting. It was suggested that Richardson, LDC, and Grain Millers may have more influence in conversations with CN and CP than the City would. • Members suggested that the City should consider developing a destination marketing plan to attract more conferences and events to the city.
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	<ul style="list-style-type: none"> The Committee discussed the need for more hotel rooms in the city. Hotels are often full as it is and increased construction as a result of LDC's expansion will only increase demand for hotel rooms.
Motion	No motion

Action Items	
Discussion	<ul style="list-style-type: none"> Administration to follow up with organizations that may be interested in Sacred Heart Assisted Living Facility regarding a tour of the facility. Administration to present the Residential Construction Incentive to City Council for renewal with the support of the Economic Development Committee. Administration to investigate additional incentives and promotions to encourage residential development.
Motion	No motion

Next Meeting	Thursday, May 11, 2023, at 7:00 a.m. at City Hall.
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Adjournment	
Motion 15-23	<p>Reed That the Economic Development Committee Meeting be adjourned at 8:39 a.m.</p>

Bob Knox

CHAIRPERSON
Bob Knox

Zuleny Rodriguez

RECORDING SECRETARY
Zuleny Rodriguez

Protective Services Committee

MINUTES

May 9, 2023

7:00 AM

IN-PERSON

Attendees	Larry Pearen, Laretta Ritchie-McInnes, Bylaw & Safety Supervisor Nicole Baptist, , Fire Chief Trevor Morrissey, Mayor Mitch Hipplesley, CV Sastry, Dale Hintz, CN Constable Hank Neumiller, Michelle Goulden, Greg Klingspon, Andrew Sedley
Regrets	Scott Robertson, Councillor Dustin Brears
Absent	EMS Kelly Prime, Staff Sgt. Burton Jones
Recording	Jen Prysliak
Call to order	7:00 a.m.
Adjourn	7:47 a.m.

Agenda Topics

Approval of Agenda

Motion 23-07	Goulden That the agenda be approved as presented. Carried.
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Minutes of the March 21, 2023 Meeting

Discussion	Minutes from the March 21, 2023 meeting were circulated.
Motion 23-08	Pearen Minutes of March 21, 2023 meeting be approved as circulated. Carried.

Unfinished Business

Harm Reduction	<ul style="list-style-type: none"> • Talk of leaving Narcan Kit with the patient, SHA taking on the initiative. • Meeting April 6, discuss Blood Pressure Clinics in Senior Centers, Care Homes etc. for preventative measures. Teaming up with Stroke and Cardiac Prevention and Public Health. • Waiting for more needle bins to be placed around town, they are being used very regularly.
Voyent Alert	<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. • Over 1,000 users.

	<ul style="list-style-type: none"> • Templates to SaskEnergy to approve and use in case of emergency. • Continue to create advertising on all social media platforms. • Voyent is being utilized, with many informational alerts going out to the public daily/weekly.
Regionalized Fire	<ul style="list-style-type: none"> • Meeting with R.M.'s on training to enhance resources, expanding out to Canora. • FC Morrissey met with Springside Fire Dept. regarding a mutual aid agreement for any needed resources involving incidents/weather emergencies on Highway 16. Quarterly training to start as per discussion. • Running Hazmat Ops course for the region, Springside Fire Dept. and many other communities in the area.
	Greg Klingspon arrives at 7:05 a.m.
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. • No current updates provided. • Slowly starting the communication pieces to send to the public, on how to safely clean drainage.

New Business

Community Safety & Well-Being Initiatives	<ul style="list-style-type: none"> • Building dilapidation and graffiti issue. • Graffiti abatement programs, looking into what will work for Yorkton and reaching out to see what options are available. • \$34,000 grant to use on the project. • Report to council by mid July.
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Department Updates

Fire Department	<ul style="list-style-type: none"> • It was a dry spring, fire restrictions in the City, and a fire ban for the R.M.'s. • Live fire training for students and the Hazmat training in operation.
RCMP	<ul style="list-style-type: none"> • No update provided.
Bylaw	<ul style="list-style-type: none"> • Hiring a downtown Parking Enforcement Officer. • Working towards building an association for the community.
CN Police	<ul style="list-style-type: none"> • With dry conditions, high fire risk. • Fire response in rural areas are long wait times due to low staff rates, no resources to respond. • Local fire depts. to do controlled burns along the right of way on the tracks in different provinces. • CN is 100 years old, 6 grants went out per region.
EMS	<ul style="list-style-type: none"> • No update provided.
PSAR	<ul style="list-style-type: none"> • Outdoor education finished at the Outdoor Expo. • 12 recruitment applications sent out, 6 to 8 would be joining. • 60 First Nation people attending training in Waskesiu. • Mosaic Safety Day in Esterhazy coming up and the group will be at St. Alphonsus School on June 7. Attending events around the city.

	<ul style="list-style-type: none">• Trip planning App, training Grade 6 kids how to use the App.
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Next Meeting

Tuesday July 11th, 2023 @ 7:00 a.m.

Adjournment

Motion 23-09	Sastry Meeting adjourned at 7:47 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

MAY 11, 2023

7:00 A.M.

CITY HALL – MEETING ROOM A

Attendees	Chairperson: Brian Hilderman Councillors: Councillor Darcy Zaharia Members: Don Reed, David McKerchar, Gwen Machnee, Marty Sveinbjornson
Invited Guests	Mayor Mitch Hipsley Donna Brothwell Juanita Polegi
Staff	David Balysky (Business Liaison)
Regrets	Councillors: Councillor Dustin Brears Members: Raymond Sharp, Bob Knox Guests: Staff:
Absent	Councillors: Members: Ayodele Komolafe Staff:
Recording	David Balysky
Call to order	7:03 a.m.
Adjourn	8:29 a.m.

Adoption of Agenda	
Discussion	Review of agenda items for discussion
Motion 16-23	Machnee That the agenda be approved as presented. Carried Unanimously

Minutes of the April 13, 2023 Meeting	
Discussion	Minutes from the April 13, 2023 meeting of the Committee were circulated electronically as part of the agenda package and paper copies were available at the meeting.
Motion 17-23	Sveinbjornson That the minutes of the April 13, 2023 meeting be approved as presented. Carried Unanimously

ReFined Magazine Review	
Discussion	<ul style="list-style-type: none"> The Committee discussed the recently printed ReFined Magazine in which the City of Yorkton was featured under the Focus on Communities section Overall, the Committee was very impressed with the information that was shared, the presentation of the magazine, and the amount of local businesses that invested in advertising in this edition. Members mentioned a few points of feedback to share with ReFined to consider for future editions, including:

	<ul style="list-style-type: none"> ○ Using more local content in the filler sections of the magazine. A few pages in this edition promoted tourism in the United States and took away from the local focus of the magazine. ○ Adjusting font in areas with coloured backgrounds and background imagery to avoid font being lost in the background. ● Members asked Balysky to promote the City of Yorkton’s feature in the magazine on the City website and social media accounts and to include the link to the digital version of the magazine which can be found on ReRefined Magazine’s website.
Motion 18-23	<p>Hilderman That the feedback presented by the Committee be shared with ReRefined Magazine for future consideration. Carried Unanimously</p>

Councillor Zaharia enters the meeting at 7:27 a.m.

