

CITY OF YORKTON
REGULAR COUNCIL MEETING AGENDA
Monday, December 16, 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 – November 25, 2024
5. **UNFINISHED BUSINESS**
6. **REPORTS OF COUNCIL COMMITTEES AND MATTERS REFERRED**
 - a. Mayor Kienle – 2025 Council Member Committee/Commission/Board Appointments
7. **HEARING OF PETITIONS, PUBLIC NOTICES AND PRESENTATIONS**
 - a. Presentation – SaskAbilities – 75th Anniversary Celebrations
 - b. City Clerk Update (Verbal) – Bylaw No. 15/2024 – Defer Public Hearing and 2nd & 3rd Readings to Future Council Meeting due to Postal Strike
 - c. Presentation – Ralex Enterprises re: Fire Prevention Bylaw Concerns
 - d. Presentation – Rental Housing Saskatchewan re: Fire Prevention Bylaw
8. **BUSINESS ARISING OUT OF PETITIONS, PUBLIC NOTICES AND PRESENTATIONS**
 - a. Fire Chief – Verbal Response to Fire Prevention Bylaw Concerns
9. **CORRESPONDENCE**
 - a. Letter re: Yorkton Minor Hockey Tournament Complaints
10. **BYLAWS**
 - a. Director of Environmental Services
 - Proposed Bylaw No. 14/2024 – 2025 Utility Rates
 - b. Assessment & Taxation Manager
 - Bylaw No. 17/2024 Exemption of Taxation for 162 Dunlop Street West
 - c. Director of Public Works
 - Proposed Bylaw No. 18/2024 Provide for entrance and disposal fees to the Sanitary Landfill
11. **ADMINISTRATIVE REPORTS**
 - a. Assessment & Taxation Manager
 - Final Stage of Tax Enforcement – Request for Transfer of Titles
 - 2025 Board of Revision Appointment
 - b. Director of Engineering & Asset Management
 - City Hall Air Conditioner – Tender Award
 - c. Director of Public Works
 - City-wide Residential Organics Collection Program
 - d. Director of Legislation & Procedures (City Clerk)
 - Civic Recognition Awards – 2024 Recipients
12. **GIVING NOTICE OF MOTION**
13. **IN CAMERA SESSION**
 - a. Other Item A
 - b. Other Item B
14. **ADJOURNMENT**



Memorandum

To: Members of Yorkton City Council

From: Mayor Aaron Kienle

Date: December 2, 2024

Re: 2025 Council Committee/Commission/Board Appointments

Following the recent election, there are vacancies on certain Council Committees/Boards and Commissions, of which require Council members to sit. Effective immediately, for the balance of 2024, and through to the end of 2025, I recommend the following Councillors be appointed as members on the following committees/boards/commissions:

Civic Recognition Committee

Mayor Aaron Kienle
Councillor Randy Goulden
Councillor Quinn Haider

District Planning Commission

Mayor Aaron Kienle
Councillor Stephanie Ortynsky

Economic Development Committee

Councillor Dustin Brears
Councillor Darcy Zaharia

Emergency Planning Committee

Mayor Aaron Kienle
Councillor Dustin Brears
Councillor Randy Goulden
Councillor Quinn Haider
Councillor Greg Litvanyi
Councillor Stephanie Ortynsky
Councillor Darcy Zaharia

Environmental Committee

Councillor Dustin Brears
Councillor Darcy Zaharia

Gallagher Centre Management Board

Mayor Aaron Kienle
Councillor Dustin Brears
Councillor Randy Goulden (Chair)

Councillor Quinn Haider
Councillor Greg Litvanyi

Planning and Infrastructure Commission

Councillor Quinn Haider
Councillor Stephanie Ortynsky

Property Standards Appeal Board

Mayor Aaron Kienle
Councillor Dustin Brears (Chair)
Councillor Greg Litvanyi
Councillor Stephanie Ortynsky
Councillor Darcy Zaharia

Protective Services Committee

Mayor Aaron Kienle
Councillor Dustin Brears

Recreation and Community Services Committee

Councillor Randy Goulden
Councillor Greg Litvanyi

Yorkton Business Improvement District

Councillor Stephanie Ortynsky

Yorkton Housing Corporation Board

Mayor Aaron Kienle
Councillor Dustin Brears
Councillor Randy Goulden
Councillor Quinn Haider
Councillor Greg Litvanyi
Councillor Stephanie Ortynsky
Councillor Darcy Zaharia (Chair)

Yorkton Airport Authority

Mayor Aaron Kienle (Chair)
Councillor Dustin Brears
Councillor Randy Goulden
Councillor Quinn Haider
Councillor Greg Litvanyi
Councillor Stephanie Ortynsky
Councillor Darcy Zaharia

Yorkton Library Board & Parkland Regional Library Board

Councillor Randy Goulden (PRL Executive)

RECOMMENDATION:

That Council ratify the Council member appointments as listed, effective immediately through to the end of 2025.

AK
jmm

From: amanda.dietz@yorkton.ca
To: [Amanda Dietz](mailto:amanda.dietz)
Subject: New Response Completed for Request to Appear Before Council Form
Date: Friday, October 4, 2024 9:08:02 AM

CAUTION: External Email

Hello,

Please note the following response to Request to Appear Before Council Form has been submitted at Friday October 4th 2024 9:03 AM with reference number 2024-10-04-003.

- **First name:**
Deana
- **Last Name:**
Stroshein
- **Committee/Organization name:**
SaskAbilities
- **Address:**
Box 5011 162 Ball RD
- **City:**
Yorkton
- **Province:**
Saskatchewan
- **Postal code:**
S3N 3Z4
- **Name:**
Aleks Hoeber
- **Title:**
Regional Director
- **Daytime phone number:**
[REDACTED]
- **Email:**
[REDACTED]
- **Date of request:**
10/4/2024
- **Date of council meeting that the presenter is wishing to attend:**
12/16/2024
- **Topic being presented:**
SaskAbilities 75th Anniversary
- **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)**
In 2025 SaskAbilities is celebrating our 75th Anniversary! There are local celebrations planned as well as Provincial initiatives.

We would like to present to Council an overview of the programs and services that are available to the community, as well as the exciting celebrations that are planned for 2025. The events kick off in January!

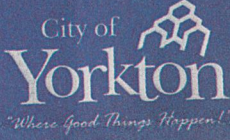
Below is an overview of the 75th Anniversary Plans for Yorkton and provincially.

- Jan & Feb – Provincial Memorabilia Display in Yorkton
- Jan 24 – Pancake Breakfast and Open House at SaskAbilities
- April 3 & 4 – President's Reception & AGM in Saskatoon
- Late May/early June – Community Appreciation BBQ
- July 16th – Camp Day at Camp Eater Seal
- Sept 5 & 6 – Provincial Conference in Regina
- October – An Open House and Trade Fair called "Navigating the System"
- November/December – A Year End Wrap Up is being planned but no specifics yet.

There will also be a slideshow, regional videos, and a year-long social media campaign.

Our long term and on-going partnership with the City of Yorkton is so valued! We would be honored to present to City Council on December 16th.

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



City News

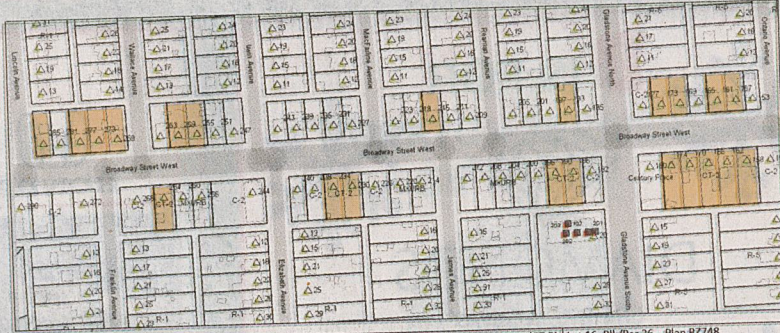
December 4 - December 10, 2024

Next Council Meeting
Monday, December 16, 2024 at 5:00 p.m.

POSTPONED TO A FUTURE COUNCIL MEETING

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 B2748	193 Broadway Street West (CT-2)	Lot 16, Blk/Par 36 – Plan B2748
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 25, Blk/Par 36 – Plan B2748	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 (CT-2)	Lot 14, Blk/Par 36 – Plan B2748	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 B2748	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 B2748	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 2, Blk/Par 2 – Plan AA6142
190 Broadway Street West (CT-2)	Lot 22, Blk/Par 1 – 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

For More Information:

To see the full report on this application, and the proposed bylaw, please visit 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

From: scopol@scd@yorkton.ca
To: andra.mabala
Subject: New Response Completed for Request to Appear Before Council Form
Date: Monday, November 25, 2024 9:38:07 AM

CAUTION: External Email

Hello,

Please note the following response to Request to Appear Before Council Form has been submitted at Monday November 25th 2024 9:33 AM with reference number 2024-11-25-003.

- **First name:**
Randall
- **Last Name:**
Hoerber
- **Committee/Organization name:**
Ralex Enterprises
- **Address:**
[REDACTED]
- **City:**
Yorkton
- **Province:**
Saskatchewan
- **Postal code:**
[REDACTED]
- **Name:**
Randall Hoerber
- **Title:**
Mr.
- **Daytime phone number:**
[REDACTED]
- **Email:**
[REDACTED]
- **Date of request:**
11/25/2024
- **Date of council meeting that the presenter is wishing to attend:**
12/16/2024
- **Topic being presented:**
the recent amendments to the Fire Prevention bylaw that impacts rental housing providers
- **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)**
I am asking the Yorkton City Council to reevaluate the recent amendments to this bylaw that could have a negative impact on the rental housing providers in Yorkton. According to the information that I was provided with, these amendments were passed in an in-camera session, with little to no debate. As far as I know there were no public consultations that would have provided the city council with the ability to make a more informed decision. The requirements for rental housing providers to obtain a license at a cost of \$100 per bedroom seems to be excessive and looks like a cash grab. I don't believe that the authors of the bylaw amendments and the city council fully understand or appreciate the implications of this bylaw on not only rental housing providers, but tenants, property managers, bylaw enforcement officials, the business community, or anyone responsible for fire prevention safety. I don't think anyone will argue about the importance of fire prevention and tenant safety, but the manner in which these amendments were endorsed raises speculation as to what the true intent was. This new fire prevention bylaw has been publicly touted in the media as a way to deal with homelessness in the city. I fail to see how requiring rental housing licenses and inspections has anything to do with homelessness or affordability. Many rental housing providers will pass on this expense to the tenants.

I have a number of questions, such as: what was the intent of these amendments? why was there no public consultations? is there any best practices research that backs these amendments? was there any debate in council meetings? will additional staff be required to enforce this bylaw? who will be responsible with compiling this list of rental housing providers? how will this information be verified? why are apartment buildings exempt from licensing and inspection requirements?

I would like someone on city council to make a motion to suspend these amendments until public consultations have taken place and that rental housing providers and tenants are offered the opportunity to participate.

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

Good evening Your Worship and Members of the Yorkton City Council. I am here tonight to speak to you about the recent amendments to the Fire Prevention Bylaw – 15/2010. I am going to share with you a collection of thoughts, comments and opinions that are representative of the Yorkton Real Estate Investment Club.

We are asking the Yorkton City Council to reevaluate the recent amendments to this bylaw that could have a negative impact on the rental housing providers in Yorkton. According to the information that I was provided with, these amendments were passed in an in-camera session, with little to no debate. As far as I know there were no public consultations that would have provided the city council with the ability to make a more informed decision. The requirements for rental housing providers to obtain a license at a cost of \$100 per bedroom seems to be excessive. Why was a per bedroom rate chosen instead of a per rental unit rate?

We don't believe that the authors of the bylaw amendments and the city council fully understand or appreciate the implications of this bylaw on not only rental housing providers, but tenants, property managers, bylaw enforcement officials, the business community, or anyone responsible for fire prevention safety. I don't think anyone will argue about the importance of fire prevention and tenant safety, but the manner in which these amendments were endorsed raises speculation as to what the true intent was. This new fire prevention bylaw has been publicly touted in the media as a way to deal with homelessness in the city. I fail to see how requiring rental housing licenses and inspections has anything to do with homelessness or affordability. Many rental housing providers will pass on this expense to the tenants in the form of increased rents.

A Fire Official may refuse to issue a licence or revoke a licence if it is determined that deficiencies need to be remedied. If this were to occur, did the authors of this bylaw and the city council consider the implications of this on the tenant(s)? For example, if a license is refused or revoked, the unit can no longer be rented, and the tenant is forced to vacate – likely immediately if a Fire Official deems the unit as “non-compliant.” Imagine a family of five forced to the streets or a shelter; or a family of five that refuses to leave and become holdover tenants. There are many forces putting pressure on the rental housing market in Yorkton, and if a family is forced from their dwelling because of this they may have a very hard time accessing the rental housing market in Yorkton again; given the scarcity of adequate supply. More consultations are needed to ensure that proper contingency plans have been considered.

We have a number of questions, such as: What was the intent of these amendments? Why was there no public consultations? Is there any best practices research that backs these amendments? Was there any debate in council meetings? Will additional staff be required to enforce this bylaw? Who will be responsible with compiling this list of rental housing providers? How will the city know which property is a rental housing unit if owners or operators do not self-disclose? How will this information be verified and documented? Who will have access to that list? Will there be a list retained of non compliant rental housing providers? Why are apartment buildings exempt from licensing and inspection requirements? Some of them (who will remain nameless) are some of the biggest violators of safety compliance in this city.

As a professionally licensed Property Manager with the Saskatchewan Real Estate Commission, I not only own a small real estate portfolio, I am also an operator. Is it incumbent upon me to apply for this license

on behalf of the owner? What if an owner client refuses to apply for a license? How does that impact me as the operator? This is another reason why seeking the input of stakeholders on these bylaw amendments is so important.

I am not asking for you to take up valuable time to have a discussion on this topic tonight. I have spoken with Fire Chief Morrissey on some of these issues and he has offered some alternative options for consideration. This is a step in the right direction and I look forward to the opportunity to continue that dialogue with Fire Chief Morrissey. I am asking for the esteemed members of the Yorkton City Council to re-evaluate this bylaw and establish a committee to seek a more collaborative approach that will result in a more informed decision; and one that will benefit the city of Yorkton as a whole.

I would like someone on city council to make a motion to suspend these amendments until public consultations have taken place and that rental housing providers and tenants are offered the opportunity to participate.

Thank you for your time.

December 4, 2024

Mayor and City Council
C/o City Clerk
37 Third Ave N
Yorkton, SK S3N 2W3

RE: Fire Prevention Bylaw, Rental Housing Inspections & Licence Fees

On behalf of the Yorkton members of Rental Housing Saskatchewan, I respectfully request to speak at the December 16, 2024 meeting of City Council to provide commentary and recommendations on the Fire Prevention Bylaw, rental housing inspections and licence fees that were recently instituted.

I've had the pleasure of speaking with Fire Chief Morrissey and sincerely appreciated the time he gave me to understand the subject matter above and the background to how Council came to a decision on these matters. My presentation to Council will contain the following:

- The current state of the rental housing market in Yorkton
- The importance of consulting with rental housing providers when developing public policies
- Recommendations for improvements to the licensing and inspection regime that would focus on targeted enforcement of chronic non-compliant rental housing providers

Council will be asked to consider amending the bylaw to better target enforcement and reduce the costs of the licensing and inspection regime that is currently being implemented. This is important because Yorkton continues to experience housing shortages and the rental housing industry needs to be involved when public policy is created so that rental housing providers, renters, and the City can all find solutions that are good for the City.

I look forward to presenting to Council and having a conversation on how our industry can work together to deliver safe, affordable, and high-quality housing to the people of Yorkton.

Respectfully submitted,



Cameron Choquette, BComm.(Hons.), MPA, PSGov.
Chief Executive Officer

December 2, 2024

Mayor Aaron Kienle and City Council

I am writing this letter as a concerned and frustrated long-time resident of Yorkton. We have chosen to make Yorkton our home for the past 20 years and to raise our children here. We are very active in many different sports associations including minor football and minor hockey. Sadly youth sports has not been a focus of interest for our city to have invested funds into over the past several year and it shows.

This past weekend we hosted a 12-team U15 hockey tournament in our city. We chose to host such a big tournament to be able to create revenue to cover our ice fees throughout the year and for parents to not financially have to be impacted at the end of the season, to have to pay in extra to cover the cost of ice. As a tournament committee we put many, many hours into this event to make it a success. We had teams in our city for the whole weekend from Brandon, Saskatoon, Redvers and Humboldt just to name a few. The revenue generated in our city for retail, hotels and restaurants is significant. Sadly, our facilities were for a lack of a better term, embarrassing.

We charged teams \$1600.00 per team to enter our tournament and we offered them ice that couldn't even be flooded. When the ice plant stopped working at the Kinsmen Saturday, parents were asked to bring heaters to try and remedy the situation. Why this fell on us as parents to remedy in a city owned facility is beyond me. The Westland rink had absolutely no heat as well. Dressing rooms and ref rooms were not ready for us Friday and we were left scrambling trying to fix things that are out of our control, as well as apologizing profusely to the visiting teams.

We received positive feedback for how our tournament ran in regards to things we had control over however, it was embarrassing to have to continue to apologize profusely for the sad state of our badly neglected facilities.

Once again, our youth sports that generates significant revenue for our city almost every weekend in the winter months, is at the bottom of the priority list. I have faith in our new leadership we have elected in potential change happening, but I felt as a parent and as a consumer, that you all should be made aware of what occurred in our city over the weekend.

From a personal standpoint, being a sport parent for many, many years, I have travelled to a lot of facilities in centers smaller than ours. What Yorkton has to offer based on the population we serve is nothing short of embarrassing. There is no other word. We have invested millions into a golf course, airport and mill that will produce a fraction of the revenue that a multi sport or multi ice facility would generate. The choice to invest in and renovate an already decaying facility like the Kinsmen Arena was a choice poorly made.

As the treasurer for our team and tournament committee, we would anticipate a reduction in what the city is charging us for this weekend based on the service we received. We pay an extraordinary amount of ice fees throughout the season to the city and without our tournament revenue we would not be able to pay for the ice fees for our kids to play hockey.

Based on our experience this past weekend, it would be more cost effective and less stressful hosting a smaller tournament in a rural venue such as Theodore or Bredenbury, which makes absolutely no sense when we live in a city the size we do. As hockey parents we want to be proud of what our community has to offer and be able to continue to promote youth sports however we have not had the city's or councils support to do that previously, and sadly it shows.

I am pleading with you as a council to please keep our kids in mind when making decisions for the future of the city. They are the future we need to be investing in if we want to continue thriving as a community.

Thank you for your time.

Signed a concerned citizen of Yorkton and a proud sport parent,

Kyla Shabatura

TITLE: Proposed Bylaw No.14/2024 - 2025 Utility Rates	DATE OF MEETING: December 16, 2024
CLEARANCES: Aron Hershmillier, Director of Public Works Aron Hershmillier Ashley Stradeski, Director of Finance Ashley Stradeski	REPORT DATE: December 9, 2024 ATTACHMENTS: 1. 2025 Utility Rates Presentation 2. Bylaw No. 14/2024 Amend Water and Sewer Rates Bylaw No. 20/2006 and Repeal Bylaw No. 11/2023
Written by: Connor Hunt, Director of Environmental Services Connor Hunt	
Reviewed by: Jessica Matsalla, City Clerk Jessica Matsalla	
Approved by: Brad Hvidston, City Manager Brad Hvidston	

PURPOSE/BACKGROUND

In June 2024, the catastrophic failure of Calgary's Bearspaw South Feeder Main brought critical infrastructure challenges into sharp focus. This event, made national headlines, disrupted water distribution for approximately 1.2 million residents and underscored the urgent need to address infrastructure deficits in municipal utilities across Canada.

Changing focus to the City’s own utility, there exists a responsibility to continually evaluate our water utility assets with a forward-thinking approach. Clear objectives have been identified; to sustain current service levels, enhance customer service where feasible, prepare for future growth and the impacts of climate change, and adapt to evolving environmental and regulatory requirements.

Central to these objectives is the rate review process. Conducted annually, these reviews inspect the financial requirements of the utility, shaped by the scope of necessary capital projects. These projects are instrumental in ensuring the utility remains financially sustainable while addressing critical needs such as replacing aging infrastructure, expanding capacity to accommodate community growth, and preparing for future environmental, regulatory, and consumer based demands.

This report serves to provide a transparent examination of the rate-setting process, identifies pressing concerns, and presents actionable solutions to meet these challenges head-on. By upholding transparency and accountability, the aim is to ensure the utility remains robust, reliable, and fully prepared to meet the demands of tomorrow.

