

CITY OF YORKTON
REGULAR COUNCIL MEETING AGENDA
Monday, April 29, 2024 - 5:00 p.m.
Council Chambers, City Hall

1. **CALL TO ORDER**
2. **APPROVAL OF AGENDA**
3. **PUBLIC ACKNOWLEDGEMENTS**
4. **APPROVAL OF MINUTES**
 - a. Regular Council Meeting Minutes – April 8, 2024
5. **UNFINISHED BUSINESS**
6. **REPORTS OF COUNCIL COMMITTEES AND MATTERS REFERRED**
 - a. Planning and Infrastructure Commission Meeting Minutes – March 6, 2024
7. **HEARING OF PETITIONS, PUBLIC NOTICES AND PRESENTATIONS**
 - a. Yorkton Business Improvement District – Update on Operations, Request for increased funding/bylaw review & Approval of 2024 Budget
 - b. Yorkton Film Festival – Update on the Upcoming Film Festival May 23-25, 2024
 - c. Yorkton Arts Council – Sponsorship Request for the Sunflower Art and Craft Market 2024
8. **BUSINESS ARISING OUT OF PETITIONS, PUBLIC NOTICES AND PRESENTATIONS**
 - a. Director of Recreation and Community Services
 - Yorkton Arts Council Sunflower Art & Craft Market Rental Fee Relief Request Response
9. **CORRESPONDENCE**
10. **BYLAWS**
 - a. Assessment & Taxation Manager
 - Proposed Bylaw No. 4/2024 – 2024 Mill Rates, Factors, Levies and Base Taxes for Classes and Sub-Classes of Land and Improvements
 - Proposed Bylaw No. 5/2024 – Exemption of Taxation – Other
 - Proposed Bylaw No. 6/2024 – Exemption of Taxation – Business Improvement Incentive Program Policy and Residential Construction Incentive Policy
11. **ADMINISTRATIVE REPORTS**
 - a. Director of Public Works
 - Landfill Leachate Line Tender
12. **GIVING NOTICE OF MOTION**
13. **IN CAMERA SESSION**
 - a. Budgetary Item A
 - b. Budgetary Item B
14. **ADJOURNMENT**

Planning and Infrastructure Commission

MINUTES

MARCH 6TH, 2024

7:00 A.M.

MEETING ROOM A,
CITY HALL – SECOND FLOOR

Attendees	Chairperson: Mike Popowich Councillors: , Councillor Quinn Haider Members: David McKerchar, Doug Forster, Eleanor Shumay, Eugene Fedorowich, Glen Tymiak, Jan Morrison, Isabel O'Soup - via zoom, Patricia Zaryski
Staff	Michael Eger – Director of Planning, Building and Development Carleen Koroluk – Land Use Planner Jennifer Pinette – Administrative Assistant
Regrets	Councillors: Mayor Mitch Hipsley Members: Councillor Randy Goulden Staff:
Absent	Councillors: Members Staff:
Recording	Jennifer Pinette
Call to order	7:04 a.m.

ADOPTION OF AGENDA

Discussion	Review of Agenda items.
Motion 7-2024	Shumay That the agenda be approved as presented. Carried Unanimously

DECLARATION OF CONFLICT OF INTEREST

Discussion	Popowich declared a Conflict of Interest to the New Business and removed himself during the discussion.
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APPROVAL OF MINUTES

Discussion	Minutes of the February 14 th , 2024 Planning and Infrastructure Commission Meeting were circulated with the agenda package.
Motion 8-2024	Zaryski That the Minutes from the February 14 th , 2024 Planning and Infrastructure Commission Meeting be approved. Carried

OLD BUSINESS

Discussion	<ul style="list-style-type: none">- Koroluk presented information received from the City of Regina regarding their process for Residential Rehabilitation Homes
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NEW BUSINESS

1. Zoning Bylaw Amendment Application to Rezone 72 Broadway Street West from C-1 City Centre Commercial to CMI-1 Commercial-Industrial Transitional to Allow for Council's Consideration of Future Light Industrial Uses as Discretionary Uses.	
Discussion	<ul style="list-style-type: none">- Popowich declared a Conflict of Interest and removed himself from the meeting. Fedorowich took over chair.- The owners are contemplating building an addition to their current warehouse space with the possibility of adding in-house product packaging at the location.- The property is currently zoned as C-1 City Centre and the "packaging of products" is classified as a light industrial use in the Zoning Bylaw and is currently not permitted in the C-1 district. As such, TA Foods has submitted an application to rezone the property to allow for future light industrial use applications.- Commission noted that rezoning the property to CMI-1 which lists Light Industrial Uses as Discretionary Uses would give Council the opportunity to consider applications on a case by case basis.

Motion 9-2024	Forster The Planning and Infrastructure Commission recommends that Council approve Zoning Bylaw Amendment Application to Rezone 72 Broadway Street West from C-1 City Centre Commercial to CMI-1 Commercial-Industrial Transitional to Allow for Council's Consideration of Future Light Industrial Uses as Discretionary Uses. Carried Unanimously
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BUSINESS FROM THE FLOOR

Discussion	<ul style="list-style-type: none"> - Conversation regarding development of the former Howard Johnson lot on the corner of Broadway and Dracup - Discussion about the proposed Airport Terminal and the number of flights in/out of the city
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NEXT MEETING

	Wednesday, March 27, 2024 at 7:00 a.m. at City Hall Meeting Room A
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ADJOURNMENT

Motion 10-2024	Zaryski That the meeting be adjourned at 7:31 a.m. Carried
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SIGNATURE OF MINUTES

Chairperson	Mike Popowich _____ Chairperson – Mike Popowich
Recording Secretary	Jennifer Pinette _____ Jennifer Pinette

Introduction:

A Presentation from
YBID by
Executive Director
Donna Brothwell



YBID

2024 Budget	Annual
Revenue	
EMPLOYEE COSTS	TOTAL
Business Levy	\$ 113,850.00
Grant - City of Yorkotn	\$ 100,000.00
Interest	\$ 500.00
Santa Claus Parade*	\$ 21,000.00
Other/Grants/ Funding*	\$ 55,500.00
Total Revenue	\$ 290,850.00
Administration Costs	
OFFICE COSTS	TOTAL
Bank Charges	\$ 1,000.00
Board Expenses	\$ 1,000.00
Convention and Travel	\$ 4,000.00
Salary and Benefits	\$ 40,000.00
Meetings and Promotion	\$ 4,500.00
Memberships and Subscriptions	\$ 1,000.00
Office Expenses	\$ 1,500.00
Professional Fees	\$ 1,800.00
Promotions and Advertising	\$ 13,000.00
Rent	\$ 3,000.00
Telephone	\$ 1,400.00
Total Administration Costs	\$ 72,200.00
Programs and Projects	
Clean Sweep	\$ 17,000.00
Flowers and Pots	\$ 47,000.00
June Days	\$ 20,000.00
Santa Claus Parade/Fest	\$ 21,000.00
OtherSponsorshiips/Memberships*	\$ 10,150.00
Dracup Reserve/Highway #9/Broadway*	\$ 50,000.00
BIIP program	\$ 50,000.00