Southeast Tech Hub in Estevan – Councillor Zaharia	
Discussion	<ul style="list-style-type: none"> ● Councillor Zaharia shared information about the Southeast Tech Hub with the Committee. He noted that they seem to be doing a lot of promotion about their city being a tech hub, but there does not seem to be much happening to prove that. ● Members discussed ways to increase Yorkton’s presence in tech hub conversations. Ideas included: <ul style="list-style-type: none"> ○ Promoting existing tech and innovation features of our city on the City website and social media accounts, such as the high school robotics clubs, the presence of ag tech in and around our community, and the involvement of the city into an innovation hub. ○ Developing events that promote tech and innovation, such as innovation competitions and hackathons. ○ Work with Yorkton Exhibition Association and Yorkton Lions Club to hold these types of events at existing events such as Harvest Showdown and Spring Expo. ● Machnee mentioned that Parkland College has been working on hosting these types of events and has access to some of the equipment to do so. She also mentioned that the college has applied for funding for startup costs and to hire an intern to steer this initiative. Councillor Zaharia suggested that if the funding falls through, this should be presented to Council. ● The Committee discussed developing a feature for the 2023 Harvest Showdown that promotes tech and innovation. Polegi informed Members that Yorkton Exhibition would need to be approached by mid June in order to add the feature to the Harvest Showdown schedule. ● Members suggested contacting businesses such as CN that use simulators for employee training about bringing simulators to these events to increase attendees’ interest in careers with their organizations.
Motion 19-23	<p>Hilderman That Administration work with the college to develop a tech or innovation feature to be held at the 2023 Harvest Showdown. Carried Unanimously</p>

Community Events Promotion in Hotels

Discussion	<ul style="list-style-type: none"> • Members discussed opportunities to advertise community events and feature local teams in hotel lobbies to increase visitors' interest in things going on in the community. • It was noted that Tourism Yorkton likely distributes their Leisure Guides at the hotels. Members asked Balysky confirm this with Tourism Yorkton. • Members suggested other ways events and teams could be promoted in hotels, such as information and QR codes in brochures and on TVs in hotel rooms and lobbies, and possibly some memorabilia in hotel lobbies.
Motion	No motion

Eco-friendly and Active Transportation Options

Discussion	<ul style="list-style-type: none"> • The Committee discussed an idea that was brought forward at the February 9, 2023 EDC meeting regarding the donation of bicycles to hotels to promote active transportation around the city. • Councillor Zaharia asked Balysky about stolen bicycles that have been turned into the RCMP or Bylaw department but not claimed by the owners. Balysky had discussed this with the Bylaw department and was informed that most of the bicycles that are turned in and not claimed by the owner are severely damaged and in poor condition and would not be acceptable to donate to hotels to lend to visitors. • Councillor Zaharia suggested talking with local sporting goods stores about acquiring bikes to be donated to hotels.
Motion	No motion

Business From the Floor

Discussion	<ul style="list-style-type: none"> • Machnee shared that the new name for the Parkland College and Cumberland College merger is to be determined. The new name will be announced when the colleges officially amalgamate on July 1, 2023. Machnee noted that the total coverage area of the colleges once combined will be larger than the total land area of Nova Scotia and Prince Edward Island combined. • Members discussed that housing shortages are still a concern. Balysky informed Members that the Committee's recommendation to renew the Residential Construction Incentive Policy, made at the April 13, 2023 EDC meeting, will be presented to Council during the May 15, 2023 Council meeting. Balysky also mentioned that Administration will be contacting local builders to gauge interest in a possible Parade of Homes event, similar to those held in the city in 2002 and 2004 when the Weinmaster subdivision was being developed. • Mayor Hipsley shared with the Committee that the Deer Park Clubhouse is nearing completion and should be finished the middle of June. • Members discussed the intersection of Highway 9, 16, and Queen Street. Mayor Hipsley informed the Committee that the City is waiting on the Ministry of Highways before proceeding with alterations to the intersection. • Members discussed a topic that was brought to a previous meeting regarding garage suites. The Committee believes allowing the development of garage suites could alleviate some of the concerns around housing shortages. Members asked Balysky to gather more information on bylaws that may prohibit garage suites and bring the information back to the Committee.
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	<ul style="list-style-type: none"> • Machnee informed the Committee that the college received funding from Tree Canada to plant 30 fruit trees near the Trades & Technology Centre. There will be an event held May 25th or 26th to celebrate the installation of the fruit forest. The college was thankful for the assistance provided by the City of Yorkton's Parks Department in planning the initiative and will be recognizing them as a sponsor of the forest. • Polegi notified the Committee of the upcoming Business Forum being hosted by the Chamber of Commerce on June 8, 2023 at St. Mary's Cultural Centre from 10:30 AM to 2:30 PM. The event will focus on employee attraction and retention. Tickets will be priced at \$45 for a single ticket or \$70 for two tickets.
Motion 20-23	<p>Reed That the Economic Development Committee recommend that the Zoning Bylaw be amended to allow secondary suites, and more specifically garage suites.</p> <p>Carried Unanimously</p>

Action Items	
Discussion	<ul style="list-style-type: none"> • Balysky to share the Committee's feedback on latest edition of ReFine Magazine with ReFine Magazine. • Administration to investigate allowance of secondary suites, specifically garage suites within the city and bring more information back to the Committee. • Balysky to work with Machnee to develop a tech/innovation feature for the 2023 Harvest Showdown.
Motion	No motion

Next Meeting	Thursday, June 8, 2023, at 7:00 a.m. at City Hall.
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Adjournment	
Motion 21-23	<p>Councillor Zaharia That the Economic Development Committee Meeting be adjourned at 8:29 a.m.</p>

Bob Knox

CHAIRPERSON
Bob Knox

David Balysky

RECORDING SECRETARY
David Balysky

Economic Development Committee

MINUTES

JUNE 08, 2023

7:00 A.M. CIVIC OPERATIONS CENTER -
BOARDROOM

Attendees	Chairperson: Brian Hilderman (left at 8:05 a.m.) Chairperson: Bob Knox Councillors: Councillor Darcy Zaharia (left at 7:55 a.m.) Members: Don Reed, David McKerchar, Gwen Machnee, Marty Sveinbjornson, Raymond Sharp, Bob Knox
Invited Guests	Donna Brothwell Juanita Polegi (left at 8:22 a.m.)
Staff	David Balysky (Business Liaison)
Regrets	Councillors: Councillor Dustin Brears Members: Guests: Mayor Mitch Hipsley Staff:
Absent	Councillors: Members: Ayodele Komolafe Staff:
Recording	Zuleny Rodriguez
Call to order	7:03 a.m.
Adjourn	8:26 a.m.

Adoption of Agenda	
Discussion	Review of agenda items for discussion
Motion 22-23	Bob Knox That the agenda be approved as presented
Motion 23-23	Don Reed To amend the agenda by adding - Garage unit living development Raymond Sharp To amend the agenda by adding - Arctic Gateway Carried Unanimously
	To approve the agenda as amended Carried Unanimously

Minutes of the May 11, 2023 Meeting	
Discussion	Minutes from the May 11, 2023 meeting of the Committee were circulated electronically as part of the agenda package, and paper copies were available at the meeting.
Motion 24-23	Councillor Darcy Zaharia That the minutes of the May 11, 2023 meeting be approved as presented. Carried Unanimously

Machnee enters the meeting at 7:06 a.m.

Sveinbjornson enters the meeting at 7:07 a.m.