DISCUSSION/ANALYSIS/IMPACT

2025 Proposed Utility Rates – Public Presentation

FINANCIAL IMPLICATIONS

<u>Category</u>	<u>Subcategory</u>	<u>1-Jan-24</u>	<u>1-Jan-25</u>
<u>Residential & Residential Multi-Family</u>	<u>Base Rate/Month</u>	<u>\$24.25</u>	<u>\$29.25</u>
	<u>Water Consumption & Sewer Discharge /m³</u>	<u>\$3.66</u>	<u>\$3.75</u>
<u>Commercial</u>	<u>Base Rate/Month</u>	<u>\$50.00</u>	<u>\$55.00</u>
	<u>Water & Sewer Consumption /m³</u>	<u>\$3.66</u>	<u>\$3.75</u>
<u>Industrial – Inside City</u>	<u>Base Rate/Month</u>	<u>\$75.00</u>	<u>\$80.00</u>
	<u>Water Consumption /m³</u>	<u>\$1.83</u>	<u>\$1.91</u>
	<u>Sewer Metered /m³</u>	<u>\$1.83</u>	<u>\$1.91</u>
<u>Industrial – Outside City</u>	<u>Base Rate/Month</u>	<u>\$112.50</u>	<u>\$120.00</u>
	<u>Water Consumption /m³</u>	<u>\$2.75</u>	<u>\$2.87</u>
	<u>Sewer Metered /m³</u>	<u>\$2.75</u>	<u>\$2.87</u>
<u>Yorkville Public Utility Board – Outside City</u>	<u>Sewer Metered /m³</u>	<u>\$2.01</u>	<u>\$2.07</u>
<u>Meter Security Deposit</u>	<u>All Meters</u>	<u>\$160.00</u>	<u>\$160.00</u>
<u>Residential Septage Truck Disposal</u>	<u>Inside City /m³</u>	<u>\$2.29</u>	<u>\$2.36</u>
	<u>Outside City /m³</u>	<u>\$3.44</u>	<u>\$3.54</u>
<u>Industrial Septage Truck Disposal</u>	<u>Inside City /m³</u>	<u>\$44.35</u>	<u>\$45.68</u>
	<u>Outside City /m³</u>	<u>\$66.53</u>	<u>\$68.52</u>
<u>Bulk Water</u>	<u>Water Consumption /m³</u>	<u>\$4.55</u>	<u>\$4.69</u>

The proposed 2025 rate adjustments include a 2.33% increase in water consumption and sewer discharge rates, along with a \$5.00/month base rate increase across all consumer classes. These changes would raise the typical residential water bill to \$78/month— or a combined increase of 8.59% which represents an increase of \$6.17 per month for a typical household. This adjustment is expected to generate \$530,000 in additional revenue from residential and commercial consumers.

Even with these changes, Yorkton’s water services remain exceptionally cost-effective. To illustrate, Yorkton water is approximately 826-times cheaper than bottled water. For \$78/month, or about \$2.60/day, residents receive roughly 430,000 ml of water daily, equivalent to 860 standard 500 ml bottles of water, which would cost approximately \$2,150 at convenience store prices. Furthermore, a typical 8-minute shower, using 65 liters of water, would cost just \$0.24 under the proposed rates.

For industrial users, the introduction of a 2.00% Industrial Block Rate results in a total consumption rate increase of 4.33%, as opposed to the 2.33% applied to other classes. This rate ensures equity amongst consumers to support capital investment which is currently being invested largely to support the increase of industry demand. This adjustment, combined with anticipated industrial growth, is projected to add \$2,850,000 in additional revenue from industrial consumers.

Overall, the proposed rate changes are expected to generate \$3,380,000 in additional revenue, which will be used to address water and sewer infrastructure needs and mitigate projected deficits throughout 2025. These adjustments aim to maintain the utility's sustainability while continuing to provide high-quality, low-cost water services to all consumers.

COMMUNICATION PLAN/PUBLIC NOTICE

Administration will update the Residential Water & Sewer Rates Brochure to reflect the 2025 rate adjustments. Once revised, the brochure will be reposted on the City's website and social media platforms to ensure accessibility for all residents.

Additionally, this evening's presentation, along with an informational video explaining the 2025 water rates, will be uploaded to the Shape Your City platform. This will provide the public with an opportunity to review the proposed changes and offer feedback.

STRATEGIC PRIORITIES/OCP/COMMITTEE RECOMMENDATION(S)

The conducting of the rate review process was completed in adherence to the AWWA M1 Principles of Water Rates, Fees, and Charges Manual.

On December 5, 2024, a separate presentation was delivered to the Environmental Committee, focusing on the methodology behind the 2025 rate design. The presentation outlined the utility's revenue requirements and explored feasible solutions to meet these needs.

Three rate-design models were presented for consideration. The committee expressed support for a model that includes an Industrial Block Rate, emphasizing its potential to promote equity across consumer classes while minimizing the financial impact on residential customers.

Additionally the proposals outlined in this report align with the City of Yorkton 2020 Strategic Plan; specifically with regards to Infrastructure; referring to "*the development of a long term infrastructure plan that includes Water, and Sewer*", Economic Development; referring to "*supporting and facilitating desired commercial and light industrial development consistent with Council policy and the Official Community Plan*", and Environment; referring to "*establishing and promoting bylaws, policies, regulations & practices that require and/or encourage the community to follow conservation methods (e.g. rate reviews)*", and "*encouraging commercial, industrial and institutional businesses to increase conservation efforts to adopt environmentally responsible practices.*"

OPTIONS

1. That Council approve Bylaw No. 14/2024 to Amend Bylaw No. 20/2006 and Repeal the previous amending Water and Sewer Rates Bylaw No. 11/2023 by unanimously consenting to give all three readings at this time.
2. That Council defeat Bylaw No. 14/2024 to Amend Bylaw No. 20/2006.
3. Other direction at the discretion of Council.

ADMINISTRATIVE RECOMMENDATION(S)

1. That Bylaw No. 14/2024, A Bylaw of the City of Yorkton in the Province of Saskatchewan to Amend Bylaw No. 20/2006 Establishing a Water and Sewer Rates Bylaw and Repeal Bylaw No. 11/2023 be introduced and given 1st Reading this 16th day of December A.D., 2024.
2. That Council give Bylaw No. 14/2024 2nd Reading this 16th day of December, A.D., 2024.
3. That Council unanimously consent to give all three readings of Bylaw No. 14/2024 at this meeting.
4. That Bylaw No. 14/2024, A Bylaw of the City of Yorkton in the Province of Saskatchewan to Amend Bylaw No. 20/2006 Establishing a Water and Sewer Rates Bylaw and Repeal Bylaw No. 11/2023 be given 3rd and final Reading this 16th day of December, A.D., 2024 and entered in the City of Yorkton bylaw registry.

2025 Proposed Utility Rate Increase

Public Presentation

December 2024

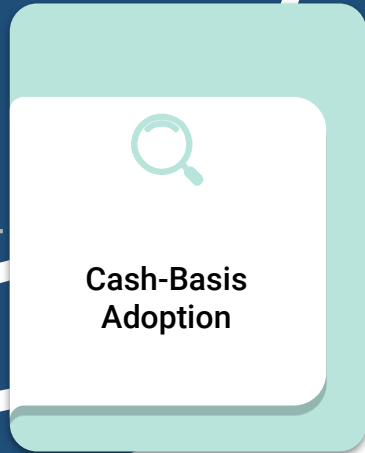


The Utility delivers integrated water and wastewater services that support local residents and businesses

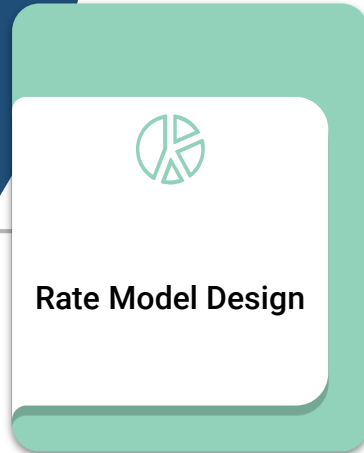
- As a self-sustaining entity; we are fully funded by rate revenue rather than tax revenue.
- We oversee the entire water lifecycle within the city, from source-water production and treatment to storage and distribution. Our responsibilities also include wastewater collection and treatment, along with a range of other service initiatives aimed at maintaining and improving the consumer experience.
- Together, we manage, maintain, repair, and continuously enhance the city's water and wastewater systems.



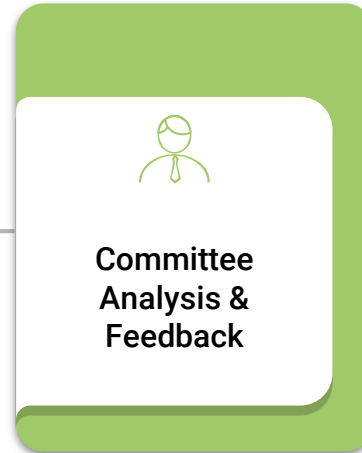
The Rate Design Process



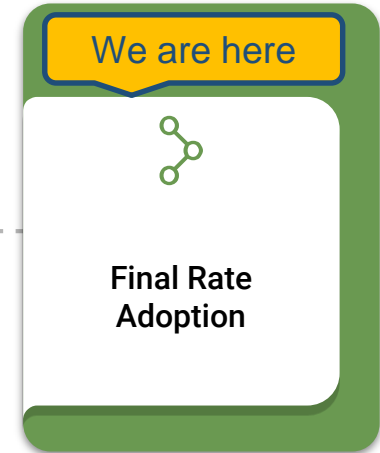
- Expense model creation
- What do we need?
- What can we forecast?



- Reserve policy adoption
- Proposed revenue model
- Cost type evaluation
- Rate type evaluation



- Rate model review
(reviewed three models)
- Revenue model impacts
- Consumer class impacts



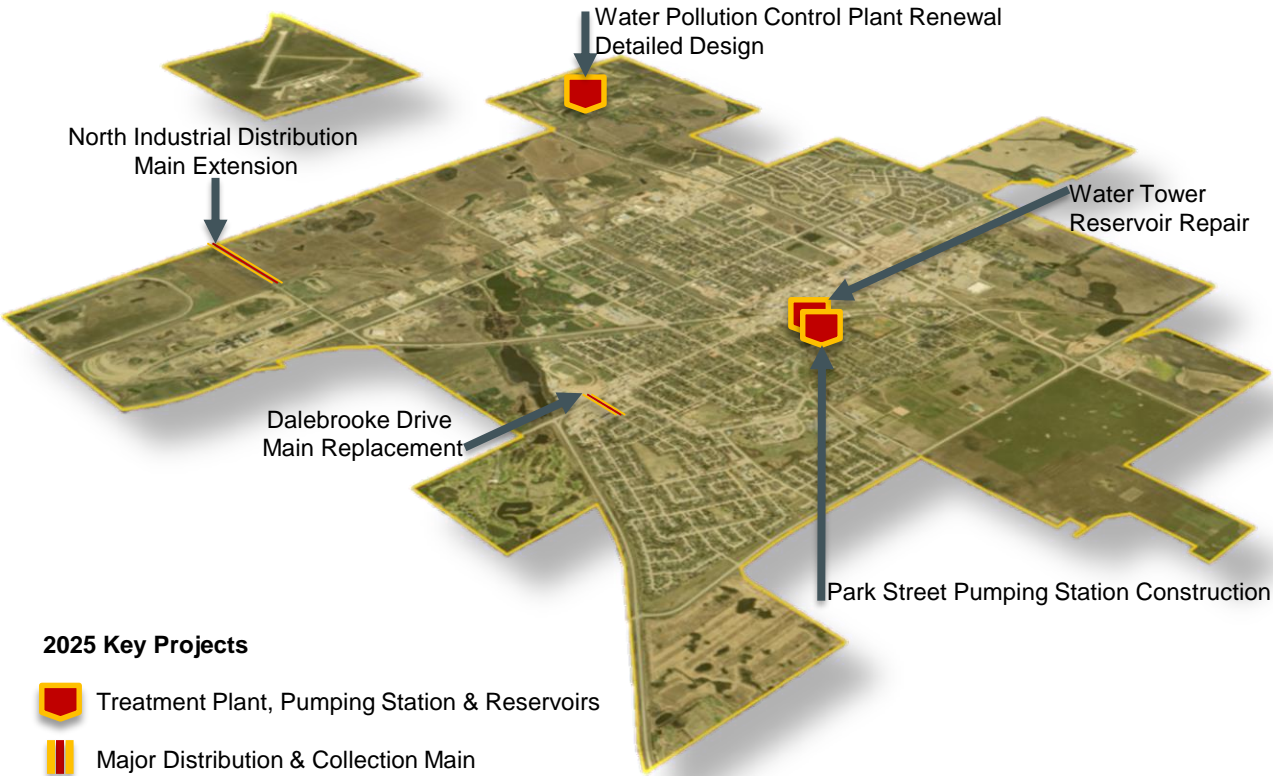
- Public Council presentation
- Recommendation & decision
- Communication and public education

What is an Expense Model?

All modelling and rate designs proposed were created in adherence to the American Water Works Association (AWWA) M1 Principles of Water Rates, Fees, and Charges Manual.

- An expense model forecasts costs over a set period, focusing on:
 - Operational Expenditures (OPEX): Recurring costs such as wages, utilities, and maintenance, adjusted annually with a 3.0% inflation rate.
 - Capital Expenditures (CAPEX): Strategic investments in infrastructure, equipment, and technology to support long-term operations and growth.
 - Debt Servicing: Repayment of principal and interest on loans.
- By integrating these projections with current reserves, the model assesses the viability of maintaining a 0.00% rate increase while ensuring the sustainability of the utility through the opening of 2028.

The Utility oversees a network that includes over 300 kilometers water distribution & sewer collection mains, two treatment facilities, and one pumping station.



What do we need?

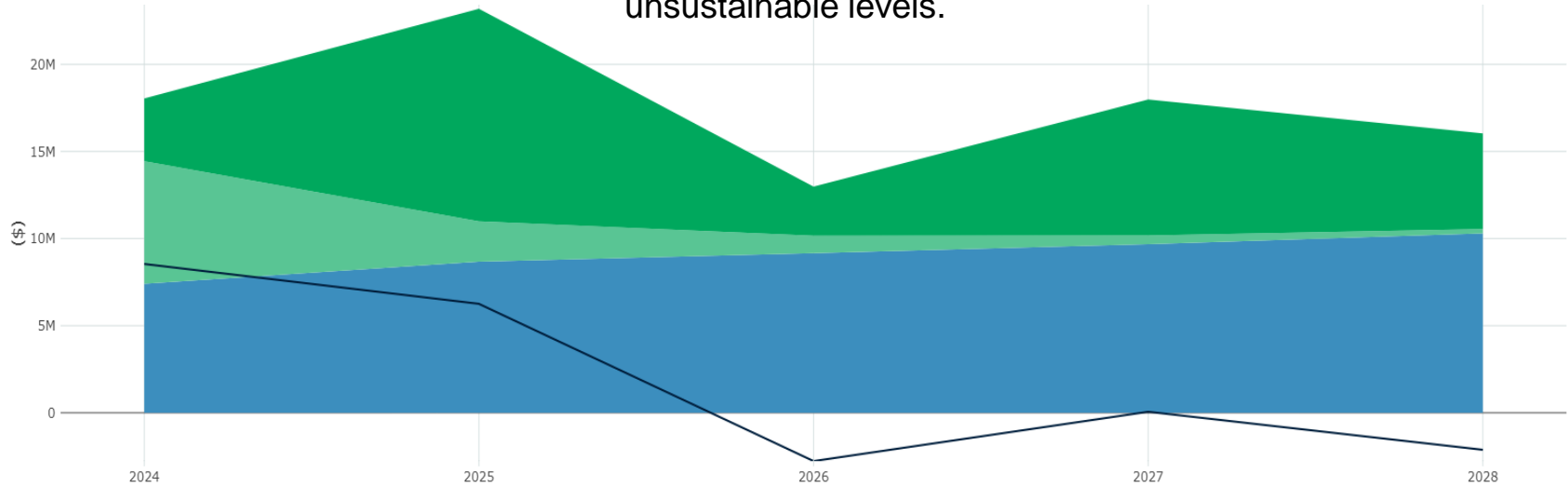
The Department must prioritize approved investments in its facilities to ensure the reliable delivery of safe drinking water. Due to the size and age of the water system, ongoing system wide improvements are essential to sustain and enhance treatment plants, pumping stations, and water/sewer mains. These efforts are critical to:

- Preserve the integrity of the water system infrastructure.
- Meet regulated water and wastewater quality standards.
- Reduce the occurrence of water main breaks, service interruptions and other emergencies.

Delaying these investments will have widespread consequences across the system.

What can we forecast?

0.00% rate increases from 2025 through 2027 drives the utility's cash position (**black line**) to unsustainable levels.



2024 Base Rate: \$24.25/month
 2024 Consumption Rate: \$3.66/m³

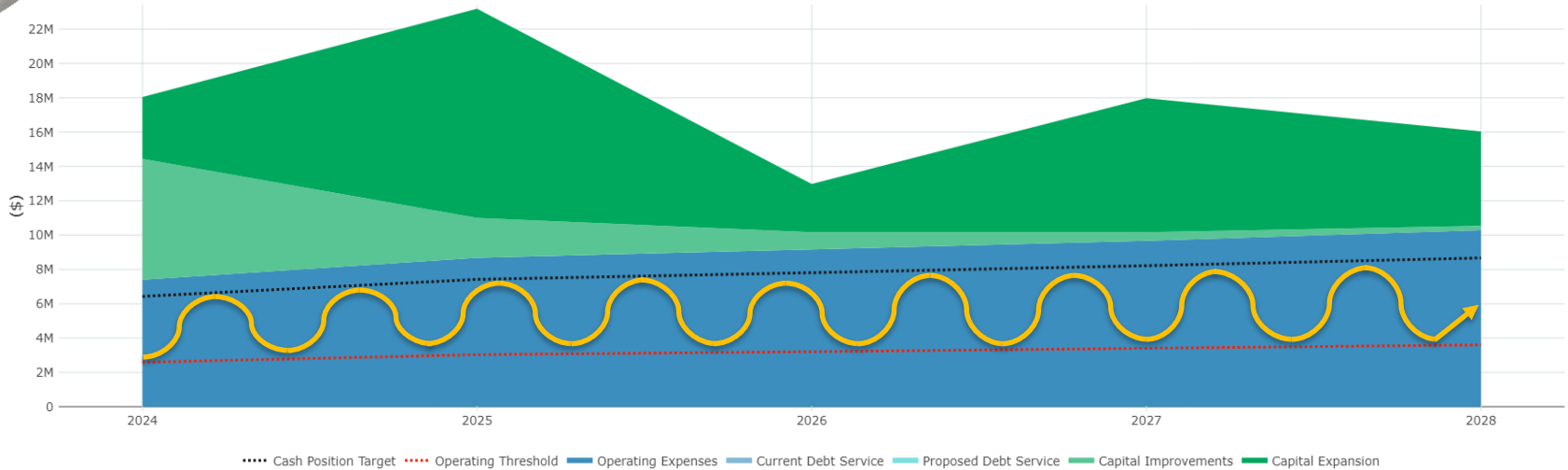
\$6,256,540

\$(2,774,040)

\$54,290

\$(2,125,584)

What are sustainable reserves?

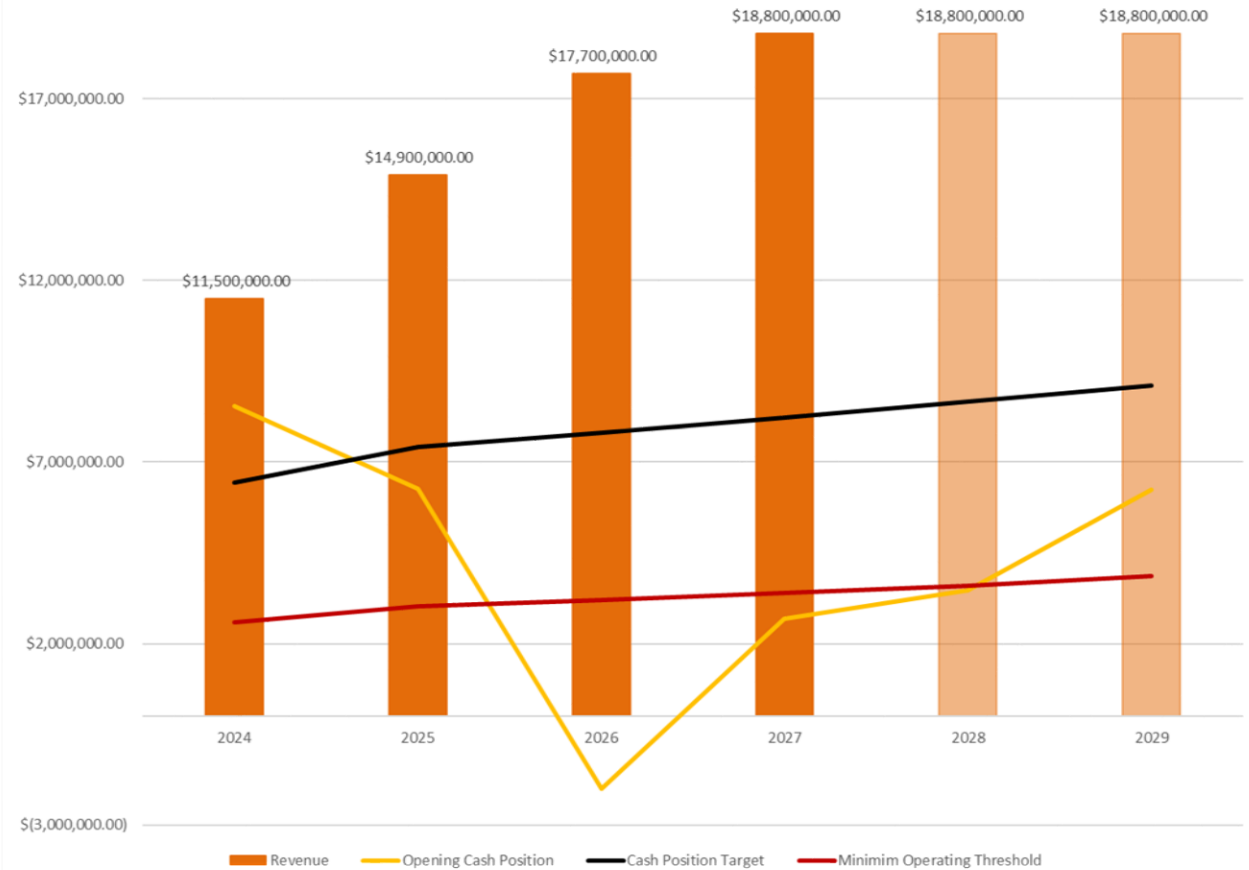


To create a sustainable rate-model, clear reserve policies are essential. The minimum operating reserve threshold (*red-dotted line*) ensures funds are available for unexpected emergencies. The cash position target threshold (*black-dotted line*) sets the maximum unallocated reserves, triggering rate-reduction investigations if exceeded. The operating reserve target (*yellow line*) represents the ideal reserve level, ensuring sustainability when aligned with the utility cash position. These thresholds promote financial resilience and responsible rate management

Proposed Revenue Model Creation

The proposed revenue model outlines the annual revenue needed to recover the utility's cash position to improved levels by 2027 and, theoretically, achieve the operating reserve target by 2028. Key considerations include:

- Shown revenues represent the amounts required to meet the specified cash positions after covering expenses.
- Shown revenue growth is not solely driven by rate increases; a significant portion stems from unrealized revenue expected from industrial expansion.
- Projections for 2028 and 2029 are theoretical, as capital expenditures cannot be accurately estimated until the Utility Master Plan is completed.



