

**CITY OF YORKTON**  
**REGULAR COUNCIL MEETING AGENDA**  
**Monday, November 25, 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 – October 21, 2024
  - b. Inaugural Special Meeting Council Minutes – November 15, 2024
5. **UNFINISHED BUSINESS**
6. **REPORTS OF COUNCIL COMMITTEES AND MATTERS REFERRED**
  - a. Environmental Committee Meeting Minutes – June 19, 2024
  - b. Environmental Committee Meeting Minutes – August 1, 2024
  - c. Planning and Infrastructure Commission Meeting Minutes – August 28, 2024
7. **HEARING OF PETITIONS, PUBLIC NOTICES AND PRESENTATIONS**
8. **BUSINESS ARISING OUT OF PETITIONS, PUBLIC NOTICES AND PRESENTATIONS**
  - a. Presentation – Parkland Filipino Canadian Association Corporation Basketball Team – Information on Organization and Facilities Request
9. **CORRESPONDENCE**
10. **BYLAWS**
  - a. Land Use Planner
    - Proposed Bylaw No. 15/2024 – Amend Zoning Bylaw No. 14/2003 Rezoning of Multiple Broadway Street West Properties to MXURB Mixed Use Residential-Business [Introduction and First Reading/Authorization of Public Notice]
  - b. Director of Recreation & Community Services
    - Proposed Bylaw No. 16/2024 - Cemetery Bylaw
11. **ADMINISTRATIVE REPORTS**
  - a. Manager of Community, Culture & Heritage
    - Social Prescribing Pilot Project
  - b. Bylaw & Safety Supervisor
    - Free Parking – Downtown Parking Lots
  - c. Director of Recreation & Community Services
    - Neulex Industries Kid’s Expo Fee Relief Request Response
  - d. Director of Legislation & Procedures (City Clerk)
    - Deputy Mayor Appointments 2024-2028
12. **GIVING NOTICE OF MOTION**
13. **IN CAMERA SESSION**
  - a. Other Item A
14. **ADJOURNMENT**

# Environmental Committee

## MINUTES

WED, JUNE 19, 2024 7:30 A.M.

QUEEN ST WTP, STAFF ROOM

Members Present	Chair Shannon Erickson, Sandra Bilan, Dustin Brears, Darcy Zaharia, Jason Signarowski, Kris Gendall
Absent	David McKerchar, Stefan Bymak, Matt Poier, Lyndon Hicks
City Staff	Aron Hershmilller, Connor Hunt
Presentation	
Recording	Val Fatteicher
Call to order	7:33 a.m.
Adjourn	8:59 a.m.
<b>1. Declaration of Conflict of Interest</b>	
Declaration	No declaration of conflict of interest was made.
<b>2. Approval of Agenda</b>	
Discussion	Review of agenda items for discussion.
<b>Motion 12-24</b>	<b>Kris Gendall</b> That the agenda be approved as presented.
<b>Motion 13-24</b>	<b>Kris Gendall</b> That the agenda be amended by inserting Wastewater Renewal System Stakeholder Meeting to Point 4 and moving the Strategic Plan Review to Point 5. CARRIED.
<b>3. Minutes of the May 14, 2024 Meeting</b>	
<b>Motion 14-24</b>	<b>Dustin Brears</b> That the minutes of May 14, 2024 be approved as presented. CARRIED.
<b>4. Wastewater Renewal System Stakeholder Meeting</b>	
Discussion	<ul style="list-style-type: none"> <li>Ongoing work and development of the Wastewater Renewal System project will now be initiating stakeholder meetings with key partnerships.</li> <li>Stakeholder meeting for the Environmental Committee and Economic Development Committee has been rescheduled to July 18<sup>th</sup> at 5:00 pm at the Gallagher Centre.</li> <li>The City's consultants will be in attendance and provide a presentation on the project to attendees.</li> <li>Additional sessions will take place with other stakeholders including City Council, regulatory and government agencies,</li> </ul>

	<p>major industries and city residents. These sessions will be scheduled over the next six months.</p> <ul style="list-style-type: none"> <li>• The purpose of these sessions is to gain support of the project which will endorse funding applications from government funding sources.</li> </ul>
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**5. Strategic Plan Review**

Discussion	<ul style="list-style-type: none"> <li>• Continued discussion from the May 14, 2024 committee meeting.</li> <li>• Dustin Brears left meeting 8:32 am</li> </ul>
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**6. Next Meeting Date**

Next meeting date planned for August, pending results of the Doodle Poll.

**7. Next Meeting Agenda Items**

- Strategic Plan Review/Finalize

**8. Adjournment 8:59 am**

<b>Motion 15-24</b>	<b>Darcy Zaharia</b> That the Environmental Committee Meeting be adjourned. CARRIED.
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These minutes have been approved by members of the Environmental Committee on October 10, 2024.

**Shannon Erickson**

Chair

**Val Fatteicher**

Recording Secretary

# Environmental Committee

## MINUTES

THU, AUG 1, 2024

7:30 A.M.

QUEEN ST WTP, STAFF ROOM

Members Present	Chair Shannon Erickson, Dustin Brears, Darcy Zaharia, Jason Signarowski, Sandra Bilan, Kris Gendall
Absent	David McKerchar, Stefan Bymak, Matt Poier, Lyndon Hicks, Val Fatteicher
City Staff	Brad Hvidston, Aron Hershmilller, Connor Hunt
Presentation	Sean Bayer, KGS Group
Recording	Connor Hunt
Call to order	7:41 a.m.
Adjourn	8:41 a.m.

### 1. Yorkton Wastewater Treatment Plant Renewal Project

Presentation & Discussion	<p>Presentation by Sean Bayer; KGS Group</p> <p>Sandra Bilan arrived at 8:05 am</p> <ul style="list-style-type: none"> <li>• Defining mechanical tertiary treatment</li> <li>• Use of existing facility components not intended for re-use</li> <li>• Federal involvement regarding funding and regulation</li> <li>• Industrial stakeholder engagement strategy</li> <li>• Highlighting the necessity of the Ministry of Agriculture involvement, becoming the Wet Ag Capital of Saskatchewan</li> </ul>
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### 2. Recommendation of Project Support

Discussion	<ul style="list-style-type: none"> <li>• More preparation is required to educate the public on the project needs and benefits starting from the very basics of water use and conservation</li> </ul> <p>Kris Gendall arrived at 8:24 am</p> <ul style="list-style-type: none"> <li>• Suggestion to input a cross-section of how aquifers operate, how aquifer recharge would further clean the water, and how it would then be collected and used for municipal water supply.</li> <li>• Suggestion to highlight the potential routes of aquifer recharge for wastewater reuse within Passive Tertiary Treatment</li> <li>• Suggestion to highlight the stakeholders engaged with for future reference for council in addition to the future engagement timeline.</li> </ul>
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<b>Motion 16-24</b>	<b>Jason Signarowski</b> That the Committee supports the Wastewater Treatment Plant Renewal Project as presented. CARRIED.
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**3. Next Meeting Date**

Next meeting date planned for September, pending results of the Doodle Poll.

**4. Next Meeting Agenda Items**

- o Strategic Plan Review/Finalize

**5. Adjournment 8:41 am**

<b>Motion 17-24</b>	<b>Sandra Bilan</b> That the Environmental Committee Meeting be adjourned. CARRIED.
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These minutes have been approved by members of the Environmental Committee on October 10, 2024.

Shannon Erickson

Chair

Connor Hunt

Recording Secretary

# Planning and Infrastructure Commission

**MINUTES**

**AUGUST 28<sup>TH</sup>, 2024**

**7:00 A.M.**

**MEETING ROOM A,  
CITY HALL – SECOND FLOOR**

Attendees	<p><b>Chairperson:</b> Mike Popowich  <b>Councillors:</b>, Councillor Quinn Haider, Councillor Randy Goulden, Mayor Mitch Hipsley  <b>Members:</b> Doug Forster, Eugene Fedorowich, Jan Morrison, Patricia Zaryski, Isabel O’Soup , Eleanor Shumay, Glen Tymiak</p>
Staff	<p>Michael Eger – Director of Planning, Building and Development  Carleen Koroluk – Land Use Planner  Trysta Liebrecht – Administrative Assistant</p>
Regrets	<p><b>Councillors:</b>  <b>Members:</b> David McKerchar  <b>Staff:</b></p>
Absent	<p><b>Councillors:</b>  <b>Members:</b>,  <b>Staff:</b></p>
Recording	Trysta Liebrecht
Call to order	7:01 a.m.

## ADOPTION OF AGENDA

Discussion	Review of Agenda items.
Motion 15-2024	<p><b>Shumay</b>  That the agenda be approved as presented.  <b>Carried Unanimously</b></p>

## DECLARATION OF CONFLICT OF INTEREST

Discussion	Popowich declared a Conflict of Interest to the New Business and will remove himself for that portion of the meeting.
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## APPROVAL OF MINUTES

Discussion	Minutes of the March 28 <sup>th</sup> , 2024 Planning and Infrastructure Commission Meeting were circulated with the Agenda Package.
Motion 16-2024	<b>Zaryski</b> That the Minutes from the March 28 <sup>th</sup> , 2024 Planning and Infrastructure Commission Meeting be approved. <b>Carried</b>

## OLD BUSINESS

Discussion	<ul style="list-style-type: none"><li>- Update on the progress with the sewer and water line moving at TA Foods Broadway Location.</li></ul>
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Popowich exits the meeting at 7:08 AM and Fedorowich took over the Chair.

## NEW BUSINESS

### 1. Bylaw No. 11/2024 – Amendment to Zoning Bylaw No. 14/2003 – Regulations for Storage Compounds/Facilities

Discussion	<ul style="list-style-type: none"><li>- A light industrial business has come forward and has offered to purchase land owned by the City for the purpose of storing loaded semi trailers waiting for pickup. The current Zoning Bylaw Definition of Storage Facilities requires these areas to be fenced in and screened.</li><li>- The City recognizes the lack of storage facilities and that regulations do not differ between zoning districts.</li><li>- The City proposes to subdivide the North half of the property for the proposed storage use.</li><li>- The amendment also proposes to lessen screening requirements for storage areas in lower exposed areas.</li></ul>
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	<ul style="list-style-type: none"> <li>- Committee discussed the Impact that the heavy trucks would have on the road, the Business does not anticipated the truck load to change.</li> </ul>
Motion 17-2024	<p><b>Shumay</b></p> <p>The Planning and Infrastructure Commission recommend that Council approve Bylaw No. 11/2024 which amends Zoning Bylaw No. 14/2003 firstly, by clarifying the definition of Storage Compounds/Facilities; secondly, by adding special use provisions for Storage Compounds/Facilities adjacent to highways, arterial and collector roadways; and thirdly, by adding Storage Compounds/Facilities as Permitted uses in the MI-2 Heavy Industrial zoning district.</p> <p><b>Carried</b></p>

Popowich enters the meeting at 7:31 AM and resumes the Chair.

<p><b>1. BYLAW No. 12/2024 – REZONE 1, 5 &amp; 9 COOK DRIVE FROM R-1A SMALL LOT RESIDENTIAL TO R-5 MIXED DENSITY RESIDENTIAL</b></p>	
Discussion	<ul style="list-style-type: none"> <li>- The City has recently been trying to facilitate property sales and an offer has been made by a local builder to construct a four plex in the York Landing Subdivision.</li> <li>- The builder originally considered a lot on Heath Court, however Planning Administration suggest the lots 1, 5 and 9 Cook Drive when subdivided into two lots are more suited to multi unit dwellings as they have rear lane access to accommodate parking.</li> <li>- As the lots are currently zoned at R-1A Small Lot Residential rezoning to R-5 Mixed Density Residential is required to allow for multi unit dwellings</li> <li>- The current R1-A zoning allows for a maximum of six dwelling units (3 single detached dwellings with secondary suites) and the proposed rezoning will allow for a maximum of eight units (two four plexes) which would assist in the current rental housing shortage.</li> <li>- Commission discussed the preliminary building design, the current rental shortage, possible grants available for construction and the benefits of development in the subdivision</li> </ul>



Councillor Haider Left the meeting at 7:55 AM

Motion 18-2024	<p><b>Morrison</b> The Planning and Infrastructure Commission recommend that Council approve Bylaw No. 12/2024, which amends Zoning Bylaw No. 14/2003 by rezoning Lots 1, 2 &amp; 3, Blk/Par 2, Plan 102113581, civically known as 1, 5 &amp; 9 Cook Drive, from R-1A Small Lot Residential to R-5 Mixed Density Residential.</p> <p><b>Carried</b></p>
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### **BUSINESS FROM THE FLOOR**

Discussion	<p>- Eger gave updates on recent commercial development, York Road and McBurney Street upgrades.</p>
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### **NEXT MEETING**

	<p>Wednesday, September 18<sup>th</sup>, 2024 at 7:00 a.m. at City Hall Meeting Room A</p>
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### **ADJOURNMENT**

Motion 19-2024	<p><b>Popowich</b> That the meeting be adjourned at 8:24 a.m.</p> <p><b>Carried</b></p>
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### **SIGNATURE OF MINUTES**

<b>Chairperson</b>	<p>Mike Popowich</p> <hr/> <p><b>Chairperson – Mike Popowich</b></p>
<b>Recording Secretary</b>	<p>Trysta Liebrecht</p> <hr/> <p><b>Trysta Liebrecht</b></p>

From: [amanda.dietz@toronto.ca](mailto:amanda.dietz@toronto.ca)  
To: [Amanda Dietz](#)  
Subject: New Response Completed for Request to Appear Before Council Form  
Date: Monday, November 18, 2024 11:52:59 AM

**CAUTION: External Email**

Hello,

Please note the following response to Request to Appear Before Council Form has been submitted at Monday November 18th 2024 11:49 AM with reference number 2024-11-18-004.

- **First name:**  
Gilbert
- **Last Name:**  
Remigio
- **Committee/Organization name:**  
PFCAC Parkland Filipino Canadian Association Corporation
- **Address:**  
122 Broadway St. West
- **City:**  
Yorkton
- **Province:**  
Saskatchewan
- **Postal code:**  
S3N 0M4
- **Name:**  
Gilbert Remigio
- **Title:**  
Sports Head of PFCAC
- **Daytime phone number:**  
[REDACTED]
- **Email:**  
[REDACTED]
- **Date of request:**  
11/18/2024
- **Date of council meeting that the presenter is wishing to attend:**  
11/25/2024
- **Topic being presented:**  
Award Recognition
- **Description of request: (Clearly state what is being asked of Council. Provide detailed information about why the information is being presented and the importance to the community)**  
It's our PFCAC Community groups awards presentation.

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



# **CERTIFICATE OF PARTICIPATION**

THIS CERTIFICATE IS PRESENTED BY

**UNITED PINOY ATHLETICS CLUB  
SASKATOON**

IN RECOGNITION FOR EXCELLENT ATHLETIC PERFORMANCE  
AND PARTICIPATION FOR INTERTOWN SPORTS FESTIVAL

Held on September 7-8 2024 At Warman Legends Centre  
701 Centennial Blvd. Warman Saskatchewan

Joveth Casignia  
**UPAC PRESIDENT**



Nina Ricci Anne Manalo  
**VICE PRESIDENT**



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# PFCAC Presents: Basketball as a Catalyst for Unity, Diversity, and Community Growth in Yorkton

Basketball is more than just a sport—it's a unifying force that transcends political, cultural, and ethnic boundaries. In communities around the world, including Yorkton, it serves as a powerful tool for fostering camaraderie, inclusion, and growth.

## 1. Bridging Political and Cultural Divides

Despite occasional disagreements over politics, religion, or other sensitive topics, basketball has a unique way of bringing people together. For the Filipino community in Yorkton, the sport has become a catalyst for connection. During tournaments, the atmosphere is filled with smiles, laughter, and good vibes as friends, families, and acquaintances gather to cheer on the players. It's a vivid reminder that shared passions can overcome even the deepest differences.

## 2. Promoting Diversity and Inclusion

Basketball thrives as a melting pot of cultures and ethnicities. In Yorkton, the diversity on the court is striking: First Nations players from local areas and beyond, East Indian and Chinese participants, and players from towns like Melville, Churchbridge, Foam Lake, Canora, and Preeceville. Weekly pickup games often see male and female youth of Canadian, Filipino, Chinese, and First Nations heritage training together under the guidance of dedicated, self-made coaches. This rich diversity showcases the sport's ability to foster inclusivity and celebrate cultural differences.

## 3. Strengthening Community Bonds

Basketball is a magnet for community engagement. Events like the Lady Mambas' games against Yorkdale's all-Canadian girls' team or the Preeceville team attract parents, grandparents, siblings, and friends—many of whom might not typically attend other community events. The Filipino community from across the Parkland area frequently travels with their families to watch and participate in basketball activities, creating a shared experience that deepens community ties.



#### 4. Empowering Young Girls Through Role Models

The rise of athletes like Caitlin Clark in the WNBA has inspired a new generation of young girls to embrace basketball. In Yorkton, many of these young female athletes are also deeply involved in cultural dances and community activities. By supporting their love for basketball, the community indirectly nurtures their other passions, creating well-rounded individuals who enrich local culture.