Real Estate Market Conditions and Outlook – Remax Blue Chip Realty (Mark Zawerucha)

Discussion	<ul style="list-style-type: none">- Zawerucha presented an overview of the market in the City of Yorkton, focused on residential and commercial challenges.- Zawerucha stated the benchmark price for houses in Yorkton this year is \$249,000 compared to 235,000 last year and 189,000-210,000 ten years ago, indicating an increase in home prices and interest rates.- May had 32 home sales, which is average. The busiest seasons are spring and fall, with sales ranging from 32 – 40 homes.- The main challenge in, not only Canada but also the United States, is low inventory. Yorkton is down by 17%, having only 52 listings compared to historical levels of 180-200 homes.- The inventory is primarily sourced from downsizing by older populations or through relocations by organizations like the RCMP.- Houses are selling quickly, with many selling within a day or week if priced appropriately, especially family homes with three bedrooms or more. Multiple offers are common.- Another challenge Zawerucha mentioned was the construction of new houses being insufficient to meet the demand and increase the inventory.- Zawerucha briefly mentioned the commercial market, which is at a historically low inventory with only 37 listings. Highlighting that clients are seeking flat warehouse space with heating, cement floors, forklift access, and large doors. Properties are selling quickly in the commercial sector, but prices are not significantly increasing.- Brothwell asked about the forecast for the next 2 – 3 years, having in mind the LDC builds and Richardson expansions.- Zawerucha answered that most of those companies likely will hire local workers or bring in crews who stay in hotels or Airbnb accommodations. He predicted that around five houses will be sold as a result, because he has noticed that many individuals, such as doctors, choose to rent if they are uncertain about staying in Yorkton. However, this highlights another issue – the lack of available rental properties.- Councillor Zaharia asked – What is the profile of the people buying properties now?- Zawerucha answered that the main demand is coming from people who either live in Yorkton looking to upgrade their house or terminate their rental situation as prices keep increasing.- Councillor Zaharia asked – What are the most desired commercial locations?- Zawerucha replied that there is a need for small retail space downtown and for industrial warehouses. In the downtown area, people are looking at the older buildings and for rentals that are around \$8 - \$10 dollars per square foot.- Brothwell asked - What would be a deterrent for clients to not go forward?- Zawerucha answered that has to do with the location and how much it takes to have the building up to standards.
Motion	No motion

Parade of Homes - David Balysky

Discussion	<ul style="list-style-type: none">- Balysky opened up the conversation around the idea of bringing a parade of homes back with the help of local builders or outside companies that might be interested. Asking for feedback to pursue this idea with local building companies.- The committee clarified what a parade home is and how it works. The idea is that builders from the area submit a recent home that they've built to be showcased and toured by anyone and everyone during set hours for a period of time.- Machnee asked what is the role of the City of Yorkton in all of this.- Balysky replied that the City would be looking after the organization of the parade homes, next to the promotion of different incentives that are in place about taxes and benefits to builders. This is because the City does not have a builders association to facilitate this.- The Committee discussed the idea and came to an agreement that is a good idea to pursue. They believe it will be good to build some enthusiasm within the people and increase awareness to build more.- The Committee then started a discussion about the lot prices that makes it difficult for construction companies to build and generate some profit.- Knox asked if the City would be inclined to do something with the lot-pricing situation. Generating some kind of incentive or promotion that could help.- Councillor Zaharia voiced his opinion in regards to a recommendation from the Committee saying – He doesn't think a recommendation coming from the Committee is going to do or change anything, he suggested that people will have to get a hold of any Councillor they know and present their idea and what needs to be done. Zaharia stated, that if it was him, he will give it away in the commercial area. Clarifying that the main issue is the Administration being stuck in repeating that you can't go less than what was put into that piece of land. He also added that it would be beneficial if along with the recommendation that multiple builders write a letter stating what they think and what would be helpful, hoping for a similar message to add more weight to it.- The Committee discussed further the recommendation proposed by Reed that they want to send to Council concerning lot prices being a limiting factor for new development in the City of Yorkton.- Balysky offered to write it down and share it via email with everyone to get an agreement and make a motion in the next meeting.
Motion	No motion

	Councillor Zaharia exits the meeting at 7:55 a.m. Hilderman exits the meeting at 8:05 a.m.
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Garage suites

Discussion	<ul style="list-style-type: none">- Reed asked about the status of his last recommendation regarding the Zoning Bylaw being amended to allow secondary suites and more specifically garage suites.- Balysky explained that he raised this matter with Eger due to his involvement in planning, zoning, and development. However, he has not received any response or feedback thus far.- Reed asked why it is not going directly to Council.
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	<ul style="list-style-type: none"> - Polegi emphasized that the minutes are presented to Council for their review. However, if Council fails to acknowledge and act upon the recommendations, despite the presence of the Mayor and two Councillors on the Committee, it raises questions about the significance of their roles. - The Committee discussed their unconformity with Council and Administration with their lack of attention to recommendations and solutions that this Committee has brought forward. Everyone would like to have feedback from Council and Administration.
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Arctic Gateway - Raymond Sharp

Discussion	<ul style="list-style-type: none"> - Sharp brought information forward regarding the Arctic Gateway. He was told that the Arctic Gateway had secured funding of \$500 million after submitting all the necessary documentation to the government. However, on the day after the funding was received, the CEO was unexpectedly let go while the CFO continued finalizing things. Unfortunately, despite two years of hard work, the funding was lost. It appears that the Liberal Government may not have been supportive of the initiative, which could have greatly benefited Western Canada.
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Business From the Floor

Discussion	<ul style="list-style-type: none"> - Knox shared that the Chief Corporate executive with Emerald Tires from India came to Canada for the first time to learn more about the area and one of his stops was Yorkton, Saskatchewan. - The committee discussed their unconformity with the City of Yorkton departments and regulations that cannot help with a few things. - Machnee shared the new name of the college – Suncrest College – and the official head office is at the Trades and Technology Centre as it is the only piece of land the college owns, thanks to the City of Yorkton.
Motion	No motion

Polegi exits the meeting at 8:22 a.m.

Action Items

Discussion	<ul style="list-style-type: none"> - Recommendation regarding lot prices to be drafted and sent via email for approval from the Committee.
Motion	

Next Meeting Thursday, September 14, 2023, at 7:00 a.m. at Deer Park – Meeting Room.

Adjournment

Motion 25-23

Sveinbjornson

That the Economic Development Committee Meeting be adjourned at 8:26 a.m.

Bob Knox

CHAIRPERSON
Bob Knox

Zuleny Rodriguez

RECORDING SECRETARY
Zuleny Rodriguez

Economic Development Committee

MINUTES

OCTOBER 12, 2023

7:00 A.M CITY HALL – ROOM A

Attendees	Chairperson: Bob Knox Councillors: Councillor Darcy Zaharia (via Zoom), Councillor Dustin Brears (via Zoom) Members: David McKerchar, Marty Sveinbjornson, Ayodele Komolafe (via Zoom)
Invited Guests	Mayor Mitch Hipsley, Lisa Washington (Manager of Community, Culture & Heritage), Samantha Mark (From Prairie Wild Consulting) and Christine (Prairie Wild Consulting)
Staff	David Balysky (Business Liaison)
Regrets	Chairperson: Councillors: Members: Gwen Machnee, Raymond Sharp Guests: Donna Brothwell, Juanita Polegi Staff:
Absent	Chairperson: Councillors: Members: Don Reed Staff:
Recording	Zuleny Paulenko
Call to Order	7:07 am
Adjourn	8:33 am

NOMINATION AND ELECTION OF CHAIRPERSON

Discussion	Administration opened the floor for a call for nominations for Committee Chairperson.
Motion 29-23	Sveinbjornson That Bob Knox be named the new Chairperson of the Economic Development Committee for the remainder of 2023. Carried Unanimously