Revenue Increase

0%

29%

18%

6%

0%

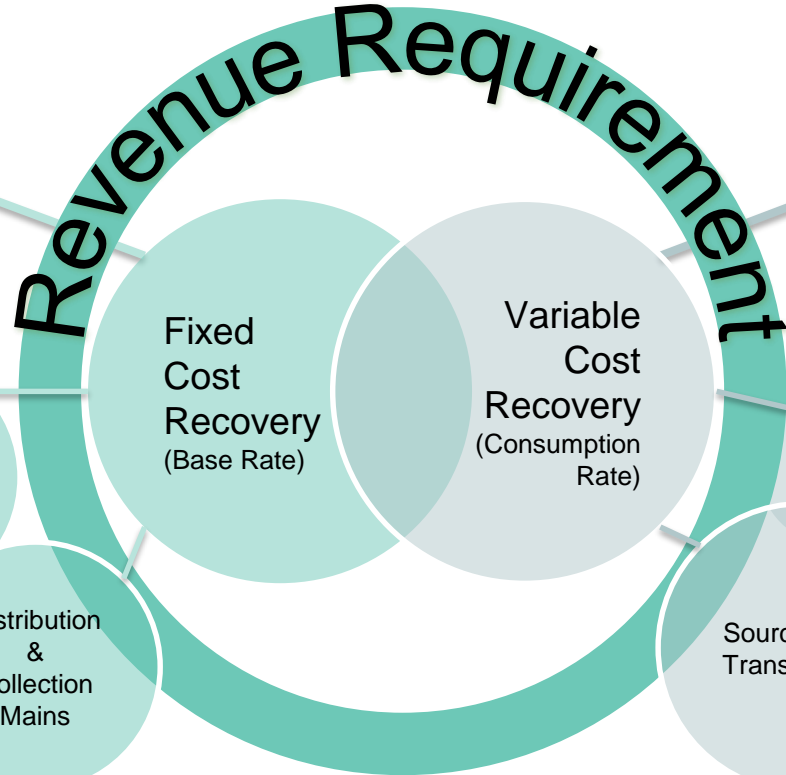
0%

Cost Type Evaluation

Utility Rates are made up of two different cost types:

Fixed costs are expenses associated with the installation, maintenance, and repair of utility assets, which remain constant regardless of consumer usage habits.

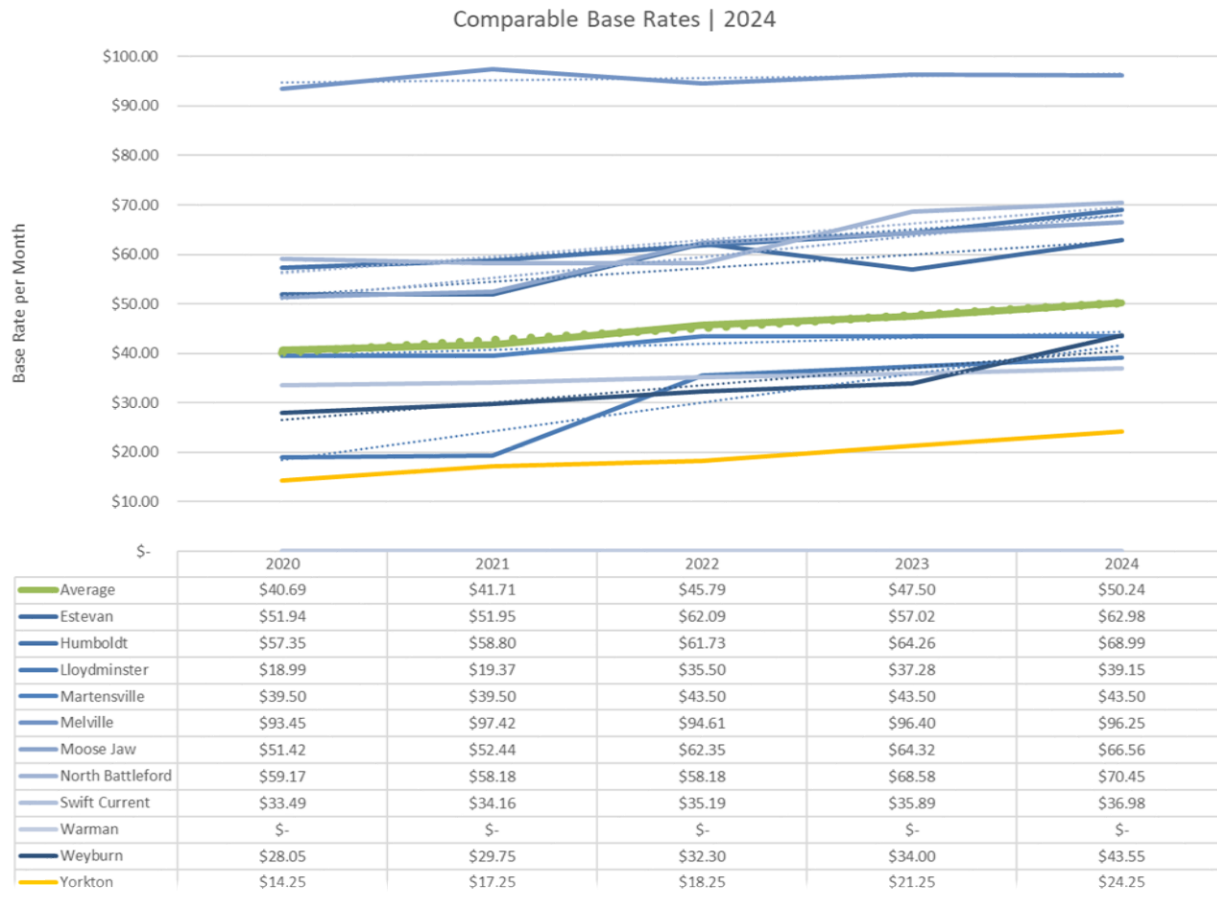
Variable costs are expenses related to the production, treatment, storage, distribution, and collection services of the utility, which fluctuate based on consumer usage habits.



Rate Type Evaluation (Base Rate)

With a viable revenue model defined and cost types clarified, comparing rate types with similar municipalities assists with designing a rate model that meets revenue requirements while ensuring fairness and minimal impact across consumer classes.

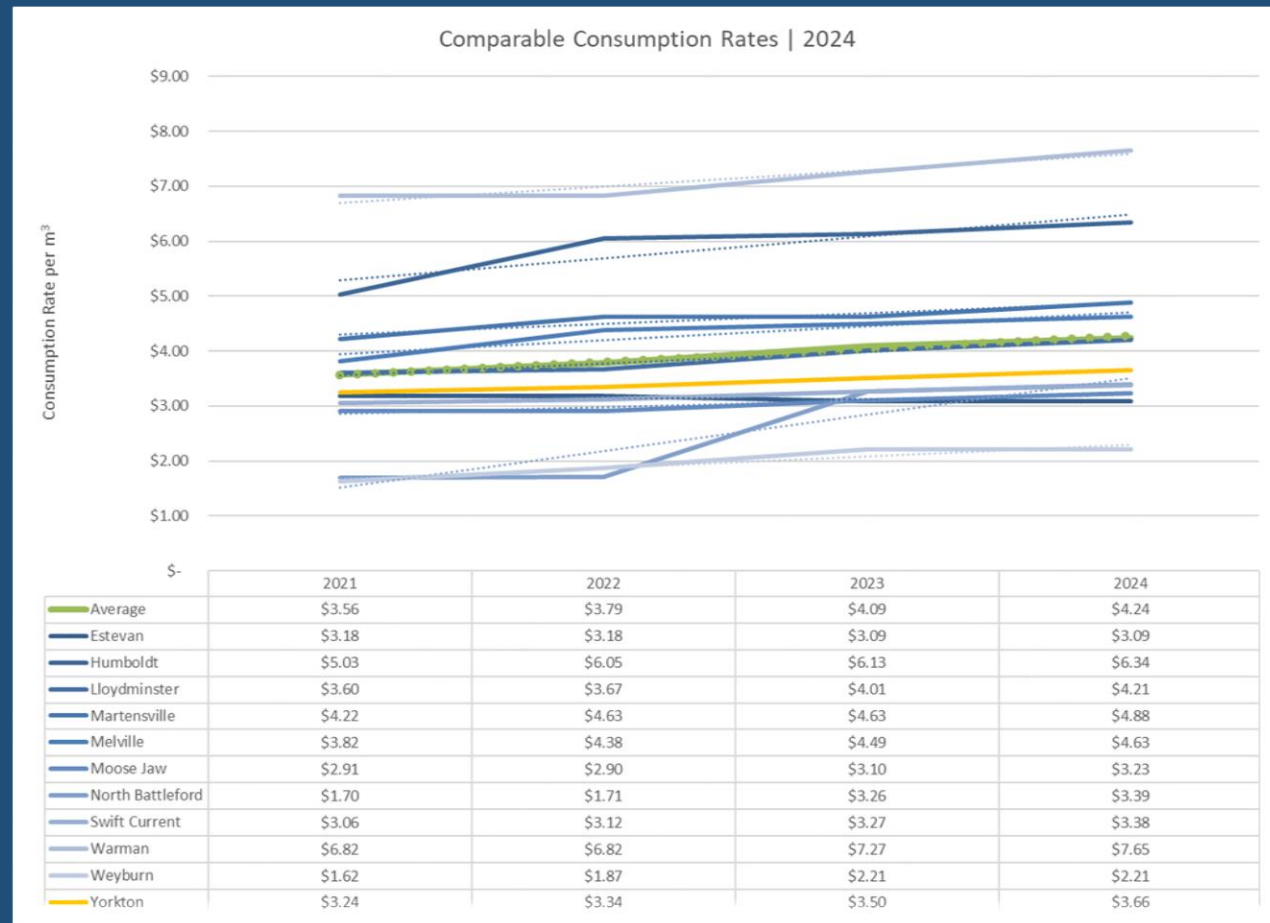
- Given their significance as the largest consumer class, residential rates were selected for this analysis.
- In 2024, the average residential base rate among comparable municipalities is \$50.24 per month.
- Yorkton stands out with the lowest residential base rate in the group, at just \$24.25 per month.



Rate Type Evaluation (Consumption Rate)

With a viable revenue model defined and cost types clarified, comparing rate types with similar municipalities assists with designing a rate model that meets revenue requirements while ensuring fairness and minimal impact across consumer classes.

- Given their significance as the largest consumer group, residential rates were selected for this analysis.
- In 2024, the average residential consumption rate among comparable municipalities is \$4.24 per m³.
- Yorkton sits in the 45th percentile for residential consumption rates in the group, at \$3.66 per m³.





Rate Model Review

On December 5th, 2024, the City's Environmental Committee evaluated three viable rate models aligned with revenue requirements. A motion of support was passed for the following rate model:

2025	2026 ¹	2027 ¹
Base Rate: <u>\$29.25</u> per month \$5.00 per month increase	Base Rate: <u>\$34.25</u> per month \$5.00 per month increase	Base Rate: <u>\$39.25</u> per month \$5.00 per month increase
Consumption Rate: <u>\$3.75</u> per m ³ 2.33% increase	Consumption Rate: <u>\$3.87</u> per m ³ 3.33% increase	Consumption Rate: <u>\$4.04</u> per m ³ 4.34% increase
<i>*NEW*</i> Industrial Block Rate <u>+2.00%</u> Consumption (Total 4.33%)	Industrial Block Rate <u>+4.00%</u> Consumption (Total 7.33%)	Industrial Block Rate <u>+5.00%</u> Consumption (Total 9.34%)

¹ Projections for 2026 and 2027 are provided for planning purposes only and are not being proposed at this time.



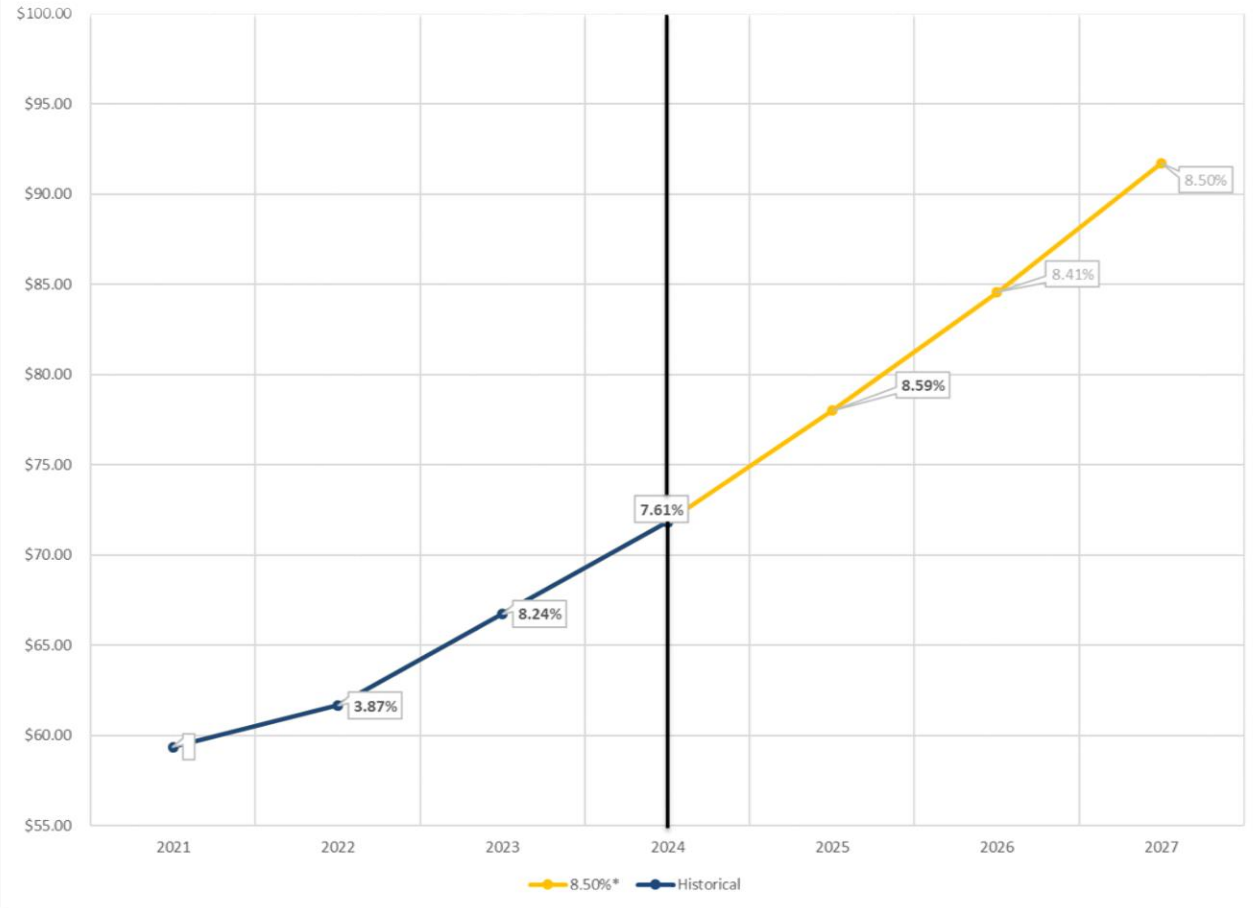
Rate Model Review

The model accounts for the substantial capital expenditures required over the next three years, aimed at supporting both current and future industrial growth.

To promote equity among consumer classes, an industrial block rate has been introduced, ensuring that other consumer classes do not bear the cost of subsidizing industrial growth.

Shown is the percentage increase in a typical residential monthly bill due to utility rate adjustments from 2022 through 2025¹.

It is important to note that projections for 2026 and 2027 are included solely for planning purposes and are not being proposed at this time.

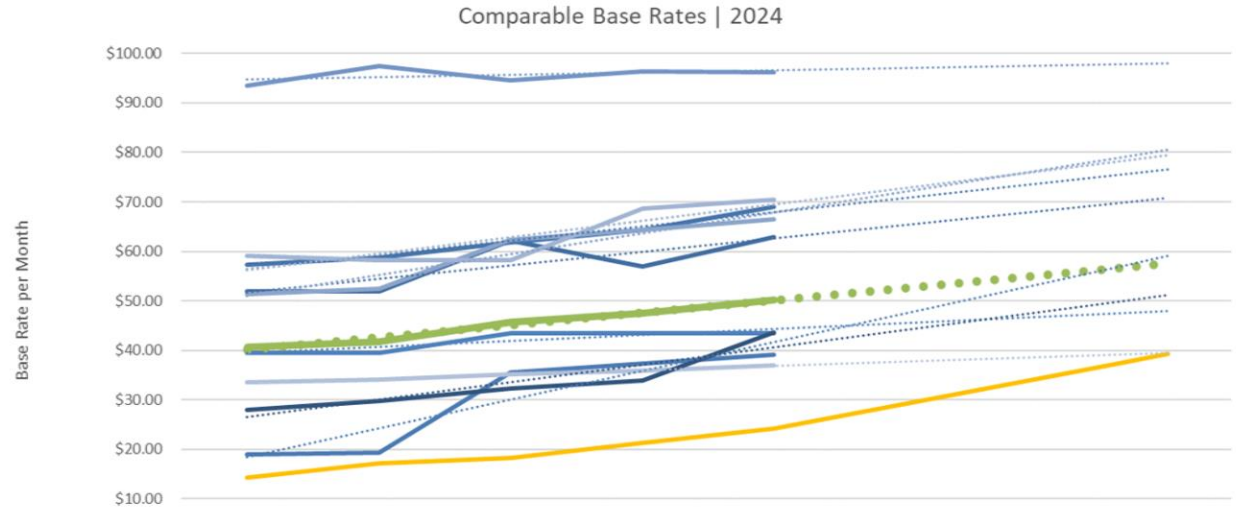


¹ Typical residential billing is based on an average consumption of 13m³/month

Rate Type Projection (Base Rate)

Logarithmic projections of base rates were conducted due to the lack of external data beyond 2024. These projections for the comparison group incorporated with the proposed rate change indicate:

- By 2027, Yorkton is still projected to have the lowest base rate in the comparison.
- While the trend reflects progress, base rate revenue would still fall short of fully covering fixed costs.