Long Term Commitments		
Dracup Project 2017	\$ 50,000.00	PD Nov. 21st 2018
Dracup Project 2018	\$ 50,000.00	2017 and 2018 paid Nov. 21st 2018
Dracup Project 2019	\$ 50,000.00	Paid Aug. 30th 2019
Dracup Project 2020	\$ 50,000.00	Pd July 2020
Dracup Project 2021	\$ 50,000.00	Pd Aug 2021
Dracup Project 2022	\$ 50,000.00	Pd May 2022
Dracup Project 2023	\$ 50,000.00	Savings of 50,000
Total	\$ 350,000.00	
Highway #9/Broadway 2024	\$ 50,000.00	first payment Sept. 2023
Highway #9/Broadway 2025	\$ 50,000.00	
Highway #9/Broadway 2026	\$ 50,000.00	
Total	\$ 150,000.00	
Santa Claus Parade		
Revenue - Sponsorships/ gra	\$ 21,000.00	
Expense	\$ 20,000.00	
Surplus	\$ 1,000.00	For other/ Santa fest or June Days.
Other Grants and Funding		
SaskLotteries	\$ 5,000.00	
PHDC	\$ 5,000.00	
MIF	\$ 10,000.00	
Sask Culture	\$ 5,000.00	
From Reserves or other	\$ 27,000.00	
Govt. of Canada Student	\$ 3,500.00	
Total Other Grants and Fu	\$ 55,500.00	
Sponsorships/Memeberships		
Yorkton Tourism	\$ 250.00	Membership
Yorkton Film Festival	\$ 1,000.00	Sponsor
Strategic Planning	\$ 5,000.00	
Sign Mobility	\$ 1,000.00	Sponsor
Chamber of Commerce	\$ 1,000.00	Sponsor Awards
SEDA	\$ 900.00	for two confence fees
Health Foundataion (R&R)		

Budget Projects

Clean Sweep: This project continued for 2023 with a new partnership with SaskAbilities. Our local workers will once again be out on the sidewalks keeping our District clean.

The summer Project hits the sidewalks for beginning of June to end of Sept. weather permitting. Also for the winter program of removal of the snow on our down town sidewalks SaskAbilities also took on this and once again in the winter of 2023/24 we saw the workers out cleaning the walks to ensure great access to our district. PHCDC was a funding source for this project in 2023/24 and is the Naming sponsor for the winter project.

Flower and pots: This project which will continues with two partners., Youngs Plant World and Prairie Harvest Employment Centre for 2023. The pots are started early in the year and are placed in several locations in the District and cared for by our Partners during the year. In the early spring of 2023 we received a Grant from PHCDC to continue the care and delivery of the program. The summer flower pot program was a huge success like many of the years but weather for summer of 2023 cooperated and the flower pots were just amazing. YBID also wants to acknowledge Tourism for implementing the best flower pot contest which helped bring wonderful attention to the program.

Dracup Reserve: The final payment for the dracup reserve walking bridge was made this year. The project came in under budget so a considerable savings helped us pay off the debt a little quicker.

Old Mill: 2022 marked the final payment of a 25,000 dollar donation to our Old Mill. We also dedicated two YBID benches to the project for 2021 and helped locate garbage cans for the area. Going forward with support of the Mill we will attend the fundraising supper as well as the events the Mill puts on during the summer.

Budget Projects

Santa Claus Parade: Taken on in 2016 YBID is proud to be the organizers of this wonderful project. We asked the Yorkton Exhibition and the Yorkton Chamber of Commerce to come on board as organizers to help with the parade for 2023 and to help ensure transitioning back to a rolling parade was easier with many hands.

The funding for the Santa Claus Parade is all fundraised through sponsorships. The sponsorships pay for the pancake breakfast, the movie matinee, the float, the administration, the goodies bags, and all the items and workers that are put into this project. As the organizing bodies we decided to go back to the rolling parade for 2023 which was a huge success. Traffic volunteers from all volunteer organizations, friends, families and boards took part. The pancake breakfast was the largest we have seen at the fire hall and the movie sold out as well.

Highway #9 and Broadway: This project broke ground in 2021 and is a great partnership with the City of Yorkton to beautify our District and a chance for YBID to put some money in that end of the District for a beautiful welcome to Yorkton. This is a commitment of \$150,000 with the City paid out \$50,000/year over three years. If you have not seen the gateway corner especially at night you will not be disappointed and it will be worth your time.

June Days: Wow! Is what we can say about June Days for this community. Born from an idea brought to the Board early Feb. Of 2022 this project came to fruition for all 5 Thursdays in June. We hosted Canadian days, Philippines, Ukraine, and India, Vietnamese, Nigeria, and Jamaican cultures in the City Centre Park. Food, songs, games, language, national anthems, flags and entertainment from each culture was hosted with a representative and communities all coming out to share, learn and participate.

Budget Projects

June Days Continued

Kids activities such as face painting with the flags, temporary tattoos like henna and jeweled attired stick ons were popular. Volunteers came help with the kids games and blow up activities. Bringing out 2500 persons in all and much activity to the down town area. This project continues for 2024 and planning is well underway. We will host six ethnic groups again and hope for more as the project expands. Not only in size as we will take over the parking lot behind the park this year for more activities and fun. As we have only 4 Thursdays the cultural entertainment will continue on at the Cultural stage at the Exhibition for the fair days as our 5th activity day.

Murals: As asked by Council, it was confirmed that the YBID has assumed all fiduciary and maintenance responsibilities for the mural since the Renaissance Group dissolved a few years ago. With the Mural restored in 2021 by the original artists plus two local artists Tammy Vermette and Angelina Cardinal it continues to be a beautiful addition to the City. Once again in 2023 our artists needed to touch up the mural so it remains a historic and beautiful piece of art work right in the middle of the community.

City Clock: In 2022 the Clock was moved to the Old Mill location in which YBID is grateful for the placement. With Commitment from the City to help move and restore it to working it makes a beautiful addition to this historic site. The Tipi now stands in the Park representing our indigenous community and a huge step towards reconciliation. The Tipi will be used During June Multicultural Days in 2024 to host the food booths for each culture.

Budget Projects

BIIP: This project got started in Jan. 2021 with applications coming in and has been a huge success. Our City and District saw several businesses renovating their facades for the 2022/23/24 construction season. YBID Chair, ad ED went out with our City Liaison and Mayor to present cheques to 5 businesses in 2023 and have now presented 15 businesses since inception and over 140,000 in façade improvement grants.

The application process is online at the City website and a link on the YBID site as well.

YBID Chats: Our Zoom interview series is now an Access show!

Access has produced the show on Access Now which airs Mon, Wed, and Fri each week at 1:30 pm. This is all in the effort to #shopyorkton and bring to light the businesses we have in our District and Community that are available. New thoughts and ideas have been put forward to once again host online for our social media fans.

Marketing: We allocate \$14,000 to marketing our District and our message is simple and clear,..... SHOP YORKTON! This message is on our billboards, in our papers, TV, Radio and social media!

Sponsors and Programs

Film Festival: YBID has donated \$1000 to the Film Festival for the Film Festival and do so each year as budget allows. This historic and world class event takes place yearly and we are proud to support.

SIGN Mobility Car: In partnership with SIGN the Mobility Car continues, and we are proud to sponsor this much needed service. Our Logo is on the car which is out and about in the community helping persons to and from locations. YBID donates \$1000 each year to this service.

Chamber of Commerce: Not just a member the YBID supports the Chamber in their events such as Celebrate Success and the Business Dinner as well as our Chamber has joined us as organizing sponsor for the Santa Claus Parade.

Yorkton Arts Council: In 2023 the YBID found sponsor money to support the Arts Council in their great efforts to bring our community entertainment in the Arts.