NOMINATION AND ELECTION OF VICE-CHAIRPERSON

Discussion	Administration opened the floor for a call for nominations for Committee Vice-Chairperson.
Motion 30-23	Sveinbjornson That David McKerchar be named the new Vice-Chairperson of the Economic Development Committee for the remainder of 2023. Carried Unanimously

ADOPTION OF AGENDA

Discussion	Review of agenda items for discussion
Motion 31-23	That the agenda be approved as presented

Motion 32-23	<p>Councillor Brears To amend the agenda by adding - Yorkton open for business. Carried Unanimously</p>
	<p>McKerchar To approve the agenda as amended Carried Unanimously</p>

MINUTES OF SEPTEMBER 14, 2023

Discussion	Minutes from the September 14, 2023 meeting of the Committee were circulated electronically as part of the agenda package, and paper copies were available at the meeting.
Motion 33-23	<p>Sveinbjornson That the minutes of the September 14, 2023 meeting be approved as presented. Carried Unanimously</p>

YORKTON OPEN FOR BUSINESS – COUNCILLOR BREARS

Discussion	<ul style="list-style-type: none"> - Councillor Brears brought to the Committee’s attention a radio advertisement he heard on Red Deer radio, promoting a trade show that exclusively focuses on local business, showcasing what the city has to offer right within city limits. - Councillor Brears suggested that Balysky further explore this idea with the assistance of the Red Deer Chamber of Commerce. Councillor Zaharia provided Balysky with contact information for a friend of his who was involved with the Red Deer Chamber. - The Committee reached a consensus that this could present a valuable opportunity to promote city businesses both beyond provincial borders and within the city itself. - Some members raised questions regarding the specific focus and purpose of this initiative. - Councillor Brears reiterated that he does not currently have a strategy in place but intends to explore the feasibility of implementing a similar initiative for the City of Yorkton. - Members suggested contacting the Yorkton Lions Club to see if there is an opportunity to working with them to build on their existing Spring Expo event rather than creating a brand new event. One suggestion was to have some sort of wind up event with a guest speaker to close out Spring Expo as a way to attract more vendors. - Councillor Zaharia shared that he is working on organizing a sport related event, similar to Spring Expo, likely to be held in 2025.
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COMMUNITY CULTURAL PLAN – PRAIRIE WILD CONSULTING

Lisa Washington (Manager of Community, Culture & Heritage), Samantha Mark (Prairie Wild Consulting) and Christine (Prairie Wild Consulting) enter the meeting at 7:31 am.

Discussion	<ul style="list-style-type: none"> - Washington introduced herself as the Manager of the Community Cultural Plan. She explained that they are presenting to the Committee as per the suggestion of the former Director of Recreation & Community Services.
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- Mark introduced herself and the Prairie Wild Consulting as the consultants assisting with the cultural plan in Yorkton, involving an action plan and a policy plan.
- Mark explained that the Municipal Cultural Plan is divided into three stages. Dating back to 2020 with the start of stage 1 (developing a state of culture report), in 2022 (cultural planning) and this year and the following (developing the revitalized cultural plan).
- Mark expressed that all of this is to achieve a cultural vision and develop key actions for the short, mid and long term.
- Mark shared some of the findings from phase 1 and 2 to be implemented in the plan, mentioning three of the main areas of interest for Yorkton to be:
 - o United Nations Declaration on the Rights of Indigenous Peoples
 - o Truth and Reconciliation Commission Calls to Action
 - o Missing and Murdered Indigenous Women, Girls, Two-Spirited+ Call for Justice.
- Mark clarifies that this is a community plan that is in search of developing engagement and bringing the community together. She presented other topics that are of interest to the community and asked – What can we implement, what are some quick wins or moving actions?
- Mark then shared some of the key points and moving actions that they had landed at after the groundwork and multiple discussions with different people around Yorkton and the City of Yorkton. She expressed that they identified that there are lots of great things happening in Yorkton but there is a lack of a central locations where people go to access information regarding events. A few questions that remain unanswered include how to foster entrepreneurial interest in the community and how to communicate with people about existing events and spaces.
- Mark then opened the floor for discussion around the things that stand out to the Committee and if they could identify any quick wins.
- The Committee gave the following ideas:
 - o Identify the different cultures that are currently in Yorkton and the new ones that are arriving every year.
 - o Culture Days and June Days offer a space to represent the different cultures in the city and have been well received by the community. There is a big interest in expanding it in terms of time to include more cultures.
 - o Facilities like a commercial kitchen for events that can be used year-round, allowing groups to cook and at the same time sell their products. Members mentioned that many churches in the city have kitchens but they typically aren't available for rent due to insurance/liability concerns.
 - o Develop a list of groups that want to provide ethnic food, ensure they have food safety training, and potentially allow them to provide food service in City facilities lacking food providers, such as the Kinsmen Arena.
 - o Expand the use of Kinsmen Arena by hosting different events such as roller skating, fairs, general area use, etc.
- Washington added that the creative industries have the desire to have a cultural incubator?? that will provide space for people to get together with studios, which help creative entrepreneurs launch their businesses with a safe financial approach.

Mayor Hipsley exits the meeting at 8:11 am.

	<ul style="list-style-type: none"> - Christine asked if anyone could provide some insights regarding the following opinions from people in Yorkton. One side says "If you build it people will go" the other side says "No one goes to anything" - Balysky commented that many people often wait until the last minute to attend events in the city rather than planning to attend well in advance and that there has been a decline in event attendance following the pandemic. - Members agreed that there are a lot of events happening in Yorkton but they are often not communicated well to the community. Sharing the communications in a central location that everyone is aware of is a priority for it to flow in Yorkton.
Motion	No motion

ACTION ITEMS

Discussion	<ul style="list-style-type: none"> - Balysky to contact the representative for Red Deer Chamber of Commerce. - Balysky to contact the Yorkton Lions Club to see in what capacity the City can help them to attract more exhibitors for the Spring Expo. - Balysky to gather information in regards to building permits in comparable communities, specifically local RM's
Motion	No Motion

NEXT MEETING	Thursday, November 9, 2023, at 7:00 a.m. at City Hall – Room A
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ADJOURNMENT

Motion 34-23	<p>Sveinbjornson That the Economic Development Committee Meeting be adjourned at 8:33 a.m. Carried Unanimously</p>
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Bob Knox

CHAIRPERSON
Bob Knox

Zuleny Paulenko

RECORDING SECRETARY
Zuleny Paulenko

TITLE: Proposed Bylaw No. 11/2023 - A Bylaw to Amend Bylaw No. 20/2006 for 2024 Water & Sewer Rates	DATE OF MEETING: November 27, 2023
	REPORT DATE: November 22, 2023
CLEARANCES: Ashley Stradeski – Director of Finance Ashley Stradeski	ATTACHMENTS: 1. Bylaw No. 11/2023 Amend Water and Sewer Rates Bylaw No. 20/2006 and Repeal Bylaw No. 16/2022
Written by: Aron Hershmillier – Director of Environmental Services Aron Hershmillier	
Reviewed by: Jessica Matsalla - City Clerk Jessica Matsalla	
Approved by: Lonnie Kaal - City Manager Lonnie Kaal	

BACKGROUND

The City is continually assessing our water utility assets with the forethought and need to manage our utility for the following four main parameters.