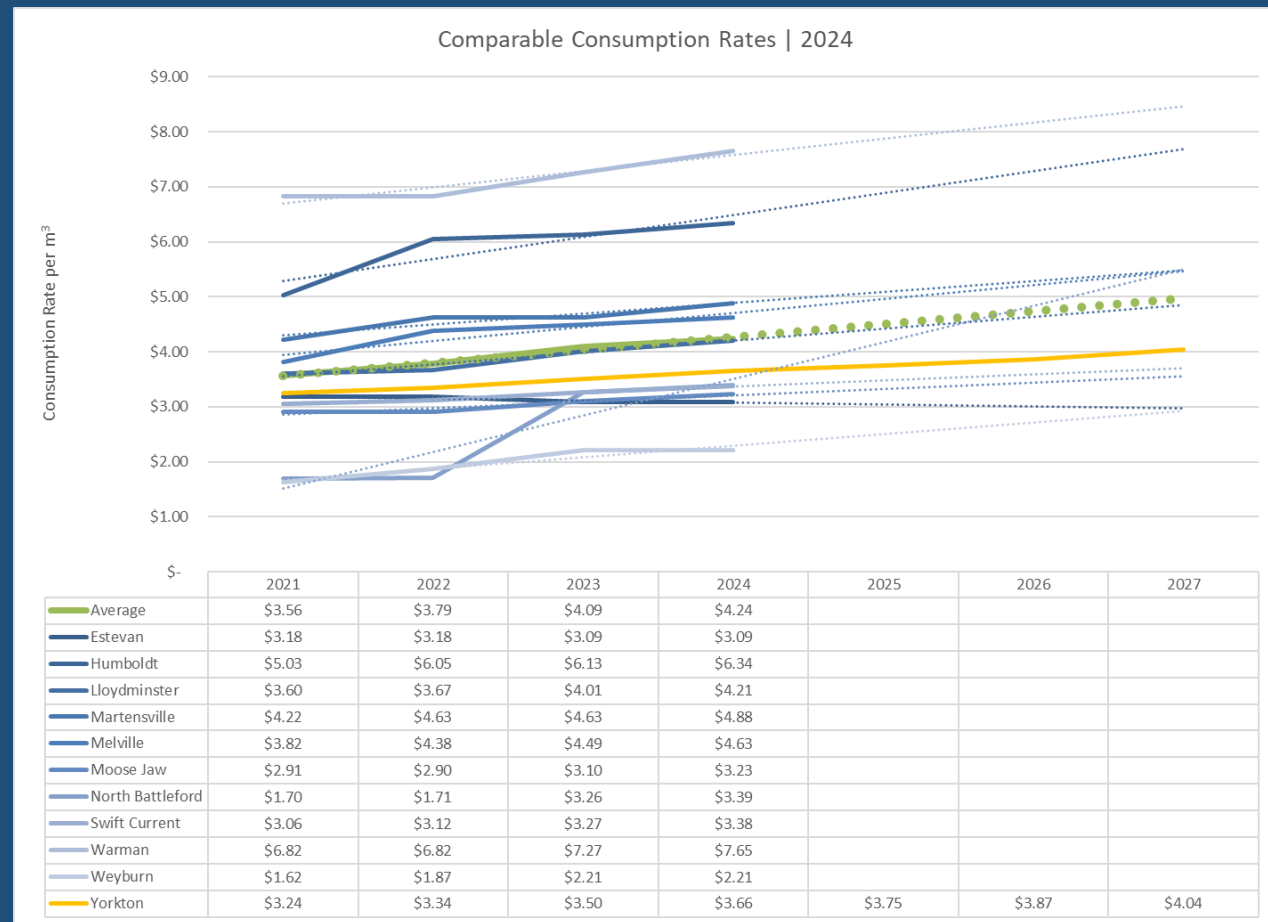


	2020	2021	2022	2023	2024	2025	2026	2027
Average	\$40.69	\$41.71	\$45.79	\$47.50	\$50.24			
Estevan	\$51.94	\$51.95	\$62.09	\$57.02	\$62.98			
Humboldt	\$57.35	\$58.80	\$61.73	\$64.26	\$68.99			
Lloydminster	\$18.99	\$19.37	\$35.50	\$37.28	\$39.15			
Martensville	\$39.50	\$39.50	\$43.50	\$43.50	\$43.50			
Melville	\$93.45	\$97.42	\$94.61	\$96.40	\$96.25			
Moose Jaw	\$51.42	\$52.44	\$62.35	\$64.32	\$66.56			
North Battleford	\$59.17	\$58.18	\$58.18	\$68.58	\$70.45			
Swift Current	\$33.49	\$34.16	\$35.19	\$35.89	\$36.98			
Warman	\$-	\$-	\$-	\$-	\$-			
Weyburn	\$28.05	\$29.75	\$32.30	\$34.00	\$43.55			
Yorkton	\$14.25	\$17.25	\$18.25	\$21.25	\$24.25	\$29.25	\$34.25	\$39.25

Rate Type Projection (Consumption Rate)

Logarithmic projections of consumption rates were conducted due to the lack of external data beyond 2024. These projections for the comparison group incorporated with the proposed rate change indicate:

- By 2027, Yorkton is projected to remain near the middle of the comparison group in the 45th percentile.
- This is close to an ideal spot, as the utility balances revenue requirements while remaining attractive for potential population and business growth.



Consumer Class Impact (Residential)

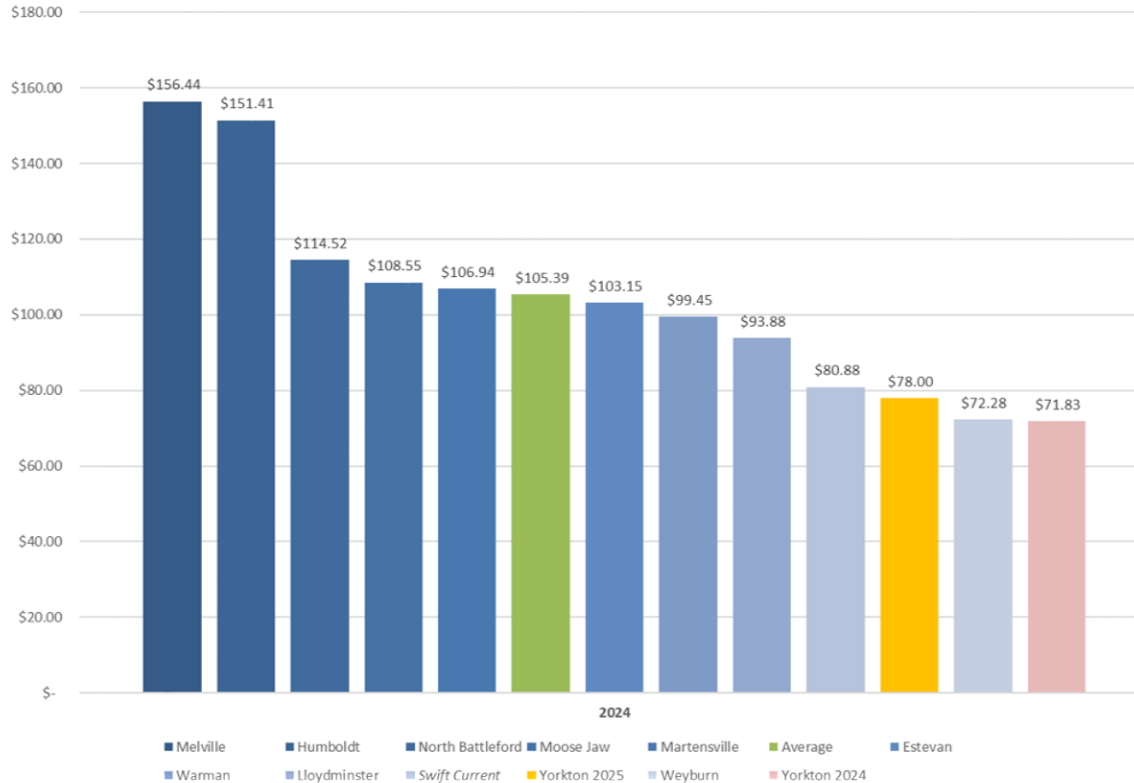
Typical Monthly Cost¹

Given their significance as the largest consumer class, residential rates were selected for this analysis.

With the proposed rate model, the City's utility rates compare favorably even when compared to 2024 costs of other peer utilities across Saskatchewan.

Shown is a comparison showcasing the typical monthly bill across the province.

Typical Residential Monthly Cost (based on 13 m³ consumption per month)



¹Residential Account with a typical consumption volume of 13 m³ per month



Fixed
Costs
\$0.18

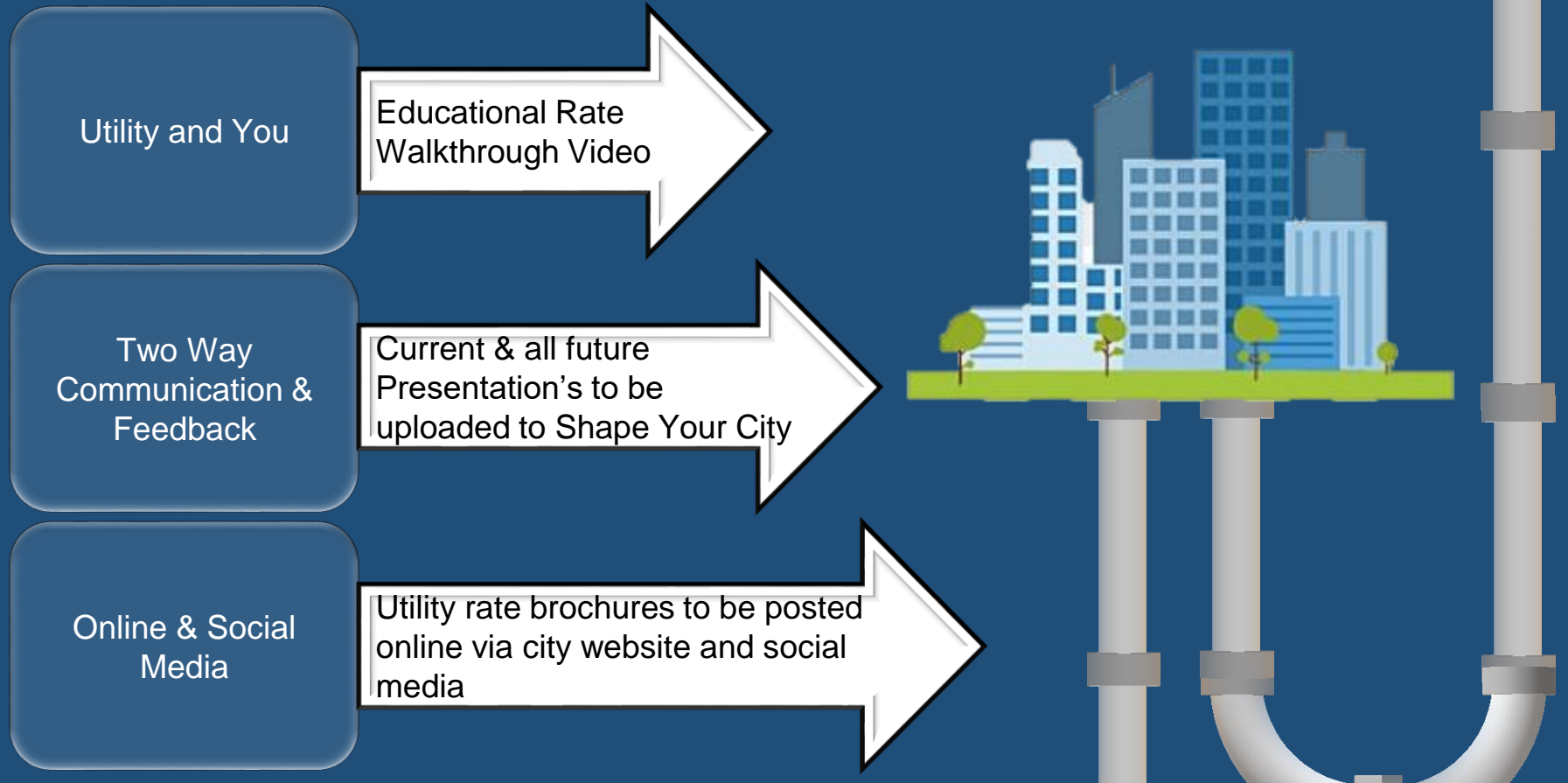
Variable
Costs
\$0.23

Consumer Class Impact (Contribution Awareness)

The proposed rate increases are designed to support significant capital investments in infrastructure upgrades, primarily driven by recent industry expansion.

Throughout 2025, for every dollar of revenue generated, it is anticipated that 41 cents will fund utility operations, while 59 cents will be allocated to capital improvement and expansion projects.

Community Outreach & Communication



City of
Yorkton



**City of Yorkton
Saskatchewan**

Bylaw No. 14/2024

**A Bylaw of the City of Yorkton in the Province of Saskatchewan to Amend
Bylaw No. 20/2006 Establishing a Water and Sewer Rates Bylaw and Repeal Bylaw No. 11/2023**

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

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

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

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

WATER AND SEWER RATES

		January 1, 2025
1)	Residential & Residential Multi-Family	
	Base Rate/Month	\$29.25
	Water Consumption & Sewer Discharge Rate /m3	\$3.75
2)	Commercial	
	Base Rate/Month	\$55.00
	Water & Sewer Consumption Rate /m3	\$3.75
3)	Industrial – Inside City	
	Base Rate/Month	\$80.00
	Water Consumption Rate /m3	\$1.91
	Sewer Metered Rate /m3	\$1.91
4)	Industrial – Outside City	
	Base Rate/Month	\$120.00
	Water Consumption Rate /m3	\$2.87
	Sewer Metered Rate/m3	\$2.87
5)	Yorkville Public Utility Board – Outside City	
	Sewer Metered Rate /m3 – Yorkville Public Utility Board	\$2.07
6)	METER DEPOSIT	
	All Meters - Residential, Commercial & Industrial	\$160.00
7)	RESIDENTIAL SEPTAGE TRUCK DISPOSAL	
	Inside City /m3	\$2.36
	Outside City /m3	\$3.54
8)	INDUSTRIAL SEPTAGE TRUCK DISPOSAL	
	Inside City /m3	\$45.68
	Outside City /m3	\$68.52
9)	Bulk Water	
	Water Consumption /m3	\$4.69

2. **REPEALING BYLAW**

That Bylaw No. 11/2023 passed on the 27th day of November, 2023 be hereby repealed.

3. **EFFECTIVE DATE OF BYLAW**

This bylaw shall come into force and take effect on January 1st, 2025.

MAYOR

CITY CLERK

Introduced and read a first time this 16th day of December, A.D. 2024.

Read a second time this 16th day of December, A.D. 2024.

Read a third time and adopted this 16th day of December, A.D. 2024.

TITLE: Proposed Bylaw No. 17/2024 – Exemption of Taxation – 162 Dunlop St W	DATE OF MEETING: December 16, 2024
CLEARANCES: Ashley Stradeski - Director of Finance Ashley Stradeski	REPORT DATE: December 6, 2024 ATTACHMENTS: 1. Proposed Bylaw No. 17/2024
Written by: Raelyn Knudson - Assessment & Taxation Manager Raelyn Knudson	
Reviewed by: Jessica Matsalla - City Clerk Jessica Matsalla	
Approved by: Brad Hvidston – City Manager Brad Hvidston	

BACKGROUND

Earlier this fall, a pending offer to purchase 162 Dunlop St W was evaluated. While the offer was deemed fair, it was insufficient to cover the property's mortgage and tax arrears. To facilitate the sale and provide a clear title, Conexus Credit Union, the first charge mortgagor, requested an abatement of a portion of the outstanding taxes. They also offered to split the sale proceeds with the City.

In response, on October 21, 2024, Council authorized Administration to accept the offer for sale proceeds and draft an abatement bylaw for Council approval once the closing costs of the sale were determined.

This process aligns with Section 244 of *The Cities Act*, which allows municipalities to provide relief from municipal property taxes and other taxes under applicable provincial legislation. All abatements or exemptions must be formalized through a bylaw approved in an open Council meeting.

DISCUSSION

Proposed Bylaw No. 17/2024 A Bylaw Providing for the Exemption of Taxation for 162 Dunlop St W outlines the specific amounts of taxation to be abated.

The sale of the property officially closed on December 9, 2024. With approval of this bylaw, the remainder of taxes owing will be paid in full from our portion of sale proceeds. We will then discharge the tax lien, and the new owners will receive a clear title to their property.

FINANCIAL IMPLICATIONS

By approving this bylaw, the City will forego collecting the abated portion of outstanding taxes on 162 Dunlop St W. However, the remainder of the taxes owed will be paid in full from the City's share of the sale proceeds. This ensures the City recovers some outstanding property tax revenue, mitigating a total loss. The abatement allows the sale to proceed, addressing long-standing arrears and improving the overall tax collection rate for the City.

With the sale completed and the title cleared, the property will generate regular municipal property tax revenue under the new ownership. This will have a positive long-term financial impact.

COMMUNICATION PLAN/PUBLIC NOTICE

Public notice is not required for this bylaw.

OPTIONS

1. That Council approve Bylaw No. 17/2024, A Bylaw Providing for the Exemption of Taxation for 162 Dunlop St W, and give all three readings this evening.
2. To deny the approval of Bylaw No. 17/2024 A Bylaw Providing for the Exemption of Taxation for 162 Dunlop St W.
3. Other direction as Council deems appropriate.

RECOMMENDATION

- 1. That Bylaw No. 17/2024, A Bylaw of the City of Yorkton, in the Province of Saskatchewan, Providing for the Exemption of Taxation for 162 Dunlop St W within the City of Yorkton be introduced and given first reading this 16th day of December, A.D. 2024.**
- 2. That Bylaw No. 17/2024 be given second reading this 16th day of December, A.D. 2024.**
- 3. That with unanimous consent of Council, Bylaw No. 17/2024 proceed to third reading this 16th day of December, A.D. 2024.**
- 4. That Bylaw No. 17/2024, A Bylaw of the City of Yorkton, in the Province of Saskatchewan, Providing for the Exemption of Taxation for 162 Dunlop St W within the City of Yorkton be given third and final reading this 16th day of December, A.D. 2024 and be entered in the Bylaw Register of the City of Yorkton.**

**City of Yorkton
Saskatchewan**

Bylaw No. 17/2024

**A Bylaw of the City of Yorkton in the Province of Saskatchewan
to provide for the Exemption of Taxation for
162 Dunlop Street W within the City of Yorkton**

WHEREAS, the Council of the City of Yorkton may by bylaw, pursuant to section 244(1)(2) of *The Cities Act* cancel or reduce tax arrears;

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

NAME	ADDRESS	TAXABLE ASSESSMENT		ABATEMENT
Sacred Heart Assisted Living Ltd.	162 Dunlop St W Roll No. 494900200 (main property)	1,690,480	Municipal	33,887.53
			Penalties	13,827.21
			Public	5,065.35
			Separate	<u>2,609.42</u>
				\$55,389.51
Sacred Heart Assisted Living Ltd.	162 Dunlop St W Roll No. 494900250 (parking lot)	18,400	Municipal	838.30
			Penalties	619.20
			Public	55.13
			Separate	<u>28.40</u>
				\$1,541.03

Total	Municipal	34,725.83
	Penalties	14,446.41
	Public	5,120.48
	Separate	<u>2,637.82</u>
	TOTAL ABATED	\$56,930.54

EFFECTIVE DATE OF BYLAW

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

MAYOR

CITY CLERK

Introduced and read a first time this ___ day of December, A.D. 2024.

Read a second time this ___ day of December, A.D. 2024.

Read a third time and adopted this ___ day of December, A.D. 2024.

TITLE: Sanitary Landfill Rate Fees Bylaw No. 18/2024	DATE OF MEETING: December 16 th , 2024
	REPORT DATE: December 12, 2024,
CLEARANCES:	ATTACHMENTS: 1. Proposed Bylaw No. 18/2024 – Entrance and Disposal Fees – Sanitary Landfill
<p>Written by:</p> <p>Aron Hershmillier – Director of Public Works Aron Hershmillier</p> <p>Lyndon Hicks – Solid Waste and Environmental Programs Manager Lyndon Hicks</p>	
<p>Reviewed by: Jessica Matsalla, City Clerk</p> <p>Jessica Matsalla</p>	
<p>Approved by: Brad Hvidston - City Manager</p> <p>Brad Hvidston</p>	

PURPOSE/BACKGROUND:

The City of Yorkton, Public Works Department, has completed a review of our current Sanitary Landfill Entrance and Disposal Rate Bylaw. As a result we are requesting a three (3) year rate increase to various items highlighted in yellow within the attached Proposed *Sanitary Landfill Entrance & Disposal Fees Bylaw No. 18/2024*.

The City hasn’t proposed any landfill fee increases since 2022. The recommended increases will help counter inflation costs which has led to significant increases in infrastructure / capital and operational expenditures.

DISCUSSION/ANALYSIS/IMPACT:

Over the last 10 years, our landfill operational contract expenses have equated to an average Consumer Price Index (CPI) increase of 2.37% annually. Since 2021(last 3 years) the CPI has resulted in a 4.03% average annual increase to landfill operations. With the added expenses for operational costs and capital expenditures, it’s imperative to regularly review rates to ensure the City is financially prepared for future capital expenditures at the landfill.

During this review we have looked at all bylaw line items and propose the increases where we deem necessary. Consideration was taken for our costs while also looking at other regional landfills in other jurisdictions. It is imperative that our rates stay competitive while also planning for future expenditures.

Comparison Table - Current and Proposed Residential & Commercial Refuse Rates Per Tonne					
	2024		2025	2026	2027
	Inside City Rate (or Membership)	Outside City Rate	Inside/Outside	Inside/Outside	Inside/Outside
Yorkton	\$75	\$115	\$80 / \$120	\$83 / \$124.50	\$85 / \$127.50
Dauphin	\$75	\$120			
Saskatoon	\$105	\$105			
Moose Jaw	\$90	\$100			
Prince Albert	\$81	\$162			
Regina	\$95	\$95			
Average	\$86.83	\$116.17			

Based on the review, Administration is proposing an approximate **13.3% increase over three (3) years with a 6.67% increase in 2025** to the highlighted line items on the attached Proposed *Sanitary Landfill Entrance & Disposal Fees Bylaw*.

FINANCIAL IMPLICATIONS:

The proposed increases are projected to provide an additional \$70,000/year of added income to the landfill. This income will help offset increasing operational costs and future capital expenditures. The exact income figure increase will vary depending on the tonnage/material received at the landfill in subsequent years.

As tonnage rates increase at the landfill, in-city refuse collection rates/levy will also need to increase to cover these costs. The projected cost increase to the refuse collection budget is approximately \$25,000 or \$3.34 per household per year.

COMMUNICATION PLAN/PUBLIC NOTICE:

Upon Council’s approval the change in rates will be communicated to all clients affected. Posted rates at the landfill will be changed on all signage and rates will be updated on our website and social media platforms.

STRATEGIC PRIORITIES/OCP/COMMITTEE RECOMMENDATION(S):

The Environmental Committee supports the proposed 13.3% increase over three (3) years as discussed at their December 5, 2024 meeting.