Communications

Membership list: The membership list has been a forever changing list so ongoing is the word. Our members include all businesses in the District. The Membership is visited once a year with our walks in the district. We drop off information, touch base with The members and see what is happening with them. Each year we now create a list of new businesses in the district and that is with help of the City and our Business Liasson who now keep track of that.

Press releases: YBID has committed to letting our members know what we are up to. Press releases for 2023, June Days, Santa Claus Parade, Flower Pots, and more.

News articles: We have a spot in the Yorkton This Week that we regularly use for information on programs and again for 2024 include the Gavel Exchange for New Chair, New Board Members, SaskAblilites Clean Sweep summer and Winter projects, the Brick Mill presentation information needed to support local. #shopyorkton is our support cry that we constantly publicize and use as ways to let our Community know to ... Shop Yorkton, shop local and Yorkton BID.

Social Media: Full social media support for our Members in 2023 continues with online presence and sharing any relevant posts. On our website has not only information on us but a separate spot for Government information available to help our Members. We share what we can find to make it easier for our Members to find and understand what is out there for help. Website revamp is in the works for 2024.

Partners: We partner with many organizations and groups. Our Executive Director sat on the Economic Development committee for the City, the Local Immigration Project as well as the Reconciliation Yorkton Group; which is moving forward gradually as we can, putting into place several actions that encourage and support reconciliation in our Community such as the Treaty Teachings our Chair and ED attended.

New projects or other programs

Strategic Planning: The last Strategic Planning sessions were planned for early 2024. As it is time for a new Strategic Plan we are looking into funding for this from a few sources but will move forward with the planning regardless. Two nights of planning are planned for early 2024.

Veterans Banner Program: The Banners went up on our light fixtures in the District and had huge response for the three years it has been running. This amazing project lead by the Legion is attended each year and we encourage new applications and support. We attend the ceremony each year in the park and the light posts donated by the YBID are used to hang the banners.

District Lights: Early in the YBID development the street lights you see today down Broadway and Smith St. are funded by the YBID. City does work to ensure they are in good condition each and every day. This project has supplied light for the district for safety and the style and colors compliment the beauty of our district.

Request of Council

Additional funding:

YBID has functioned with the Levy and matching Grant at the same level since its inception. As our funding needs increase we find ourselves looking for more dollars to continue the projects such as June Days, Flower Pots, Clean Team and more. With that in mind we are looking to Council to consider an increase in the grant moneys to 120,000 which is an additional 20,000 more to continue our work.

Direct line of communication:

We find that our asks of the City and administration to sometimes go on half deaf ears.

The support we have found makes our work a struggle without City support. Such as barriers brought out and signs distributed as needed. With that said we have discussed this with our Mayor and hope to see a liaison with some pull in our direction to get us the support we need when needed.

By Law Review:

As we are in the planning stages for a new strategic plan we must be diligent to review the 2012 bylaw that holds us to our policies and procedures we use from that bylaw. We have not seen a review of this document since 2012 and request the City to do a thorough review with us at the table for 2024.

Summary

Other ongoing programs that continue are things like the benches and garbage cans recycling and rest spots, signs and numbers on the doors. You see the lights down Broadway and Smith St. every time you travel those streets and they are continually commented on even today. Our City Park is a must mention with the Mural and the Tipi, just the area to sit and relax or come to an event.

We hope to attend countless business openings and events, and is a great way to show our support for local Businesses and our Community.

So in summary we know that the YBID projects and sponsorships are a crucial part of beautifying our District so we have a great and prosperous district. We partner with our City with the funds that are collected by the levy as well as the matching Grant of up to 100,000 each year which has not been increase since inception in 2004. We now search for Grants to help with the ever increasing costs and to be able to bring new projects such as June Days to fruition. The YBID is a making of our Partners and wish to thank all of them as we move into 2024 and forward. Just step outside your door and you see us everywhere.

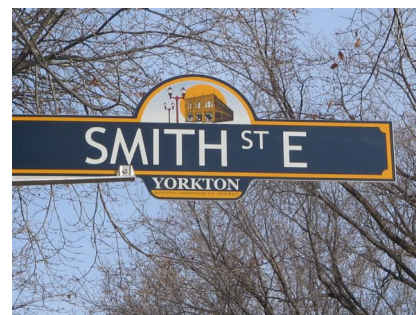
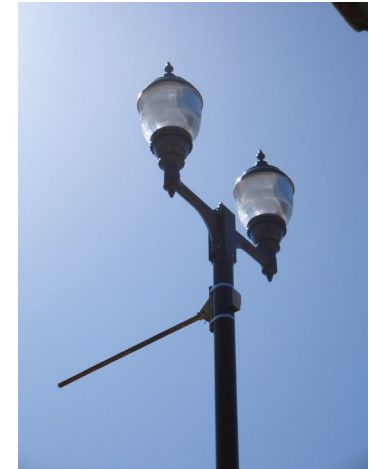
Remember to #ShopYorkton as it is our great Businesses that allows us to have the Community we do and truly a place where “Good Things Happen”!

Thank you on behalf of the Board of Directors,

Donna Brothwell
Executive Director
Yorkton Business Improvement District.



Pictures!



Amanda Dietz

Ms Matsalla,

On behalf of the Yorkton Film Festival Board of Directors, we request an opportunity to present to Mayor Hipplesley and City Council on Monday April 29.

CoChairperson Ron Irvine will present an update on the upcoming film festival, May 23 - 25, 2024. We thank you for the continued support of this national event in our City since 1947, 77 years.

Looking forward to attending Council.

Kind regards,

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Taynika Walker
Festival Coordinator
taynika@yorktonfilm.com



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306.782.7077 INFO@YORKTONFILM.COM
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WHO WE WERE, WHO WE ARE

The Yorkton Film Festival is North America's longest running film festival. Established in 1947 by the Yorkton Film Council and spearheaded by NFB Field Officer James Lysyshyn, YFF has evolved from its beginnings to an important festival in the film industry within Canada.

Focusing on short Canadian cinema, YFF serves as a vital connection for emerging and established artists to connect their work with audiences and to be recognized by their national film industry. YFF is a rite of passage for new filmmakers, providing a relaxed atmosphere that allows for unparalleled networking and career development opportunities. It is also a festival favourite among established content producers, where the hospitality of Saskatchewan provides a backdrop to connect and reconnect with their peers.

For over seventy-seven years, YFF has been privileged to provide a world-class annual festival and year-round events that celebrate the best in Saskatchewan and Canadian short film.

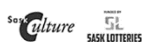
OUR MISSION: The Yorkton Film Festival honours distinctive, world-class Saskatchewan and Canadian short media productions and those who make them by:

- Taking film to grassroots audiences
- Reflect the diversity of the creative film industry in Saskatchewan and Canada through the inclusion of Indigenous and Métis, culturally diverse, and underrepresented peoples
- Maximizing networking opportunities
- Returning film to grassroots audiences
- Recognizing emerging content producers
- Being a forum to celebrate screen-based media through recognition, presentation, and education
- Growing the economic and tourism revenues of Yorkton and Saskatchewan

OUR VISION: The Golden Sheaf is the most respected national award in the industry:

- One of the most rigorously adjudicated film selection processes
- Nurturing the new generation of content producers, building and promoting the creative economy
- Build awareness and appreciation of the art of filmmaking
- Yorkton becoming the film capital of Canada, for the week of festival

OUR ARTISTIC STATEMENT: The Yorkton Film Festival will introduce, promote, and recognize short Canadian and Saskatchewan film to a broad audience through bold and innovative programming.