1. Maintain current levels of service
2. Enhance or improve service to customers
3. Build for future growth and preparedness
4. Construct or modify for environmental and regulatory changes

These rate reviews are completed annually and can vary significantly depending on the list of capital projects. *** Some future Capital projects consist of a wastewater plant system renewal, water and sewer pipe replacement, and installation of new distribution pipe along with additional water reservoir storage, water treatment plant upgrades, plus additional water investigation and water tower and water well Improvement projects. These capital projects dictate what future increases will be required in order to finance these projects. The need to replace aging water and sewer infrastructure is apparent, but also constructing new infrastructure for growth, preparedness, and future demands. We are in the process of developing definitive long-term plans that result in greater long-term efficiencies with the required upgrades to our *Water System Master Plan* that dates back to 2004.

DISCUSSION/ANALYSIS/IMPACT

Proposed 2024 rate increases

The 2024 proposed water consumption and sewer rate increase is 4.6%, plus a \$3.00/month residential base rate increase, which equates to an approximate combined increase of 7.61 % to a resident or approximately \$5.08/ month. These figures were identified to develop the 2024 Operational and Capital budgets. The increase equates to approximately \$500,000 of revenue to be used for water and sewer infrastructure projects.

Listed below are the historical residential consumption and base rate increases with the 2024 proposed increase. (2021-2024)

Residential - Past, Current, and Proposed Rates + % revenue increase								
Consumption Rate (Increases)			Base Rate (Increases)			Residential - monthly water bill increase		Water Utility
Year	Consumption Rate / m3	Increase %	Base Rate \$/month	Increase \$	Increase %	Combined total ~ %	Combined total ~ \$/month	Annual revenue increase %
Jan 1, 2021	\$3.24 / m3	1.00%	\$17.25	\$3.00	21.1%	6.1%	\$3.39	5.70%
Jan 1, 2022	\$3.34 / m3	3.00%	\$18.25	\$1.00	5.8%	3.9%	\$2.30	3.24%
Jan 1, 2023	\$3.50 / m3	4.75%	\$21.25	\$3.00	16.4%	8.2%	\$5.08	6.29%
Jan 1, 2024	\$3.66 / m3	4.6%	\$24.25	\$3.00	14.1%	7.6%	\$5.08	6.85%

The Base Rate charge includes the cost to replace water meters, water and sewer pipe replacement, water /sewer services, water meter services, water billing, and corporate service expenditures. With the increase of service connection breaks, and with increasing costs for replacement, it is essential to continue with increases of our base rate. We are proposing a \$3.00 / month increase to the residential base rate for 2024. By increasing the base rate and the water consumption rates for 2024, this added increase of approximately \$500,000 will directly support the utility in order to be able to continue to improve identified capital water and sewer infrastructure projects.

Linear Assets

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

The following tables identify the water pipe only.

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

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

With our current budget we are able to replace approximately 500 linear meters of water pipe per year. With that being said, we have approximately 14,000 linear meters of water pipe that is over 75 years old, and with a replacement program of about 500 m/year it will take nearly 30 years just to replace that infrastructure. For 2024, we have budgeted \$1,107,330 towards Water Breaks and \$1,209,790 towards Water Main & Sanitary Sewer Replacement. The cost of water line replacement, seems expensive, however, the cost to repair leaks are three to five times greater than planned replacement, when calculated on a price per meter basis. In addition, with the amount of breaks increasing on an annual basis, this problem is not going away.

Over the next 10 years (2023-2032), the City plans to invest more than \$120 million dollars to over 30 water & sewer system projects. Those projected Capital Projects include Raw Water System upgrades and aquifer management projects; Water Treatment Plant maintenance and plant system upgrades; Distribution System maintenance and upgrades including new water and sewer piping, water tower repairs, additional water storage options, pumping stations, water/sewer pipe replacement & water meter services; and finally the Wastewater Plant upgrades.

Some examples are as follows:

Maintain Current Level of Service
Enhance or improve Service to Customers
Build for future growth and preparedness
Construct or modify for environmental and regulatory changes

1			Wells 13 & 9	2023
17			Water Main Replacement – York Road	2023/2024
30			WPCP - Renewal (expansion) - pre-design	2024
11			Water Treatment Plant - Chlorine system upgrades	2025

Community Comparison

For illustrative purposes, we looked at the City of Yorkton’s proposed 2024 rates and compared them with ten (10) other Saskatchewan cities’ 2023 rates. When comparing Yorkton’s proposed base rate of \$24.25/month to the other cities, you can see that Yorkton’s rate is significantly lower than the average base rate charge of \$47.77/month. Yorkton’s usage rate of \$3.66 per cubic meter (m3) is also below the average of \$4.10/m3 when compared with the other communities.

By taking Yorkton’s average of 13 cubic meters (2,860 gallons) per household per month and using this figure, an average home in Yorkton can expect monthly cost of \$71.83 compared to \$66.75 in 2023. (***) Some homeowners’ charges will be lower or higher than this amount, depending on their usage, as we are using the actual averages for Yorkton.) When totaling the monthly usage with the base rate charges (total monthly charges), Yorkton is again well below the average with a monthly bill of \$71.83/month compared to the average of \$101.10 / month.

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

Monthly Water / Sewer BILL Comparison based on (13 m³/month) of consumption							
Community	Total Water Bill incl. base rate	Total Base Rate	Water Base Rate	Sewer Base Rate	Stormwater Base Rate	Utility Base Rate	Combined Water & Sewer Rate (m/3)
Melville	\$ 154.81	\$96.40	\$55.60	\$15.80	\$0.00	\$25.00	\$ 4.49
Humboldt	\$ 143.95	\$64.26	\$24.23	\$18.03	\$22.00	\$0.00	\$ 6.13
North Battleford	\$ 110.96	\$68.58	\$18.27	\$26.34	\$0.00	\$23.97	\$ 3.26
Moose Jaw	\$ 104.64	\$64.32	\$36.32	\$19.67	\$0.00	\$8.33	\$ 3.10
Martensville	\$ 103.69	\$43.50	\$12.50	\$29.00	\$0.00	\$2.00	\$ 4.63
Estevan	\$ 97.19	\$57.02	\$20.03	\$11.46	\$10.53	\$15.00	\$ 3.09
Warman	\$ 94.51	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 7.27
Lloydminster	\$ 89.41	\$37.28	\$21.15	\$0.00	\$16.13	\$0.00	\$ 4.01
Swift Current	\$ 78.40	\$35.89	\$35.89	\$0.00	\$0.00	\$0.00	\$ 3.27
Weyburn	\$ 62.73	\$34.00	\$20.00	\$14.00	\$0.00	\$0.00	\$ 2.21
Average	\$101.10	\$47.77	\$24.39	\$12.21	\$4.42	\$6.75	\$4.10
City of Yorkton	\$ 71.83	\$24.25	\$24.25	\$0.00	\$0.00	\$0.00	\$ 3.66

The proposed rates for 2024 are listed as follows:

WATER AND SEWER RATES

		January 1, 2023	January 1, 2024
1)	Residential & Residential Multi-Family		
	Base Rate/Month	\$21.25	\$24.25
	Water Consumption & Sewer Discharge Rate /m ³	\$3.50	\$3.66
2)	Commercial		
	Base Rate/Month	\$50.00	\$50.00
	Water & Sewer Consumption Rate /m ³	\$3.50	\$3.66
3)	Industrial – Inside City		
	Base Rate/Month	\$75.00	\$75.00
	Water Consumption Rate /m ³	\$1.75	\$1.83
	Sewer Metered Rate /m ³	\$1.75	\$1.83
4)	Industrial – Outside City		
	Base Rate/Month	\$112.50	\$112.50
	Water Consumption Rate /m ³	\$2.63	\$2.75
	Sewer Metered Rate/m ³	\$2.63	\$2.75
5)	Yorkville Public Utility Board – Outside City		
	Sewer Metered Rate /m ³ – Yorkville Public Utility Board	\$1.92	\$2.01
6)	Meter Security Deposit		
	All Meters – Non-owned Residential, Commercial & Industrial	\$160.00	\$160.00
7)	Residential Septage Truck Disposal		
	Inside City /m ³	\$2.19	\$2.29
	Outside City /m ³	\$3.29	\$3.44
8)	Industrial Septage Truck Disposal		
	Inside City /m ³	\$42.34	\$44.35
	Outside City /m ³	\$63.51	\$66.53
9)	Bulk Water		
	Water consumption /m ³	\$4.34	\$4.55

FINANCIAL IMPLICATIONS

The proposed increases are estimated to provide approximately \$500,000 of additional revenue. These revenues are both utilized for operational and capital expenditures such as water and sewer infrastructure projects.