The City of Yorkton’s Strategic Plan consists of eight pillars; one of which one is Environment. The plan identified Environment with a goal to **“promote environmental responsibility, sustainability, and stewardship..... reduce the impact on the environmentencourage the community to follow conservation methods.....promote the reduction of waste and adopt environmentally responsible practices.**

OPTIONS:

1. That with unanimous consent of Council, that Bylaw No. 18/2024 a Bylaw of the City of Yorkton in the province of Saskatchewan to provide for entrance and disposal fees to the sanitary landfill be given all three readings this evening. (Rates become effective on January 1, 2025).
2. That Administration be directed as Council deems appropriate.
3. That the existing fee structure in Bylaw No. 14/2022 remain in effect.

RECOMMENDATIONS:

1. That Bylaw No.18/2024 being a Bylaw of the City of Yorkton in the province of Saskatchewan to provide for entrance and disposal fees to the sanitary landfill be introduced and read a first time this 16th day of December, A.D., 2024.
2. That Bylaw No.18/2024 be given second reading this 16th day of December, A.D., 2024; and
3. That with unanimous consent of Council, Bylaw No.18/2024 proceed to third reading at this December 16th, 2024 meeting; and
4. That Bylaw No.18/2024 being a Bylaw of the City of Yorkton in the province of Saskatchewan to provide for entrance and disposal fees to the sanitary landfill be given third and final reading this 16th day of August, A.D., 2024 and be entered in the City of Yorkton Bylaw Register.

**CITY OF YORKTON
SASKATCHEWAN**

BYLAW NO. 18/2024

**A BYLAW OF THE CITY OF YORKTON IN THE PROVINCE OF SASKATCHEWAN TO PROVIDE
FOR ENTRANCE AND DISPOSAL FEES TO THE SANITARY LANDFILL**

WHEREAS, the City of Yorkton operates a Sanitary Landfill site located at the SW ¼ and SE ¼ 13-26-4-W2nd;

AND WHEREAS, the Council of the City of Yorkton deems it appropriate to charge a fee for the use of the Sanitary Landfill.

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

1. That the following shall be the charges to be paid to the landfill scale operator to enter the City of Yorkton Sanitary Landfill and to dispose of refuse at the landfill:

DESCRIPTION	Bylaw 18/2024 – COY Landfill Entrance Fees			
	2024	2025	2026	2027
INSIDE CITY				
MINIMUM ENTRANCE FEE PER LOAD	\$10.00/load	\$10.00/load	\$10.00/load	\$10.00/load
RESIDENTIAL REFUSE	\$ Price is per tonne not otherwise listed			
➤ Cars, ¼ & ½ Ton Trucks, Single Axle Utility Trailers, Sport Utility, Vans	\$10.00/load	\$10.00/load	\$10.00/load	\$10.00/load
➤ Loads exceeding 400 kg (2024 – 500 kg)	\$75.00/tonne	\$80.00	\$83.00	\$85.00
➤ Clean Wood	\$34.25/tonne	\$34.25	\$34.25	\$34.25
➤ Clean Wood Requiring Cover (excludes elmwood)	\$75.00/tonne	\$80.00	\$83.00	\$85.00
COMMERCIAL REFUSE	\$75.00/tonne	\$80.00	\$83.00	\$85.00
INDUSTRIAL, CONSTRUCTION & INSTITUTIONAL				
➤ I, C & I Waste - without concrete	\$85.00/tonne	\$90.00	\$93.50	\$97.00
➤ I, C & I Waste - with concrete	\$114.50/tonne	\$118.00	\$120.00	\$122.00
SHINGLES ONLY	\$85.00/tonne	\$90.00	\$93.50	\$97.00
IMPACTED SOIL (must meet requirements)				
➤ Contaminated soil (exceeding SEQ Guidelines)	\$103.50/tonne	\$103.50	\$103.50	\$103.50
➤ Contaminated soil (below SEQ Guidelines)	\$30.00/tonne	\$30.00	\$30.00	\$30.00

SPENT BLEACHING CLAY (SBC)/SEMI-SOLID/OIL COMPOST BYPRODUCTS					
SBC	\$60.00/tonne		\$63.50	\$66.00	68.50
ASPHALT, CONCRETE & BRICK	\$34.25/tonne		\$34.25	\$34.25	\$34.25
ASBESTOS (<3tonne load includes opening & covering fees * Min 1 tonne charge)	\$482.00/tonne		\$482.00	\$482.00	\$482.00
ASBESTOS (>3tonne load includes opening & covering fees)	\$375.00/tonne		\$375.00	\$375.00	\$375.00
OUTSIDE CITY					
RESIDENTIAL REFUSE	\$115.00/tonne		\$120.00	\$124.50	\$127.50
INDUSTRIAL, CONSTRUCTION & INSTITUTIONAL					
➤ I, C & I Waste - without concrete	\$127.50/tonne		\$135.00	\$140.25	\$145.50
➤ I, C & I Waste - with concrete	\$171.75/tonne		\$177.00	\$180.00	\$183.00
IMPACTED SOIL (must meet requirements)					
➤ Contaminated soil (exceeding SEQ Guidelines)	\$155.25/tonne		\$155.25	\$155.25	\$155.25
➤ Contaminated soil (below SEQ Guidelines)	\$45.00/tonne		\$45.00	\$45.00	\$45.00
SPENT BLEACHING CLAY(SBC)/SEMI-SOLID/OIL COMPOST BYPRODUCTS					
SBC	\$90.00/tonne		\$95.25	\$99.00	\$102.75
ASPHALT, CONCRETE & BRICK	51.50/tonne		\$51.50	\$51.50	\$51.50
ASBESTOS (<3tonne load includes opening & covering fees * Min 1 tonne charge)	\$723.00/tonne		\$723.00	\$723.00	\$723.00
ASBESTOS (>3tonne load includes opening & covering fees)	\$562.50/tonne		\$562.50	\$562.50	\$562.50
OTHER FEES					
CARCASSES					
➤ Small (less than or equal to 20 kg)	\$28.50/carcass		\$29.50	\$30.50	\$32.00
➤ Large (greater than 20 kg)	\$57.00/carcass		\$59.00	\$61.00	\$64.00
CLEAN FILL (must first meet requirements)	No Charge		No Charge	No Charge	No Charge
GRASS, LEAVES & GARDEN ORGANICS	No Charge		No Charge	No Charge	No Charge
INDUSTRIAL PRODUCTS REQUIRING SPECIAL HANDLING (handling & covering fee surcharge + rate)	\$200.00/hr		\$200.00/hr	\$200.00/hr	\$200.00/hr

RECYCLABLES - exceeding 10% by weight	200% of total charge or triple the rate		200% of total charge or triple the rate		200% of total charge or triple the rate		200% of total charge or triple the rate
COMMERCIAL COMPOST	\$45.00/tonne		\$45.00		\$45.00		\$45.00
WEIGH IN ONLY	\$10.00/visit		\$10.00/visit		\$10.00/visit		\$10.00/visit

2. The City of Yorkton Sanitary Landfill will operate in accordance with its Permit to Operate pursuant to *The Environmental, Management and Protection Act 2010* and *The Municipal Refuse Management Regulations* as provided by the Government of Saskatchewan.

3. **REPEALING BYLAW**

Bylaw No. 14/2022 passed on the 8th day of Aug 2022, providing for entrance fees to the City of Yorkton Sanitary Landfill and all amendments thereto is hereby repealed.

4. **EFFECTIVE DATE OF BYLAW**

This bylaw shall come into force and take effect on January 1, 2025

MAYOR

CITY CLERK

Introduced and read a first time this 16th day of December, A.D., 2024.

Read a second time this 16th day of December, A.D., 2024.

Read a third time and adopted this 16th day of December, A.D., 2024.

<p>TITLE: Final Stage of Tax Enforcement – Request for Transfer of Titles</p>	<p>DATE OF MEETING: December 16, 2024</p>
<p>CLEARANCES: Ashley Stradeski – Director of Finance</p> <p>Ashley Stradeski</p>	<p>REPORT DATE: December 6, 2024</p> <p>ATTACHMENTS:</p> <p>1. Property details and tax enforcement timeline</p>
<p>Written by: Raelyn Knudson – Assessment & Taxation Manager</p> <p>Raelyn Knudson</p>	
<p>Reviewed by: Jessica Matsalla - City Clerk</p> <p>Jessica Matsalla</p>	
<p>Approved by: Brad Hvidston - City Manager</p> <p>Brad Hvidston</p>	

BACKGROUND

The Provincial Mediation Board (PMB) has issued consent for title on three residential properties in the City. This brings us to the final stage of tax enforcement.

We will refer to the properties as follows:

1. Property A – Lot 41 Blk 10 Plan 99Y00657
2. Property B – Lot 20 Blk 6 Plan 99Y00657
3. Property C – Lot 5 Blk 25 Plan AA3397

We have listed the details of tax enforcement for each property in Attachment 1. For each property, unpaid taxes are more than 11% of the current fair value assessment.

Property owners have opportunity to explore payment plans, loan options or sale agreements to settle tax arrears while they are in tax enforcement. We provide payment reminder notices, lien notices and other important correspondence and information on how they can contact us to discuss their file.

In the case of Properties A & B, both owners agreed to a payment plan as established by the PMB but defaulted soon after. These files have been in tax enforcement for several years.

Property C’s owner did not respond to the City or PMB’s correspondence. As a result, the PMB promptly issued consent. Due to the owner’s lack of communication, this property has made it to the final stage of tax enforcement in two years.

DISCUSSION/ANALYSIS/IMPACT

The City of Yorkton requires a resolution from Council to apply for transfer of title.

Upon authorization from Council, Administration will proceed with serving the 30-day final notice (Form G) on all three properties in January. The 30-day notice informs the property owners that unless the outstanding taxes, penalties and related costs are paid in full within the notice period, the City will assume title to the property. Once the City takes title, the owners will lose any legal claim to, or interest in, the land as per the *Tax Enforcement Act*.

The owners lose their property. They will be given adequate notice to vacate the property and remove all of their items.

FINANCIAL IMPLICATIONS

For the City

Legislation directs the City to offer the properties for sale by tender or auction within one year of taking title. If a sale agreement is reached, the City may recover all or at least a portion of the unpaid taxes, costs and expenses associated with taking title.

Under new ownership the property will also generate regular municipal property tax revenue. This will have a positive long-term financial impact.

If we are unable to reach a sale agreement, the City must continue to manage the property. This could include securing the dwelling, maintaining the yard, or sometimes demolishing buildings.

For the previous owners

In this case, all three of these properties are mortgage free and do not have any other encumbrances listed on title. This means that we can distribute proceeds of the sale of land firstly to the City to cover taxes, costs and expenses, and pay the remaining balance to the previous owner, as ordered by the Provincial Mediation Board.

Tax enforcement is not reported to the Credit Bureau and will not impact the previous owner's credit rating.

For other City taxpayers

Other City taxpayers indirectly bear the burden of unpaid taxes from delinquent property owners. Tax enforcement ensures fairness by treating everyone equally and requiring all property owners to meet their tax obligations. Failing to enforce can discourage compliance among other taxpayers.

Successfully reintegrating tax title properties into productive use expands the tax base and reduces the overall tax burden for other residents.

COMMUNICATIONS/PUBLIC NOTICE

All required tax enforcement notices were sent to the property owner via registered mail, as legislated.

Public notice is not required for the final stage of the tax enforcement process.

The City must offer the properties for sale by tender or public auction within one year of taking title. We will advertise the notice in the newspaper, on our website and social media.

OPTIONS

1. Authorize Administration, per Section 26.1 of *The Tax Enforcement Act*, to proceed with Form H to obtain title on each property as listed below, and further, offer the properties for sale within one year of obtaining title.
2. Postpone authorization to proceed with Form H to obtain titles of the properties listed below.
3. Provide Administration with alternative direction.

RECOMMENDATION

1. That Council authorize Administration, under Section 26.1 of *The Tax Enforcement Act*, to proceed with Form H to obtain title to the following properties:

	Lot	Block	Plan	Parcel
A	41	10	99Y00657 Ext 0	143115937
B	20	6	99Y00657 Ext 0	146333280
C	5	25	AA3397 Ext 0	142796717

and further, offer the properties for sale within one year of obtaining title.

Attachment 1
Property Details and Tax Enforcement Timeline

Property Roll no.	Civic address	Lien Date	Six Month Notice	PMB Consent Reg'd	Assessed value	Current taxes	Arrears	Total Owing
A	504805900 [REDACTED]	15-Jan-18	29-Oct-18	9-Oct-2020	72,900	\$1,782.88	\$7,085.05	\$8,867.93
Comments: A 30-day Final notice was issued in February 2021. The owner made a new payment arrangement but defaulted soon after. Taxes owing represent 12% of current FV assessment. 2025 assessment is anticipated to be reduced; this property appears to be in a dilapidated state. The last payment made was \$50 in May 2024. Lot size is 50 x 115 ft.								
B	514817000 [REDACTED]	26-Jan-17	29-Oct-18	9-Dec-21	120,700	\$2,280.39	\$11,731.04	\$14,011.43
Comments: Taxes owing represent 12% of current FV assessment. 2025 assessment is anticipated to be reduced. The last payment made was \$550 in August 2022. Lot size is 50 x 184 ft.								
C	525004300 [REDACTED]	31-May-22	15-Feb-23	18-Jun-24	91,200	\$2,082.26	\$7,985.88	\$10,068.14
Comments: Taxes owing represent 11% of current FV assessment. 2025 is anticipated to be reduced. The last payment made was \$6278 in December 2020. Lot size is 40 x 120 ft.								

TITLE: 2025 Board of Revision Appointment	DATE OF MEETING: December 16, 2024
CLEARANCES: Ashley Stradeski – Director of Finance Ashley Stradeski	REPORT DATE: December 6, 2024 ATTACHMENTS: <ol style="list-style-type: none"> 1. List of Certified Boards of Revision 2. Western Municipal Consulting Schedule B: 2025 Rates 3. Western Municipal Consulting member list
Written by: Raelyn Knudson – Assessment & Taxation Manager Raelyn Knudson	
Reviewed by: Jessica Matsalla - City Clerk Jessica Matsalla	
Approved by: Brad Hvidston - City Manager Brad Hvidston	

BACKGROUND

The Board of Revision serves as an impartial body tasked with hearing property assessment appeals to ensure valuations are fair and accurate. Comprised of at least three members, the board excludes municipal council members, municipal employees, and school board trustees from tax-collecting divisions to maintain objectivity and reduce conflicts of interest.

Municipalities are mandated to appoint a Board of Revision annually to address assessment appeals before finalizing the assessment roll. This ensures that property assessments meet regulatory standards and uphold fairness.

To manage the complexities of property valuation, the City has strategically outsourced the Board of Revision to private, professional boards. This decision fosters consistency and stability in the appeals process, enhances transparency, and instills public confidence in the property assessment system. By employing third-party professionals, the City ensures appeals are handled with the necessary expertise, particularly for commercial properties often represented by specialized tax agents. Qualified boards possess deep knowledge of property tax assessment, municipal governance, impartiality, and relevant education, enabling them to navigate intricate valuation issues effectively.

A certification process further strengthens the system by establishing standardized competence and accountability for board members. This initiative bolsters public trust and obligates municipal councils to appoint only certified boards, aligning local practices with provincial standards. The result is a more transparent, professional, and efficient appeal process.

The ADR Institute of Saskatchewan Inc. has been designated as the centralized board of revision for first-level property assessment appeals. This centralized board acts as a safety net for municipalities unable to recruit or certify their boards, ensuring access to a qualified appeals system while encouraging local autonomy. Regulations limit the centralized board’s role to cases where a municipality cannot provide its own certified board, maintaining a balance between local responsibility and provincial oversight.

The availability of a centralized board guarantees that all municipalities can address assessment appeals, regardless of local challenges. This system fosters consistency and fairness across the province while preserving impartiality in decision-making.

DISCUSSION/ANALYSIS/IMPACT

In 2021 (first year of this revaluation cycle) Gord Krismer & Associates Ltd. was appointed as the City’s Board of Revision. They received the following appeals and conducted hearings via teleconference:

	2021 – 50 appeals
Withdrawn by tax agent or property owner	11
Agreement to adjust – agreement reached between SAMA and property owner	6
Dismissed by the Board – appellant did not comply with legislated requirements	1
Board ruled with SAMA – values upheld by Board with no change	4
Board ruled with the Appellant – value changed by the Board	28
Number of days of hearings	3
Total cost	\$9,070

The City of Yorkton appointed Nor-Sask Board Services from 2022 to 2024. The following is a breakdown of the appeals received in those years. Hearings were conducted in-person at City Hall.

	2022 – 50 appeals	2023 – 21 appeals	2024 – 3 appeals
Withdrawn by tax agent or property owner	11	7	1
Agreement to adjust – agreement reached between SAMA and property owner	6	12	2
Dismissed by the Board – appellant did not comply with legislated requirements	1	0	0
Board ruled with SAMA – values upheld by Board with no change	4	2	0
Board ruled with the Appellant – value changed by the Board	28	0	0
Number of days of hearings	2.5	1	0
Total cost	\$15,614	\$8,400	\$574

The City received notice from the Nor-Sask Board indicating that they would not be able to serve in 2025. Several other municipalities were also informed, creating urgency in appointing a new Board to ensure coverage for 2025.

Inquiries of interest for service were sent to all the independent boards highlighted in Attachment 1. Western Municipal Consulting Ltd. (WMC) was the only board that responded positively to taking on the City as a client. WMC also came highly recommended by the Cities of Estevan and Weyburn, which currently utilize its services.

Attachment 2 outlines the 2025 Fee Schedule provided by WMC. It is important to note that WMC typically conducts Board of Revision hearings electronically unless specifically requested otherwise.

Attachment 3 provides a list of WMC’s numerous members along with their job experience.

The year 2025 is a revaluation year. In addition, SAMA is conducting a residential re-inspection with results set to coincide with the revaluation. This combination is expected to generate a high volume of appeals, a common occurrence when assessment increases follow revaluation and/or re-inspection. Historical data shows that the number of appeals typically declines as the cycle progresses.

Property assessment appeals can only be filed while the roll is open, typically in April. In 2025, due to the revaluation, the roll will remain open for 60 days, compared to the usual 30 days in a non-revaluation year. To ensure accessibility, the City will advertise the open roll period in the local newspaper, on the City’s website, via social media, and in the lobby of City Hall. Appeal forms will also be mailed alongside all assessment notices.

FINANCIAL IMPLICATIONS

Appeal applications include appeal fees that are collected by the City. When the Board upholds the assessment value, the City keeps the appeal fees. This helps to offset Board costs. When the Board of Revision rules with the appellant, the City is directed to refund the appeal fee. The assessment value is reduced, thereby reducing the total tax levy. As such, Board of Revision decisions impact tax revenue for one year only. Once Administration implements the assessment changes on our tax roll, we can budget accordingly.

OPTIONS & RECOMMENDATION

Options are:

1. That in accordance with Section 192 of *The Cities Act*, Council appoint Western Municipal Consulting Ltd. As City of Yorkton's Board of Revision for the 2025 year. Board member remuneration and expenses will be paid according to the 2025 fee schedule attached.
2. That in accordance with Section 192 of *The Cities Act*, Council appoint ADR Institute of Saskatchewan Inc. (Centralized Board of Revision) for the 2025 year.
3. Other direction as Council deems appropriate.

Our recommendation:

- 1. That in accordance with Section 192 of *The Cities Act*, Council appoint Western Municipal Consulting Ltd. as City of Yorkton's Board of Revision for the 2025 year. Board member remuneration and expenses will be paid according to the 2025 fee schedule attached.**

Certified Boards of Revision

Reported as of June 12, 2024

Certified Board of Revision Name and Contact Information:

Location	Name	Telephone	Email
Earl Grey	Highway #22 District Board of Revision	306-725-8272	tlyoung@sasktel.net
Emerald Park	RM of Edenwold Board of Revision	306-771-2522	info@edenwold-sk.ca secretary@edenwold-sk.ca
Foam Lake	Shamrock Board of Appeals & Development Board	306-269-7579	shamrockboardappeals@gmail.com
Kerrobert	Luseland Board of Revision	306-834-2361	kerrobert.admin@sasktel.net
Kerrobert	R.M. of Mariposa No. 350 Board of Revision	306-834-5037	rm350@sasktel.net
Luseland	Town of Kerrobert Board of Revision	306-372-4218	luseland@sasktel.net
Meota	Western Municipal Consulting Ltd.	306-441-4946	secretary@westernmunicipal.ca
Neville	Notukeu Board of Revision	306-750-7967	notukeuboardofrevision@hotmail.com
Nokomis	Centralized Board of Revision	306-528-2131	cbor@adrsaskatchewan.ca
Norquay	East Central Municipal Alliance	306-594-7403	ecmabor@gmail.com
Outlook	Outlook and Rudy Board of Revision	306-297-7814	rhondabellefeuille@gmail.com
Pense	Belle Plaine Board of Revision	306-515-4165	2bconsultingsk@gmail.com
Pilot Butte	Towns of Pilot Butte and Balgonie, Village of Edenwold District Board of Revision	306-781-3407	jeannie@pilotbutte.ca
Prince Albert	Nor Sask Board Services	306-314-5418	norsaskboardservices@sasktel.net
Prince Albert	Prince Albert Board of Revision	306-953-4305	cityclerk@citypa.com
Regina	Regina Board of Revision	306-777-7262	boardofrevision@regina.ca
Rosetown	Town of Rosetown Board of Revision	306-882-2214	caa@rosetown.ca
Saskatoon	Saskatoon Board of Revision	306-975-3530	debby.sackmann@saskatoon.ca

Southey	District Board of Revision - Silton, Sask Beach, Bulyea, Grandview Beach	306-530-6829	grandview@sasktel.net
Southey	RM of Lumsden, Lumsden, Craven, Regina Beach, Buena Vista	306-530-6829	fernesenft@netscape.net
Swift Current	City of Swift Current Board of Revision	306-778-2768	J.Schlamp@swiftcurrent.ca
Swift Current	Rush Lake Joint Board of Revision	306-750-7783	ruthpinsent@gmail.com
Swift Current	Swift Current Board of Revision	306-773-7314	rmsc137@sasktel.net
Watson	EQWL Regional Board of Revision	306-287-3224	town.watson@sasktel.net
White City	Town of White City Board of Revision	306-781-2355	vcolbow@whitecity.ca appeals@whitecity.ca

For information on how to become a Certified Board of Revision, visit:
[Board of Revision Training and Certification | Property Assessment
Appeals | Government of Saskatchewan](#)

WESTERN

MUNICIPAL CONSULTING

SCHEDULE B: 2025 RATES

BOARD ANNUAL SUBSCRIPTION RATE

Board of Revision:	\$250.00/year
Development Appeals Board:	\$250.00/year
Municipal Appeal Board:	\$250.00/year

NOTE: If a municipality signs up for more than one (1) appeal board with Western Municipal Consulting on an annual basis, the following discount will be applied:

Board Appointment 1	\$250.00/year
Board Appointment 2	\$200.00/year
Board Appointment 3	\$200.00/year
Planning District Membership	Discounts Available

NOTE: Each appeal board listed above includes individual secretaries and support staff specializing in services. This is intended to increase client levels of service and provide better communication and response times to client inquiries.