YFF Volunteer Commitment 2023/24

Grand Total: 2,699 Total Volunteer Hours
149 Total Volunteers

Board of Directors - Board Meetings

(10 per year) x (2 hours per meeting) x (11 board members) = 220 volunteer hours

Strategic Planning

(2 days per year) x (8 hours per day) x (11 board members) = 176 volunteer hours

Festival Days

(4 days per year) x (10 hours per day) x (11 board members) = 440 volunteer hours

Screenings – Open Cinema

(6 screenings per year) x (3 hours per screening) x (3 board members) = 54 volunteer hours

Total: 890 Board volunteer hours

Programming Committee

Committee Meetings

(7 per year) x (2 hours per meeting) x (8 committee members) = 112 volunteer hours

Festival Days

(4 days per year) x (10 hours per day) x (8 committee members) = 320 volunteer hours

Total: 368 Programming Committee volunteer hours

Jury

Jury Committee

(6 meetings per year) x (1 hour per meeting) x (6 committee members) = 36 volunteer hours

Jury Chair

(6 meetings per year) x (1 hour per meeting)] + (30 hours correspondence) = 36 hours

Jury Heads

(14 Jury Heads) x [(3 hours organization) + (8 hours moderating juries) + (7 hours adjudication)]
= 252 volunteer hours

Jury Members

(14 Juries) x (5 Jury members) x (8 hours viewing films) = 560 volunteer hours

Total: 884 Jury volunteer hours

Festival

AV Tech

(2.5 days per festival) x (10 hours per day) = 25 volunteer hours

Shuttle Drivers

(6 Shuttle Drivers) x (5 hours per shift) x (2 shifts per day) x (3 days) = 180 volunteer hours

Mini Cinema

(2 festival days) x (8 hours per day) = 16 volunteer hours

Programmed Screenings

(2 screening rooms) x (2 festival days) x (8 hours per day)] + (4 hour special screening) = 36hours

Lobsterfest

(20 volunteers) x (15 hours organization) = 300 hours

Total: 557 Festival Volunteer hours

Amanda Dietz

Good Afternoon Jessica

We would like to make the presentation at the council meeting on Monday April 29, 2024 regarding our primary fundraiser event Sunflower Art and Craft Market.

Please find the letter to the mayor attached with this email.

I'd also like to introduce myself; I am Abanti Banerjee the new administrator (in-training) at Yorkton Arts Council. Tonia is training me for this post.

Thank you.

Abanti Banerjee she/her

Administrator

administrator@yorktonarts.ca

Office Hours: Monday - Thursday 11 am - 3 pm



Yorkton Arts Council

49 Smith Street East, Yorkton SK S3N 0H4
306.783.8722

www.yorktonarts.ca

April 4, 2024

Mayor Mitch Hipsley
City of Yorkton
Gallagher Center
Box 400 Yorkton SK S3N 2W3

Mr. Mayor,

Requesting sponsorship for Sunflower Art and Craft Market

The Yorkton Arts Council is requesting sponsorship for our Sunflower Art & Craft Market event to be held on September 6 and September 7 at the Gallagher Center.

In past Sunflower has brought in over 150 exhibitors from across Canada and approximately 3000 shoppers from a radius of over 200 kilometers to our community. Sunflower is the Yorkton Arts Council's primary fundraiser which contributes to the employment of staff and the maintenance of our office space in the Godfrey Dean Cultural Centre as well as supporting our many programs including the Community pARTners Gallery, Yorkton Story Slam, Performing Arts in Schools, Culture Days events and our performing arts series YAC presents.

We are asking for a discount on our rent at The Gallagher Center in the amount of \$4000 similar to Spring Expo to reflect the increase costs for booking the Gallagher Centre.

We would recognize the City of Yorkton in our promotion (social media, newspaper, posters, etc.) on the Sunflower 2024 program.

Sincerely,


Judith Schwab

Judy Schwab
Yorkton Arts Council,
Sunflower Committee Chair

TITLE: Yorkton Arts Council Sunflower Art & Craft Market Fee Relief Request Response	DATE OF MEETING: April 29, 2024 REPORT DATE: April 24, 2024
CLEARANCES:	ATTACHMENTS:
Written by: Taylor Morrison, Director of Recreation & Community Services <p style="text-align: center;">Taylor Morrison</p>	
Reviewed by: Jessica Matsalla, City Clerk <p style="text-align: center;">Jessica Matsalla</p>	
Approved by: Michael Eger, Acting City Manager <p style="text-align: center;">Michael Eger</p>	

BACKGROUND

Earlier this evening the Yorkton Arts Council present a request to City Council for a discount on facility rental fees for the 2024 Sunflower Art & Craft Market, being held at the Gallagher Centre on September 6 & 7, 2024. The request was for a \$4,000 reduction in rental fees, noting a similar reduction was provided to the Parkland Outdoor Show & Expo approved by Council earlier this year. This report has been prepared in anticipation of Council referring the request to Administration to bring back a report to Council with funding options for consideration.

DISCUSSION/ANALYSIS/IMPACT

At the February 26, 2024 regular meeting of Council, the Parkland Outdoor Show & Expo presented a request for fee reduction in relation to a kick-off concert being held in the Westland Arena on April 26, 2024 as part of the annual Outdoor Show event. Subsequently, at the March 18, 2024 regular meeting of Council, Council waived a portion of the Westland Arena rental costs at an amount of \$4,330.25.

FINANCIAL IMPLICATIONS

The Sunflower Art & Craft Market is one of several large events held in the Gallagher Centre Flexihall and Curling Rink each year. Annual event rental costs for the most recent events are as follows, excluding applicable taxes:

- 2019 - \$11,399.26 (15% non-profit discount applied)
- 2020 - Cancelled (COVID-19)
- 2021 - Cancelled (COVID-19)
- 2022 - \$15,948.13 (\$1,500 sponsorship included)
- 2023 - \$16,016.19 (\$1,500 sponsorship included)
- 2024 - \$16,700.00 (estimated, and anticipating a \$1,500 sponsorship)

These rates are inclusive of the facility rental costs, and any event extras such as tables and chairs, audio/video equipment, additional power requirements, and catering. Rental fees do

fluctuate year to year, based on the number of vendors attending, the number of event extras required, and if any catering is added onto the event.

Prior to COVID-19, the Gallagher Centre offered a non-profit organization discount of 15% off the rental invoice for recognized non-profit entities, which the Yorkton Arts Council received for Sunflower event in 2019 and before. During a fee review completed as part of returning to operations after the pandemic, the 15% non-profit discount was discontinued. This was done because the review found that the majority of events and rentals were being held by non-profit organizations, and that the 15% discounted rate was quickly becoming the “normal fee”.

It was at this time that the Gallagher Centre shifted to sponsoring events held within the building instead of reducing rental fees or offering additional discounts which would impact facility revenue. These sponsorships are tracked on an annual basis and are budgeted for in the Gallagher Centre’s advertising budget, with the costs transferred into revenue lines. This maintains facility rental fees as whole, and does not reflect reduced revenue for discounted or waived rental costs. The Sunflower event has received sponsorship of \$1,500.00 for the past two years, and we anticipate the same occurring for 2024.