On average, a residential dwelling may experience an overall increase to their water bill of approximately \$5.00 / month. Yorkton’s average household water bill, would be approximately \$71.83 /month or only \$2.36 /day for .43m³ (430,000ml, 430 litre or 94 gallons/day).

In comparison, if you were to purchase a 500 ml bottle of water from a convenience store for \$2.50, for roughly the same price, a resident gets 430,000 ml for \$2.36, or that equates to 860, (500ml) bottles worth of water.....now let that sink in. Or let's look at one more comparison, when people fill an 18 litre water jug or 18,000 ml for \$2.50 that individual just paid 24 times more than city of Yorkton water!



COMMUNICATION PLAN/PUBLIC NOTICE

The city previously created a *Residential Water & Sewer Rates Brochure* that was posted to our website and social media platforms. We will update the brochure to help explain and educate residents of the 2024 increases and it will be posted on our website and social media platforms.

STRATEGIC PRIORITIES/OCP/COMMITTEE RECOMMENDATION(S)

Water rates are discussed annually and were discussed at the Environmental Committee on October 11, 2023. The Environmental Committee are aware of the infrastructure replacement needs and support the proposed increases in order to maintain the water and sewer infrastructure services within the city.

OPTIONS:

1. That Council approve Bylaw No. 11/2023 to Amend Bylaw No. 20/2006 and Repeal the previous amending Water and Sewer Rates Bylaw No. 16/2022 by giving all three readings at tonight's meeting.
2. That Council defeat Bylaw No. 11/2023 to Amend Bylaw No. 20/2006.
3. That Council direct Administration as they deem appropriate.

RECOMMENDATIONS:

- 1. That Bylaw No. 11/2023, a Bylaw in the City of Yorkton in the Province of Saskatchewan to Amend Bylaw No. 20/2006 Establishing a Water and Sewer Rates Bylaw and Repeal Bylaw No. 16/2022 be introduced and given first reading this 27th day of November A.D. 2023.**
- 2. That Bylaw No. 11/2023 be given second reading this 27th day of November, A.D., 2023.**
- 3. That with the unanimous consent of Council, Bylaw No. 11/2023 proceed to third reading this 27th day of November, A.D., 2023.**
- 4. That Bylaw No. 11/2023, a Bylaw in the City of Yorkton in the Province of Saskatchewan to Amend Bylaw No. 20/2006 Establishing a Water and Sewer Rates Bylaw and Repeal Bylaw No. 16/2022 be given third and final reading this 27th day of November, A.D., 2023, and be registered in the Bylaw Register of the City of Yorkton.**

**City of Yorkton
Saskatchewan**

Bylaw No. 11/2023

**A Bylaw of the City of Yorkton in the Province of Saskatchewan to Amend
Bylaw No. 20/2006 Establishing a Water and Sewer Rates Bylaw and Repeal Bylaw No. 16/2022**

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

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

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

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

WATER AND SEWER RATES

		January 1, 2024
1)	Residential & Residential Multi-Family	
	Base Rate/Month	\$24.25
	Water Consumption & Sewer Discharge Rate /m3	\$3.66
2)	Commercial	
	Base Rate/Month	\$50.00
	Water & Sewer Consumption Rate /m3	\$3.66
3)	Industrial – Inside City	
	Base Rate/Month	\$75.00
	Water Consumption Rate /m3	\$1.83
	Sewer Metered Rate /m3	\$1.83
4)	Industrial – Outside City	
	Base Rate/Month	\$112.50
	Water Consumption Rate /m3	\$2.75
	Sewer Metered Rate/m3	\$2.75
5)	Yorkville Public Utility Board – Outside City	
	Sewer Metered Rate /m3 – Yorkville Public Utility Board	\$2.01
6)	METER DEPOSIT	
	All Meters - Residential, Commercial & Industrial	\$160.00
7)	RESIDENTIAL SEPTAGE TRUCK DISPOSAL	
	Inside City /m3	\$2.29
	Outside City /m3	\$3.44
8)	INDUSTRIAL SEPTAGE TRUCK DISPOSAL	
	Inside City /m3	\$44.35
	Outside City /m3	\$66.53
9)	Bulk Water	
	Water Consumption /m3	\$4.55

2. REPEALING BYLAW

That Bylaw No. 16/2022 passed on the 5th day of December, 2022 be hereby repealed.

3. EFFECTIVE DATE OF BYLAW

This bylaw shall come into force and take effect on January 1st, 2024.

MAYOR

CITY CLERK

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

Read a second time this 27th day of November, A.D. 2023.

Read a third time and adopted this 27th day of November, A.D. 2023.

TITLE: Show Home Rebate Program – Update	DATE OF MEETING: November 27, 2023
	REPORT DATE: November 21, 2023
CLEARANCES: Michael Eger – Director of Planning, Building & Development Michael Eger Ashley Stradeski – Director of Finance Ashley Stradeski	ATTACHMENTS: 1. Show Home Rebate Program Policy 10.20 – November 27, 2023 Revision (Pages 1 – 2) 2. York Landing Phase II Lot Map
Written by: David Balysky – Business Liaison David Balysky	
Reviewed by: Jessica Matsalla – City Clerk Jessica Matsalla	
Approved by: Lonnie Kaal – City Manager Lonnie Kaal	

Background:

At the October 2, 2023 Council meeting, Council approved the new Show Home Rebate Program Policy 10.20 (SHRP). Council was unanimously in favour, carrying the following resolution:

That Council adopt the Show Home Rebate Program Policy No. 10.20 as presented, with all new City-owned residential lots being eligible for the rebate.

The program launched on November 1, 2023 and public promotion has been ongoing since.

Committee Recommendations:

Program changes were then discussed in detail at the November 9, 2023 Economic Development Committee (EDC) meeting, with members commenting that:

- Furnishing the home should not be a mandatory requirement to qualify for the rebate. Considering that much of the furniture used to stage a home is often removed, there is increased possibility that furniture could be damaged due to repeatedly being moved. Therefore, each builder should decide how much of the home they’d like to furnish;
- Rather than allowing all new City-owned residential lots to be eligible for the rebate, a specific set of lots on the same street should be selected;
- More specific parameters should be set, such as a square footage range and architectural design to ensure all homes are relatively comparable to each other;

- The build-by date should be extended from September 1, 2024 to at least October 1, 2024.
- Administration should seek input from three local builders on the comments from the EDC before making alterations to the policy.

Following the discussion, the Committee carried the following resolution:

That Administration take the Show Home Rebate Program back to Council with amendments that limits lot selection to one street and that the rebate amount be changed from \$20,000 to 50% of the lot price.