STAFFING HOURLY RATES

Secretary:	\$55.00/hour
Senior Consultant:	\$90.00/hour
Board Member:	\$90.00/hour

OPTIONAL SERVICES

Online Web Access Portal:	Pricing varies based on historical annual municipal appeal volume (ie., 1-10, 10-50, 50+ appeals)
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ADDITIONAL RATES

Electronic Venue Cost:	\$20.00 / appeal
In-person Venue Cost**:	Varies with Location
Printing (i.e., paper, envelopes, etc.):	\$0.15/page
Postage:	At Cost
Mileage** (if required):	\$0.60/km/staff

***NOTE: Board of Revision hearings are typically held electronically, unless specifically requested. Additional communication with the municipality will be held prior to in-person BOR hearings.*

WESTERN

MUNICIPAL CONSULTING

Effective Date: November 13, 2024

Name	Job Experience	Years with WCM	Role	Type of Appeal
Alan Sawatsky	Oil and gas	1	Board Member	BOR, DAB, MUN
Barry Clark	Surveyor	5	Board Member	DAB
Christopher Blueman	Municipal Councilor	1	Board Member	BOR, DAB, MUN
Dave Gurnsey	Surveyor	5	Chairperson, Board Member	BOR, DAB, MUN
Dave Thompson	SAMA	5	Board Member	BOR, DAB, MUN
Donna-Rae Zadvorny	Pharmaceuticals	2	Board Member	BOR, DAB, MUN
Farrah Ovans	Insurance	1	Board Member	BOR, DAB, MUN
Femi Ogunrinde	Business Consultant	1	Board Member	BOR, MUN
Fife Ogunde	Legal Research	1	Board Member	BOR, MUN
Gordon Parkinson	SAMA	5	Board Member	BOR, DAB, MUN
Hany Amin	Business	1	Board Member	BOR, MUN
JayDee Mazier	Chief Financial Officer	1	Board Member	BOR, DAB, MUN
Jamie Tiessen	Strategic Advisor	1	Board Member	BOR, DAB, MUN
Jeff Hutton	Realtor	5	Chairperson, Board Member	BOR, DAB, MUN
John Krill	Engineer, Business	1	Board Member	BOR, MUN
Jordan Boyes	Real Estate	1	Board Member	BOR, MUN
Ken Friesen	Chief Financial Officer	1	Board Member	BOR, MUN
Kenneth Tan	Governance, Finance	1	Board Member	BOR, MUN
Kevin Kleckner	Land Titles	2	Chairperson, Board Member	BOR, MUN
Kimberly Speers	Professor	1	Board Member	BOR, MUN
Maureen Jicklin	Lawyer	1	Board Member	BOR, MUN
Mike Meleca	Planning and Development	1	Board Member	BOR, DAB, MUN
Mike Waschuk	Surveyor	5	Chairperson, Board Member	BOR, DAB, MUN
Nick Coroluick	Municipal Councilor	1	Board Member	BOR, DAB, MUN
Pam Malach	Municipal Administrator	3	Chairperson, Board Member	DAB, MUN
Rick Leigh	Finance, Taxation	1	Board Member	BOR, MUN
Stew Demmans	Lawyer	5	Chairperson, Board Member	BOR, DAB, MUN
Stu Hayward	Surveyor	5	Board Member	DAB
Tim Lafreniere	City Planner	5	Chairperson, Board Member	BOR, DAB, MUN
Tyler Shandro	Lawyer	1	Board Member	BOR, MUN
Wayne Adams	Surveyor	5	Board Member	BOR, DAB, MUN

TITLE: City Hall Air Conditioner – Tender Award	DATE OF MEETING: December 16, 2024
	REPORT DATE: December 11, 2024
CLEARANCES: Ashley Stradeski, Director of Finance <i>Ashley Stradeski</i>	ATTACHMENTS: 1. 2026 Capital Budget Request Form
Written by: René Richard, Director of Engineering and Asset Management <i>Rene Richard</i>	
Reviewed by: Jessica Matsalla, City Clerk <i>Jessica Matsalla</i>	
Approved by: Brad Hvidston, City Manager <i>Brad Hvidston</i>	

PURPOSE/ BACKGROUND

In the early summer of 2024, facility maintenance staff began having difficulty with the operation of the air conditioner unit at City Hall. Options were investigated and it was decided that replacement provided the best value due to the age of the existing unit.

A report was brought to the October 21, 2024 Regular Council Meeting where Administration was directed to proceed with tendering for the new air conditioning unit and to bring back the tender results for awarding.

DISCUSSION/ANALYSIS/IMPACT

On November 12, 2024, the Request for Quotation for the City Hall Roof Top Condenser Unit Replacement was advertised on Biddingo, as well as SaskTenders for a tender period of three (3) weeks with a closing date of December 2, 2024. Four (4) bids were received. A summary of the bids is as follows:

Bidder	Bid Amount	PST	Total Cost
Kooler Group 1	\$151,315	\$9,079	\$160,394
Kooler Group 2	\$167,700	\$10,062	\$177,762
Kooler Group 3	\$153,271	\$9,196	\$162,467
Ainsworth Inc.	\$144,900	\$8,694	\$153,594
Vetted HVAC Services Ltd.	\$252,636	\$15,158	\$267,794

The bid from Ainsworth Inc. was deemed to be best value as it was complete, was the lowest price, and had the best equipment lead time.

FINANCIAL IMPLICATIONS

It is proposed that this project be included in the pre-allocated facilities portion of the 2026 Capital Budget (Capital Sheet attached), but that the work take place in 2025.

COMMUNICATION PLAN/PUBLIC NOTICE

The successful bidder will receive notification after it is awarded. The identity of the successful bidder along with the total bid amount will be posted on the City's website and SaskTenders for a period of two (2) weeks.

STRATEGIC PRIORITIES/OCP/COMMITTEE RECOMMENDATION(S)

N/A

OPTIONS

1. That Council direct Administration to award the tender for "City Hall Roof Top Condenser Unit Replacement" to Ainsworth Inc. for \$144,900 plus applicable taxes, and further that the Mayor and City Clerk be authorized to execute said contract.
2. That Council provide other direction.

RECOMMENDATION

That Council direct Administration to award the tender for "City Hall Roof Top Air Condenser Unit Replacement" to Ainsworth Inc. for \$144,900 plus applicable taxes, and further that the Mayor and City Clerk be authorized to execute said contract.

Attachment #1



2026 Capital Budget Request Form

Project Title:	City Hall Air Conditioner Replacement		
Department:	Engineering and Asset Management	Division:	Facilities
Project Location:	City Hall Air Conditioner Replacement		

Description	Year	Gross Cost	Grants	Reserves	Other Funding Sources	Capital Budget
Provide brief explanation (Rollover, Pre-design, Design, Tender, Project)						
		\$ 200,000.00				\$ 200,000.00
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
TOTAL		\$ 200,000.00	\$ -	\$ -	\$ -	\$ 200,000.00

Detailed Description of Project (Scope of Work):

In the early summer of 2024, facility maintenance staff began having difficulty with the operation of the air conditioner unit at City Hall. One (1) of the two (2) compressors failed. It is difficult for the unit keep up at times with only one (1) compressor operational especially on really warm days.

Quotes were received to replace the compressor at a price of \$25,000 with a ten (10) week lead time. If the lead time would have been much shorter, this might have been an acceptable temporary option. Staff decided against replacement of the compressor only because the summer would be mostly over by the time the unit arrived. Also, the entire air conditioning unit is over 30 years old and nearing the end of its useful life. At this point it's not worth risking a repair in the dollar amounts quoted.

A report was brought to the October 21, 2024 regular Council Meeting where administration was directed to proceed with tendering for the new air conditioning unit and to bring back the tender results for awarding.

The lowest bid received was a total cost of \$153,594 (PST included). Coolant will cost another \$6,500 approximately, and we will need some contingency for potential roof repairs, etc. for a total budget of \$200,000.

This project could be added to the 2026 Capital Budget with funding to come from the pre-allocated facility amount (\$420,000). However, the work will be completed in 2025 prior to summer.

Description of "Other Funding Sources":

Project Manager (Name & Title):

Bob Montville, Capital Projects and Maintenance Engineer

Members on Project Team (Name & Title):

Jeff Fawcett - Manager of Capital Projects
Dennis Woroschuk, Facilities Maintenance & Project Manager
Brandt Prince - Maintenance Coordinator
René Richard, Director of Engineering and Asset Management

Submitted by:	René Richard, Director of Engineering and Asset Management	Date:	December 3, 2024
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TITLE: Residential Organics Green Cart Collection Program	DATE OF MEETING: Dec 16, 2024
	REPORT DATE: December 9, 2024
CLEARANCES:	ATTACHMENTS: 1. Curbside Organics Program Survey 2. Services offered by other communities and associated levies
Written by: Aron Hershmillier – Director of Public Works Aron Hershmillier Lyndon Hicks – Solid Waste and Environmental Programs Manager Lyndon Hicks	
Reviewed by: Jessica Matsalla, City Clerk Jessica Matsalla	
Approved by: Brad Hvidston - City Manager Brad Hvidston	

PURPOSE/BACKGROUND

Public works are continually evaluating the programs and services they offer and Solid Waste Management is one of those services. As part of this evaluation a trend in landfill tonnage volumes has been observed. From 2011 to 2023 the city identified a 54% increase of in-city refuse during the months of May to October relative to the rest of the year. During the summer of 2022 multiple waste audits were completed of in-city refuse and found that organic material (yard and food waste) made up 52% of the total refuse by weight.

This trend is of concern for 3 main reasons:

- 1) The material is taking up valuable space in our current landfill cell, with a replacement value of approximately \$6 million dollars.
- 2) Methane is produced when organic materials decompose in a landfill. Without oxygen, decomposition happens anaerobically which means that methane is produced. Methane is a greenhouse gas 25 times more potent than carbon dioxide and contributes to climate change.
- 3) With proper management, organics can be turned into compost which is a usable product.

A residential refuse survey was conducted in the spring of 2021 with questions pertaining to the idea of having a residential organics collection program. Of the 273 respondents, 64% voted in

favor of an organics collection program with an additional 26% responding ‘maybe depending on cost’, for a total of 90% of survey respondents interested in a program.

During the summer of 2023 a curbside organics pilot project was completed within the City (two different collection zones). The program was well received with 407 residents diverting 94.3 tonnes of organic material. At the conclusion of the pilot project a survey was conducted with all participants in which 65% of the 119 respondents were in support of a seasonal organics program with another 28% stating ‘maybe depending on cost’ totaling 93% support. Since the announcement of the curbside organics pilot program in 2023 all inquiries pertaining to organics have been tracked; 78% of the 29 inquiries were in favor of a curbside organics program.

DISCUSSION/ANALYSIS/IMPACT

The City of Yorkton’s Strategic Plan consists of eight pillars; one of which one is Environment. The plan identified the Environment with a goal to **“promote environmental responsibility, sustainability, and stewardship..... reduce the impact on the environmentencourage the community to follow conservation methods.....promote the reduction of waste and adopt environmentally responsible practices.** This proposed program directly aligns with the City’s current strategic plan.

Currently in Saskatchewan there are six (6) communities (>4500 population) with dedicated organics programs. We are proposing the introduction of a new seasonal curbside organics collection program for all ***residential dwellings for the spring of 2025***; totaling 5580 1-2 unit households. This is a proposed added service to our residents of Yorkton. This Green Cart program will work to further divert incoming yard organics, slowing the filling of the landfill cell. Yard organics consist of grass, leaves and garden waste, no tree branches, but as a reminder, tree branches are accepted at the landfill. Grass, leaves, and garden waste have been, and will continue to be accepted at the landfill at no cost BUT to further service Yorkton’s residents and to increase diversion rates we are proposing this residential organics green cart collection program.

Due to provincial regulatory requirements associated with the handling/processing of food waste, at this time of roll-out, we will only be accepting yard waste in the program. Waste audits in past years found that 83% of the organic waste collected was yard waste specifically so at this time we will focus our efforts to divert this large percentage.

Proposed new program changes:

Scope of the project: Introducing a seasonal Residential Green Cart curbside yard waste collection from the second week of April to the first week of November annually (green rollout cart).

Duration: April 14th – November 7th 2025 (on-going / annual)

Number of homes: City wide (single family and duplex’s only), 5580 city of Yorkton 1-2 units.

Accepted products:

- Grass Clippings, Leaves, and Garden organics
- Compostable bags will be allowed
- Excludes: food waste, dog feces, tree branches, diapers, refuse including plastic bags.

Cart Size: Green 95 Gallon/360 Liter (same size as our current black refuse bins)

FINANCIAL IMPLICATIONS

During the duration of the 2023 pilot project a total of 407 residence contributed 94.30 tonnes of organic material over a 29 week collection period. Assuming 83% of this was yard waste (previous waste audit average), it is estimated that 78.3 tonnes of this was yard waste. This averages out to .192 tonnes of organics from each household during the course of the pilot project.

Forecasting: $.192 \text{ tonnes} \times 5580 = 1071 \text{ tonnes}$ of material annually diverted from landfill.

Landfill Airspace Saving:

Landfill rates: $\$80/\text{tonne}$ (inside city rate) $\times 1071 = \$85,680$ annually (or $\$128,520$ at outside city rate)

There is an operational cost to both landfilling and composting the material. The difference is we end up with a usable end product = Zero waste with less GHG produced in the breakdown.

Costs:

Program costs will largely depend on the collection program chosen. One significant cost for implementing this program is the initial investment for the bins. We have proposed the initial bin investment be purchased through landfill / refuse collection reserve funds in an effort to keep the levy increase as low as possible for the roll-out of this program. The estimated cost to purchase the carts would be approximately $\$600,000$. In July of 2025, we did try to access grant funding through Green Municipal Funds (GMF) for climate adaptation but were unsuccessful.

Option 1: Weekly garbage collection (52 collections/year)

Weekly organics collection (30 collections/year) → mid-April – 1st week of November

Cost for program/household - $\$3/\text{month}$ or $\$36/\text{year}$

Proposed levy increase/household- $\$2/\text{month}$ (reducing recycling levy by $\$1/\text{month}$)

Option 2: Bi-weekly garbage collection (26 collections/year)

Bi-weekly organics collection (15 collections/year) → mid-April – 1st week of November

Cost for program/household – no additional charge

Proposed levy decrease/household- $\$1/\text{month}$ reduction (reducing recycling levy by $\$1/\text{month}$)

NOTE: Proposed levy changes would come into effect by way of bylaw on April 1, 2025

The financial implications of not proceeding with this organics diversion step is simply that organic compostable material will continue to take up valuable air space within the new landfill. As a result our new cell will be filled sooner and we'd have to build our new cells earlier than anticipated. Additionally the breakdown of organic material in the landfill contributes green house gas emissions which may add environmental expenses to our operations in the future.

Community Refuse Collection Levy Comparison Table (No Organics Collection Program)

City	Garbage Frequency	Resident Cost (Levy/month)	Organics Frequency	Total levy for all services (including recycling)
Weyburn	Weekly (April -Dec)	\$6.50	N/A	\$12.95
Swift Current	Weekly	\$10.50	N/A	\$15.50 (No curbside recycling service)
Moose Jaw	Weekly (June 1- Oct 31)	\$10.29	N/A	\$15.73
Estevan	Weekly	\$8.00	N/A	\$16.00
Yorkton (currently)	Weekly	\$13.00	N/A	\$19.00
Prince Albert	Weekly (May 1- Sept 3)		N/A	\$20.00 *
Humboldt	Bi-weekly	\$10.25	N/A	\$20.50
Melfort	Bi-weekly	\$11.00	N/A	\$22.00
Melville	Bi-weekly	\$17.75	N/A	\$30.69

*** Prince Albert's Levy is offset with Landfill

Refuse / Organics – Other City Comparison Table (voluntary and mandatory)

Cities with Organic Programs	Garbage Frequency	Refuse Cost (Levy/month)	Organics Frequency	Organics Cost (Levy/month)	Total charge for all services (three)
Voluntary Programs					
Martensville	Bi-weekly	\$9.38	Seasonal Bi-Weekly (Voluntary- 300/3500)	\$12.50	\$31.26 (voluntary organics)
Warman	Bi-weekly	\$12.90	Seasonal Bi-Weekly (Voluntary- 600/4300)	\$12.50	\$31.45 (voluntary organics)
North Battleford	Bi-weekly	\$11.82	Seasonal Bi-Weekly (Voluntary)	\$12.50	\$32.13 (voluntary organics)
Mandatory Programs					
Regina	Bi-weekly	Depends on bin size	Weekly (April 1- Oct 31) bi-weekly - winter		\$23.78
Lloydminster	Weekly		Weekly (April 1- Oct 31) bi-weekly - winter		\$24.65
Saskatoon	Bi-weekly	Depends on bin size	Bi-weekly	\$7.29	\$25.34
Proposed Program (mandatory)					
Yorkton (no changes)	Weekly	\$13.00	N/A		\$19.00
Yorkton	Bi-weekly		Seasonal Bi-Weekly (Mid April- Early Nov)	\$13 (including refuse collection)	\$18.00 *
Yorkton	Weekly	\$13.00	Seasonal Weekly (Mid April- Early Nov)	\$3.00	\$21.00 *

*Both of these options assume reserve funding pay for initial bin purchase + a 1.00 reduction via the recycling levy.

Currently the curbside services we offer are extremely competitive; both from a cost perspective as well as a service standards for residents. Both refuse and recycling services are offered weekly to residents, this level of service is quite uncommon among other communities in Saskatchewan. Being able to offer this service level at a competitive monthly rate is very fortunate for all of us (including residents).

The second group of communities in the included chart are all communities with organics programs available to residents. Cities with voluntary programs have quite low participation rates as collection is quite complicated/inefficient resulting in high program costs. We have proposed to use reserve funds for the initial bin purchase. This is important as it keeps levies considerably lower for residents. Both options proposed, offer residents a high service level at a very competitive levy while potentially rolling out a new service.

COMMUNICATION PLAN/PUBLIC NOTICE

Public communication for the new program/service changes will occur on all city communication venues including Shape Your City, City website, using the city's marketing plan and social media platforms, newspaper and Mayor's Weekly Radio Segment.

We will also explore the option of including program change information with water bill mail-outs.

Project Communication Timelines:

- Notification letter on program changes - Jan 31, 2025
- Program info kit (program details, collection calendar) - March 15, 2025
- Bin delivery- completed by April 7, 2025

STRATEGIC PRIORITIES/OCP/COMMITTEE RECOMMENDATION(S)

The project has the support of the Environmental Committee with a goal to reduce the volume of organics (primarily grass, leaves and garden organics) from entering the new lined cell while reducing potential greenhouse gas emissions.

OPTIONS

1. **Option 1.**

Weekly garbage collection (52 collections/year)

Weekly organics collection (30 collections/year) → mid-April – first week of November

- Residents total waste collection levy (garbage, compost and recycling) will increase \$2/month collectively.
- Proceed with the purchase of Green Carts

2. **Option 2.**

Bi-weekly garbage collection (26 collections/year)

Bi-weekly organics collection (15 collections/year) → mid-April – first week of November

- Residents total waste collection levy (garbage, compost and recycling) will decrease by \$1/month collectively.
- Proceed with the purchase of Green Carts

3. Option 3

Keep current services the same with no program or rate changes.

ADMINISTRATIVE RECOMMENDATION(S)

1. That Council approve the implementation of the Residential Organics Green Cart Collection Program - Option 1 which includes:

- **Weekly garbage collection (52 collections/year)**
- **Weekly organics collection (30 collections/year) → mid-April – first week of November**

And further, approve Administration to proceed with the purchase of green carts through the current refuse / organics collection contractor in the amount of up to \$600,000 from Landfill / Refuse Collection Reserves for an April 2025 program roll-out.