As the Gallagher Centre does host several large community events annually, Council could reasonably expect similar requests from other event organizers. Approving one request may lead to ongoing expectations for that event for future years, or set a precedent regarding facility rentals and events. In the past, Administration’s stance on requests for significant fee relief as been “no”, as waiving fees impacts the Gallagher Centre’s bottom line leading to additional support needed from the tax base to cover budget shortfalls. This is why Administration generally sponsors events with costs coming from advertising or marketing budgets in order to offset the sponsorship impact to revenue.

A few options exist should Council wish to support the Yorkton Arts Council Sunflower Art & Craft Market by adjusting rentals fees for the event. Council could waive the \$4,000.00 request for facility costs, which would result in less revenue being collected by the Gallagher Centre. Alternatively, Council could sponsor the \$4,000.00 request, with that cost coming from the Council Grants and Donations budget.

OPTIONS

1. That Council approve the request, and sponsor \$4,000.00 of rental costs for the 2024 Sunflower Art & Craft Market, with costs coming from the Council Grants and Donations Budget.
2. The Council approve the request, and waive \$4,000.00 of rental costs for the 2024 Sunflower Art & Craft Market.
3. That Council deny the request for fee reduction for the 2024 Sunflower Art & Craft Market.
4. Other direction as provided by Council.

RECOMMENDATION

None – As per Council direction.

TITLE: Bylaw No. 4/2024 - 2024 Mill Rates, Factors, Levies and Base Taxes for Classes and Sub-Classes of Land and Improvements	DATE OF MEETING: April 29, 2024
	REPORT DATE: April 24, 2024
CLEARANCES: Ashley Stradeski – Director of Finance Ashley Stradeski	ATTACHMENTS: 1. Proposed Bylaw No. 4/2024 – 2024 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: Michael Eger – Acting City Manager Michael Eger	

BACKGROUND

Municipal property taxes are set by City Council and account for approximately 70% of your total property tax amount. 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 26, 2024 Council meeting, Council approved the 2024 Operating and 2024/2025 Capital Budgets, which included a 3.5% increase to municipal tax revenue (highest source of revenue for the City). 2.5% of the increase is marked to all department operations to keep providing the same level of services to the residents as last year. The other 1% is for capital projects and will help us cover increases in construction costs.

ANALYSIS

2024 is the last year of the 2021 revaluation cycle. Residential assessment remained steady, along with the number of residential properties. There was slight growth in commercial assessment with some elevator improvements and a shift from ag land to commercial land.

The taxable assessment moved very slightly from last year:

Year	2023	2024
Commercial	30.26%	30.74%
Residential	69.74%	68.96%

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

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. This split arrangement will continue into 2024.

Base Taxes

Police & Fire (Protective Services) Base Tax

A base tax for protective services has been in place on all improved residential properties for many years. In previous years, this base tax was charged on each self-contained residential dwelling unit. For 2024, the amount will remain at \$830.00. One \$830.00 base tax will be charged per assessed improved residential property. Multi-unit properties will pay one base tax per unit. Condos and high-density multi units will pay a base tax of \$705.50 per unit (no change from last year).

2024 is the third year of the non-residential protective services base tax phase in. Each improved commercial property will pay \$750.00.

The goal of this base tax is to eventually have every improved property paying an equal share of the protective services costs.

Recreation Services Base Tax

The Recreation Services base tax helps to cover costs associated with our recreational facilities. The rate will remain the same as last year at \$100.00. One base tax will be charged per assessed improved residential property. Multi-units will pay one base tax per unit. Condos and high-density multi units will pay one base tax per unit at the rate of \$85.00 (no change from last year).

Hospital Base Tax

In 2023 Council implemented a hospital base tax that will gradually be phased in over a number of years, to start saving money for the new hospital build.

This year improved residential properties will be charged a \$50.00 base tax and 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 1.12% 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 2024 municipal mill rates are as follows:

Property Class	2024 Mills
Agricultural	7.8764
Residential	7.9100
Residential Vacant Land	45.5600
High Density Residential	7.1190
High Density – Vacant Land	34.1700
Commercial	22.7800
Halls	22.7800
Commercial Warehouses	21.6410
Commercial Industrial	22.7800
Large Commercial/Industrial	27.3360
Commercial Vacant Land	34.1700
Malls	27.3360
BID Levy	0.3200

The uniform mill rate (total municipal levy/taxable assessment x 1000) for 2024 is 17.4996.

The provincial government sets the mill rates for the education property tax for all public school divisions. Municipalities are required to collect education property tax on behalf of the government and then remit the funds to the government for distribution to the public school divisions.

As part of the provincial budget passed on March 20, 2024, the education property tax mill rates were set to remain the same as last year:

Property Class	Mills
Agricultural	1.42
Residential	4.54
Commercial/Industrial	6.86

Separate school divisions have a right to levy taxes in order to fund their educational system. Each separate school division decides whether to establish its own property tax mill rates or to participate in the provincial funding structure. Municipalities with a separate school division that has set its own mill rates remit EPT directly to the separate school division.

We have been notified that the Christ the Teacher Roman Catholic Separate School Division #212 has resolved to set the 2024 education property tax mill rates to be the same as the provincial mill rates announced on March 20, 2024.

The effective tax rate (ETR) is a ratio calculated to accurately measure how municipal property taxes are distributed among the property classes. The provincial limit is 7:1. This means that one class of property cannot be taxed more than seven times the amount of another property. Our ETR has been determined at 3.12:1 which is well within the limit.

Bylaw No. 4/2024 (Attachment 1)

Proposed Bylaw No. 4/2024 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 and the base taxes (Protective Services, Recreation Services, Hospital).

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 2024 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 2024 tax notices by mid-May. As usual, the due date of June 30th, 2024, ways to pay taxes, and a breakdown of where your tax dollars go will be included on the back of the notice.

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. 4/2024 – 2024 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. 4/2024 – 2024 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. 4/2024 – 2024 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 29th day of April, A.D. 2024; and**
- 2. That Bylaw No. 4/2024 be given second reading this this 29th day of April, A.D. 2024; and**
- 3. That with the unanimous consent of Council, Bylaw No. 4/2024 proceed to third reading this 29th day of April, A.D. 2024; and**
- 4. That Bylaw No. 4/2024 – 2024 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 29th day of April, A.D. 2024, and be registered in the Bylaw Register of the City of Yorkton.**

**City of Yorkton
Saskatchewan**

Bylaw No. 4/2024

A Bylaw of the City of Yorkton in the Province of Saskatchewan fixing the Mill Rate for the Year 2024, 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 Education Mill Rates for the year 2024 be set as follows (Public and Separate School support):

Property Class	Mill Rate
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 applied for the 2024 taxation year in conjunction with Bylaw No. 10/2012. This levy applies to those properties depicted in Schedule “A” attached hereto and forming part of this bylaw.
3. That a Protective Services (Fire & Police) base tax be charged:
 - a) On each assessed improved residential property;

- b) On each unit of an improved multi-unit property, condo or high-density multi-unit property;
 - c) On each improved commercial property.
4. That a Recreation Services base tax be charged:
- a) On each assessed improved residential property; and
 - b) On each unit of an improved multi-unit property, condo or high-density multi-unit property.
5. That a Hospital base tax be charged:
- a) On each assessed improved residential property; and
 - b) On each unit of an improved multi-unit property, condo or high-density multi-unit property.
6. That the Uniform Mill Rate for the year 2024 for Municipal purposes be set as follows:
- | | |
|----------------------------------|---------|
| <u>Municipal</u> | |
| General and Capital Uniform Rate | 17.4996 |
| Residential | 14.3186 |
| Commercial | 24.7510 |
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	0.45009	7.8764			
	Non-arable land	0.45009	7.8764			
Residential						
	Residential	0.45201	7.9100	\$830.00	\$100.00	50.00
	Vacant Land	2.60348	45.5600			
	Multi-Unit/Condominium	0.45201	7.9100	\$830.00	\$100.00	50.00
	High Density Multi Unit	0.40681	7.1190	\$705.50	\$ 85.00	50.00
	High Density Vacant Land	1.95261	34.1700			
Commercial/Industrial						
	Commercial/BID	1.30174	22.7800	\$750.00		
	Vacant Land	1.95261	34.1700			
	Industrial	1.30174	22.7800	\$750.00		
	Large Commercial and Industrial	1.56209	27.3360	\$750.00		
	Mall	1.56209	27.3360	\$750.00		
	Warehouse	1.23665	21.6410	\$750.00		
	Railway R of Way	1.30174	22.7800	\$750.00		
	Elevators	1.30174	22.7800	\$750.00		

8. Repealing Bylaw

Bylaw No. 3/2023 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 24th day of April, 2023 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 2024.