Administrative Review:

Due to time constraints and scheduling conflicts, Administration was able to meet with only one of the three local builders the EDC had suggested. The builder provided the following feedback regarding the changes put forth by the EDC:

- The City should select a grouping of five lots within York Landing, preferably on Heath Court, to be eligible for the rebate in order to initiate a traditional parade of homes and spur further development in the subdivision;
- Approved homes should have an above grade square footage of between 1,400 – 2,200 sqft, with a minimum of 1,000 sqft on the main level;
- Approved homes should include a two car garage, finished driveway, front-yard landscaping and finished posterior deck; and
- Primary exterior finishes should be accompanied by some type of complementary finish on the façade, such as stone, brick, etc.

Administration can easily incorporate architectural controls into the policy (as shown in Attachment 1). We were previously trying to be flexible, which is why the program was eligible for all City lots. However, the Parade of Homes concept would likely work better if all the homes were developed on the same street and concentrated development would theoretically spur additional construction in York Landing. The Show Home Rebate Policy is set up such that it can be used whether or not a Parade of Homes materializes, so the lot selection would be established through Council resolution and not in the Policy.

Increases in the rebate would equate to increased lot discounts. The City has been averse to lot discounts for two main reasons:

1. Lots are sold on a cost recovery basis and their development is self-sustained by the City’s land development fund. Lot discounts would create losses in the land fund, and those losses would eventually have to be subsidized by the general revenue fund, which is primarily funded by property taxes.
2. Discounts to City-owned lots would create inequities with the private market, whereby the City would effectively be undercutting private lot owners who also have to pay vacant land taxes to carry their inventory.

Financial Implications:

Council previously agreed to allocate a total of \$100,000 in funding toward the Program in 2024. This funding was being reallocated from the Business Improvement Incentive Program (BIIP), which will be funded in 2024 by BIIP reserve funds from 2021-2023 (approximately \$100,000). The \$100,000 budget also satisfied the EDC's previous suggestion of converting the 5-year tax incentive (valued at approximately \$20,000) offered by the Residential Construction Incentive (RCI) into a discounted lot price.

If the resolution brought forward by the EDC to offer a 50% lot discount is approved by Council, the current budget allocation would need to increase to at least \$295,000 (based on 35, 39, 43, 47 & 51 Heath Court being the selected lots). Members of the EDC suggested this increase could be funded by the Land Fund. However, Administration would caution against this as using money from the Land Fund will erode the ability to develop new land in the future to replace inventory that has been sold. Additionally, debts in the Land Fund have previously been covered through internal loans – with the progression of the York Road Reconstruction Project, we are now externalizing debt which, in turn, increases the costs for debt-servicing (interest payments).

Council has previously inquired about redirecting tax revenue to offset losses in the Land Fund. In this case, if we were to expect \$4,000 in tax revenue (municipal share) for each of the five homes beginning in 2029, assuming debt servicing costs equal tax inflation, it would take until 2044 to repay the losses.

In consideration of the existing \$20,000 Show Home Rebate, five-year residential tax abatement, significant time to repay losses and of the other demands for City funding, Administration would not be in favour of an increase in the Show Home Rebate or of further lot discounts.

Communication Plan:

Pending Council's decision, the revised Policy will be placed on the City website and promoted through the City's social media accounts.


Options:

1. That Council approve the revised Show Home Rebate Program, including architectural controls, lot choices focused on Heath Court, an extended application deadline of January 31, 2024 and with no changes to the existing budget of \$100,000.
2. That Council approve the revised Show Home Rebate Program, including architectural controls, lot choices focused on Heath Court, an extended application deadline of January 31, 2024 and a new budget of \$295,000.
3. That Council approve the revised Show Home Rebate Program, including architectural controls, lot choices focused on Heath Court, an extended application deadline of January 31, 2024 and a new budget proposed by Council.
4. That Council decline all revisions to the Show Home Rebate Program and the program be carried out as initially approved.
5. Alternative direction from Council.

Recommendation:

1. That Council approve the revised Show Home Rebate Program including architectural controls, lot choices focused on Heath Court, an extended application deadline of January 31, 2024 with no changes to the existing budget of \$100,000.

Attachment 1

		City of Yorkton	
POLICY TITLE SHOW HOME REBATE PROGRAM (SHRP)		ADOPTED BY City Council	POLICY NO. 10.20
ORIGIN/AUTHORITY City Council	JURISDICTION City of Yorkton	EFFECTIVE DATE October 2, 2023 November 27, 2023 (Revised)	PAGE # 1 of 2

PURPOSE:

To encourage the development of new finished homes in underdeveloped residential subdivisions by providing financial incentive to homebuilders to construct and sell show homes on City-owned residential lots.

POLICY:

1. City Council has adopted the **Show Home Rebate Program (SHRP)**, as outlined.
 - 1.1 The SHRP is made available to all eligible contractors as determined by City of Yorkton Policy No. 10.180 "Sale of Residential Lots".
 - 1.2 A rebate of \$20,000 will be offered to eligible contractors upon substantial construction completion (90 days after City approval of the vapour barrier installation). Contractors may use the rebate toward the purchase price of the lot or other costs associated with the show home.
 - 1.3 To be eligible:
 - 1.3.1 The applicant must have constructed at least one residential dwelling during the two years prior to application;
 - 1.3.2 The applicant must have proven capacity to construct a residential dwelling by ~~September~~ **October 1, 2024**;
 - 1.3.3 The show home must have a completed interior and exterior and ~~must be appropriately furnished~~ **can be furnished at the discretion of the builder**;
 - 1.3.4 The show home must be grassed or turfed in the front yard and have a finished hard surface driveway **and finished posterior deck**;
 - 1.3.5 **The show home must have an above grade square footage of between 1,400 – 2,200 sqft, with a minimum of 1,000 sqft on the main level; and**
 - 1.3.6 **The primary exterior finishes of the show home must be accompanied by some type of complementary finish on the façade (i.e. brick, stone, etc.).**
 - 1.4 Preference will be given to locally-owned businesses.
 - 1.5 Lots will be sold as per City of Yorkton Policy No. 10.180 "Sale of Residential Lots".
 - 1.5.1 **Upon the signing of an Agreement, an amount equal to 10% of the purchase price of the lot plus GST is payable to the City.**

Attachment 1, continued

POLICY TITLE	POLICY NO.	PAGE #
SHOW HOME REBATE PROGRAM (SHRP)	10.20	2 of 2

1.5.2 The balance owing is due, for contractors intending to build a spec home, within 24 months from the date of signed Agreement.

1.6 Application Procedure:

1.6.1 A completed "Show Home Rebate Program Application" (see Appendix A) must be submitted to the Business Liaison no later than January 31, 2024.

1.6.2 The following must be included with the Application:

- a. Proposed budget and estimates by a professional estimator, contractor, engineer, architect or qualified design professional.
- b. Site plan of the property to scale, building elevation drawings, renderings or mock-ups, and photos of similar works and proposed materials.

1.7 Applicants are eligible to receive the SHRP for multiple properties, provided they meet the requirements of this Policy.

1.8 All applicants must submit 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.

1.9 The City is only responsible for providing rebates based upon the funding commitment for that fiscal year as determined by City Council.

1.10 The City reserves the right to repeal approval under the SHRP if:

- 1.10.1 Construction of the new dwelling unit is discontinued;
- 1.10.2 Building/site deficiencies are not corrected; or
- 1.10.3 The property is in contravention of any City bylaw.

1.11 The City reserves the right to withhold a portion of the rebate should the applicant fail to meet all points listed under Section 1.3 of this policy.