Survey - Curbside Organics Program

SURVEY RESPONSE REPORT

05 October 2022 - 17 September 2024

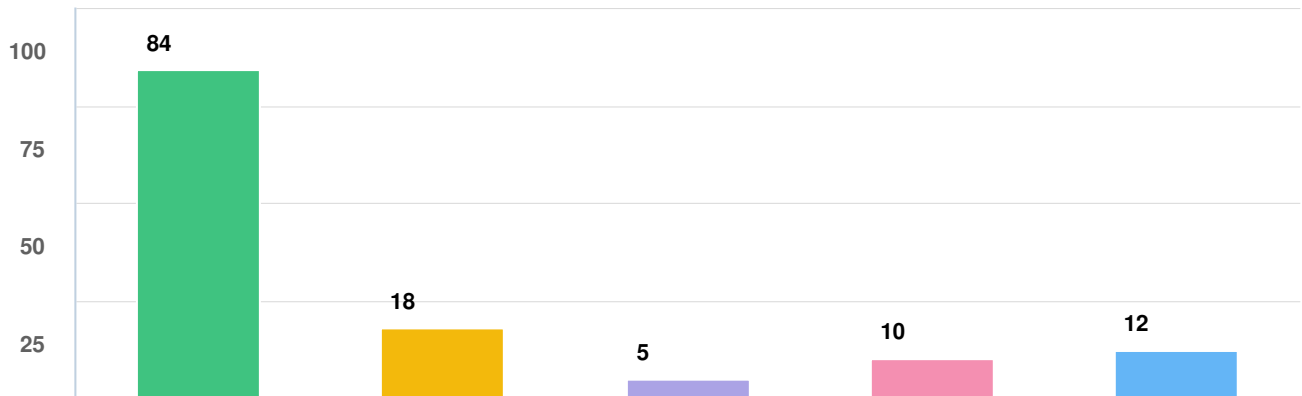
PROJECT NAME:

Curbside Organic Waste Collection Pilot Program



SURVEY QUESTIONS

Q1 Overall, which statement most closely reflects your experience with the food and yard waste pilot project?

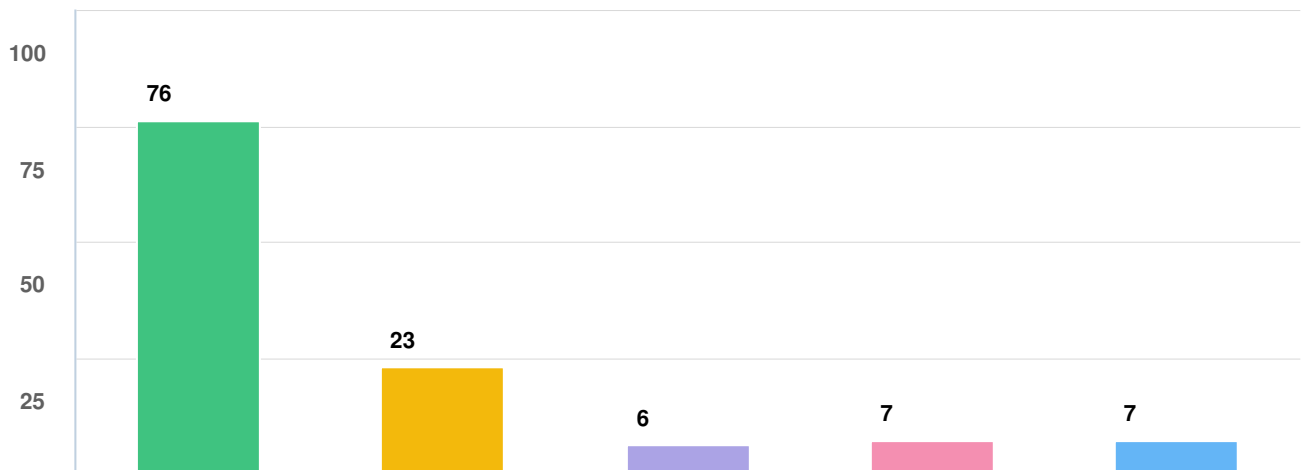


Question options

- I was very satisfied and would continue to use the organics cart
- I was somewhat satisfied and would continue to use the organics cart
- I was not at all satisfied but would use the organics cart
- I was not at all satisfied and would not use the organics cart
- Additional comments

Mandatory Question (119 response(s))
Question type: Checkbox Question

Q2 How often did you put out your organics bin?

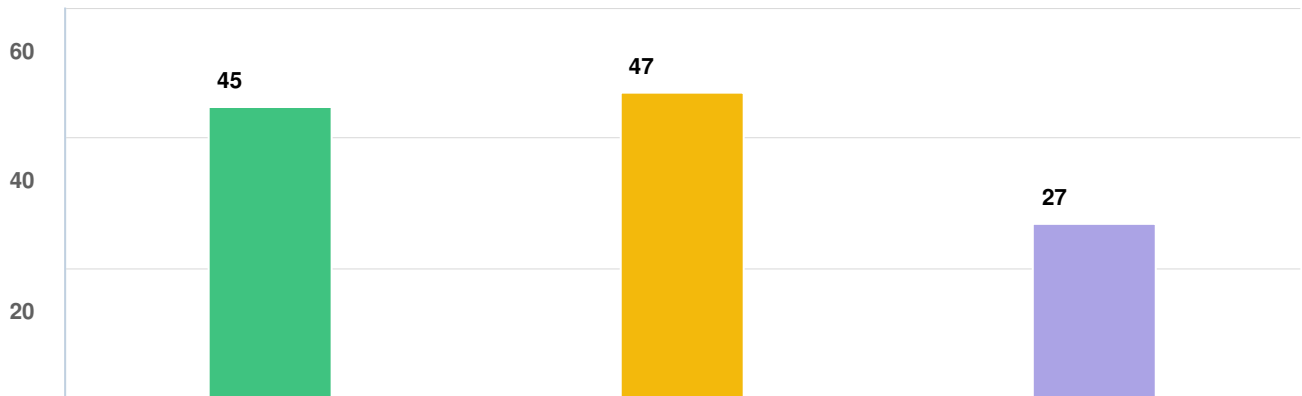


Question options

- Weekly
- Bi-weekly
- Every three weeks
- Once a month
- Never

Mandatory Question (119 response(s))
Question type: Checkbox Question

Q3 The City estimates that 50% of the average resident's garbage cart material is compostable. Given your experience with the ...

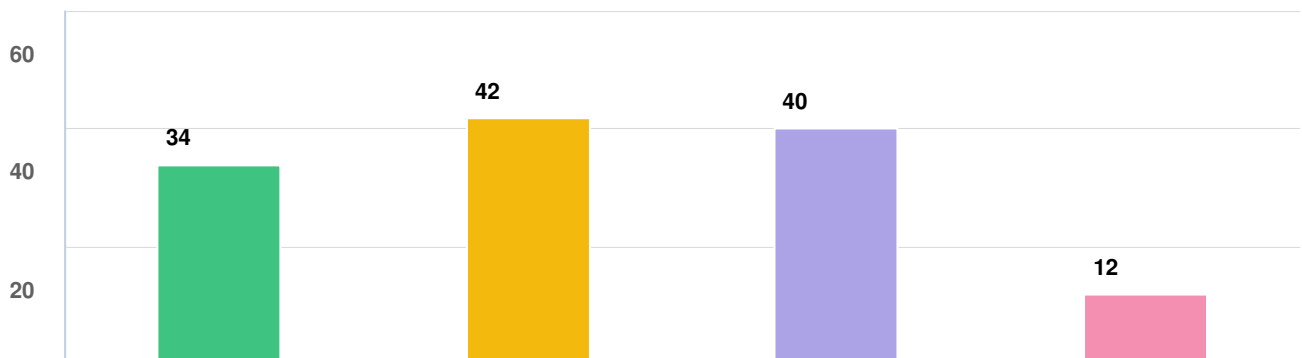


Question options

- I estimate that 50% or more of my garbage cart material can go into the organics cart
- I estimate that between 30% and 50% of my garbage cart material can go into the organics cart.
- I estimate that less that 30% of my garbage cart material can go into the organics cart

Mandatory Question (119 response(s))
Question type: Checkbox Question

Q4 Our Pilot Project allowed compostable bags in an effort to limit mess and odours for the resident. How important are compos...

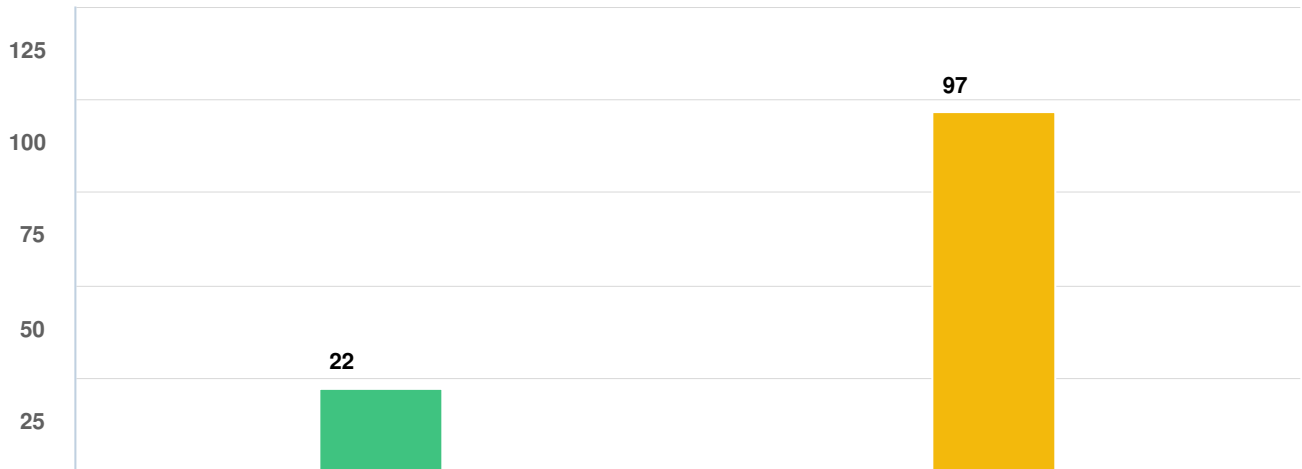


Question options

- Not at all important. They would have no impact on my household's use of the organics cart.
- Somewhat important. They would increase convenience but would not impact how my household would use the organics cart
- Very important. They would impact whether and to what degree my household would use the organics cart
- Additional comments

Mandatory Question (119 response(s))
Question type: Checkbox Question

Q5 During the Pilot, did you face any challenges to regularly use your organics cart?

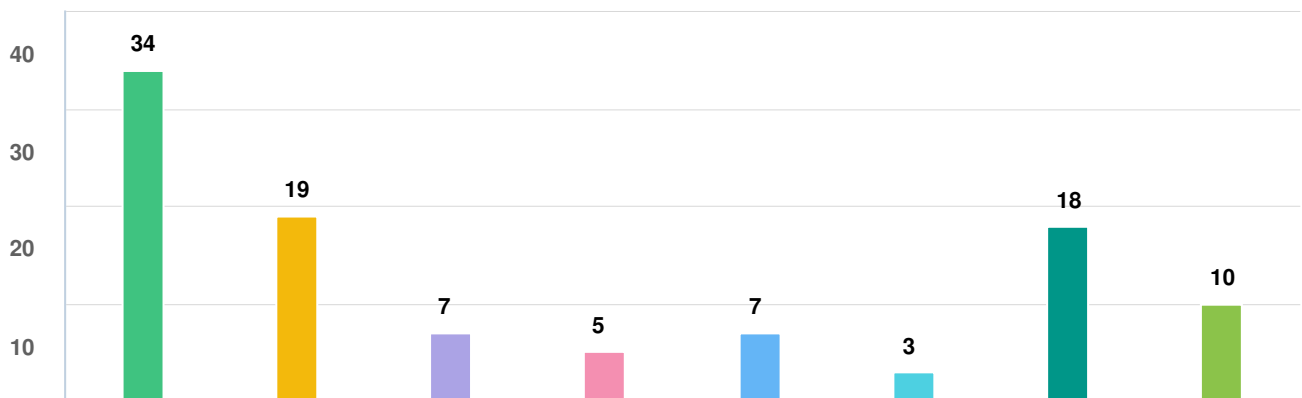


Question options

- Yes
- No

Mandatory Question (119 response(s))
Question type: Checkbox Question

Q6 If yes, please identify your top barrier to regularly using your organics cart.

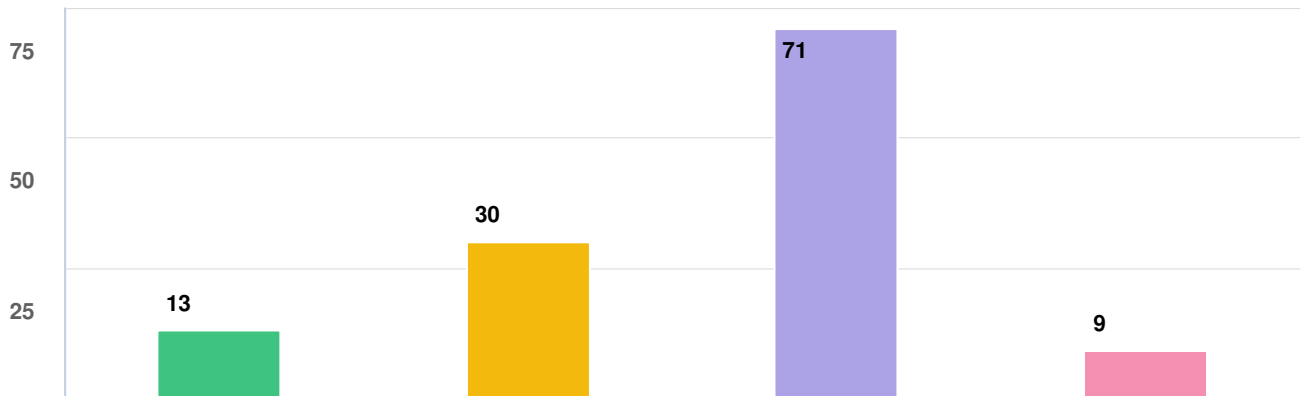


Question options

- No barriers to using the organics cart
- I am concerned about odour
- I have concerns with having a second cart
- I found it too messy
- I already compost
- I need more information about what items can go in the organics cart
- I am reluctant to put food waste directly into the cart
- Other (please specify)

Optional question (78 response(s), 41 skipped)
Question type: Checkbox Question

Q7 In the summer months; mess, odour, and pest concerns may increase. Please select the statement that best reflects your experience...

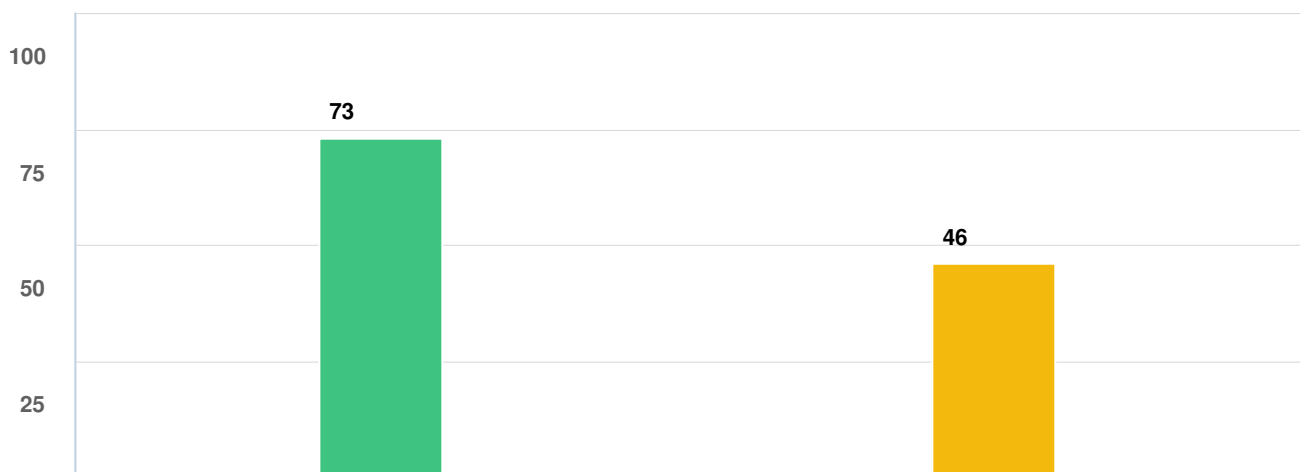


Question options

- I noticed an increase in mess, odour and pests over the spring and summer months and this reduced my use of organics cart
- I noticed an increase in mess, odour and pests over the spring and summer months, but it did not impact my use of the organics cart
- I did not notice any increase in mess, odour and pests over the spring and summer months.
- Additional comments

Mandatory Question (119 response(s))
Question type: Checkbox Question

Q8 Did the addition of an organics cart affect your garbage bin usage (volumes and dumping frequency)?

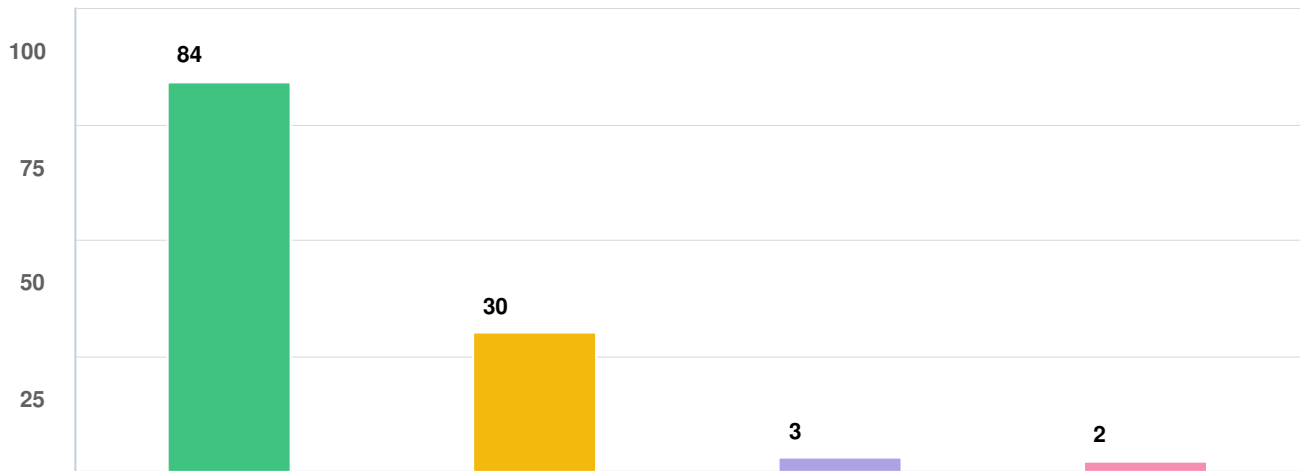


Question options

- Yes
- No

Mandatory Question (119 response(s))
Question type: Checkbox Question

Q9 How often did you put your garbage bin out for collection when you had the organics bin?

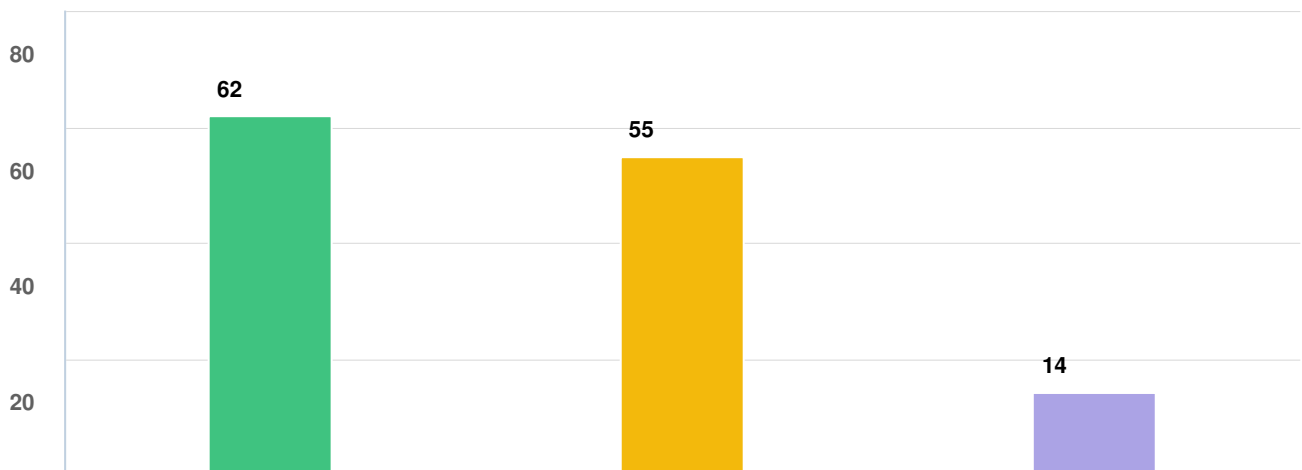


Question options

- Weekly
- Bi-weekly
- Every three weeks
- Once a month

Mandatory Question (119 response(s))
Question type: Checkbox Question

Q10 Would you support a bi-weekly garbage collection program, if we had a weekly organics collection program (May - October onl...