#### 5. Opening Doors to Opportunities

Basketball doesn't just build camaraderie—it creates opportunities. Hosting basketball events raises awareness of local job openings, businesses, and tourism opportunities. For many Filipino newcomers, these events have been instrumental in finding employment in Yorkton and other communities. Basketball serves as a gateway to integration, economic activity, and broader community engagement.

#### A Catalyst for Future Growth

Basketball's impact in Yorkton extends beyond the Filipino community, attracting interest from other cities in the Parkland area and even outside Saskatchewan. Communities inquire about intercity and provincial tournaments, showcasing the sport's potential to boost local tourism and support small businesses. While Yorkton has no shortage of basketball enthusiasts or organizers, the community's growth hinges on having the necessary facilities to host larger-scale events.

By recognizing the profound social, cultural, and economic benefits of basketball, we can collectively invest in its future. It's not just a game—it's a driving force for unity, progress, and community building. Let's ensure the ball keeps bouncing in Yorkton for years to come.

## YEAR 2013





## YEAR 2016









# YEAR 2018







# YEAR 2023





**Sacred Heart High School**

Senior Girls Volleyball	Junior Girls Volleyball	<i>Saints</i>	
<ul style="list-style-type: none"> <li>#1 Susanna Reed</li> <li>#2 Tori Yaremovich</li> <li>#3 Angela Fetsch</li> <li>#4 Chloe Hove</li> <li>#5 Danika Kluk</li> <li>#6 Cassidy Johnson</li> <li>#7 Bella Mykytyshyn</li> <li>#8 Halle Mykytyshyn</li> <li>#9 Sam Roussin</li> <li>#10 Eloise Cristo</li> <li>#11 Mary Watling</li> <li>#12 Bella Guy</li> <li>#14 Layla Szysky</li> </ul> <p>Coaches - Mr. Enns Mrs. Guy</p>	<ul style="list-style-type: none"> <li>#1 Shayna Yaholnitsky</li> <li>#2 Nina Chisholm</li> <li>#3 Allyson Matatal</li> <li>#4 Natalie St. Mars</li> <li>#5 Malaya Cuthill</li> <li>#6 Ollie Trevors</li> <li>#7 Inioluwa Olaoye</li> <li>#8 Aubrey Naphin</li> <li>#9 Amirah Osen</li> <li>#12 Nia Prysliak</li> <li>#16 Trenna Lupien</li> </ul> <p>Coaches - Mr. Chisholm Ms. Johnson</p>	<p><b>Welcome to the Halo Dome</b></p>	
Junior Boys Volleyball	Senior Boys Volleyball		
<ul style="list-style-type: none"> <li>#1 Treyson Flett</li> <li>#5 Jeremy Bailey</li> <li>#6 Aiden Tanner</li> <li>#7 Noah Fortin</li> <li>#8 Kraeten Haas</li> <li>#9 Kadrick Guthrie</li> <li>#11 Matthew Mosiondz</li> <li>#13 Austin Jasper</li> <li>#14 Emyr Lozinski-Gage</li> <li>#15 Jairus Yebr</li> </ul> <p>Coach - Mr. Decker</p>	<ul style="list-style-type: none"> <li>#1 Matthew Wesa</li> <li>#2 Kari Yebr</li> <li>#3 Xyrel Delos Reyes</li> <li>#4 Ryame Soanes</li> <li>#5 Jacob Allary</li> <li>#6 Sam Sheppard</li> <li>#7 Rhencent Manalo</li> <li>#8 Emmanuel Adefolarin</li> <li>#9 Aidan Hall</li> <li>#10 Olofade Olaleye</li> <li>#11 AJ Etrata</li> <li>#13 Kai Cowan</li> <li>#14 Joy Singkala</li> <li>#15 Ty Chisholm</li> </ul> <p>Coach - Mr. Moen</p>		











# YEAR 2024









Prepared By:

Jonathan Rosas  
PFCAC President

<b>TITLE: Bylaw No. 15/2024 – Amendment to Zoning Bylaw No. 14/2003 – Remove CT-2 Arterial Commercial (Transitional) Zoning District and rezone affected properties to MXURB Mixed Use Residential-Business</b> <b>Council Report #1 – 1<sup>st</sup> Reading &amp; Public Notice</b>	DATE OF MEETING: November 25, 2024
	REPORT DATE: November 21, 2024, 1:15 PM
<b>CLEARANCES:</b> Michael Eger – <b>Michael Eger</b> Director of Planning, Building & Development	<b>ATTACHMENTS:</b> 1. Zoning Map 2. Public Notice 3. Bylaw No. 15/2024
Written by: Carleen Koroluk – Planner <b>Carleen Koroluk</b>	
Reviewed by: Jessica Matsalla – City Clerk <b>Jessica Matsalla</b>	
Approved by: Brad Hvidston – City Manager <b>Brad Hvidston</b>	

**Summary of History/Discussion/Administrative Review:**

Both the Municipal Development Plan (MDP), adopted in 2003, and the Downtown and West Broadway Redevelopment Plan (the Redevelopment Plan), commissioned in 2003 and completed in 2005, projected phasing out of housing in the West Broadway Corridor (the Corridor) and establishing Broadway Street as a continuous commercial strip. As such, Zoning Bylaw No. 14/2003 (the Zoning Bylaw) designated properties within the Corridor as C-2 Arterial Commercial. This resulted in existing residential uses being considered legal non-conforming, pursuant to *The Planning and Development Act, 2007* (the PDA).

In 2007, it was brought to the City’s attention that the residential properties rezoned for commercial uses were experiencing difficulties in obtaining and/or renewing mortgage financing because of the Zoning Bylaw’s building replacement restrictions on legal non-conforming uses. Essentially, while continued residential use was assured, redevelopment, for example in the event of a loss due to fire, was limited under the terms of the PDA and this was affecting the owner’s ability to obtain property insurance as required by financial institutions.

At the request of potential investors to recognize the residential use as an entrenched right under the Zoning Bylaw, which would allow properties to be insured, the City rezoned several individual properties to Contract Zoning (CZ) and incorporated transitional standards for the remaining residential use properties.

Demand for commercial use on Broadway Street West was expected to increase once the casino and related development was completed, and the Contract Zoning allowed owners to improve and insure the properties for a period of fifteen years while still anticipating transition to commercial use. By



placing a time limit on the Contract Zone and removing mortgage and insurance barriers, the City provided flexibility for owners and potential purchasers to convert to commercial use over time.

Subsequent to the 2007 amendments, in early 2010 it was noted that there were additional properties being used for residential use that were not included in the 2007 Contract Zoning. While the residential use was allowed until commercial development, the ability to obtain insurance continued to be limited. To address this, the CT-2 Arterial Commercial (Transitional) zoning district was implemented and residential use properties not included in the Contract Zoning were rezoned to CT-2.

The CT-2 district provided a full range of commercial uses in keeping with the intended future character of the area, while still allowing for the continuance of existing residential uses as Discretionary Uses. While new stand alone residential uses would not be allowed, pursuant to the PDA the existing residential uses would essentially be approved and, in the event of a loss, could be replaced if approved by Council.

Later in 2010, the City was approached by private investors who owned a number of Contract Zone properties in the Corridor and they were prepared to revitalize properties for continued use as residential dwellings. Acknowledging that the anticipated continuous commercial strip ideology was changing due to the private sector's investment in renovating and rehabilitating dwellings for rental and/or sales, the Zoning Bylaw was amended by adding the MXURB Mixed Use Residential-Business zoning district. This new zoning encouraged a mix of commercial and residential uses, and ensured that investment could continue into both. With the implementation of the new zone, a number of Contract Zone properties within the Corridor were rezoned to MXURB.

In 2018, in response to continued reinvestment into residential uses, the remainder of the Contract Zoning properties were rezoned to MXURB.

The Redevelopment Plan was based on extensive community engagement. However, since its completion in 2005, a larger portion of the lands affected by the Plan remain undeveloped and demand for mixed use lands has exceeded demand for commercial properties. In light of this, it would be prudent to revisit the Plan and update it with the broader support of the community.

Currently, twenty-two properties remain zoned CT-2 and with the continued reinvestment into residential uses within the Corridor, Administration is seeking to rezone the remaining properties and one additional property suitable for residential or commercial use, to MXURB and delete the CT-2 zoning district in its entirety from the Zoning Bylaw. As the rezoning allows for either commercial use or residential use without Council authorization being required, it provides additional options for both current and prospective property owners, in the event of a property sale. It is also noted that property taxes are based on assessed use of the property, so the rezoning would not directly affected property taxes.

The Official Community Plan (OCP), in consideration of the City's Housing Needs Assessment, is broadly supportive of increasing the density and availability of housing. The OCP looks at ways to increase the affordable housing stock including providing and encouraging infill housing, providing a variety of lots sizes including small lots that are appropriate for entry level housing as well as increasing the overall density of the city (*Section 1.4*)

The proposed rezoning supports the OCP's Smart Growth Principles (*Section 2.7*) including mixed land uses, a range of housing opportunities and choices and a walkable community. It further supports intensification being a key principle for existing neighbourhoods by providing for an increase in the number of residents and jobs, encouraging a mix of uses, enhancing existing businesses and community vitality, using existing facilities and infrastructure and leading to greater use of non-automotive modes of transportation (*Section 3*).

To accomplish the rezoning, the following amendments are required:

Zoning Bylaw No. 14/2003:

Rezone 157, 158, 161, 162, 166, 169, 170, 173, 174, 186, 190, 193, 215, 230, 234, 255, 259, 264, 269, 273, 277 and 285 Broadway Street West from CT-2 Arterial Commercial (Transitional) to MXURB Mixed Use Residential-Business;

Rezone 165 Broadway Street West from C-2 Arterial Commercial to MXURB Mixed Use Residential-Business;

Delete Section 29.0 from Table of Contents Part F – Municipal Zoning Districts;

Amend Section 8.5.1 by replacing reference to “CT-2 Arterial Commercial (Transitional)” to be replaced with “MXURB Mixed Use Residential – Business”;

Delete Sections 16.2.1.3 and 16.2.2.C; and

Amend the Zoning Map to reflect the rezoning.

### **Public Notice**

Administration has reached out to the twenty three affected property owners, fifteen of whom have indicated their support of the proposed rezoning. The remaining nine owners have been mailed two letters regarding the proposed amendment but have yet to respond.

At this time, Planning Services would like to initiate the public notice process including advertisement in the local newspaper, at City Hall and on the City website, as well as circulation to property owners within 75 metres of the subject properties. The proposed Public Notice (see Attachment 2) and Bylaw No. 15/2024 (see Attachment 3) are attached for Council's consideration.

If authorized to proceed, the application will also be referred to the Planning and Infrastructure Commission before it is brought back to Council, for their review and decision in conjunction with the Public Hearing.

### **Conclusion**

In conclusion, should Council wish to proceed with the amendment and give the Bylaw 1<sup>st</sup> Reading, the required Public Hearing will be set for December 16, 2024 after which Council may proceed with 2<sup>nd</sup> and 3<sup>rd</sup> Reading if desired.

### **Council Options:**

1. That Bylaw No. 15/2024, a bylaw of the City of Yorkton in the Province of Saskatchewan to amend Zoning Bylaw No. 14/2003 by rezoning certain properties to MXURB Mixed Use Residential-

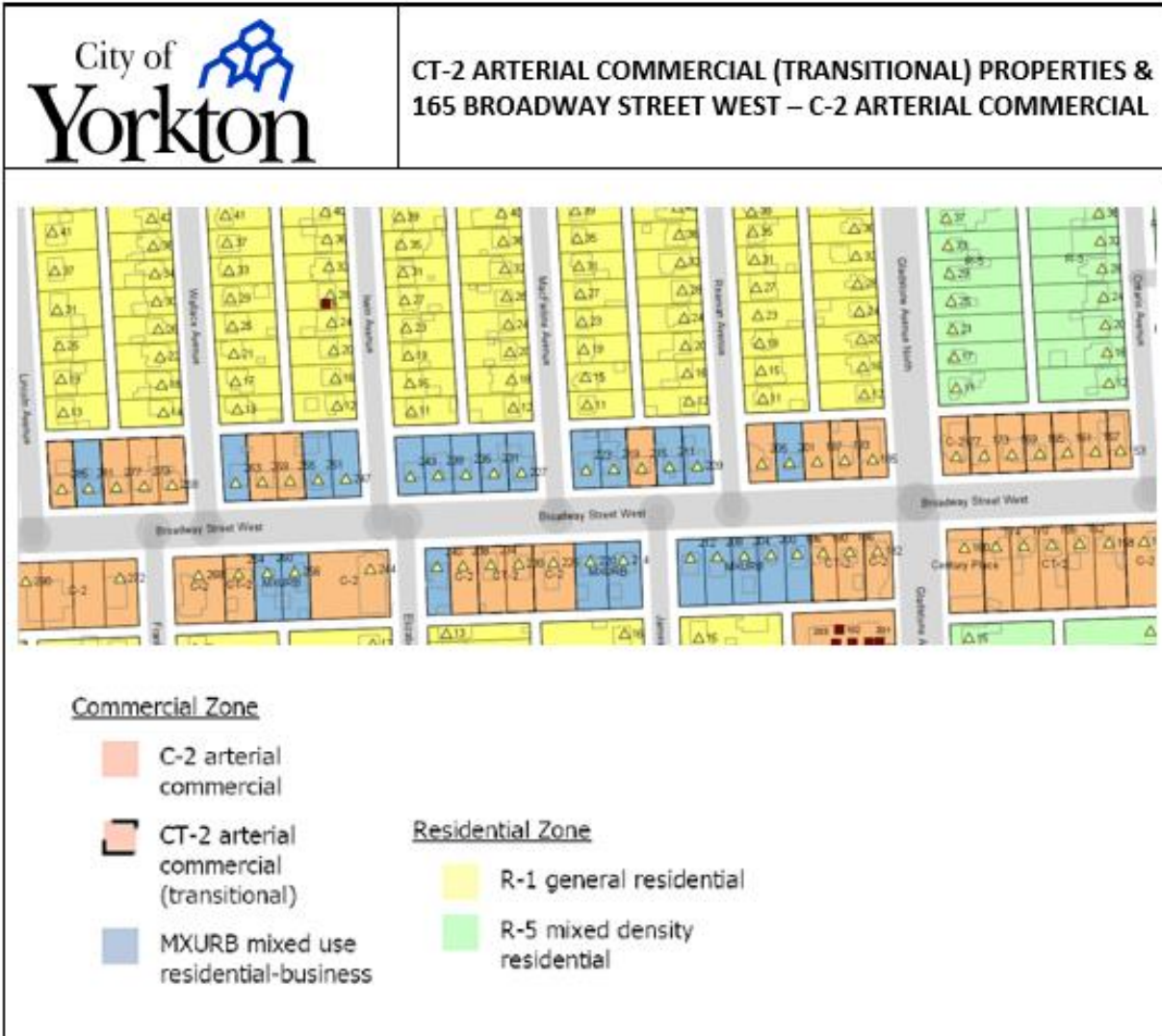
Business and amend the Zoning Map to reflect the rezoning be introduced and given 1<sup>st</sup> Reading, this 25<sup>th</sup> day of November, A.D., 2024, and that Administration be authorized to proceed with the Public Notice process.

2. That Bylaw No. 13/2024, a bylaw of the City of Yorkton in the Province of Saskatchewan to amend Zoning Bylaw No. 14/2003 by rezoning certain properties to MXURB Mixed Use Residential-Business and amend the Zoning Map to reflect the rezoning, be denied for reasons as listed by Council;
3. That Administration be provided with alternative direction.

**Administrative Recommendation:**

That Bylaw No. 13/2024, a bylaw of the City of Yorkton in the Province of Saskatchewan to amend Zoning Bylaw No. 14/2003 by rezoning certain properties to MXURB Mixed Use Residential-Business and amend the Zoning Map to reflect the rezoning, be introduced and given 1<sup>st</sup> Reading, this 25<sup>th</sup> day of November, A.D., 2024, and that Administration be authorized to proceed with the Public Notice process.