1.12 A property that received a rebate for the Show Home Rebate Program may also be considered for the Residential Construction Incentive upon application of a Building Permit for eligible structures.

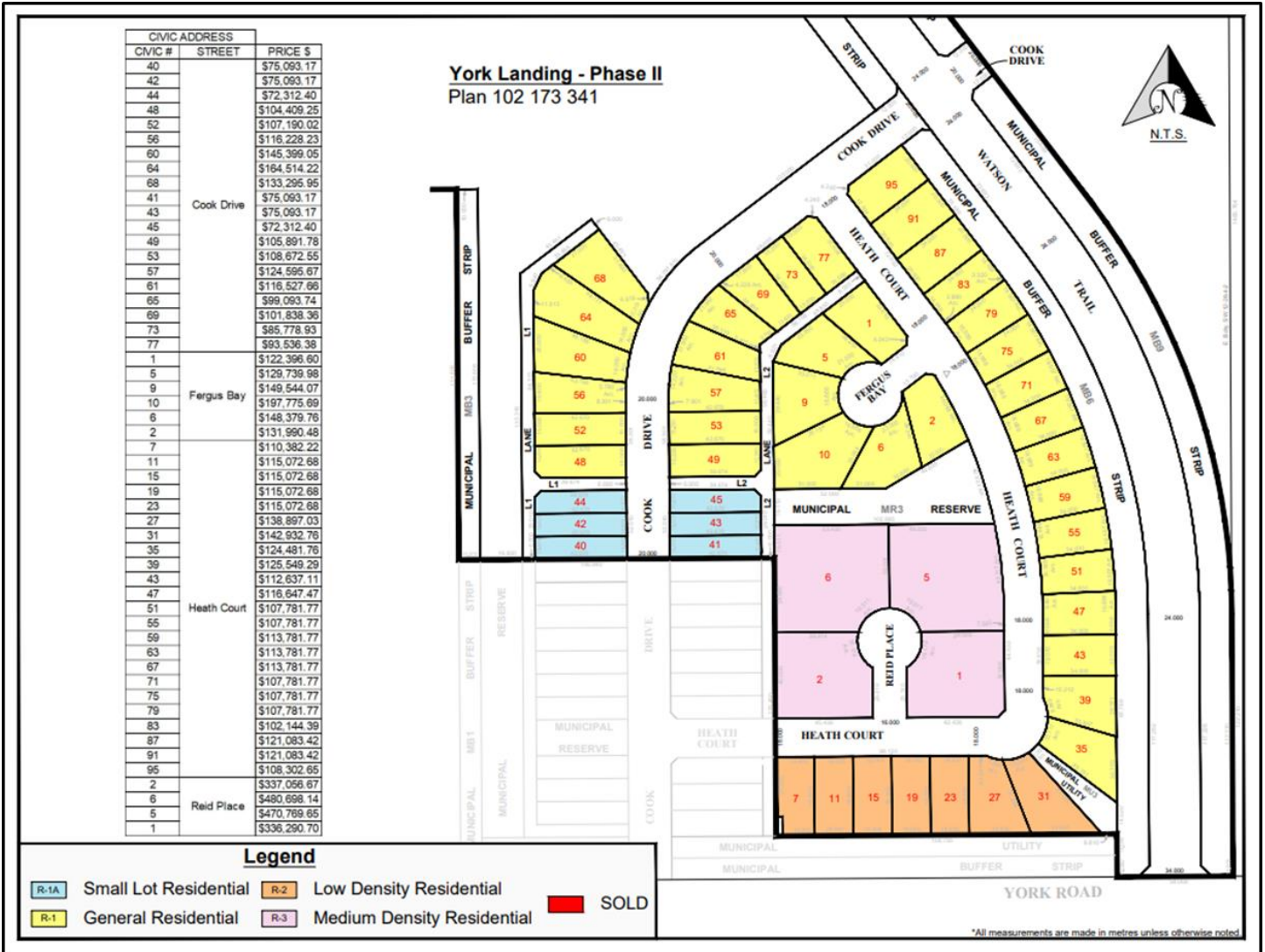
1.13 The City will award a maximum of five separate rebates in 2024.

1.14 This Policy will close to new applicants at the end of 2024.

RESPONSIBILITY:

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

Attachment 2



TITLE: Free Parking – Downtown Parking Lots	DATE OF MEETING: November 27, 2023
CLEARANCES: Rene Richard René Richard, Director of Engineering & Asset Management	REPORT DATE: November 17, 2023 ATTACHMENTS:
Written by: Nicole Baptist – Bylaw & Safety Supervisor Nicole Baptist	
Reviewed by: Jessica Matsalla - City Clerk Jessica Matsalla	
Approved by: Lonnie Kaal - City Manager Lonnie Kaal	

BACKGROUND

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

DISCUSSION/ANALYSIS/IMPACT

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

- December 11-29, 2023 or December 18-29, 2023
- February 7-14, 2024 (Valentine’s Day)
- March 25-29, 2024 (Easter)
- July 1-5, 2024 (Yorkton Ex Summer Fair)
- August 26-30, 2024 (Back to School Week)
- October 28-November 1, 2024 (Harvest Showdown)

Dates for free parking during the holiday season in 2024 will be brought forward in December 2024, along with any additional dates we would like to include in 2025.

In addition to the above noted weeks, this Holiday Season, Yorkton will be a stop for the CPKC Holiday Train. In support of the event, Administration recommends we allow free parking on December 5, 2023 as well.

FINANCIAL IMPLICATIONS

Anytime that the City is offering free parking in our downtown parking lots we will lose revenue. Based on previous revenues, we anticipate a loss of approximately \$65 per week that we offer free parking. Should we opt to move forward with the proposed dates, Administration anticipates a loss of approximately \$500.

COMMUNICATION PLAN/PUBLIC NOTICE

If free parking is approved by Council, Administration will post signage on multi-space pay station machines stating that parking is currently free in those lots. Further, Administration will put notifications in Yorkton This Week newspaper, on the City website and on social media to notify the public of free parking provisions.

STRATEGIC PRIORITIES/OCP/COMMITTEE RECOMMENDATION(S)

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

OPTIONS

1. That Council offers free parking access to the four Multi Space Pay Station Parking Lots and the Permit Parking lots located on Myrtle Avenue, Betts Avenue, First Avenue and Second Avenue for the following dates:
 - December 5, 2023
 - December 18-29, 2023
 - February 7-14, 2024
 - March 25-29, 2024
 - July 1-5, 2024
 - August 26-August 30, 2024
 - October 28-November 1, 2024

2. That Council offers free parking access to the four Multi Space Pay Station Parking Lots and the Permit Parking lots located on Myrtle Avenue, Betts Avenue, First Avenue and Second Avenue for the following dates:
 - December 5, 2023
 - December 11-29, 2023
 - February 7-14, 2024
 - March 25-29, 2024
 - July 1-5, 2024
 - August 26-August 30, 2024
 - October 28-November 1, 2024

3. That Council revert back to the original intent of the free parking weeks and only provide free parking in December to encourage shopping local around the holiday season and offers free access to the four Multi Space Pay Station Parking Lots and the Permit Parking lots located on Myrtle Avenue, Betts Avenue, First Avenue and Second Avenue, from December 18, 2023 through December 22, 2023.
4. That Council offers no free parking as proposed by Administration.

RECOMMENDATION

1. Administration recommends selecting Option 1 or Option 2. The difference between Option 1 and 2 is the December free parking dates. Option 1 provides two weeks of free parking whereas Option 2 provides three weeks of free parking.