MAYOR

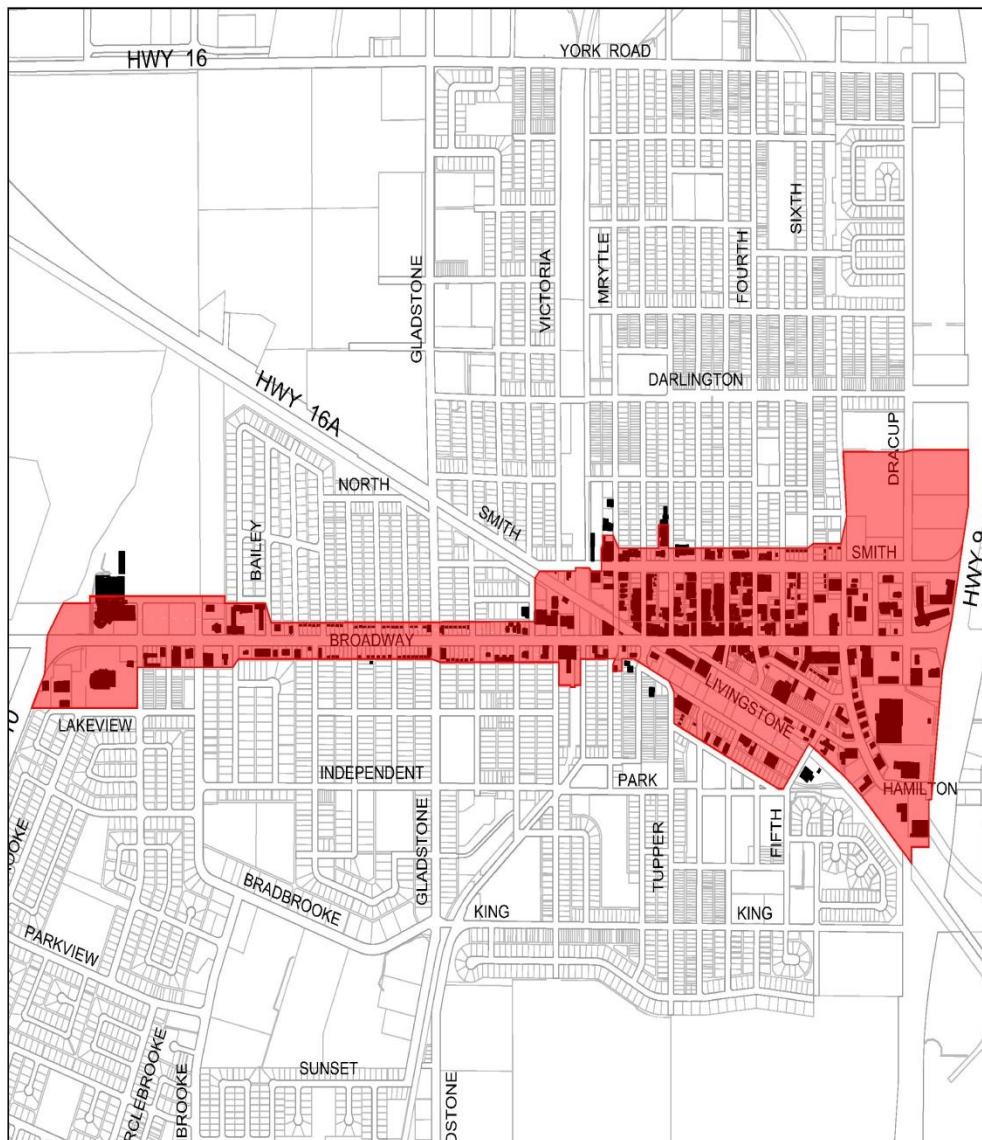
CITY CLERK

Introduced and read a first time this 29th day of April, A.D. 2024.

Read a second time this __ day of April, A.D. 2024.

Read a third time and adopted this __ day of April, A.D. 2024.

Schedule “A” to Bylaw No. 4/2024
YORKTON BUSINESS IMPROVEMENT DISTRICT



YORKTON BUSINESS IMPROVEMENT DISTRICT

Schedule 'A'

Bylaw 10/2012



City of
Yorkton

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TITLE: 2024 Tax Exemptions Bylaw No. 5/2024 – Exemption of Taxation – Other Bylaw No. 6/2024 – Exemption of Taxation – BIIP and RCI	DATE OF MEETING: April 29, 2024
CLEARANCES: Ashley Stradeski - Director of Finance Ashley Stradeski David Balysky – Business Liaison David Balysky	REPORT DATE: April 19, 2024 ATTACHMENTS: <ol style="list-style-type: none"> 1. BIIP Policy No. 10.430 2. RCI Policy No. 10.10 3. Proposed Bylaw No. 5/2024 4. Proposed Bylaw No. 6/2024
Written by: Raelyn Knudson - Assessment & Taxation Manager Raelyn Knudson	
Reviewed by: Jessica Matsalla - City Clerk Jessica Matsalla	
Approved by: Michael Eger – Acting City Manager Michael Eger	

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. 5/2024 and 6/2024 Bylaws Providing for the Exemption of Taxation for Certain Properties (Attachments 3 and 4), list all the properties to be approved for property tax abatement, and details the amounts that will be abated for the 2024 tax year.

Proposed Bylaw No. 5/2024 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.
- An agreement with Harvest Meats phases in any taxation increase resulting from expansion/additions to the property. The current phase-in covers the last year of the expansion completed in 2020 (25% of the increased value to property) and the first year of the expansion completed in 2024 (100% of the increased value of the property).
- Yorkton Brick Mill has a 5 year agreement with the City for a full 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.
- 158 Darlington St. E is a Habitat for Humanity home that has been approved for a 5 year graduated abatement. This is the second year of abatement for 80% of the taxable value.
- The area at 139 Dominion Avenue operating as ‘Bruno’s Place’ which is Yorkton’s only emergency shelter, has been abated.

Proposed Bylaw No. 6/2024 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.
- The vacant building incentive is a graduated exemption over three years.
- The residential construction incentive program was available in 2022. The only properties that qualified for this program are 72 and 74 Duncan St E. The incentive is a 100% annual abatement for five years.
- Three other properties have been approved for abatement under the BIIP and RCI programs. They do not appear in the bylaw at this time because the work has not been completed. After completion of the builds the properties will be reassessed and the abatement can begin on the full value.

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 2024.