## Attachment 1 – Zoning Map



### Affected Properties

157 Broadway Street West (CT-2)	Lot 16, Blk/Par 36 – Plan BZ748	193 Broadway Street West (CT-2)	Lot 16, Blk/Par 36 – Plan BZ748
158 Broadway Street West (CT-2)	Lot 26, Blk/Par 12 – Plan 99Y00657	215 Broadway Street West (CT-2)	Lot 28, Blk/Par 10 – Plan 99Y00657
161 Broadway Street West (CT-2)	Lot 15, Blk/Par 36 – Plan BZ748	230 Broadway Street West (CT-2)	Lot 11, Blk/Par 4 – Plan 99Y00657
162 Broadway Street West (CT-2)	Lot 25, Blk/Par 12 – Plan 99Y00657	234 Broadway Street West (CT-2)	Lot 10, Blk/Par 4 – Plan 99Y00657
165 Broadway Street West (C-2)	Lot 14, Blk/Par 36 – Plan BZ748	255 Broadway Street West (CT-2)	Lot 3, Blk/Par 1 – Plan AA6142
166 Broadway Street West (CT-2)	Lot 24, Blk/Par 12 – Plan 99Y00657	259 Broadway Street West (CT-2)	Lot 2, Blk/Par 1 – Plan AA6142
169 Broadway Street West (CT-2)	Lot 16, Blk/Par 36 – Plan BZ748	264 Broadway Street West (CT-2)	Lot 8, Blk/Par 5 – Plan 99Y00657
170 Broadway Street West (CT-2)	Lot 23, Blk/Par 12 – Plan 99Y00657	269 Broadway Street West (CT-2)	Lot 5, Blk/Par 4 – Plan AA6142
173 Broadway Street West (CT-2)	Lot 16, Blk/Par 36 – Plan BZ748	273 Broadway Street West (CT-2)	Lot 4, Blk/Par 2 – Plan AA6142
174 Broadway Street West (CT-2)	Lot 22, Blk/Par 12 – Plan 99Y00657	277 Broadway Street West (CT-2)	Lot 3, Blk/Par 2 – Plan AA6142
186 Broadway Street West (CT-2)	Lot 23, Blk/Par 1 – Plan 99Y00657	285 Broadway Street West (CT-2)	Lot 1, Blk/Par 2 – Plan AA6142
190 Broadway Street West (CT-2)	Lot 22, Blk/Par 1 – Plan 99Y00657		

## Attachment 2 - Public Notice

### Public Notice

#### Amendment to Zoning Bylaw No. 14/2003 Bylaw No. 15/2024 – Proposed Rezoning of Multiple Broadway Street West Properties to MXURB Mixed Use Residential-Business



157 Broadway Street West (CT-2)	Lot 16, Blk/Par 36 – Plan BZ748	193 Broadway Street West (CT-2)	Lot 16, Blk/Par 36 – Plan BZ748
158 Broadway Street West (CT-2)	Lot 26, Blk/Par 12 – Plan 99Y00657	215 Broadway Street West (CT-2)	Lot 28, Blk/Par 10 – Plan 99Y00657
161 Broadway Street West (CT-2)	Lot 15, Blk/Par 36 – Plan BZ748	230 Broadway Street West (CT-2)	Lot 11, Blk/Par 4 – Plan 99Y00657
162 Broadway Street West (CT-2)	Lot 25, Blk/Par 12 – Plan 99Y00657	234 Broadway Street West (CT-2)	Lot 10, Blk/Par 4 – Plan 99Y00657
165 Broadway Street West (C-2)	Lot 14, Blk/Par 36 – Plan BZ748	255 Broadway Street West (CT-2)	Lot 3, Blk/Par 1 – Plan AA6142
166 Broadway Street West (CT-2)	Lot 24, Blk/Par 12 – Plan 99Y00657	259 Broadway Street West (CT-2)	Lot 2, Blk/Par 1 – Plan AA6142
169 Broadway Street West (CT-2)	Lot 16, Blk/Par 36 – Plan BZ748	264 Broadway Street West (CT-2)	Lot 8, Blk/Par 5 – Plan 99Y00657
170 Broadway Street West (CT-2)	Lot 23, Blk/Par 12 – Plan 99Y00657	269 Broadway Street West (CT-2)	Lot 5, Blk/Par 2 – Plan AA6142
173 Broadway Street West (CT-2)	Lot 16, Blk/Par 36 – Plan BZ748	273 Broadway Street West (CT-2)	Lot 4, Blk/Par 2 – Plan AA6142
174 Broadway Street West (CT-2)	Lot 22, Blk/Par 12 – Plan 99Y00657	277 Broadway Street West (CT-2)	Lot 3, Blk/Par 2 – Plan AA6142
186 Broadway Street West (CT-2)	Lot 23, Blk/Par 12 – Plan 99Y00657	285 Broadway Street West (CT-2)	Lot 1, Blk/Par 2 – Plan AA6142
190 Broadway Street West (CT-2)	Lot 22, Blk/Par 12 – Plan 99Y00657		

Proposed Zoning                      MXURB Mixed Use Residential-Business

**Details:** Yorkton City Council will consider Bylaw No. 15/2024, an amendment to Bylaw No. 14/2003, to rezone the above noted properties from CT-2 Arterial Commercial (Transitional) and C-2 Arterial Commercial to MXURB Mixed Use Residential-Business to allow for continued residential and/or commercial use.

Pursuant to *The Planning and Development Act, 2007*, the amendment is to be publicly advertised before Council makes their final decision.

**Public Hearing:** City Council will hear all persons who are present and wish to speak to the proposed amendment and all written submissions will be read verbatim, unless the submitter is in attendance to speak on the submission, on **Monday, December 16, 2024 at 5:00 p.m. in City Hall Council Chambers, Yorkton, SK.**

**Written Submissions:** If you wish to provide written comments for Council's consideration, they must be submitted by 9:00 a.m. on Wednesday December 11, 2024. Written submissions must be directed to:

Jessica Matsalla, Director of Legislation and Procedures  
In Person: 37 Third Avenue North, Yorkton, SK  
Via Mail: Box 400, Yorkton, SK S3N 2W3  
Via Email: [jmatsalla@yorkton.ca](mailto:jmatsalla@yorkton.ca)

**For More Information:**

To see the full report on this application, and the proposed bylaw, please visit [www.Yorkton.ca](http://www.Yorkton.ca). Click or tap on the "Council Meetings" link and select "Agenda and Information Package" for the November 25, 2024 Regular Council Meeting. The report will be found in the Information Package that follows the Agenda.

**Questions regarding the proposed bylaw may be directed to:**

Michael Eger, Director of Planning, Building & Development  
Phone: (306) 786-1710  
Email: [planningservices@yorkton.ca](mailto:planningservices@yorkton.ca)

**Attachment 3 – Bylaw 13/2024**

**City of Yorkton  
Saskatchewan**

**Bylaw No. 15/2024**

**A Bylaw of the City of Yorkton in the Province of Saskatchewan to rezone certain properties to MXURB Mixed Use Residential-Business and amend the Zoning Map of Bylaw No. 14/2003 to reflect rezoning.**

**WHEREAS**, pursuant to Section 46(3) of *The Planning and Development Act, 2007*, the Council of the City of Yorkton in the Province of Saskatchewan in Council assembled hereby enacts as follows:

1. That Bylaw No. 14/2003 is amended by:
  - a) Rezoning 157, 158, 161, 162, 166, 169, 170, 173, 174, 186, 190, 193, 215, 230, 234, 255, 259, 264, 269, 273, 277 and 285 Broadway Street West from CT-2 Arterial Commercial (Transitional) to MXURB Mixed Use Residential-Business;
  - b) rezoning 165 Broadway Street West from C-2 Arterial Commercial to MXURB Mixed Use Residential;

all as shown on Schedule ‘A’ attached hereto;

  - c) deleting Section 29.0 from Part F – Municipal Zoning Districts; and
  - d) amending Section 8.5.1 by replacing reference to “CT-2 Arterial Commercial (Transitional)” to be replaced with “MXURB Mixed Use Residential – Business”.
2. That the Zoning Map attached to and forming part of Bylaw No. 14/2003 be amended to reflect the rezoning of the properties shown on Schedule ‘A’ attached hereto to MXURB Mixed Use Residential-Business;

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

\_\_\_\_\_  
MAYOR

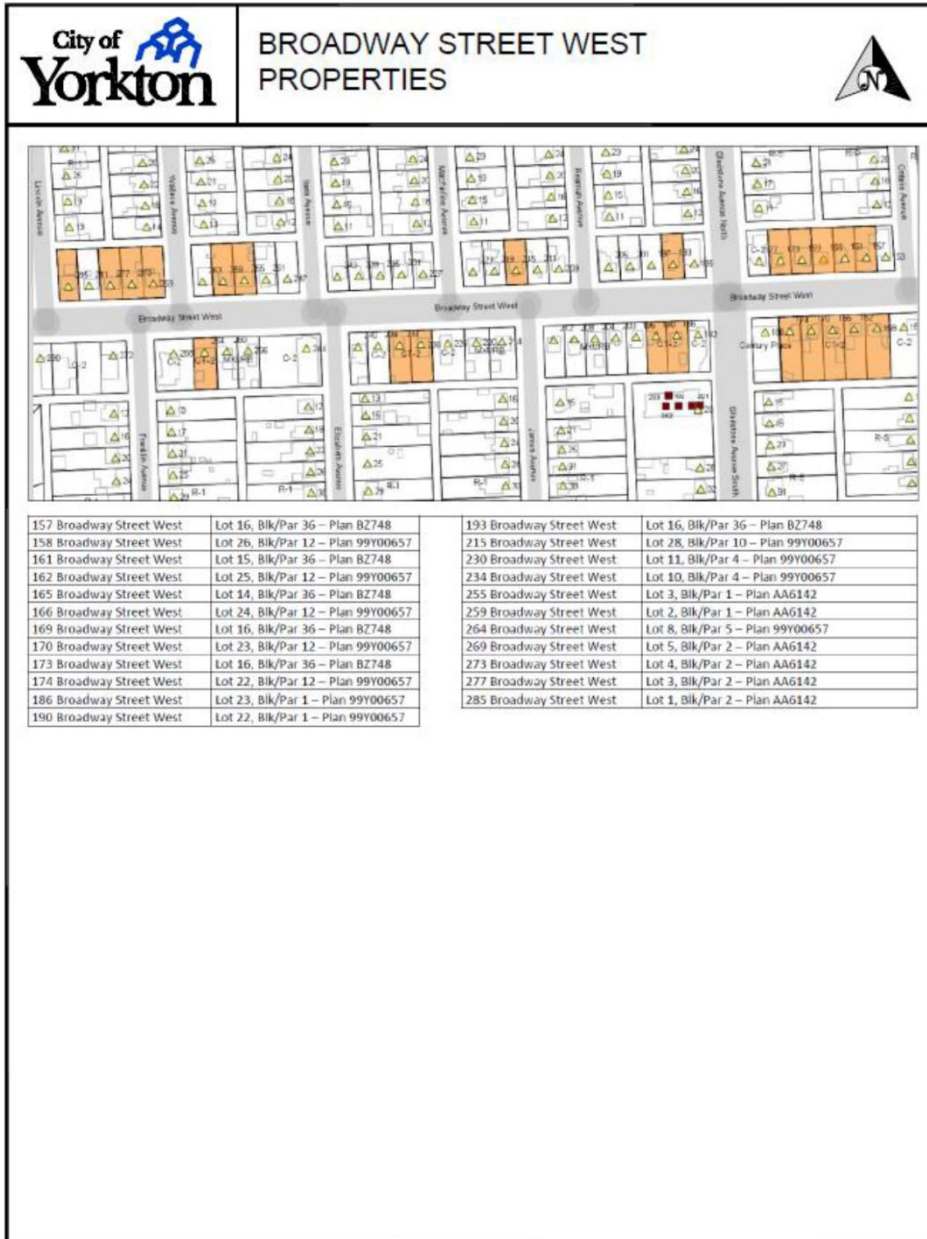
\_\_\_\_\_  
CITY CLERK

Introduced and read a first time this \_\_\_\_ day of \_\_\_\_\_, A.D., 2024.

Read a second time this \_\_\_\_ day of \_\_\_\_\_, A.D., 2024.

Read a third time and adopted this \_\_\_\_ day of \_\_\_\_\_, A.D., 2024.

Schedule 'A'



TITLE: Cemetery Bylaw No.16/2024	DATE OF MEETING: <b>November 25, 2024</b>
	REPORT DATE: November 21, 2024 1:12 PM
CLEARANCES:	ATTACHMENTS: 1. Draft Cemetery Bylaw No.16/2024 2. 2025-2027 Cemetery Fees & Charges
Written by: Taylor Morrison, Director of Recreation & Community Services <p align="center"><b>Taylor Morrison</b></p>	
Reviewed by: Jessica Matsalla, City Clerk <p align="center"><b>Jessica Matsalla</b></p>	
Approved by: Brad Hvidston, City Manager <p align="center"><b>Brad Hvidston</b></p>	

**PURPOSE**

This report is being provided to update the City of Yorkton *Cemetery Bylaw*, which provides for the control and operation of cemeteries with the city. The Bylaw was last reviewed and approved by Council in October of 2021, and provided for the inclusion of the cemetery expansion project and Woodland Path interment sites. Additionally, a review of fees and charges was completed in conjunction with the Bylaw review, and were approved on a three-year cycle for 2022 through 2024.

**BACKGROUND**

All cemeteries in Saskatchewan are subject to provincial legislation through *The Cemeteries Act, 1999* and *The Cemeteries Regulations, 2001* and are required to be registered with the province. Following the expansion of the existing cemetery, the entire cemetery was re-registered in 2016 to include the expansion. The old portion (referred to as The Hill) of the city cemetery has a capacity of 11,565 plots with 154 plots remaining for sale. The cemetery was expanded in 2015/16 by providing an additional 922 plots, and is referred to as The Meadow. Other additions include the Woodland Path, which is a cremation only area, with 93 plots giving a maximum capacity of 186 interments, a second columbarium in the designated area of The Meadow which can accommodate approximately 72 niches with a max of 144 inurnments which will be installed next year.

**BYLAW REVISIONS**

Administration has completed a review of the current *Cemetery Bylaw*, and has compared the document to other municipal bylaws from cities that own and operate their own cemeteries, including larger centers such as Regina, Saskatoon, Prince Albert and Moose Jaw, and smaller cities such as Estevan, Swift Current, and North Battleford. A consistent theme across many of the other bylaws was the change to plain language that clearly outlines the requirements of the Bylaw. Many cemeteries are using the bylaw as a guiding document when having discussions with funeral homes and families, and including plain language allows for easier, more personal conversations with people during an emotional time, and that is legal in nature



Therefore, Administration felt that a complete re-write of the Bylaw was more desirous than attempting to revise and amend the current document. The intent of the Bylaw remains the same, however significant language and housekeeping items were adjusted to allow for the inclusion of simpler language and to provide for better flow when reading through the Bylaw

### **FINANCIAL IMPLICATIONS**

There are no financial implications to the Bylaw changes, other than removing fees and charges from being contained within the document. Removing the fees and charges from the Bylaw provides Administration with the ability to adjust rates when needed, rather than being locked into a specific term, such as a three-year fees and charges schedule, and without needing to re-open the Bylaw to make any revisions.

The setting of fees and charges is procedural in nature. Administration will continue to compare our fees to other Saskatchewan municipal cemeteries to determine where changes in the fee structure could positively impact our cost recovery, and would be completed yearly as part of the annual operating budget process. The cemetery endeavors to operate on a cost recovery basis, with the main source of revenue being through plot sales and interment services. Plot sales have slowed over recent years as multiple cremation burials in the same plot are becoming more common. Plot prices are established using a market value comparison, where we aim to be in the mid-range when compared to other municipal cemeteries.

The review of our service fees and charges in 2021 indicated that they did not reflect all the overall costs associated with annual general maintenance, and as such the proposed fees and charges were generally increased. However, some fees were reduced in 2021 to reflect the actual cost of the services being provided for less desirable or smaller plots, and for the care and maintenance and perpetual care fees that are applied to all services within the cemetery.

Adjustments to the care and maintenance and perpetual care charges were also implemented in 2021, as it was identified that only the initial plot sale had these surcharges attached to it, and that the charges were not applied to all services available in the cemetery. It is important to identify the difference between the care and maintenance, and perpetual care charges. Care and maintenance is a one-time charge applied to services provided in the cemetery which is used to offset costs for ongoing maintenance (grass cutting, tree care, beautification, etc.) while the cemetery is in operation. Perpetual care on the other hand is a one-time charge applied to services provided in the cemetery which is revenue set aside in a separate reserve account that holds funds for future use. This ensures that after-capacity care and maintenance can be completed when no revenue sources are available to pay for the ongoing maintenance. Currently, a 25% surcharge is applied to all plot sales and interments for both the regular care and maintenance, and the future perpetual care of the cemetery.

When the *Cemetery Bylaw* was last reviewed in 2021, Council directed Administration to continue to review the impact to the pricing changes and implementation of additional care and maintenance and perpetual care surcharges. Over the course of the past three years of the existing Bylaw and fees, Administration has not seen significant impact to revenue generation within the cemetery due to the increase of the service surcharges. The largest contributing factors to cemetery revenue is time and personal estate planning. As the population ages we tend to see an influx of plot sales over a period of time, followed by a reduction in plot sales but an increase in interments. As this cycle continues throughout the years, Administration utilizes a rolling average of plot sales and interments to identify

budgetary targets. However, we also acknowledge that while the death rate has remained consistent over the past few years, interment rates have declined as cremation increases and families choose other ways to memorialize their loved ones rather than the traditional interments.

Operational costs and inflation are also rising, and may result in fees not being in line with the actual costs when fees are attached to the Bylaw. This would require Council approval to re-open the bylaw and adjust fees should a “catch up” year be required. This is why the proposed Bylaw has the fees and charges removed, but does identify that fees and charges will be set as part of the annual operating budget process.

A copy of the proposed 2025-2027 cemetery fees and charges has been included with this report for Council’s information.

### **COMMUNICATION PLAN/PUBLIC NOTICE**

Once approved by Council, a copy of the new Bylaw will be provided to the funeral services providers and it will also be placed on the City’s website. There are no provisions in *The Cemeteries Act, 1999* or the *Cemeteries Regulations, 2001* that require public notice be provided prior to giving all three readings of a cemetery bylaw. Therefore, Council could provide all three readings of this Bylaw at the November 25, 2024 Council meeting.

### **STRATEGIC PRIORITIES/OCP/COMMITTEE RECOMMENDATION(S)**

Cemeteries speak symbolically about our attitudes towards the deceased and therefore attention is taken to ensure the cemetery is as peaceful and restful as possible, and respects and honors our loved ones in a dignified manner. The City Cemetery has strong personal and emotional significance to many individuals, and the City endeavors to ensure it is as appropriate, restful, and peaceful as possible.

### **OPTIONS**

1. That Bylaw No. 16/2024, a bylaw in the City of Yorkton in the Province of Saskatchewan, being a bylaw to provide for the control and to regulate the operation of cemeteries within the City of Yorkton, known as *The Cemetery Bylaw*, be given all three readings with unanimous consent of Council at tonight’s meeting.
2. That Council provide alternate direction to Administration.

### **RECOMMENDATION**

1. That Bylaw No. 16/2024, a bylaw in the City of Yorkton in the Province of Saskatchewan, being a bylaw to provide for the control and to regulate the operation of cemeteries within the City of Yorkton, known as *The Cemetery Bylaw* be introduced and given 1<sup>st</sup> reading this 25<sup>th</sup> day of November, A.D., 2024.
2. That Bylaw No. 16/2024, be given second reading, this 25<sup>th</sup> day of November, A.D., 2024.
3. That with unanimous consent of Council, that Bylaw No. 16/2024 proceed to 3<sup>rd</sup> reading.
4. That Bylaw No. 16/2024, a bylaw in the City of Yorkton in the Province of Saskatchewan, being a bylaw to provide for the control and to regulate the operation of cemeteries within the City of Yorkton, known as *The Cemetery Bylaw* be given 3<sup>rd</sup> and final reading this 25<sup>th</sup> day of November, A.D., 2024, and entered in the City of Yorkton bylaw registry.

**Bylaw No. 16/2024**  
**The Cemetery Bylaw**

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City of Yorkton  
Saskatchewan

**Bylaw No. 16/2024**

**A Bylaw of the City of Yorkton to provide for the Control and to Regulate the Operation of Cemeteries within the City of Yorkton**

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**Whereas**, pursuant to Part VIII, Section 54(1) of *The Cemeteries Act, 1999* an owner of a cemetery that is not a commercial cemetery may make bylaws for the operation of the cemetery;

**Now therefore**, the Council of the City of Yorkton in Council assembled hereby enacts as follows:

**PART I**  
**Preliminary Matters**

**Short Title**

1. This Bylaw shall be known as “The City of Yorkton Cemetery Bylaw”.

**Definitions**

2. In this Bylaw, unless the context otherwise requires, the expression:
  - a. “**Act**” means *The Cemeteries Act, 1999*;
  - b. “**base**” means the lower portion of a two-piece monument set on a foundation;
  - c. “**care and maintenance**” means the long-term care and maintenance of a cemetery, including levelling of the ground and seeding, cutting and watering of grass, but does not include the maintenance, repairs or replacement of memorials or monuments;
  - d. “**casket**” means a rigid container, usually constructed of wood, designed for the encasement of a human body for interment;
  - e. “**cemetery**” means any area set aside and/or used for the burial of human remains known as the City of Yorkton Cemetery.
  - f. “**cemetery office**” means the administration office of the Director responsible for the operations of the City Cemetery and enforcement of this Bylaw.
  - g. “**columbarium**” means a structure or building in a cemetery designated for the purpose of storing or interring cremated human remains in sealed compartments or niches;
  - h. “**council**” means the Council of the City of Yorkton;

- i. “**cremated human remains**” means human bone fragments that remain after cremation;
- j. “**cremation**” means the process of reducing the human body using high heat and flame.
- k. “**die**” means the upper portion of a two-piece monument that is placed on the base;
- l. “**Director**” means the Director assigned responsibility for the City Cemetery by the City Manager and includes anyone acting as their designate in carrying out the provisions of the Bylaw;
- m. “**disinterment**” means the removal of human remains or cremated human remains from a grave or columbarium;
- n. “**flat marker**” means a monument set flush with the ground with a flat and level surface upon which an inscription may be made or a bronze plaque affixed;
- o. “**foundation**” means a pre-cast granite pad; a pre-cast concrete slab or a poured in place pad reinforced with steel mesh, set at a grade for the purpose of placing a monument;
- p. “**grave**” means an area specifically designated to accommodate the interment of human remains or cremated human remains;
- q. “**human remains**” means a dead human body, but does not include cremated human remains;
- r. “**interment**” means the placement of human remains or cremated human remains in a grave or niche;
- s. “**interment rights**” means a license granted by the City to a person to allow interment in accordance with this Bylaw and the Act;
- t. “**interment rights holder**” means a person who holds interment rights to a grave or niche, or any person authorized by law to act on that person’s behalf;
- u. “**memorial**” means a monument, plaque, inscription or ornamentation that is used to identify or commemorate a deceased person;
- v. “**monument**” means a permanent memorial structure with inscribed or attached lettering or artwork as a means to commemorate a deceased person;
- w. “**niche**” means an individual unit or compartment in a columbarium;

- x. **“Parks Manager”** means the person placed in charge of day-to-day administration of the City Cemetery;
- y. **“perpetual care”** means the amount paid by each grave provided to ensure that annual care and maintenance of the Cemetery is provided after the Cemetery reaches capacity;
- z. **“post”** is an upright monument for cremation interments permitted only in the Woodland Path;
- aa. **“Redemptorist Father”** are the Most Holy Redeemer, a religious congregation of Catholic Priests and Brothers;
- bb. **“The Hill”** means the older section in the Cemetery marked as sections 1 through 27;
- cc. **“The Meadow”** means the newer section in the Cemetery marked as sections 27A through 38;
- dd. **“upright monument”** means a monument projecting above the ground that is set upon a foundation;
- ee. **“urn”** means a container into which cremated human remains are placed prior to interment;
- ff. **“vault”** means a structural enclosure made of fiberglass, designed to cover a casket or urn and used to prevent the sinking or slumping of graves;
- gg. **“Woodland Path”** means the naturalized cremation area within the wooded areas of The Meadow and marked as sections 36 and 38.

## PART II

### Administrative and Operational Matters

#### Administration and Enforcement of Bylaw

3. Subject to the other provisions of this Bylaw and to *The Cemeteries Act, 1999* and the regulations thereto, where a person makes an application in the form provided by the Director and pays the requisite fees, the Director shall issue to the person a license for the exclusive use of a grave or a niche.
  - a. The holder of the license acquires no property rights in the Cemetery or any niche within a columbarium.
4. All funerals in the Cemetery shall comply with the provisions of *The Public Health Act, The Vital Statistics Act, The Funeral Service & Cremation Act* and *The Cemeteries Act, 1999* of the Province of Saskatchewan and with any regulations issued thereunder and as amended from time to time.



5. The Director shall furnish Council with a written report at the end of each year, of all interments, disinterments and removals for the year, and shall keep and maintain a complete set of records of all transactions in connection with the operation of the Cemetery.
6. In the event of a discrepancy between the license and the administrative records, the latter shall take preference.
7. Notice given to any person pursuant to this Bylaw shall be deemed sufficient if in writing and mailed to the last known address of such person as entered into the Cemetery records.
8. The Director may close the cemetery from time to time as deemed necessary and appropriate by the Director.

#### **Recovery of Abandoned Graves or Niches**

9. The City may recover abandoned graves or niches in accordance with the Act.

#### **Fees**

10. Fees and charges for cemetery services are established as part of the City's annual operating budget. A complete listing of fees and charges will be maintained by the City.
11. All fees must be paid in advance of supplies or services being provided.
12. The Director may offer a Deferred Payment Plan for pre-need products or services on any terms deemed reasonable, provided that full payment is required before the product or service is provided to the purchaser.

#### **Care and Maintenance Fees**

13. Care and maintenance fees shall, in accordance with the Act, be collected for each sale of a memorial or interment rights.
14. All fees collected for care and maintenance shall be:
  - a. Held by the City in a separate fund called the care and maintenance fund; and
  - b. Invested in accordance with the provisions of the Act.
15. The City is not bound to expend on any grave or niche in any year an amount greater than the annual interest earned on the amount paid for care and maintenance with respect to that grave or niche.

#### **Disputes**

16. The City does not accept any responsibility for resolving disputes between surviving family members or others in respect to any matter related to the Cemetery.

### **Director's Decision Final**

17. In all cases where the Director is empowered by the Bylaw to approve applications or make any other decision, the Director's decision is final.

## **PART III**

### **Interments and Disinterments**

#### **Availability and Service Times**

18. The Cemetery is open for interments and disinterments every day of the year, with the exception of Christmas Day and Boxing Day, and subject to the times listed below.
19. Interments and disinterments shall occur during the following hours on any day other than a statutory holiday:
  - a. Monday to Friday: 9:00 a.m. to 4:30 p.m.
  - b. Saturdays: 9:00 a.m. to 4:00 p.m.
  - c. Sundays and Statutory Holidays: 9:00 a.m. to 1:00 p.m.
20. Interments and disinterments occurring outside of the hours set out above:
  - a. Must be approved by the Director; and
  - b. Are subject to additional fees.
21. The Director may limit the number of services each morning or afternoon to ensure all services are properly managed.

#### **Notice Required**

22. The Director must be notified in writing, during regular office hours, of any interment or disinterment at least two (2) business days in advance, excluding of Saturdays, Sundays or statutory holidays.
23. The Director may, subject to payment of the short notice surcharge, approve an interment or disinterment in cases where the notice of two (2) business days has not been provided.

#### **Purchase of Interment Rights**

24. Any person may, upon application to the Director and payment of all required fees, including care and maintenance fees, purchase interment rights to a grave or niche in the City of Yorkton Cemetery.
25. An interment rights holder with interment rights to a grave shall acquire the right to use the grave for the burial of human remains in accordance with the provisions of the Bylaw, but no other rights whatsoever.

26. The interment rights holder shall maintain current address for services with the Director.
27. An interment rights holder with interment rights to a niche itself shall:
  - a. Acquire the right to use a niche for the storage in an urn, of cremated human remains in accordance with the provisions of this Bylaw, but no other rights whatsoever; and
  - b. Comply with any terms or conditions outlined on the ownership certificate issued by the City to the interment rights holder.

### **Use of Graves or Niches**

28. The use of a grave or niche for interment must be authorized in writing by the interment rights holder.
29. The Director may require proof of purchase of interment rights or proof of authorization to prove the right of a person to use a grave or niche for interment.

### **Refund of Interment Rights**

30. An interment rights holder may request and receive a refund of interment rights provided that:
  - a. The request is made in writing;
  - b. The grave or niche has not been used for interment; and
  - c. Any monuments or other items on the grave or niche are removed.
31. A person who qualifies for a refund shall receive the following amounts, less all costs incurred by the City to return the grave or niche to a state where it can be resold:
  - a. 100% of any opening and closing fees paid;
  - b. 85% of the original grave or niche license fee paid (15% withheld as an administration fee)
  - c. If the original proof of purchase price cannot be located or otherwise determined, a refund of \$100.00 will be provided.
32. The Director may withhold approval of a refund of fees paid for any grave or niche if the Director deems it to be unusable.

### **Sales of Interment Rights**

33. In the event an interment rights holder sells their interment rights, the interment rights holder must immediately:
  - a. Notify the City of the name and address of the buyer; and

- b. Pay the required administration fee.

### **Burial Permits and Cremation Certificates**

34. Where a burial permit is required, no burial shall be permitted until the Director has received the required burial permit.
35. Where a cremation certificate is required, no burial shall be permitted until the Director has received the required cremation certificate.

### **Supervision and Direction**

36. All interments and disinterments shall occur with the approval, and under the direct supervision and direction of the Director.

### **Vaults**

37. No interment into a grave shall be allowed without the use of a vault that has been approved by the Director.
38. The above does not apply in the case of an interment of a cremation urn or into a child or infant grave.
39. The vault shall be restricted to fiberglass material and have a base.
40. Vaults are to be delivered to the City of Yorkton Cemetery one (1) business day prior to the interment.

### **Adult Graves**

41. In a single adult grave, the following interments are permitted, up to a maximum total of four (4) interments:
  - a. Up to 1 casket interment;
  - b. Up to 3 interments of cremated human remains.
42. Human remains must be interred prior to the interment of cremated human remains.
43. In the event that an interment rights holder would like to inter human remains into a grave that already contains cremated human remains, the cremated human remains would first need to be disinterred, subject to payment of the disinterment fees.
44. Adult burial plots must be at least six (6) feet deep.

### **Child Graves**

45. A child grave may be used:

- a. To inter the human remains of one (1) child aged ten (10) and under; and
  - b. If the casket measures less than 48 inches in length.
46. Additional interments of cremated human remains may be permitted in a child grave if:
- a. The cremated human remains to be interred are those of a parent or sibling of the child interred in the grave; and
  - b. The space permits additional interments; as approved by the Director.

### **Infant Graves**

47. An infant grave may be used:
- a. To inter the human remains of one (1) infant aged two (2) and under; and
  - b. If the casket measures less than 24 inches in length.
48. Additional interments of cremated human remains may be permitted in an infant grave if:
- a. The cremated human remains to be interred are those of a parent or sibling of the infant interred in the grave; and
  - b. The space permits additional interments; as approved by the Director.

### **Cremation Graves**

49. In a cremation grave in The Meadow section of the Cemetery, a maximum of four (4) interments of cremated human remains shall be permitted.
50. In a cremation grave in The Woodland Path section of the Cemetery, a maximum of two (2) interments of cremated human remains shall be permitted.
51. Up to three (3) cremation interments are allowed, located at the head, middle, or foot, except:
- a. In a four (4) feet by five (5) feet grave, up to four (4) cremation interments at the head-left, head-right, foot-left, and foot-right.
  - b. In the Woodland Path, up to two (2) cremation interments located left and right.

### **Military Graves**

52. Interments of the following persons are, subject to availability, permitted in a military grave:
- a. Persons who at the time of their death were serving members of the Canadian Armed Forces;

- b. Veterans of the Canadian Armed Forces;
- c. Serving or past members of the Royal Canadian Mounted Police;
- d. The human cremated remains of the spouse of any person listed above that is or will be interred in a military grave.

### **Interment of Indigent Persons**

- 53. The City shall, when instructed to do pursuant to the provisions of the Act, provide interment rights free of charge for a deceased indigent person.
- 54. The interment of deceased indigent persons shall occur in a grave, the location of which shall be within the sole discretion of the Director.
- 55. No person may install a monument on a plot utilized for the interment of a deceased indigent person until the care and maintenance fee for the monument has been paid.
- 56. No other interments shall be permitted in a grave provided pursuant to this section until the fee for the grave has been paid.

### **Woodland Path Graves**

- 57. To maintain the natural aesthetic and environment of the Woodland Path, minimal grounds maintenance will be provided, including the following restrictions:
  - a. No fences, railings, bedding plants, potted plants, or materials intended for growth.
  - b. No borders, fences, railings, trellises, coping, hedges, concrete/stone corners, or iron posts.
  - c. No ornaments or decorations, including flower holders, vases, crosses, mementos, ceramics, statues, windmills, balloons, glass, baskets, solar lights, or lanterns.
  - d. No planting or removal of any plant species.
  - e. Grass and weed maintenance will only ensure the visibility of the Memorial's face.
  - f. Food and beverages for memorialization are not permitted.
- 58. A Woodland Path cremation plot may accommodate a maximum of two (2) cremation interments.

## **Disinterments**

59. No person shall disinter human remains, including cremated human remains, without a disinterment permit from the Minister of Health, which must be provided to the Director.
60. No disinterment shall occur without being ordered pursuant to *The Coroners Act, 1999*.
61. In the case of any disinterment, the City is only responsible for ensuring that the soil is sufficiently excavated to permit safe access to the human remains or cremated human remains for removal by the attending funeral home staff.
62. All physical removal of interred human remains, including cremated human remains, must be conducted by the attending funeral home staff.

## **PART IV**

### **Memorials**

#### **Items in Cemetery Placed at Owner's Risk**

63. All memorials or other objects or things of any kind, including fences, planted and potted flowers, are placed in the Cemetery are at the owner's risk.
64. The City accepts no responsibility and shall in no circumstances be liable for damage to or loss of any property, including memorials or other objects or things of any kind, including fences, planted and potted flowers, resulting from theft, vandalism, degradation, normal wear and tear or any other cause outside of the control of the City.
65. The City may move or remove, either temporarily or permanently, any memorial or other object or thing of any kind, including fences, planted and potted flowers, located in the Cemetery, including for the purpose of:
  - a. Performing maintenance;
  - b. Opening graves;
  - c. Preserving or maintaining an orderly and proper appearance of the Cemetery;
  - d. Removing items that are considered objectionable or unnatural, such as solar lights, chimes, stepping stones, flags and poles; and
  - e. Enforcing the requirements of this Bylaw.
  - f. Or any other reason deemed necessary or required by the City.
66. Any memorials which have been removed by the City may be tagged for identification and stored for up to 30 days, then disposed of if unclaimed.
67. Food and/or beverages are not permitted as part of any memorialization.

68. Flowers and/or personal items may be placed on a grave to commemorate a significant day or holiday (e.g. birthday) with the prior approval from the Director. Items can stay for up to ten (10) days before Cemetery staff remove them.