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. 5/2024

1. That Council approve Bylaw No. 5/2024, 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. 5/2024 A Bylaw Providing for the Exemption of Taxation for Certain Properties – Other.
3. Other direction as Council deems appropriate.

Bylaw No. 6/2024

1. That Council approve Bylaw No. 6/2024, 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. 6/2024 A Bylaw Providing for the Exemption of Taxation for Certain Properties – BIIP and RCI.
3. Other direction as Council deems appropriate.


RECOMMENDATIONS

Bylaw No. 5/2024

- 1. That Bylaw No. 5/2024, 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 29th day of April, A.D. 2024.**
- 2. That Bylaw No. 5/2024 be given second reading this 29th day of April, A.D. 2024.**
- 3. That with unanimous consent of Council, Bylaw No. 5/2024 proceed to third reading this 29th day of April, A.D. 2024.**
- 4. That Bylaw No. 5/2024, 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 29th day of April, A.D. 2024 and be entered in the Bylaw Register of the City of Yorkton.**

Bylaw No. 6/2024

- 1. That Bylaw No. 6/2024, 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 29th day of April, A.D. 2024.**
- 2. That Bylaw No. 6/2024 be given second reading this 29th day of April, A.D. 2024.**
- 3. That with unanimous consent of Council, Bylaw No. 6/2023 proceed to third reading this 29th day of April, A.D. 2024.**
- 4. That Bylaw No. 6/2024, 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 29th day of April, A.D. 2024 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.

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- 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.

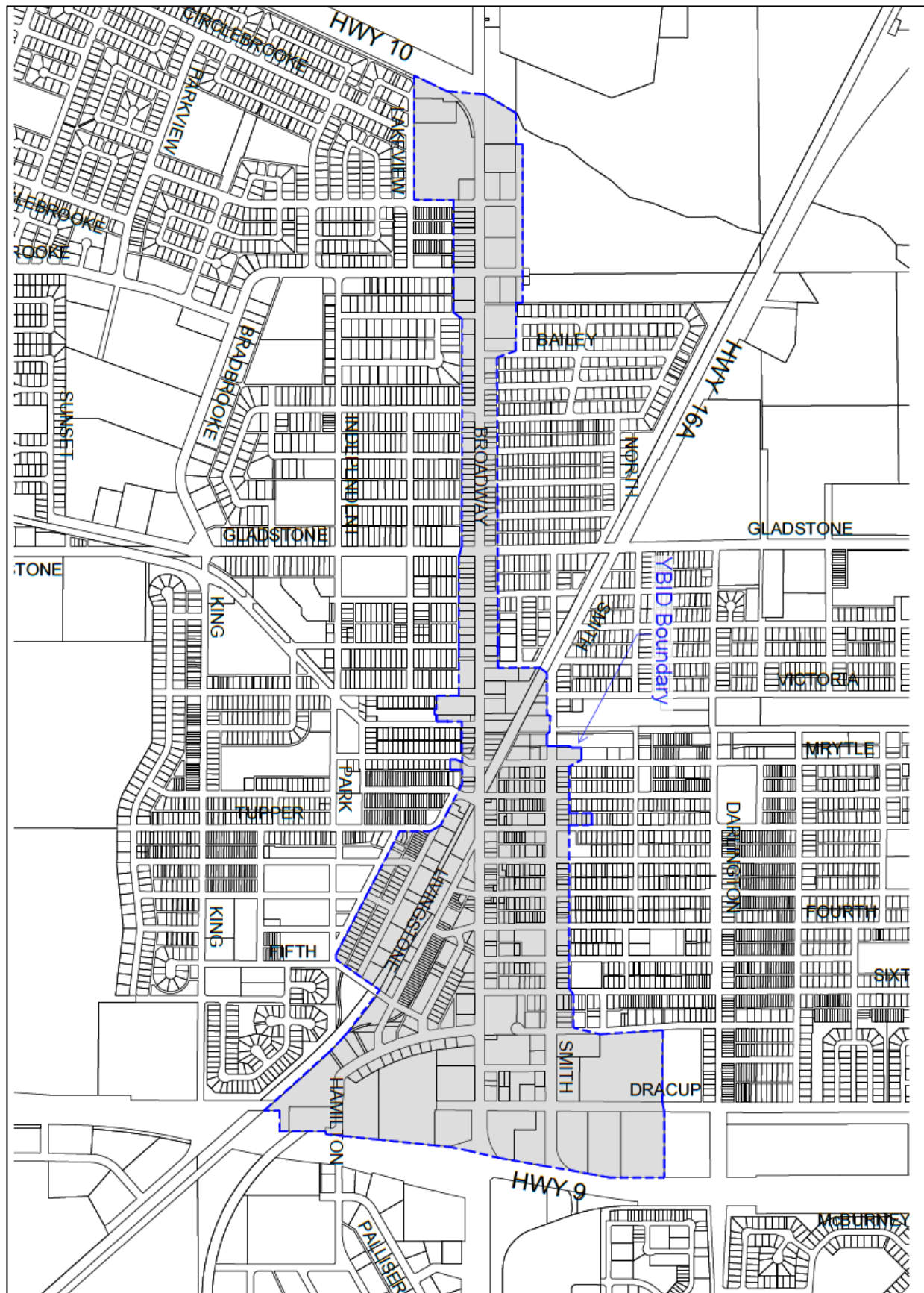
2B.8 A property that receives abatement for the Vacant Building Tax Abatement Program may also apply for other incentives within this policy, with successful applications awarded on a first-come, first-served basis.

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

Attachment #2

 City of Yorkton			
POLICY TITLE RESIDENTIAL CONSTRUCTION INCENTIVE POLICY		ADOPTED BY City Council	POLICY NO. 10.10
ORIGIN/AUTHORITY City Council	JURISDICTION City of Yorkton	EFFECTIVE DATE January 31, 2022 Amended May 15, 2023 Amended January 29, 2024	PAGE # 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, two, three and four 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, two, three or four 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 2024.
 - 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 eligible structures.
- 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 2024, 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. 5/2024

**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	0.00 7,567.47 <u>0.00</u> \$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	0.00 1,340.80 <u>660.40</u> \$2,001.20
Harvest Meats	501 York Road West Roll No. 484701600 (25% of 2020 new construction assessment)	1,150,858	Municipal Public Separate	7,864.95 1,973.72 <u>0.00</u> \$9,838.67
Harvest Meats	501 York Road West Roll No. 484701600 (100% of 2024 new construction assessment)	1,577,005	Municipal Public Separate	43,109.01 10,818.25 <u>0.00</u> \$53,927.26
Yorkton Brick Mill	120 Livingstone Street Roll No. 515039500 (100% for five years, 2022-2026)	156,400	Municipal Public Separate	4,312.79 1,072.90 <u>0.00</u> \$5,385.69

NAME	ADDRESS	TAXABLE ASSESSMENT	ABATEMENT
Yail Harbour Inc.	81 & 85 Rae Avenue Roll No. 515219200 (100% for five years, 2024-2028)	854,320	Municipal 12,637.67 Public 3,878.61 Separate <u>0.00</u> \$16,516.28
Tania Fleury	158 Darlington St E Roll No. 05007700 (residential construction Graduated 2023-2027, 80%)	158,320	Municipal 1,981.85 Public 718.77 Separate <u>0.00</u> \$2,700.62
Prairie Harvest Christian Life Centre Inc.	139 Dominion Ave. Roll No. 504914050 (Portion operating as Bruno's Place only)	127,670	Municipal 2,908.32 Public 437.90 Separate <u>437.90</u> \$3,784.12
		Total	Municipal 72,814.59
			Public 27,808.42
			Separate 1,098.30
		TOTAL	\$101,721.31

REPEALING BYLAW

Bylaw No. 4/2023 and 6/2023, both passed on April 24, 2023, 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 2024.