#### **Permanent Items**

69. Only memorials approved by the Director as permanent items are permitted to remain in the Cemetery in permanent flower holders or vases that are affixed to the monument.
70. Items that have deteriorated or present an obstacle or hazard will be removed.

#### **Flowers**

71. Flowers in containers that are not part of an approved monument may be removed and disposed of by the City.
72. All items or things placed on a grave or monument foundation that are not permitted by the Director or this Bylaw may be removed and disposed of by the City.

#### **Memorials at Time of Interment**

73. Temporary memorials such as flowers are permitted on a grave or base of a columbarium on the day of interment and may remain for a period of ten (10) days following interment.
74. The City may remove and dispose of anything left on a grave or columbarium after the expiration of ten (10) days.

#### **Applications for Monument Permit**

75. Applications for monument permits must be made by the Monument Company on an application form provided by the City.
76. Applications for monument permits that do not comply with this Bylaw shall not be approved, regardless of whether the proposed monument matches an existing or previously installed monument.
77. Upon approval, a copy of the monument permit shall be returned to the applicant.
78. The City accepts no responsibility for any monument work that occurs prior to the City providing its approval.
79. The person who applies for the monument permit in the Cemetery is responsible for determining the width of the grave or graves and ensuring that the requirements respecting the monuments set out in this Bylaw are observed.
80. Applications for monuments that exceed City regulations will not be approved. Monuments impeding cemetery operations, as deemed by the Director, will incur a repositioning surcharge.



### **Monument Installation**

81. Any Monument Company completing the installation of a monument in the Cemetery must:
  - a. Have an approved monument permit;
  - b. Have a valid City of Yorkton Business License
  - c. Have a minimum of \$2 million liability insurance.
  - d. Confirm installation appointments 24 hours in advance with the cemetery office.
82. Any Monument Company conducting work in the Cemetery must adhere to the following stated conditions:
  - a. The City of Yorkton Cemetery Bylaw; and
  - b. The City's Health and Safety Program for Contractor Policy No. CITY-1.1.
83. All monument work shall not occur outside of the operating hours of the Cemetery.
84. Installation of flat markers and monument foundations must be flush with the surrounding ground.
85. Monument locations will be inspected prior to and after all work is completed. If any work does not comply with this Bylaw, the City will require corrections be completed at the Monument Company's expense.

### **Monument Maintenance**

86. Monument companies must get approval from the cemetery office before working on any monuments and are responsible for repairing any damages they cause. The City of Yorkton is not liable for damages from improper monument installation.
87. The City's responsibility to maintain monuments shall be limited to keeping the ground in such condition that the monument remains level and straight.

### **Placement of Monuments**

88. Placement of primary monuments shall be:
  - a. In the Hill, at the head of the grave centered.
  - b. In the Meadow, centered on the concrete runner of the intended grave.
  - c. In the Woodland Path, centered on the grave not any closer than 6 inches from the path.

89. Placement of additional monuments shall be:
- a. In the Hill, only as a flat marker butted up to the primary monument;
  - b. In the Meadow, only as a bronze plaque mounted to the base of the primary monument
  - c. Sub-bases are permitted so long as the overall height of the monument does not exceed 36 inches high.
90. Placement of monuments on child or infant graves shall use flat markers only, centered on the grave and aligned with existing primary monuments. Occasionally, this placement should be centered at the foot end of the child or infant plot.

#### **Vases**

91. Vases must be permanently affixed to a monument and positioned so that no part extends beyond the length or width of the base or above the height of the monument.
92. Vases on a flat marker are only permitted if the vase can be inverted to accommodate winter operations.
93. Vases on flat markers must be inverted from November 1 to March 31.

#### **Approved Materials for Monuments**

94. Subject to below, granite and marble are approved materials for monuments.
95. Bronze, anchored to a base of granite or concrete, and granite are approved materials for use as flat markers.
96. Marble is approved only for use as the die of a monument or parts of a die such as vases, but no other parts, including the base.
97. Other materials not specifically mentioned may be approved by the Director, subject to the applicant satisfying the Director that the materials are long-lasting and require no ongoing maintenance.

#### **Upright Monuments**

98. Upright monument must have the base and die joined by use of a non-permanent setting compound and must not be permanently attached or pinned to the foundation.

#### **Redemptorist Father Monuments**

99. A traditional cross monument may be placed on a Redemptorist Father grave. The maximum height is 32 inches and the base can be 10 inches high.

### **Military Monuments**

100. A flat marker in memory of the veteran's spouse may be placed at the head of the veteran's grave.
101. The spouse of a veteran may be memorialized on the veteran's monument if the spouse was also a veteran.

### **Woodland Path Monuments**

102. Only flat, cremation, and post monuments are allowed. No other monuments, benches, or memorials are permitted in the Woodland Path.
103. Each plot is allowed a maximum of one (1) monument.

### **Monument Specifications**

104. Monuments shall, unless otherwise permitted by the Director, meet the size and finish requirements set out in Schedule "A".

## **PART V Columbariums**

### **General Terms Apply**

105. Except as otherwise modified by this Part, the general terms of this Bylaw that apply to monuments also apply to any columbarium.

### **Engraving on Niches**

106. The City is responsible for arranging the approved engraving for columbarium niches, subject to the Director's final approval. To maintain consistency, the following templates must be used:
  - a. Standard Times New Roman, plain finish for all lettering.
  - b. Family name: engraved in 1 ¼ inch maximum type size on a single line.
  - c. Hyphenated family names with over 12 letters: The second part falls to the second line, replacing optional upper epitaph lines.
  - d. For two cremated remains with different last names (e.g., common law): Two lines of 1¼ inch letters for family names, omitting optional upper epitaph lines. Given names and dates in a smaller type size than the family name.
  - e. First names and initials: Engraved in ¾ inch type.
  - f. Dates of birth, death, and optional epitaphs: Engraved in ½ inch letters.
  - g. Engraving fee is included in the columbarium niche cost.

- h. Engraving allowed before inurnment; a temporary cover will be installed by the City of Yorkton until the engraved cover is returned.

### **Niche Capacity**

- 107. The capacity of each niche is not defined so long as they do not exceed the dimensions of the niche being 10 inches on the vertical by 10 inches on the horizontal and 14 inches deep from front to back.

## **PART VI**

### **Prohibited or Regulated Activities, Offences and Coming into Force**

#### **Maintenance or Other Work**

- 108. Any work occurring in the Cemetery, including landscaping, grading, placement of memorials, grounds keeping, watering, monument work, construction, maintenance and beautifying the grounds, is subject to the approval and supervision of the Director.
- 109. No person shall complete any upkeep of the Cemetery that is provided by the City, including plantings, mowing grass, laying sod, reseeding, filling sunken graves or other turf maintenance, trimming trees and shrubs, removing wilted flowers and decorations, edging around headstones and other clean up, without prior approval from the Director.

#### **Other Prohibited Activities**

- 110. No advertising of any kind is permitted in the cemetery.
- 111. No animals shall be allowed in the cemetery.
- 112. No person shall disturb the quiet or good order of the cemetery by noise or other improper conduct.
- 113. No person shall, without the prior approval of the Director:
  - a. Operate a motor vehicle in the cemetery other than on streets or in designated parking areas;
  - b. Operate a recreational vehicle in the cemetery;
  - c. Enter any portion of the cemetery that is set apart for storage facilities;
  - d. Injure any shrub or tree or pick or destroy any flower, wild or cultivated, that is growing in the cemetery;
  - e. Perform any work in the cemetery, including landscaping, planting or trimming flowers, shrubs or trees, grading, watering, construction, maintenance, mowing grass, laying sod and reseeding grass;
  - f. Inter, disinter or scatter human remains or cremated human remains;

g. Place, plant, alter or erect any memorial or other object or planting of any kind in the cemetery; or

h. Remove any memorial or other object or planting of any kind from the cemetery.

### **Damage to Cemetery**

114. No person shall cause damage to the grounds of the cemetery or to any memorial or other object or planting of any kind located in the cemetery.

115. A person who causes damage contrary to the above is responsible for paying any costs necessary to remedy the damages caused.

### **Offence**

116. No person shall contravene any provision of this Bylaw.

117. Every person who contravenes any provision of this Bylaw is guilty of an offence and liable on summary conviction:

a. In the case of an individual, to a fine not exceeding \$2,000.00;

b. In the case of a corporation, to a fine not exceeding \$5,000.00.

### **Bylaw No.9/2021 Repealed**

118. Bylaw No. 9/2021, *The Cemetery Bylaw* is repealed.

### **Coming into Force**

119. This Bylaw comes into force on #####.

Read a first time

Read a second time

Read a third time and passed this

SCHEDULE A  
**Monument Specifications  
Size and Finish Requirements**

1. In this Schedule, unless context otherwise requires:
  - a. “**ft**” means feet
  - b. “**deep**” means front back, when facing the monument.
  - c. “**high**” or “**thick**” means bottom to the top.
  - d. “**wide**” means left to the right, when facing the monument.

The Hill

**Single 3 ft Grave**

- Foundation: Maximum 32 inches wide by 25 inches deep by 6 inches thick.  
Minimum 4 inches thick.  
Must protrude 4 inches from all sides of the base.
- Upright Monument: Base is maximum 28 inches wide by 16 inches deep by 6 inches high.  
Die is maximum 22 inches wide by 6 inches deep by 28 inches high.  
Overall height of the monument cannot exceed 36 inches above the ground.  
The sides of the base must have a rock-pitch finish.
- Pillow Monument: Base is maximum 28 inches wide by 17 inches deep by 6 inches high.  
Die is maximum 22 inches wide by 12 inches deep by 8 inches high.
- Flat Marker: Maximum 28 inches wide by 16 inches deep by 6 inches thick.  
Minimum 3 inches thick.  
Bronze plaques must be installed on a concrete or granite foundation with a 2 inches border exposed on all sides.

**Single 4 ft Grave**

- Foundation: Maximum 44 inches wide by 25 inches deep by 6 inches thick.  
Minimum 4 inches thick.  
Must protrude 4 inches from all sides of the base.
- Upright Monument: Base is maximum 40 inches wide by 16 inches deep by 6 inches high.  
Die is maximum 34 inches wide by 6 inches deep by 30 inches high.  
Overall height of the monument cannot exceed 36 in above the ground.  
The sides of the base must have a rock-pitch finish.
- Pillow Monument: Base is maximum 40 inches wide by 17 inches deep by 6 inches high.  
Die is maximum 34 inches wide by 12 inches deep by 8 inches high.
- Flat Marker: Maximum 40 inches wide by 16 inches deep by 6 inches thick.

Minimum 3 inches thick.

Bronze plaques must be installed on a concrete or granite foundation with a 2 inches border exposed on all sides.

### **Double Graves:**

Foundation: Maximum 68 inches wide by 25 inches deep by 6 inches thick.  
Minimum 4 inches thick.  
Must protrude 4 inches from all sides of the base.

Upright Monument: Base is maximum 64 inches wide by 16 inches deep by 6 inches high.  
Die is maximum 58 inches wide by 6 inches deep by 30 inches high.  
Overall height of the monument cannot exceed 36 inches above the ground.  
The sides of the base must have a rock-pitch finish.

Pillow Monument: Base is maximum 64 inches wide by 17 inches deep by 6 inches high.  
Die is maximum 58 inches wide by 12 inches deep by 8 inches high.

Flat Marker: Maximum 64 inches wide by 16 inches deep by 6 inches thick.  
Minimum 3 inches thick.  
Bronze plaques must be installed on a concrete or granite foundation with a 2 inches border exposed on all sides.

## **The Meadow**

### **Traditional Graves**

Upright Monument: Base is maximum 42 inches wide by 16 in deep by 6 inches high.  
Die is maximum 36 inches wide by 6 in deep by 30 inches high.  
Overall height of the monument cannot exceed 36 inches above the ground.  
The sides of the base must have a rock-pitch finish.

Pillow Monument: Base is maximum 42 inches wide by 17 inches deep by 6 inches high.  
Die is maximum 36 inches wide by 12 inches deep by 8 inches high.

Flat Marker: Maximum 42 inches wide by 16 inches deep by 6 inches thick.  
Minimum 3 inches thick.  
Not permitted to be installed flush in the ground.

### **Cremation Graves**

Upright Monument: Base is maximum 42 inches wide by 14 inches deep by 6 inches high.  
Die is maximum 36 inches wide by 6 inches deep by 30 inches high.  
Overall height of the monument cannot exceed 36 inches above the ground.  
The sides of the base must have a rock-pitch finish.

Pillow Monument: Base is maximum 42 inches wide by 14 inches deep by 6 inches high.  
Die is maximum 36 inches wide by 10 inches deep by 8 inches high.

Flat Marker: Maximum 42 inches wide by 14 inches deep by 6 inches thick.  
Minimum 3 inches thick.  
Not permitted to be installed flush in the ground.

**Double Graves:**

Upright Monument: Base is maximum 64 inches wide by 16 inches deep by 6 inches high.  
Die is maximum 58 inches wide by 6 inches deep by 30 inches high.  
Overall height of the monument cannot exceed 36 inches above the ground.  
The sides of the base must have a rock-pitch finish.

Pillow Monument: Base is maximum 64 inches wide by 17 inches deep by 6 inches high.  
Die is maximum 58 inches wide by 12 inches deep by 8 inches high.

Flat Marker: Maximum 64 inches wide by 16 inches deep by 6 inches thick.  
Minimum 3 inches thick.  
Not permitted to be installed flush in the ground.

### The Woodland Path

**Post Monuments:**

Single Post: Maximum 16 inches wide by 10 inches deep by 24 inches high.  
Foundation is not required.  
Material must be granite.  
Option to have it hollow for the cremated human remains to be placed.

Double Post: Maximum 20 inches wide by 16 inches deep by 24 inches high.  
Foundation is not required.  
Material must be granite.  
Option to have it hollow for two cremated human remains to be placed.

Flat Marker: Maximum 18 inches wide by 24 inches deep by 4 inches thick.  
Foundation is not required.  
Installation is above ground.



**City of Yorkton  
2025-2027 Cemetery Fees & Charges**

<i>Fees include 5% base increase, rounded to nearest \$5.00. All fees plus applicable taxes.</i>	2024	2025			2026			Base Fee
	Rounded Fee	Base Fee	Rounded Fee	% Increase	Base Fee	Rounded Fee	% Increase	
<b>Plot Purchase Price</b>								
<b>The Hill</b>								
Traditional - Hill 3'	\$ 1,114.00	\$ 1,170.00	\$ 1,170.00		\$ 1,228.50	\$ 1,230.00		\$ 1,291.50
25% Perpetual Care Fee	\$ 278.50		\$ 292.50			\$ 307.50		
25% Care & Maintenance Fee	\$ 278.50		\$ 292.50			\$ 307.50		
<b>Total</b>	<b>\$ 1,671.00</b>		<b>\$ 1,755.00</b>	5%		<b>\$ 1,845.00</b>	5%	
Traditional - Hill 4'	\$ 1,819.00	\$ 1,910.00	\$ 1,910.00		\$ 2,005.50	\$ 2,005.00		\$ 2,105.25
25% Perpetual Care Fee	\$ 454.75		\$ 477.50			\$ 501.25		
25% Care & Maintenance Fee	\$ 454.75		\$ 477.50			\$ 501.25		
<b>Total</b>	<b>\$ 2,728.50</b>		<b>\$ 2,865.00</b>	5%		<b>\$ 3,007.50</b>	5%	
Cremation - Hill	\$ 962.00	\$ 1,010.00	\$ 1,010.00		\$ 1,060.50	\$ 1,060.00		\$ 1,113.00
25% Perpetual Care Fee	\$ 240.50		\$ 252.50			\$ 265.00		
25% Care & Maintenance Fee	\$ 240.50		\$ 252.50			\$ 265.00		
<b>Total</b>	<b>\$ 1,443.00</b>		<b>\$ 1,515.00</b>	5%		<b>\$ 1,590.00</b>	5%	
Child - Hill (Only in Hill)	\$ 724.00	\$ 760.00	\$ 760.00		\$ 798.00	\$ 800.00		\$ 840.00
25% Perpetual Care Fee	\$ 181.00		\$ 190.00			\$ 200.00		
25% Care & Maintenance Fee	\$ 181.00		\$ 190.00			\$ 200.00		
<b>Total</b>	<b>\$ 1,086.00</b>		<b>\$ 1,140.00</b>	5%		<b>\$ 1,200.00</b>	5%	
<b>The Meadow</b>								
Traditional - Meadow 4' (incl. concrete runner)	\$ 2,071.00	\$ 2,175.00	\$ 2,175.00		\$ 2,283.75	\$ 2,285.00		\$ 2,399.25
25% Perpetual Care Fee	\$ 517.75		\$ 543.75			\$ 571.25		
25% Care & Maintenance Fee	\$ 517.75		\$ 543.75			\$ 571.25		
<b>Total</b>	<b>\$ 3,106.50</b>		<b>\$ 3,262.50</b>	5%		<b>\$ 3,427.50</b>	5%	
Cremation - Meadow (incl. concrete runner)	\$ 1,219.00	\$ 1,280.00	\$ 1,280.00		\$ 1,344.00	\$ 1,345.00		\$ 1,412.25
25% Perpetual Care Fee	\$ 304.75		\$ 320.00			\$ 336.25		
25% Care & Maintenance Fee	\$ 304.75		\$ 320.00			\$ 336.25		
<b>Total</b>	<b>\$ 1,828.50</b>		<b>\$ 1,920.00</b>	5%		<b>\$ 2,017.50</b>	5%	
Cremation - Woodland Path	\$ 1,514.00	\$ 1,590.00	\$ 1,590.00		\$ 1,669.50	\$ 1,670.00		\$ 1,753.50
25% Perpetual Care Fee	\$ 378.50		\$ 397.50			\$ 417.50		
25% Care & Maintenance Fee	\$ 378.50		\$ 397.50			\$ 417.50		
<b>Total</b>	<b>\$ 2,271.00</b>		<b>\$ 2,385.00</b>	5%		<b>\$ 2,505.00</b>	5%	
<b>Columbarium Niche Purchase Price</b>								
Niche	\$ 2,829.00	\$ 2,970.00	\$ 2,970.00		\$ 3,118.50	\$ 3,120.00		\$ 3,276.00
25% Perpetual Care Fee	\$ 707.25		\$ 742.50			\$ 780.00		
25% Care & Maintenance Fee	\$ 707.25		\$ 742.50			\$ 780.00		
<b>Total</b>	<b>\$ 4,243.50</b>		<b>\$ 4,455.00</b>	5%		<b>\$ 4,680.00</b>	5%	
<b>Opening/Closing Fees</b>								
Adult Traditional	\$ 1,619.00	\$ 1,700.00	\$ 1,700.00	5%	\$ 1,785.00	\$ 1,785.00	5%	\$ 1,874.25

**City of Yorkton  
2024 Cemetery Fees & Charges Comparison**

Fee Type	Moose Jaw	Saskatoon	Swift Current	Prince Albert	Regina	Brandon	Yorkton 2024	Yorkton Base Fee	Average	2025 Proposed Rate
<b>Plots</b>										
<b>The Hill</b>										
Traditional - 3' (Hill)							\$ 1,170	\$ 1,114		\$ 1,170
Traditional - 4' w/o concrete runner (area = 40 sq ft) (Hill)	\$ 1,905	\$ 2,090	\$ 2,293	\$ 1,840	\$ 2,065	\$ 2,215	\$ 1,910	\$ 1,819	\$ 2,068	\$ 1,910
Cremation - 3' (area = 30 sq ft) (Hill)	\$ 1,048	\$ 1,350	\$ 1,275	\$ 920	\$ 780	\$ 1,056	\$ 1,010	\$ 962	\$ 1,072	\$ 1,010
Child (area = 15 sq ft) (Hill)	\$ 953	\$ 620	\$ 706	\$ 920	\$ 685	\$ 515	\$ 760	\$ 724	\$ 733	\$ 760
<b>The Meadow</b>										
Traditional - 4' with concrete runner (area = 48 sq ft) (Meadow)		\$ 2,700	\$ 2,293	\$ 2,045	\$ 2,720	\$ 2,400	\$ 2,175	\$ 2,071	\$ 2,432	\$ 2,175
Cremation - 4' with concrete runner (area = 20 sq ft) (Meadow)	\$ 1,429	\$ 1,540	\$ 1,872	\$ 920	\$ 2,170	\$ 1,056	\$ 1,280	\$ 1,219	\$ 1,498	\$ 1,280
Cremation Garden Plot (NEW - Woodland Path)							\$ 1,590	\$ 1,514		\$ 1,590
<b>Columbarium</b>										
Niche	\$ 3,245	\$ 4,000	\$ 4,331	\$ 2,575	\$ 4,875	\$ 4,223	\$ 2,970	\$ 2,829	\$ 3,875	\$ 2,970
<b>Opening/Closing</b>										
Adult Traditional	\$ 1,238	\$ 2,400	\$ 1,479	\$ 1,035	\$ 1,435	\$ 1,365	\$ 1,700	\$ 1,619	\$ 1,492	\$ 1,700
Child Traditional	\$ 619	\$ 640	\$ 854	\$ 605	\$ 530	\$ 402	\$ 608	\$ 579	\$ 608	\$ 608
Cremation	\$ 419	\$ 840	\$ 866	\$ 305	\$ 475	\$ 618	\$ 480	\$ 457	\$ 587	\$ 480
Columbarium Open/Close	\$ 164	\$ 320	\$ 230	\$ 40	\$ 225	\$ 57	\$ 225	\$ 214	\$ 173	\$ 225
<b>Surcharges</b>										
Winter Open/Close Surcharge (Casket)		\$ 290		\$ 140			\$ 1,045	\$ 995	\$ 215	\$ 500
Winter Open/Close Surcharge Cremation		\$ 290		\$ 140			\$ 440	\$ 419	\$ 195	\$ 250
Saturday - Traditional Service	\$ 556	\$ 730	\$ 702	\$ 545	\$ 805	\$ 970	\$ 640	\$ 610	\$ 718	\$ 640
Saturday - Cremation Service	\$ 256	\$ 400	\$ 218	\$ 545	\$ 435	\$ 582	\$ 320	\$ 305	\$ 406	\$ 320
STAT Holiday		\$ 1,030		\$ 1,635	\$ 1,010	\$ 1,442	\$ 960	\$ 914	\$ 1,279	\$ 960
Multi-service cremation interment	\$ 445						\$ 309	\$ 330	\$ 314	\$ 377
After 4pm Surcharge (per 1/2 Hr)		\$ 190		\$ 140	\$ 435	\$ 165	\$ 110	\$ 105	\$ 233	\$ 110
Admin Fee			\$ 95	\$ 50			\$ 115	\$ 110	\$ 73	\$ 115
<b>Disinterments</b>										
Regular	\$ 2,315			\$ 1,840	\$ 4,240	\$ 1,890	\$ 1,700	\$ 1,619	\$ 2,571	\$ 1,700
Cremation	\$ 320			\$ 860	\$ 685	\$ 645	\$ 480	\$ 457	\$ 628	\$ 480
<b>Permits</b>										
Monument Permits	\$ 335		\$ 95	\$ 110	\$ 180		\$ 220	\$ 210	\$ 180	\$ 220
<b>Perpetual Care included in each plot sale</b>										
Per Plot (Included in fee)	10%	330		\$ 200.00			25%			25%
<b>Annual Care &amp; Maintenance Charged to multiple interments in one plot</b>										
Annual Care & Maintenance Fee (additional fee to open & close)							15%			25%

**Notes:**  
 All traditional plots can accommodate 1 casket interment and 3 cremation interments  
 Always, weather conditions, Pinning site, ground levelling, set up and tear down of directional signage

**65** 3 foot width x 10 foot length = 30 sq ft: 30% discount due to narrow plot, smaller monument requirement, concrete runner not included

**25** 4 foot width x 10 foot length = 40 sq ft: concrete runner not included **Base plot cost per sq ft established using this value = \$49 per sq ft**

**85** 3 foot width x 10 foot length = 30 sq ft: 30% discount as they are less desirable due to space, trees, monuments and location

**8** 3 foot width x 5 foot length = 15 sq ft: 30 % discount due to less desirable due to small plot size, only available for children, not many sold

**621** 4 foot width x 12 foot length = 48 sq ft: New area, includes concrete runner

**199** 4 foot width by 5 foot length = 20 sq ft: New area, includes concrete runner, allows 4 interments

**93** Flat Rate: New natural, unique area: max 2 interments, no demand for it yet

**20** Making it comparable to a ground interment, includes engraving and first open/close (72 niches x 2800 = 201,600)

6 feet in the ground

3 feet in the ground

3 feet in ground, Equipment operations depend on urn size or urn vault, 18" squared or 12" squared

First open/close included in purchase price, Removal of heavy granite plate, Requires two staff to handle heavy plate while unfastening it

Extra staffing due to weather conditions being cold or icy, Extensive snow removal for pinning to visually see the entire area. (3-4 rows of snow blowing and members to move monuments do to ground conditions being unsafe (sometimes requires machinery), 3-4 staff to return Monument to correct placement, Gr equipment, Levelling of frozen ground, Salting or sanding area

Staff required for overtime (3.5 hours), Larger site to set up greenery for day of, Larger site to close on day of.

Staff required for overtime (2.5 hours), Site set up, Site closing.

Staff required cost double time, Site set up, Site closing.

More than one interment at a time, Still need two holes, but have to enlarge to one hole, Administration has to account for 2 interments.

Staff are required at overtime cost.

Cost of administration personnel doing additional administrative task, Payment plan, consists of Administration applying payments monthly.

Plus winter surcharge as required and other charges as applicable

plus winter surcharge and other fees as applicable

Administration to ensure it conforms to the Bylaw, Administration to enter and invoice through system, Staff required to pin location (confirming with block st required to follow up with installation to ensure our standards are met.

Pulling of marker stakes in spring (1 truck/2 Kubota's /4 staff) = \$1041.80

Garbage & Flower pickup (once every week) = \$62.41

Summer grass cutting (per full cemetery cut)(every 2 weeks) = \$2603.44

Touch up areas (for funeral) = \$55.13

Whipping (full cemetery) (once a month June - August) = \$2268.00

Top dressing/packing/reseeding/Spraying (per grave) = \$86.40

Placing of marker stakes in the fall (same as line 38) = \$1041.80

**\*\*These are the annual operating costs once plot sales have finished and no more revenue coming in**

<b>TITLE: Social Prescribing Pilot Project</b>	<b>DATE OF MEETING: November 25, 2024</b>
<b>CLEARANCES:</b> Taylor Morrison, Director Recreation and Community Services  <b>Taylor Morrison</b>	<b>REPORT DATE: November 20, 2024 2:23 PM</b>  <b>ATTACHMENTS:</b> 1. Info Graphic for Social Prescribing 2. Gray Matters, Spring 2024, 14-17
Written by: Lisa Washington, Manager of Community, Culture and Heritage  <b>Lisa Washington</b>	
Reviewed by: Jessica Matsalla - City Clerk  <b>Jessica Matsalla</b>	
Approved by: Brad Hvidston - City Manager  <b>Brad Hvidston</b>	

**PURPOSE**

Social prescribing in Saskatchewan is in the second year of a four-year project. The Saskatchewan Senior Mechanism has successfully supported three communities with starting social prescribing and has identified Yorkton as a potential site for the upcoming year. Through the Saskatchewan Seniors Mechanism, there is funding available to hire, on a contract basis, a Community Connector to implement social prescribing in our community. The City of Yorkton, as a member of the steering committee, is in a good position to be the conduit for this funding and also act as a valuable resource to the Community Connector. Current members of the steering committee include the Recreation & Community Services Department, SIGN, and the Saskatchewan Health Authority.

**BACKGROUND**

Social prescribing in Saskatchewan links the healthcare system to community organizations that serve the needs of older adults (55+). This reduces the demand on healthcare professionals and better equips them to support older patients. Through the initiative, doctors, nurse practitioners and other health professionals can promote community support for healthy aging and respect for their older population. Local parties have formed a steering committee to guide and support this initiative.

The goal is to have the social prescribing program and contracted Community Connector in place to launch in early 2025 to run for a three year pilot project, funded by the Saskatchewan Senior Mechanism.

Rod McKendrick, Member of the Order of Canada, with the Saskatchewan Senior Mechanism will provide a presentation with additional details and information on social prescribing.

**FINANCIAL IMPLICATIONS**

As funding is provided by the Saskatchewan Senior’s Mechanism, the City of Yorkton will not have any financial obligations, other than in-kind costs of administration and oversight of the contract position, and potentially providing a meeting space for the Community Connector and steering committee, when required.

## **COMMUNICATION PLAN/PUBLIC NOTICE**

This will be developed by the steering committee, the Community Connector, and the Saskatchewan Senior Mechanism, and will use all communication methods available. These include: television, radio, and print advertising; posters placed in prominent locations throughout the community; as well as digital and social media advertising, and while the target demographic for social prescribing may not be fully “online”, their friends and family may be, and can help spread the word to ensure key messages are being shared.

## **STRATEGIC PRIORITIES/OCP/COMMITTEE RECOMMENDATION(S)**

Social prescribing aligns closely with Part 4 of the City’s Official Community Plan, titled “Our Healthy Community”, which emphasizes that social well-being is composed of two key elements: meeting basic needs (such as nutrition, housing, sufficient income, and public health and safety) and providing opportunities for learning, faith, recreation, creativity and artistic expression, community identity, citizen engagement and cooperation. Social prescribing naturally supports goals 4.5, which aims for “Balanced strategies for a complete, healthy and livable community”.

Additionally, the Parks and Recreation Master Plan outlines a service delivery objective focused on increasing community engagement and activity. Although Yorkton is generally considered an active community, many residents remain sufficiently inactive. Addressing this community engagement gap presents opportunities, such as:

- Reducing social and health care spending
- Fostering a more vibrant and connected community
- Strengthening residents’ sense of place and connection to one another

A key strategic cultural priority identified in our recent Community Culture Plan is to build an engaged and connected community, which social prescribing helps support.

The “Summary Report for Over Age 55 Community Conversation” identified lack of knowledge of who to connect with as a barrier preventing access to activities. Social prescribing directly addresses this barrier for seniors receiving a ‘prescription’.

By engaging with and supporting social prescribing, the City of Yorkton takes important steps towards fulfilling Goal 3 of the United Nations Sustainable Development Goals: “*Good Health and Well-being*”.

## **OPTIONS**

1. That Council direct Administration to enter into a funding agreement with the Saskatchewan Seniors Mechanism for the social prescribing pilot project, and further that Council encourage residents to become familiar with and make use of the program once launched.
2. Other direction at the discretion of Council.

## **RECOMMENDATION**

**That Council direct Administration to enter into a funding agreement with the Saskatchewan Seniors Mechanism for the social prescribing pilot project, and further that Council encourage residents to become familiar with and make use of the program once launched.**



## Social Prescribing in Saskatchewan

# SOCIAL PRESCRIBING: *A holistic approach to health*

### Social Prescribing Outcomes



**+57%**

Improves patient rating of health and well-being\*

**-41%**

Decreases the number of repeat clinic visits\*\*

\* Three months post social prescription.

\*\* Nine months post social prescription.

“In Canada, nearly 100% of older adults age 65+ plan on supporting themselves to live safely and independently in the home and community of their choice for as long as possible.”<sup>2</sup>

Often family and friends can provide help but community-based programs can provide more comprehensive support for everyone who needs it. This community interdependence allows older adults to age well in their homes. It also helps reduce the frequency of medical interventions and hospital stays.

**Over 80% of a person’s health depends on social determinants of health like food security, ability to choose where and how to live and relationships with others.<sup>3</sup>**

Social prescribing bridges the gap between medical and community services. When older adults present with non-medical symptoms like loneliness, lack of transport or food insecurity, healthcare professionals can refer them to community-based services and programs to enhance their quality of life.

## BENEFITS FOR:

Social Prescribers	Health Systems	Individuals and Community
Satisfaction of finding non-medical support for patients who need it	Fewer ambulance calls	Improved health and well-being for individuals (e.g. fewer falls)
Clarity and simplicity of one social prescription/referral form per patient	Less demand and pressure on emergency services	Community groups enlivened by supporting those who participate in activities
Reduction in repeat visits	Fewer hospital admissions	Reduced feelings of loneliness and depression
Reduced feelings of burnout	Reduction in Health Care system costs	Socio-economic growth for communities
Supports person-centered care that considers social determinants of health	Supports a more person-centered model of care	Increased person-centered care

1. Alliance for Healthier Communities. Rx: Community - Social Prescribing in Ontario, Final Report (March 2020).

[https://cdn.ymaws.com/aohc.site-ym.com/resource/group/e0802d2e-298a-4d86-8af5-21156f9c057f/rxcommunity\\_final\\_report\\_mar.pdf](https://cdn.ymaws.com/aohc.site-ym.com/resource/group/e0802d2e-298a-4d86-8af5-21156f9c057f/rxcommunity_final_report_mar.pdf)

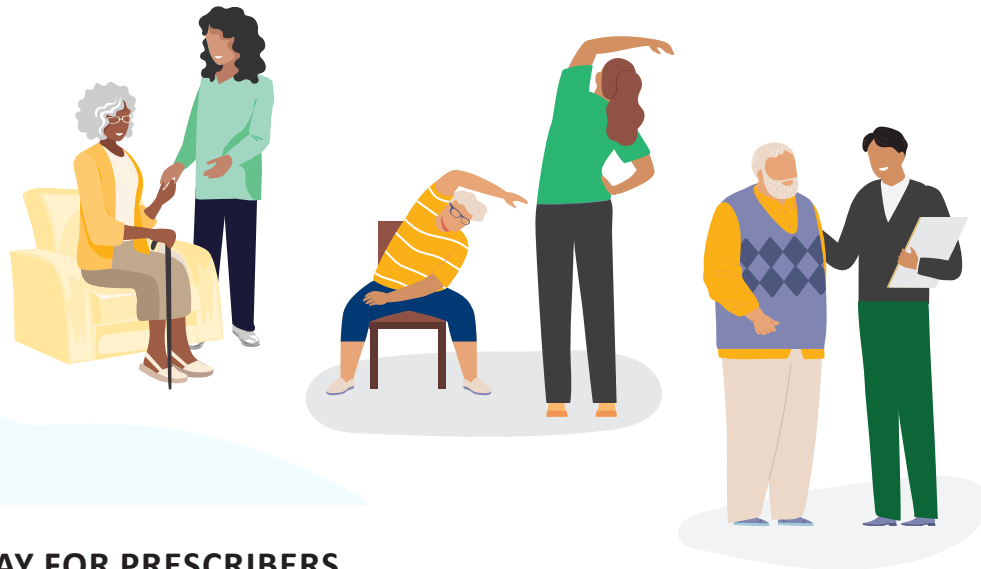
2. National Institute of Ageing (NIA)/TELUS Health Survey (2020)

3. Hood CM, Gennuso KP, Swain GR, et al. County health rankings: relationships between determinant factors and health outcomes. *Am J Prev Med* 2016;50:129–35.doi:10.1016/j.amepre.2015.08.024

# SOCIAL PRESCRIBING: *How it Works*



Social Prescribing in Saskatchewan links the healthcare system to community organizations that serve the needs of older adults (55+). This reduces the demand on healthcare professionals and better equips them to support older patients. Through the initiative, doctors, nurse practitioners and other health professionals can promote community support for healthy aging and respect for their older population.