MAYOR

CITY CLERK

Introduced and read a first time this 29th day of April, A.D. 2024.

Read a second time this 29th day of April, A.D. 2024.

Read a third time and adopted this 29th day of April, A.D. 2024.

**City of Yorkton
Saskatchewan**

Bylaw No. 6/2024

**A Bylaw of the City of Yorkton in the Province of Saskatchewan
to provide for the Exemption of Taxation for
Certain Properties – BIIP and 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
Ball Road Holdings Ltd.	141 Ball Road	500,000	Municipal	8,656.40
	Roll No. 484905500		Public	0.00
	(New construction incentive Graduated 2023-2027, 80%)		Separate	<u>2,744.00</u>
				\$11,400.40
All Secure Storage (2015) Ltd.	131 Myrtle Ave	424,745	Municipal	7,740.55
	Roll No. 504912700		Public	2,331.00
	(New construction incentive Graduated 2023-2027, 80%)		Separate	<u>0.00</u>
				\$10,071.55
Condessa Z Holdings Ltd.	Ptn. of 23 Smith St W	170,158	Municipal	2,948.00
	Roll No. 504908650		Public	875.47
	Unit D – Sage Pharmacy (Vacant building program Graduated 2023-2025, 75%)		Separate	<u>0.00</u>
				\$3,823.47
RCM Training and Consulting Ltd.	15 Fourth Ave N	380,460	Municipal	4,394.31
	Roll No. 505003300		Public	1,304.98
	(Vacant building program Graduated 2022-2024, 50%)		Separate	<u>0.00</u>
				\$5,699.29

NAME	ADDRESS	TAXABLE ASSESSMENT	ABATEMENT	
Drs. Trischuk & Haimonot Dental	524 Broadway St W	500,000	Municipal	11,550.00
	Roll No. 514700050		Public	3,430.00
	(New construction incentive		Separate	<u>0.00</u>
	Graduated 2024-2028, 100%)			\$14,980.00
Glenko Properties Inc.	Ptn. of 2 Broadway St E	100,600	Municipal	2,323.86
	Roll No. 515035500		Public	690.12
	EE Burritos		Separate	<u>0.00</u>
	(Vacant building program Graduated 2024-2026, 100%)			\$3,013.98
Habitat and Yusuf Kasim	72 Duncan St E	180,560	Municipal	2,408.23
	Roll No. 505012450		Public	819.74
	(Residential construction		Separate	<u>0.00</u>
	incentive 2023-2027, 100%)			\$3,227.97
Habitat and Yusuf Kasim	74 Duncan St E	177,360	Municipal	2,382.92
	Roll No. 505012480		Public	805.21
	(Residential construction		Separate	<u>0.00</u>
	incentive 2023-2027, 100%)			\$3,188.13
Total			Municipal	42,404.27
			Public	10,256.52
			Separate	<u>2,744.00</u>
			TOTAL	\$55,404.79

REPEALING BYLAW

Bylaw No. 5/2023 Providing for the Exemption of Certain Properties passed on April 24, 2023, is hereby repealed.

EFFECTIVE DATE OF BYLAW

This bylaw shall come into force and take effect on the day of final passing thereof and apply for the taxation year of 2024.

MAYOR

CITY CLERK

Introduced and read a first time this 29th day of April, A.D. 2024.

Read a second time this 29th day of April, A.D. 2024.

Read a third time and adopted this 29th day of April, A.D. 2024.

TITLE: Landfill - Leachate Line Tender	DATE OF MEETING: April 29, 2024
	REPORT DATE: April 24, 2024
CLEARANCES: Connor Hunt – Director of Environmental Services Connor Hunt	ATTACHMENTS:
Written by: Aron Hershmiller, Director of Public Works Aron Hershmiller	
Reviewed by: Jessica Matsalla, City Clerk Jessica Matsalla	
Approved by: Michael Eger, Acting City Manager Michael Eger	

BACKGROUND

The City of Yorkton's new landfill cell has been operational since the fall of 2022. Within the new cell, any precipitation that falls (snowmelt/rain) must make its way through the refuse material and into a collection system which is then pumped into the leachate collection cell. The leachate cell holds the leachate water until it is able to be treated or until it evaporates. In most regions, leachate production (including snowmelt and rain water) out-produces evaporative losses resulting in excessive amounts of leachate which requires treatment. At our site, leachate is also collected from any precipitation that runs off the soil treatment pad. We also plan to utilize the leachate cell for our future landfill expansion or phase II which will be our second landfill cell which is to be built within the next 10 years.

Dealing with this excess leachate has very limited options. Most sites either truck this liquid for treatment or use a pipeline to a wastewater treatment facility. This project is a proactive plan that will serve us once completed and for future years. By comparison; trucking / hauling this effluent would be significantly more expensive and inefficient. As we begin to expand the landfill with new cells and over the life of the landfill (90-100 yrs), a pipeline is the most cost effective method.

The project will consist of directional drilling / installing approximately 1,000 meters of 3" HDPE pipe from the leachate cell to the Wastewater Treatment Plant's headworks manhole which will then be treated at the plant. Infrastructure such as a concrete access vault, pumps, valves, flow meter and controls in addition to the work required to tie into the Wastewater

Treatment Plant is all included in this project. Pipeline alignment and provisions will be made in order to easily tie into the future new/upgraded Wastewater Treatment Plant.

In 2022 we submitted a capital budget request form to Council in the amount of \$565,000.00, in order to deal with this issue via the pipeline method discussed. The project was approved by Council and is one of the many capital projects planned in the city for 2024.

FINANCIAL IMPLICATIONS

The 2024 Landfill Leachate Line Tender was advertised on SaskTenders and the City website (Biddingo) and closed on April 9, 2024. We received two bids from contractors whom have completed work for the City of Yorkton in the past.

Bidders	Bid Amount	Sources of Funding
Triple A Directional Drilling Ltd.	\$358,562.02 (plus taxes)	Landfill Reserves
Castle Oilfield Construction Ltd.	\$637,650.00 (plus taxes)	Landfill Reserves
Taxes, Contingency, Electrical & Engineering Services	\$164,680.00	Landfill Reserves
Capital Budget form – approved budget	\$565,000.00	Landfill Reserves
Projected Project Cost	<u>\$523,242.02</u>	Landfill Reserves

COMMUNICATION PLAN/PUBLIC NOTICE

No residents or waste haulers will experience any disruptions. No public communication is required for this project.

STRATEGIC PRIORITIES/OCP/COMMITTEE RECOMMENDATION(S)

This project will aid in the operations at the landfill. This project was discussed with the Environmental Committee and the committee supported the project.

OPTIONS

1. Award the 2024 Landfill Leachate Line Project tender to Triple A Directional Drilling Ltd. for \$358,562.02 (plus applicable taxes), and further authorize the Mayor and City Clerk to execute the contract.
2. That Council direct Administration as they deem appropriate.

RECOMMENDATION:

That Council approve and award the 2024 Landfill Leachate Line Project tender to Triple A Directional Drilling Ltd. for \$358,562.02 (plus applicable taxes) and further authorize the Mayor and City Clerk to execute the contract.