## SOCIAL PRESCRIBING PATHWAY FOR PRESCRIBERS

### STEP 1

#### Make an Assessment

*After your medical examination, determine whether your patient has a non-medical need that is affecting their health and well-being and could be addressed by community services and programming.*

### STEP 2

#### Complete a short Social Prescription/Referral Form.

### STEP 3

#### Submit your completed social prescription/referral form to the Community Connector.

*Please ensure the patient consents before making a submission to the Community Connector.*

## WHAT HAPPENS NEXT?

Once you submit the social prescription, the Community Connector (CC) partners with the individual to get to know them, collect relevant data and develop their personal plan and objectives for improved health and well-being. The CC can help the individual choose community-based possibilities as well as attend appointments, make referrals and help find support for the individual as they begin their journey to better health and well-being.

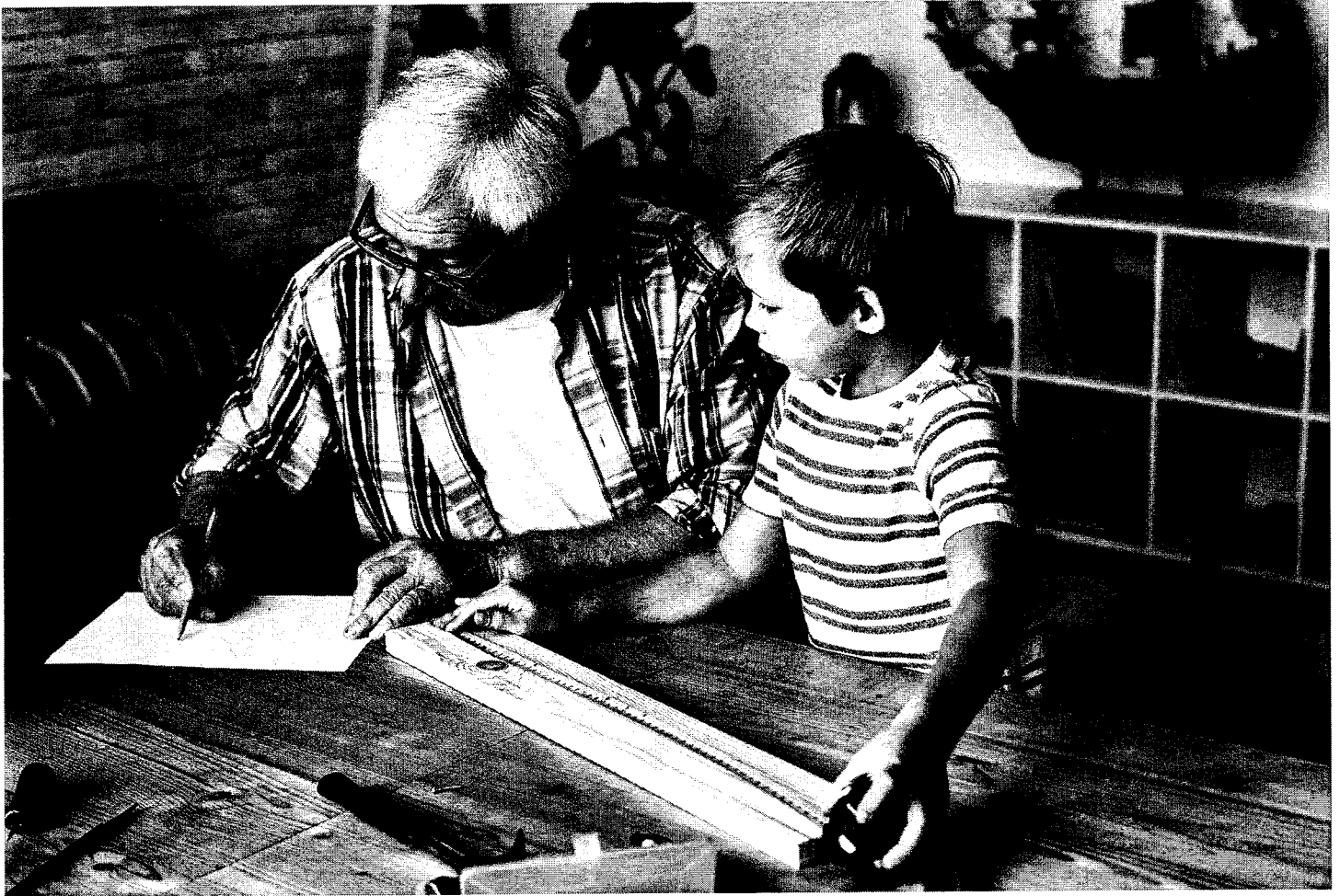
As the healthcare provider, you will receive updates about your patient's progress.

A community connector is a non-clinical professional employed by a community-based anchoring agency. The CC has links to organizers responsible for various programs and services within the community. The CC builds relationships with older adults and supports them as they follow their plan.

## For Further Information

Contact Rod McKendrick by email at: [socprescrib@skseniorsmechanism.ca](mailto:socprescrib@skseniorsmechanism.ca)





# Social Prescribing

## *Living Well in YOUR Community*

**S**ocial prescribing is a way for physicians and health care workers and other front line supports to connect patients/clients to a range of nonclinical services in the community to help improve the health and well-being of individuals.

Social prescribing can help to address the underlying causes of a patient's/client's health and well-being issues, as opposed to simply treating the symptoms that arise from non-medical issues.

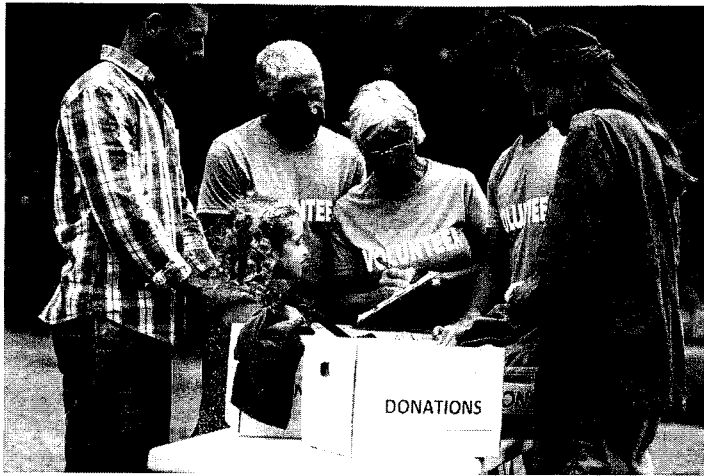
It promotes integrated community-based support and care and helps to reduce some of the dependence on health service provisions. Social prescribing can be used to refer patients to a variety of

activities and services within or near to the community in which a person resides.

**The aim is to ensure that older adults can live and thrive in their own homes and communities with access to activities, services and support they need.**

Exact "social prescriptions" are specific to an individual, community or care setting, but typically they include services providing support in mental health, social inclusion, practical home supports, financial and housing advice, as well as activities promoting physical activity and creative self-expression.

In the most common model, physicians, primary health care providers and front-line support staff can refer a patient/client to specialized "Community Connectors" who collaborate with clients to identify their social needs.



These community connectors typically collaborate with the individual to codesign personalized plans to improve the individual's well-being, and routinely follow up with the individual to monitor their progress.

Social prescribing is not an intervention by itself, but rather a pathway that helps address the individual's needs. The community connector model will be unique to each community that takes on the model.

The aim is to ensure that older adults can live and thrive in their own homes and communities with access to activities, services and support they need. Social prescribing will address the social determinants of health and well being including safety, security, quality of life, and an ability to choose how and where to live.

Social Prescribing will be most effective as Home Supports are developed throughout Saskatchewan. Home Supports provide Real Options, Better Outcomes and Lower Costs.

Provincial investment along with municipal collaboration and organization will be necessary to establish Home Supports in communities. Older adults' independence and activity as they age is the foundation for better health and well-being. Costs to individuals could be subsidized according to income, with many paying full price for dependable services and some paying on a sliding scale. The data from other places proves that the cost of investing in Home Supports is about one-third the cost of paying to keep older adults in residential long term care!

Supporting older people so they can remain in their communities also provides immense benefits to the community – through consumer activity, volunteer

contributions, experienced paid and unpaid workers and ongoing sharing of wisdom and care for others.

Find out more about Social Prescribing and Home Supports and how those initiatives can make a major difference for individuals and communities.

<https://www.skseiorsmechanism.ca>



## Social Prescribing in Saskatchewan

*Living Well in Your Community*





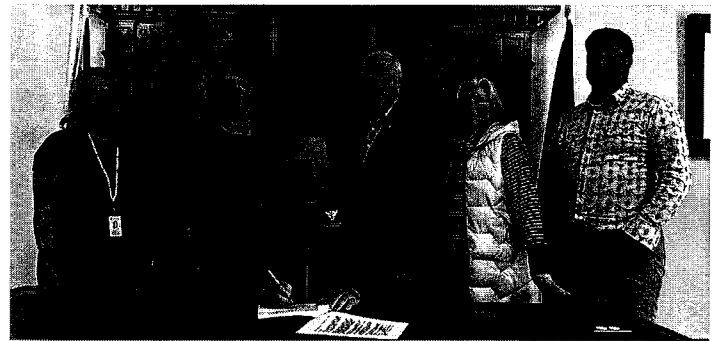
# Saskatchewan's Social Prescribing Initiative: *How is it Going?*



A social prescribing initiative in Saskatchewan has been introduced through Saskatchewan Seniors Mechanism. The initiative has been made possible through a grant from an anonymous donor for the next three and a half years to allow for the hiring of Community Connectors within a number of communities. The plan for the initiative is to identify 14 communities throughout the province who are in a position to deliver the initiative to serve older adults 55+, over the next three and a half years. This will include 12 rural and small urban communities and 2 areas within large urban centers.

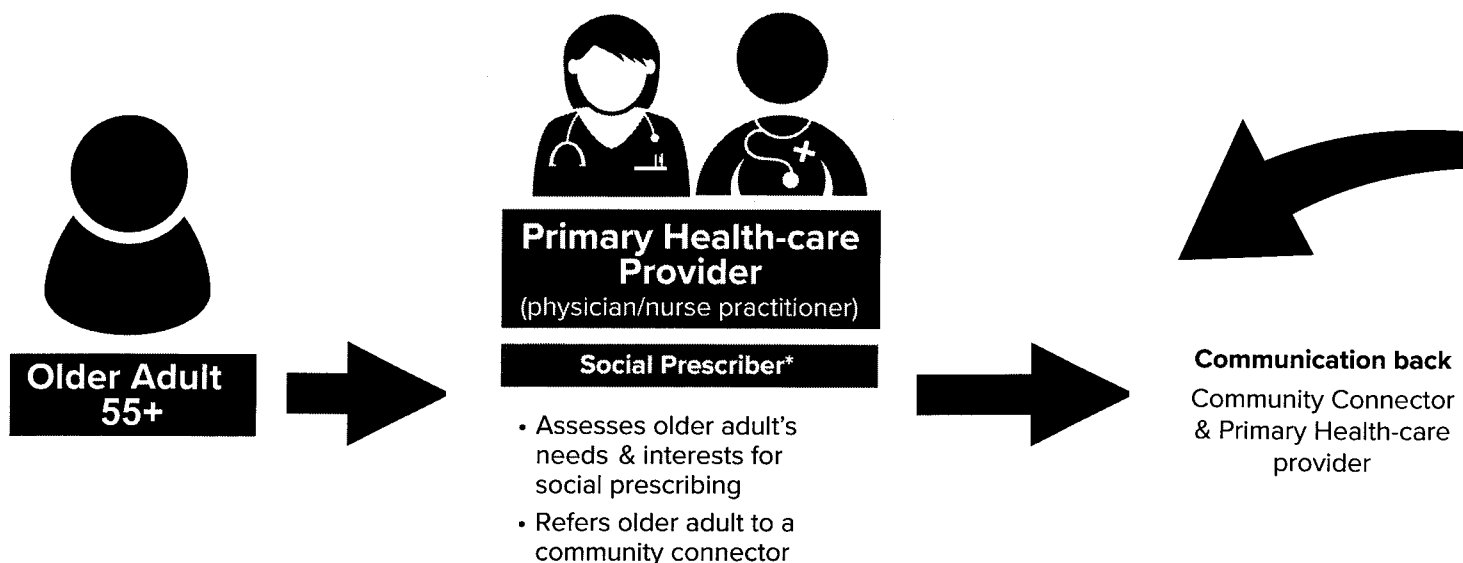
The initiative will allow the identified communities to hire an individual who will have a specialized role to facilitate the referrals from physicians and primary health care workers for issues related to non-medical needs. This person would be identified as the "Community Connector". The Community Connector would then in turn collaborate with the individual identified to understand their social needs and wishes, then together develop a plan to improve their wellbeing.

Two pilot initiatives in the Town of Shaunavon and Area as well as Moose Jaw and Area are the communities identified to start the initiative, in collaboration with programs such as Age-Friendly Saskatchewan, Home Supports, and Facilitating Independence. Discussions have been ongoing since the beginning of this year with both communities and a lot of excitement has been generated with community organizations and health professionals.



Standing (Left to Right): Ashley MacDonald, Wendy Thienes, Rod McKendrick, Penny Kirkpatrick, Dave Hutton. Sitting: Mayor Kyle Bennett

## Social Prescribing pathway in Saskatchewan



The town council for the Town of Shaunavon saw this initiative as a win-win for all and has already signed an agreement with SSM to deliver the social prescribing initiative in Shaunavon and Area that started April 1, 2024. A Social Prescribing Steering Committee for Shaunavon was developed and is made up of persons from various community organizations and the health profession. They will help with identifying community services and activities that the Community Connector can use in collaborating with the individual in developing their health and wellbeing plan. This committee worked on the job posting to look for an individual who would be suitable to be the Community Connector for the community.

Moose Jaw and Area is not far behind in the development of the initiative in their community and area, and all parties hope to have an agreement in place very soon. This will allow them to start the hiring process for the Community Connector in Moose Jaw.

A partnership has been developed between SSM and Health Quality Council Saskatchewan to ensure that data collection and developmental evaluation are part of identifying the strengths and weaknesses of the initiative. This would allow communities to provide evidence-based research to future funders to allow for continuation of the process into the future.

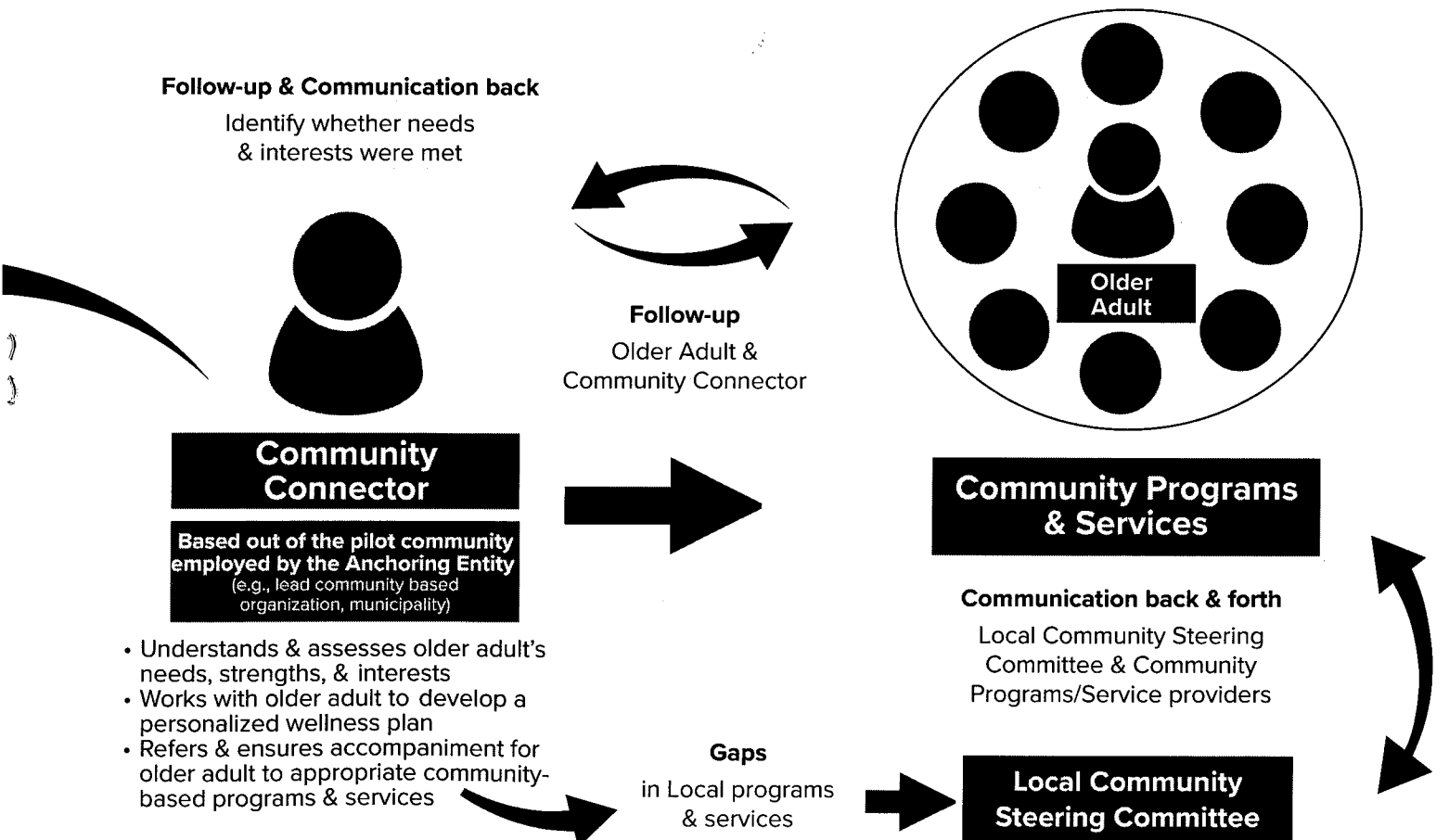
The aim is to demonstrate that social prescribing is an effective means to address needs of older adults 55+, particularly those who are or may be high users of healthcare.

It promotes integrated community-based support and care and helps to reduce some of the dependence on health service provisions. Social prescribing can be used to refer patients to a variety of activities and services within or near to the community in which a person resides.

Social Prescribing is not an intervention by itself, but rather a pathway that helps address an individual's needs. The community connector model will be unique to each community that takes on the initiative.

The aim is to ensure that older adults 55+ can live and thrive in their own homes and communities to allow access to activities, services and support they need. Social Prescribing will address the social determinants of health and well being including safety, security, quality of life, and an ability for the individual to choose how and where to live.

A community working together allows individuals the opportunity to live and thrive in the communities they love so much.



TITLE: Free Parking – Downtown Parking Lots	DATE OF MEETING: November 25, 2024
CLEARANCES: <b>Rene Richard</b>  _____ René Richard, Director of Engineering & Asset Management	REPORT DATE: November 14, 2024  ATTACHMENTS:
Written by: Nicole Baptist – Bylaw & Safety Supervisor  <b>Nicole Baptist</b>	
Reviewed by: Jessica Matsalla - City Clerk  <b>Jessica Matsalla</b>	
Approved by: Brad Hvidston - City Manager  <b>Brad Hvidston</b>	

**BACKGROUND**

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

**DISCUSSION/ANALYSIS/IMPACT**

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

- December 9-27, 2024 or December 16-27, 2024
- February 10-14, 2025 (Valentine’s Day)
- April 14-18, 2025 (Easter)
- June 30-July 4, 2025 (Yorkton Ex Summer Fair)
- August 25-29, 2025 (Back to School Week)
- October 27-31, 2025 (Harvest Showdown)

Dates for free parking during the holiday season in 2025 will be brought forward in December 2025, along with any additional dates we would like to include in 2026.

## **FINANCIAL IMPLICATIONS**

Anytime that the City is offering free parking in our downtown parking lots we will lose revenue. Based on previous revenues, we anticipate a loss of approximately \$60 per week that we offer free parking. Should we opt to move forward with the proposed dates, Administration anticipates a loss of approximately \$450.

## **COMMUNICATION PLAN/PUBLIC NOTICE**

If free parking is approved by Council, Administration will post signage on multi-space pay station machines stating that parking is currently free in those lots. Further, Administration will put notifications in Yorkton this Week newspaper, on the City website and on social media to notify the public of free parking provisions. Administration will also communicate these dates with Yorkton Chamber of Commerce and Yorkton Business Improvement District.

## **STRATEGIC PRIORITIES/OCP/COMMITTEE RECOMMENDATION(S)**

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

## **OPTIONS**

1. That Council offers free parking access to the four Multi Space Pay Station Parking Lots and the Permit Parking lots located on Myrtle Avenue, Betts Avenue, First Avenue and Second Avenue for the following dates:
  - December 9-27, 2024
  - February 10-14, 2025
  - April 14-18, 2025
  - June 30-July 4, 2025
  - August 25-29, 2025
  - October 27-31, 2025
  
2. That Council offers free parking access to the four Multi Space Pay Station Parking Lots and the Permit Parking lots located on Myrtle Avenue, Betts Avenue, First Avenue and Second Avenue for the following dates:
  - December 16-27, 2024
  - February 10-14, 2025
  - April 14-18, 2025
  - June 30-July 4, 2025
  - August 25-29, 2025
  - October 27-31, 2025
  
3. That Council revert back to the original intent of the free parking weeks and only provide free parking in December to encourage shopping local around the holiday season and offers free access to the four Multi Space Pay Station Parking Lots and the Permit Parking lots located on Myrtle Avenue, Betts Avenue, First Avenue and Second Avenue, from December 16, 2024 through December 24, 2024.

4. That Council offers no free parking as proposed by Administration.

### **RECOMMENDATION**

**That Council offers free parking access to the four Multi Space Pay Station Parking Lots and the Permit Parking lots located on Myrtle Avenue, Betts Avenue, First Avenue and Second Avenue for the following dates:**

- **December 9-27, 2024**
- **February 10-14, 2025**
- **April 14-18, 2025**
- **June 30-July 4, 2025**
- **August 25-29, 2025**
- **October 27-31, 2025**

<b>TITLE:</b> <b>Neulex Industries Kid’s Expo Fee Relief Request Response</b>	<b>DATE OF MEETING: November 25, 2024</b>
	<b>REPORT DATE: November 21, 2024 1:05 PM</b>
<b>CLEARANCES:</b>	<b>ATTACHMENTS:</b>
Written by: Taylor Morrison, Director of Recreation & Community Services  <p align="center"><b>Taylor Morrison</b></p>	
Reviewed by: Jessica Matsalla, Director of Legislation & Procedures (City Clerk)  <p align="center"><b>Jessica Matsalla</b></p>	
Approved by: Brad Hvidston, City Manager  <p align="center"><b>Brad Hvidston</b></p>	

**BACKGROUND**

At the October 21, 2024 regular meeting of City Council, Bradley Neumann of Neulex Industries presented a request to waive rental costs for a planned kid’s expo being held at the Gallagher Centre December 13-15, 2024. Direction from Council was to refer the request to Administration to bring a report back to Council with funding options for consideration.

As noted in the Neulex Industries request, the planned event is a Kids Activity Expo, complete with inflatable bouncy castles, slides, obstacle course, and other kid’s activities. In addition, education components, kids programming, emergency services information, and other kid’s vendors will be present. The outlined intent of the event is to donate proceeds back to local kids groups, with several being identified in the presentation:

- Yorkton Nursery School Cooperative
- SIGN Yorkton Early Years Family Recourse Centre
- Boys and Girls Club Yorkton
- Big Brothers Big Sisters Yorkton
- Can Skate Yorkton
- Melville Magic Moments Playschool
- Saltcoats Minor Sports

The presentation also noted local businesses acting as sponsors for the event and supporting the fundraising initiative with proceeds going back to the identified groups. Neulex Industries’ ask was for relief of the rental costs of the Flexihall for the event.

**DISCUSSION/ANALYSIS/IMPACT**

The Gallagher Centre does provide sponsorship opportunities to events being held in the facility or on Gallagher Centre grounds. Typically, these are community events being held by non-profit agencies, and the sponsorship is applied to the final rental invoice of the event, with the sponsorship cost coming from the Gallagher Centre’s advertising and sponsorship budget. The Gallagher Centre has not sponsored or provided fee relief to for-profit businesses hosting events in the facility.

The following table outlines the events and organizations that received sponsorship throughout the 2023 and 2024 years, including the total invoice for the event after the sponsorship was applied:

<b>Event/Organization</b>	<b>Sponsorship Amount</b>	<b>Final Invoice Total After Sponsorship</b>
<b>2023</b>		
Prairie Wildfire Taekwondo Challenge (Kees Taekwondo)	\$500.00	\$4,112.87
Springers Gymnastics Invitational	\$1,000.00	\$11,531.89
Yorkton Aquabatix Water Show	\$500.00	\$808.80
Yorkton Arts Council Sunflower	\$1,500.00	\$16,844.83
Yorkton Film Festival	\$2,000.00	\$16,455.21
Yorkton Lions Wine Festival & Taste of Yorkton	\$500.00	\$5,283.90
Yorkton Maulers Year End Banquet	\$1,000.00	\$8,711.85
Yorkton Minor Hockey Female Hockey Weekend	\$1,000.00	\$8,328.98
Yorkton Sports Hall of Fame Induction Dinner	\$964.00	\$3,622.15
<b>Total Sponsorship Amount</b>	<b>\$8,964.00</b>	
<b>2024</b>		
Painted Hand Casino Powwow (50% split with corporate sponsorship)	\$1,250.00	\$13,047.35
Parkland Outdoor Show & Expo (not including \$4,330.25 waived fees for kickoff concert)	\$2,000.00	\$32,794.05
Prairie Wildfire Taekwondo Challenge (Kees Taekwondo)	\$500.00	\$4,585.60
RCE Saskatchewan Education Recognition Event	\$1,000.00	\$2,813.45
Yorkton Aquabatix Water Show	\$500.00	\$525.84
Yorkton Arts Council Sunflower	\$2,000.00	\$14,127.49
Yorkton Film Festival	\$2,000.00	\$17,504.01
Yorkton Lions Wine Festival & Taste of Yorkton	\$500.00	\$4,388.16
Yorkton Minor Hockey Female Hockey Weekend	\$1,500.00	\$9,603.99
Yorkton Sports Hall of Fame Induction Dinner	\$1,060.00	\$5,242.67
<b>Total Sponsorship Amount</b>	<b>\$12,280.00</b>	

All of the organizations identified above provided some form of formal request to the Gallagher Centre, either through a letter of request or by way of a sponsorship package. Administration then reviews the available advertising budget and takes into consideration the “return on investment” of the sponsorship, such as logos placed on advertising or in event programs, name mentions on TV or radio ads, etc.

Historically, Gallagher Centre had provided a fee reduction for certain events through an informal sponsorship process. This was found to hinder accurate record keeping year to year, and impacted the facility’s revenue by reducing the income received from events and rentals. This is why the formal process of sponsorship requests, and further the costs of such being “spent” from the facility’s advertising budget was put into place. This allows for accurate tracking of event and rental sponsorship from year to year, and maintains the Gallagher Centre’s revenues as whole.

In regards to the planned Neulex Industries event, this standard process was outlined and a sponsorship package was requested at the time of initial rental request. However, this was not provided to the Gallagher Centre for consideration. Further, recent requests for event details and facility requirements, as well as for available sponsorship opportunities, were made in order to inform this report but no information was received.

**FINANCIAL IMPLICATIONS**

As of this report, final details on the planned kid’s expo have yet to be submitted. Therefore, preliminary costs for the event include only the facility rental, and do not take into consideration any additional requirements for tables and chairs, additional power supply, or other event extras that may be required such as audio/video equipment. A summary of the event costs anticipated thus far are:

December 13 Flexihall Rental (set up and event day 1)	\$2,548.00
December 14 Flexihall Rental (event day 2)	\$2,548.00
December 15 Flexihall Rental (event day 3 and tear down)	\$2,548.00
<b>Total</b>	<b>\$7,644.00</b>

This total does not include tables, chairs, additional power requirements, audio/video, or taxes.

In following the normal practice, upon receipt of a sponsorship package and secured facility rental dates and information, the Gallagher Centre would consider reducing facility rent as part of a sponsorship opportunity. To ensure fair distribution of sponsorship resources, the Gallagher Centre would consider contributing up to \$2,000 toward this event, however the final sponsorship amount would be determined based on the specific sponsorship request and projected return on investment, with funds allocated from the Gallagher Centre’s advertising budget.

A few options exist should Council wish to support Neulex Industries by adjusting rentals fees for the kid’s expo event. Council could waive all, or a portion of the rental fees and extra charges associated to the facility rental. If Council wished to maintain the Gallagher Centre revenues as whole, they could sponsor all, or a portion of the rental rates, with that cost coming from the Council Grants and Donations budget. Alternatively, Council could request that the event organizer follow the standard process and provide a sponsorship package or request for Administration to review and implement as deemed appropriate.

**OPTIONS**

1. That Council direct Administration to follow the established sponsorship practice and request a sponsorship letter or package from Neulex Industries for Administration to review and implement as deemed appropriate.
2. That Council sponsor:
  - a. The full Flexihall rental costs for the Neulex Industries Kid’s Expo, at a currently unknown amount, which would be charged to the Council Grant and Donation budget.
  - b. A portion of the Flexihall rental costs for the Neulex Industries Kid’s Expo, at an amount to be decided by Council, and charged to the Council Grant and Donation budget.
3. That Council waive:
  - a. The full Flexihall rental costs for the Neulex Industries Kid’s Expo, at a currently unknown amount.
  - b. A portion of the Flexihall rental costs for the Neulex Industries Kid’s Expo, at an amount to be decided by Council.
4. That Council not sponsor or waive any fees related to the Neulex Industries Kid’s Expo.
5. Other direction as provided by Council.

**RECOMMENDATION**

**That Council direct Administration to follow the established sponsorship practice, and request a sponsorship letter or package from Neulex Industries for Administration to review and implement as deemed appropriate.**



<b>TITLE:</b> <b>Deputy Mayor Appointments – 2024-2028 Council Term</b>	<b>DATE OF MEETING: November 25, 2024</b>
	<b>REPORT DATE: November 18, 2024</b>
<b>CLEARANCES:</b> None	<b>ATTACHMENTS:</b> None
<b>Jessica Matsalla</b>	
Written by: Jessica Matsalla, Director of Legislation & Procedures (City Clerk)	
<b>Brad Hvidston</b>	
Approved by: Brad Hvidston, City Manager	

**SUMMARY OF HISTORY/DISCUSSION & FUNDING:**

In accordance with Section 17 of The Procedures Bylaw No. 1/2016, Council shall, at the first Regular Meeting of Council following the Inaugural meeting, by resolution, appoint each Member of Council, other than the Mayor as a Deputy Mayor, each to serve a term of two (2), four (4) month periods within their four (4) year Council office term.

If the Mayor, for any reason, is unable to perform the duties of the Mayor, the Deputy Mayor shall have all the powers of the Mayor during the inability.

If for any reason, neither the Mayor nor the Deputy Mayor are able to perform their duties, in their absence, the Member of Council previously designated to be Deputy Mayor shall be the Acting Deputy Mayor. The Acting Deputy Mayor shall have all the powers of the Mayor or Deputy Mayor during the inability.

When it is resolved that Council go into Committee of the Whole Council Meetings, the Deputy Mayor, or in his absence the Acting Deputy Mayor, shall be the Chairman of the Committee of the Whole Council Meeting, who shall maintain order in the Committee.

Councillor Randy Goulden began her term as Deputy Mayor on November 1, 2024. It would be sensible to have her continue with that term, and establish the Deputy appointments in alphabetical order of surname thereafter.

Deputy Mayors are compensated for this role during the time they serve as a Deputy, at 3.33% of the Mayor’s salary.

**OPTIONS:**

1. To approve the Deputy Mayor Appointments as presented.
2. To approve the Deputy Mayor Appointments as amended to suit Council’s wishes.
3. Other direction of Council.

## **RECOMMENDATION:**

That Council appoint each of the 2024-2028 City of Yorkton Councillors to be appointed to serve terms of four (4) month periods as Deputy Mayor, within their four (4) year Council office term, scheduled as follows:

1. November, 2024 - February, 2025 – Councillor Randy Goulden;
2. March – June, 2025 – Councillor Dustin Brears,
3. July – October, 2025 Councillor Quinn Haider;
4. November, 2025 – February, 2026 Councillor Greg Litvanyi;
5. March – June, 2026 Councillor Stephanie Ortynsky;
6. July – October, 2026 Councillor Darcy Zaharia;
7. November, 2026 - February, 2027 – Councillor Randy Goulden;
8. March – June, 2027 – Councillor Dustin Brears;
9. July – October, 2027 – Councillor Quinn Haider;
10. November, 2027– February, 2028 – Councillor Greg Litvanyi;
11. March – June, 2028 – Councillor Stephanie Ortynsky;
12. July – October, 2028 – Councillor Darcy Zaharia
13. November 2028 – Inauguration date of 2028-2032 Council – Councillor Randy Goulden