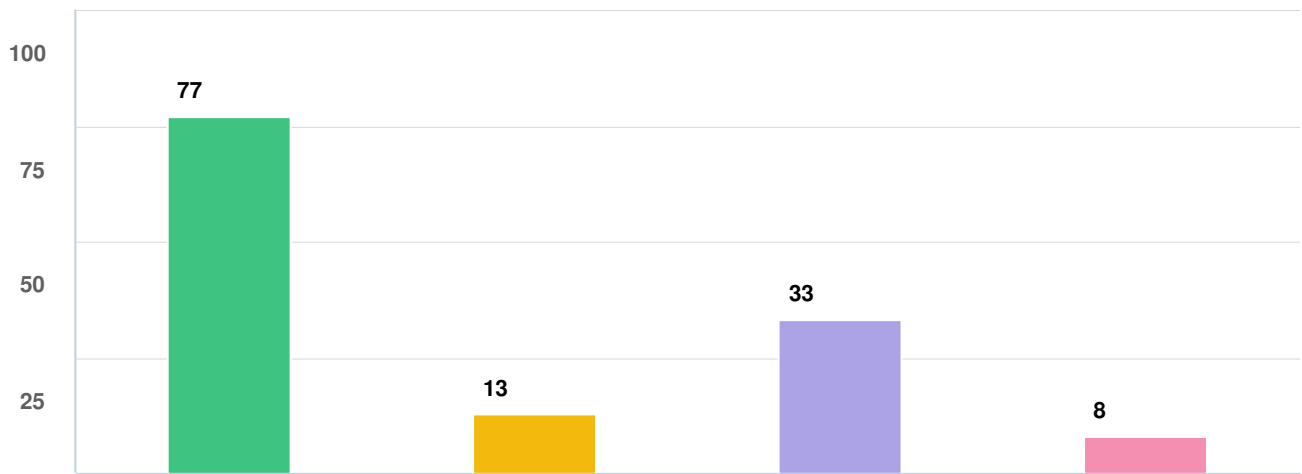


Question options

- Yes
- No
- Additional comments

Mandatory Question (119 response(s))
Question type: Checkbox Question

Q11 | Would you be in support of a seasonal organics programs?



Question options

● Yes ● No ● Maybe, depends on cost ● Additional comments

Mandatory Question (119 response(s))

Question type: Checkbox Question

Q12 | Are there any other comments you would like to share about the Curbside Organics Pilot Project?

Anonymous

2/28/2024 01:48 PM

There were issues with the compost bins emptying into the truck...i was told by a driver the trucks have to be retrofitted with proper equipment if the program becomes permanent. Bins would fall into the truck sometimes

Anonymous

2/28/2024 02:43 PM

No

Anonymous

2/28/2024 03:48 PM

Need the bin for summer time again

Anonymous

2/28/2024 05:17 PM

Please do your research on other locations that have this program. Have talked to others and they have stopped throwing meats out in compost That is a disease issue waiting to arise. If someone wants to compost, go ahead and put it in your backyard composter like I do. Been doing that for years. I refuse to pay more for a service I don't need, Stop forcing a program on everyone that does not need or want it to satisfy the needs of a few,

Anonymous

2/28/2024 08:51 PM

No

Anonymous

2/28/2024 09:08 PM

Very much hope program continues!!!!

Anonymous

2/29/2024 11:33 AM

It was great when there were no extra fees for this. We could use a smaller container than the one we had this season.

Anonymous

2/29/2024 11:51 AM

It's a good program

Anonymous

2/29/2024 12:58 PM

Summer heat adds to the smell and larvae and flies, so more frequent pick spring to fall would reduce that issue

Anonymous

2/29/2024 01:00 PM

A recycling bin would be nice. It will save on having to purchase plastic non recyclable bags to put recyclables in for curb side pick up

Anonymous

2/29/2024 01:13 PM

No

Anonymous

2/29/2024 01:31 PM

I think a better idea would be a recycle bin instead of a compost bin. I would 100% use that more and probably recycle a lot more if I had a big blue bin.

Anonymous

2/29/2024 01:54 PM

No

Anonymous

2/29/2024 02:43 PM

For our household we rarely use it as we compost our grass. Our taxes are high enough we don't need to be adding additional expenses for a product/service that will be rarely used.

Anonymous

2/29/2024 02:46 PM

Loved the organic bin-made me more aware of what I was putting in it vs garbage

Anonymous

2/29/2024 02:49 PM

Not at this time

Anonymous

2/29/2024 03:35 PM

A program like this would do better with shared bins in the back alley picked up on a less than weekly basis. The cost to pick up must be high when over 90% of the bins are never even close to being full.

Anonymous

2/29/2024 04:30 PM

The bins could be smaller

Anonymous

2/29/2024 05:16 PM

with the dry season we had around 50% less organic Material at our home then we normal,so expect those numbers to all rise significantly.

Anonymous

2/29/2024 05:45 PM

In other cities Cold Lake Alberta the city residents are allow free compost to bring to their homes will that be allowed here?If not in favour at all.

Anonymous

2/29/2024 05:51 PM

Nothing to say

Anonymous

STOP WASTING MONEY

2/29/2024 05:51 PM

Anonymous

None

2/29/2024 05:57 PM

Anonymous

I think the program is important and I would continue to support it if was offered.

2/29/2024 07:18 PM

Anonymous

N/A

2/29/2024 07:48 PM

Anonymous

Used it lots

2/29/2024 08:06 PM

Anonymous

No

2/29/2024 08:12 PM

Anonymous

The compost bins are amazing for yard waste! I loved having the bin during spring and fall cleanup as it meant I didn't have extra garbage bags laying around the yard waiting to go in the garbage bin. We did use it for kitchen waste as well which was great.

2/29/2024 08:43 PM

Anonymous

None

2/29/2024 11:14 PM

Anonymous

No

3/01/2024 08:33 AM

Anonymous

All worked well

3/01/2024 10:02 AM

Anonymous

None

3/01/2024 10:26 AM

Anonymous

None

3/01/2024 01:00 PM

Anonymous

There needs to be some benefit to hone owners.. not just keep charging them for things they necessarily won't use. Maybe this system should be on request.. those who want to use it can pay a fee for the containers or compostable bags.

3/01/2024 01:42 PM

Anonymous

3/01/2024 02:03 PM

Bins could be potentially be half the size. We appreciated that we had a bin for our grass clippings which allowed us adequate room in our garbage bin during those months.

Anonymous

3/01/2024 02:38 PM

Cost

Anonymous

3/01/2024 03:09 PM

I would like a bin for paper, plastic and tin recycling. I think purchasing huge plastic bags for collection counter-productive.

Anonymous

3/01/2024 03:59 PM

would really like to have organic bins permanently

Anonymous

3/01/2024 07:04 PM

For one person the bins were very large for just composting. During grass cutting season it was ok.

Anonymous

3/01/2024 08:06 PM

It would be nice to see different size bins available for 2 person household. Even one then attached to the side of the current bin for space in the yard.

Anonymous

3/02/2024 10:51 AM

Important to divert organic waste from land fill. Should have year round organic waste program with alternate week pick up between household and organic waste.

Anonymous

3/02/2024 02:27 PM

Would use it only for grass cuttings but not for food scrap. It attracts too many food flies even inside the house.

Anonymous

3/02/2024 03:03 PM

No

Anonymous

3/02/2024 03:41 PM

I'm not pleased that I am not given a choice and will be forced to pay for this, even though I know I will not be using the service. This should be done on an individual basis. That bin just took up space in my yard. The extra cost with all other expenses constantly on the rise is not what we need at this time.

Anonymous

3/02/2024 04:24 PM

Did not really like having two large bins to store

Anonymous

3/02/2024 06:05 PM

NA

Anonymous

3/02/2024 07:06 PM

None

Anonymous

3/03/2024 08:25 AM

No

Anonymous

3/03/2024 11:38 AM

Im originally from Ontario where this system is in place. They collected organic bins weekly and garbage every other week. It worked fine

Anonymous

3/03/2024 11:46 AM

We need to be realistic with incorporating this project. If we look at other communities/cities this is something that needs to be reinforced and utilized and made to be normalized just like collecting of garbage has become normalized.

Anonymous

3/03/2024 12:27 PM

Although I was hesitant at first and was not looking forward to another large container in our already small space, I was very surprised how much organic material we collected. I am not 100% in support of this program.

Anonymous

3/03/2024 01:28 PM

It was very helpful for keeping yard clean

Anonymous

3/03/2024 04:07 PM

What happens to the 'composted' material ? Is it given back to the Yorkton residents ? You can't in all honesty 'charge' us for it. It doesn't cost anything to compost. Nature does it for us.

Anonymous

3/03/2024 05:34 PM

N/A

Anonymous

3/03/2024 07:14 PM

No

Anonymous

3/04/2024 11:11 AM

I feel that the City should supply a small household waste container like the City of Regina has done !!

Anonymous

Great project, thank you

3/04/2024 12:49 PM

Anonymous

3/04/2024 01:10 PM

I consider myself a green person but don't believe we should be using tax money for organics programs. People who care will already backyard compost and everyone else will just throw everything in the garbage, build a ski hill with all that cheap fill or former dump hilltop condos that run on methane from underground from all the past trash. I love Yorkton and want to see us plant more trees and pave pathways for people with our limited tax dollars. Our mental and physical health are more important than a organics program. Thank you.

Anonymous

3/04/2024 02:31 PM

I would highly recommend using compostable bags for kitchen waste as the smell and mess in the bin was not pleasant. Also the container we used to collect waste in the kitchen got messy.

Anonymous

3/04/2024 07:56 PM

None

Anonymous

3/04/2024 10:34 PM

Regarding regular garbage pick up, could residents place all the bins on one side of the street? The garbage truck would only have to make one pass down the street instead of twice.

Anonymous

3/05/2024 07:53 AM

To me it was the smell by the time I had enough waste to take to the curb

Anonymous

3/05/2024 01:29 PM

We were very satisfied with the separate organic bin...saved alot of waste by using the regular bin

Anonymous

3/05/2024 04:38 PM

In the fall I could have used 2 bins. I have a large vegetable garden plus a perennial flower garden.

Anonymous

3/05/2024 05:45 PM

Really like it and still missing it.

Anonymous

3/06/2024 11:50 AM

Since there is no reason for us to use the bins, it would be appreciated if bin usage would be on a volunteer/request program, and also if there is eventually an extra charge for the use of the bins, those taxpayers who compost on their own (for their gardens) would be exempt.

Anonymous

3/06/2024 11:56 AM

Especially great at yard clean up times in spring and fall

Anonymous

3/06/2024 03:23 PM

Already mentioned: Bags/ year round pickup

Anonymous

3/06/2024 04:31 PM

I found it very hard to use the bin for food waste. Every time I went to throw something in the bin I had to place it in a compostable bag and take it out so it wouldn't stink up the house. I think there should have been a kitchen catcher like Regina has that could withstand a few days to a week for food waste that you could keep in the kitchen that wouldn't smell. Then you could transfer the compostable bag from kitchen catcher to the larger bin. We used the bin mostly for outside weeds, grass and leaves. But only used it for food waste when we had to clean out leftovers once a week. I found our bin were never more than a 1/4 full unless we had just cut the grass close to pick up, if grass needed cutting not close to pick up we just mulched it because it got to hot and smelly. We bag our dog feces too and throw it in the garbage is dog feces not compostable would like to see options for this in the future.

Anonymous

3/06/2024 09:39 PM

A smaller garbage bin and recycle bin would be helpful as storage space can be a concern. I miss composting food waste over the winter now.

Anonymous

3/06/2024 10:48 PM

I thought this program was excellent and we contributed to the overall initiative and would be in support of this program coming into full effect this summer.

Anonymous

3/06/2024 11:22 PM

There would be very little use in the winter. Food would freeze to the container. I would focus more on spring and summer months

Anonymous

3/07/2024 04:59 PM

I found I used mine the most for spring and fall clean up !

Anonymous

3/07/2024 05:27 PM

No

Anonymous

3/07/2024 06:27 PM

No

Anonymous

3/07/2024 07:37 PM

I like the curbside organics program. I was able to reduce my other garbage . It did not bother me to put out two bins. I preferred to put my food waste in to compostable bags. I really hope that it continues.

Anonymous

3/07/2024 09:12 PM

I really like this program over the summer months. It was wonderful to be able to put our grass to be composted rather than take up room in our garbage bin. It really helped to bag our compost house garbage to reduce the smell. We would be able to fill the compost bin biweekly but that may be different if we had to cut our grass weekly rather than once every two weeks (completely weather dependant). Program was very easy to use and our daughter was extremely happy to see this program! Thank you!

Anonymous

3/08/2024 12:56 AM

No

Anonymous

3/08/2024 10:35 AM

It was great for yard waste but would not use for food waste

Anonymous

3/08/2024 12:57 PM

No

Anonymous

3/08/2024 01:14 PM

No all good

Anonymous

3/08/2024 01:27 PM

If we ever have to continue the waste bin, i would go bi-weekly collection or even every 3 weeks. Garbage collection still should be weekly.

Anonymous

3/08/2024 01:43 PM

I'd prefer bi-weekly pick up for organic bins. We mostly used it for our grass clippings as we have a large yard.

Anonymous

3/08/2024 04:56 PM

N/A

Anonymous

3/09/2024 11:38 AM

If the cost is reasonable then maybe people will go for it. You can't increase the cost of our bills anymore so need to figure out a way to reduce cost of garbage to introduce this. Also recycle program is a joke, we have to pay for plastic recycle bags. One time plastic bags are supposed to be banned, look at the grocery stores. So why is it ok for the city of Yorkton to support this method of recycling. We are likely creating more waste than doing good. We need a proper

recycle bin.

Anonymous

3/09/2024 01:26 PM

I used the organics cart and would again. I have a large yard and lots of grass to cut. This cart helped but I still put grass in both the regular waste cart and the organics cart.

Anonymous

3/09/2024 03:10 PM

Overall I was pleased with the cart. Food waste I did not put in because of odor that would occur in the hot sun. I used mostly for leaves and grass clippings or garden waste.

Anonymous

3/09/2024 04:03 PM

It would be great if the people participating would be allowed one bag/box/pail of compost to use each season.

Anonymous

3/09/2024 07:45 PM

No concerns.

Anonymous

3/10/2024 11:57 AM

Can be a dial up service to those who need it .. city cost and tax payers money should not be waisted to drive places that don't use this service.. but understand that there is some who don't have the means to transport or get rid of there organics..

Anonymous

3/10/2024 12:23 PM

the pilot project was very useful saved alot of garbage not going to the landfill

Anonymous

3/10/2024 04:37 PM

I would just want clear instructions as to what can go in the bin.

Anonymous

3/10/2024 07:14 PM

Excellent project, please continue with the composting

Anonymous

3/10/2024 08:13 PM

This was wonderful to have and we hope it can continue

Anonymous

3/11/2024 05:08 PM

I would like to see garbage pick up weekly. With the organic material pick up May-October for grass clippings.

Anonymous

3/11/2024 07:45 PM

I liked it glad I was part of it hope to see it return summer 2024

Anonymous

3/11/2024 08:13 PM

Was really good for grass clippings because that fills our garbage bin almost instantly. Would love / prefer a blue bin for recyclable! 😊

Anonymous

3/12/2024 04:27 PM

We would definitely use the organics bin, but would not be in favour if the overall cost to the household for garbage/organics pickup increased. I would expect that any additional city expenses for organics pickup would be offset by switching to bi-weekly garbage pickup..

Anonymous

3/12/2024 11:07 PM

The project is a good one. I certain it helps extend the life of the garbage dump. However, by not reducing regular garbage pick up it becomes too easy to keep throwing every thing in the garbage. Ron the experiment one more summer and reduce the garbage pick up to every two weeks. Then get the feedback....better yet, reduce the size of the garbage bin.

Anonymous

3/14/2024 10:54 AM

The bins were great, they could be a little messy, and some weeks it seemed like there was barely anything in the bin

Anonymous

3/14/2024 03:48 PM

No

Anonymous

3/16/2024 02:28 PM

No

Anonymous

3/16/2024 06:55 PM

I think it's a great idea

Anonymous

3/17/2024 01:01 PM

I bought a small countertop compost container and lined it with compostable bags. I was extremely helpful with composting food waste. I wouldn't crape plates and kitchen food waste directly into the roadside bin. But I found myself composting everything I could and I loved it. When the small bin bag was full then I put it in the roadside bin. I found it really reduced the garbage between composting and recycling. I'd so do it again!

Anonymous

3/17/2024 02:31 PM

Not interested in the program. I think it's a waste of tax payers dollars. Never had my bin out once.

Anonymous

3/17/2024 09:15 PM

It was a good experience especially during the period of yard clean up.

Anonymous

3/18/2024 10:18 AM

I felt it made a huge difference in our garbage. Only reason I still would like garbage weekly is dog poop and during summer months I clean and purge the house and sometimes have extra therefore only twice a month might be difficult.

Anonymous

3/18/2024 05:38 PM

I really value composting and was excited to be able to participate in the program. . No problem with pests and odour you do it right. I would have used it more but we were on holiday over the summer. May not need as big containers as most of the summer, it was food waste only. Hope that you consider continuing the program.

Anonymous

3/20/2024 12:59 PM

None

Anonymous

3/21/2024 06:16 PM

Liked the trial last year.

Anonymous

3/21/2024 06:23 PM

Really liked the compost bin idea. Used it lots since I have toddlers that waste a lot of food and compost suits this well. But still need the regular garbage bin emptied every week since we go through lots of diapers.

Anonymous

3/23/2024 01:42 PM

Many other cities are using this program throughout the year. Don't know why we are just deciding at this point.

Anonymous

4/01/2024 09:55 PM

No. I was happy with this program and would definitely use it again

Anonymous

4/03/2024 06:52 PM

No

Anonymous

4/15/2024 09:43 AM

Transparency is a problem for this city. which leads to creeping socialism.

Anonymous

4/22/2024 03:54 PM

Please keep it going!

Anonymous

4/30/2024 02:34 PM

Not interested

Anonymous

5/16/2024 05:12 PM

I think this is a great seasonal option for residents. Especially households with Yard waste. This is a great program to help the landfill by having the organic in a separate area, however I don't think residents would be willing to give up their relied on weekly garbage pick up. Regina switched to a bi-weekly pick up. what a disaster, bins over flowing everywhere. People taking their trash to business dumpsters. Going to a bi-weekly pick up doesn't stop people from creating trash.

Anonymous

5/20/2024 10:28 AM

We probably reduced our garbage waste by 50%.

Mandatory Question (119 response(s))

Question type: Essay Question

Services and Associated Levies Offered by Other Communities

City	Garbage Frequency	Resident Cost (Levy/month)	Organics Frequency	Organics Cost (Levy/month)	Total charge for all services (including recycling)
Weyburn	Weekly (April -Dec)	\$6.50	N/A		\$12.95
Swift Current	Weekly	\$10.50	N/A		\$15.50 (No curbside recycling service)
Moose Jaw	Weekly (June 1- Oct 31)	\$10.29	N/A		\$15.73
Estevan	Weekly	\$8.00	N/A		\$16.00
Yorkton (currently)	Weekly	\$13.00	N/A		\$19.00
Prince Albert	Weekly (May 1- Sept 3)		N/A		\$20.00 *
Humboldt	Bi-weekly	\$10.25	N/A		\$20.50
Melfort	Bi-weekly	\$11.00	N/A		\$22.00
Melville	Bi-weekly	\$17.75	N/A		\$30.69
*Programs being subsidized by landfill revenue					
Cities with Organic Programs	Garbage Frequency	Refuse Cost (Levy/month)	Organics Frequency	Organics Cost (Levy/month)	Total charge for all services (including recycling)
Voluntary Programs					
Martensville	Bi-weekly	\$9.38	Seasonal Bi-Weekly (Voluntary- 300/3500)	\$12.50	\$31.26 (with voluntary organics)
Warman	Bi-weekly	\$12.90	Seasonal Bi-Weekly (Voluntary- 600/4300)	\$12.50	\$31.45 (with voluntary organics)
North Battleford	Bi-weekly	\$11.82	Seasonal Bi-Weekly (Voluntary)	\$12.50	\$32.13 (with voluntary organics)
Mandatory Programs					
Regina	Bi-weekly	Depends on bin size	Weekly (April 1- Oct 31) then bi-weekly in winter		\$23.78
Lloydminster	Weekly		Weekly (April 1- Oct 31) then bi-weekly in winter		\$24.65
Saskatoon	Bi-weekly	Depends on bin size	Bi-weekly (year round)	\$7.29	\$25.34
Proposed Program (mandatory)					
Yorkton (no changes)	Weekly	\$13.00	N/A		\$19.00
Yorkton	Bi-weekly		Seasonal Bi-Weekly (Mid April- Early Nov)	\$13 (including refuse collection)	\$18.00 *
Yorkton	Weekly	\$13.00	Seasonal Weekly (Mid April- Early Nov)	\$3.00	\$21.00 *
*Both of these options assume reserve funding pay for initial bin purchase + a 1.00 reduction via the recycling levy.					

TITLE: Civic Recognition Awards – Announcement of 2024 Recipients	DATE OF MEETING: December 16, 2024
	REPORT DATE: December 12, 2024
CLEARANCES: None.	ATTACHMENTS: <ol style="list-style-type: none"> 1. Civic Recognition Awards Policy No. 10.440 2. Adult Recipient – Dick DeRyk 3. Group Recipient – SaskAbilities Participants (Yorkton)
Written by: Jessica Matsalla - City Clerk <p style="text-align: center;">Jessica Matsalla</p>	
Approved by: Brad Hvidston - City Manager <p style="text-align: center;">Brad Hvidston</p>	

PURPOSE/BACKGROUND

2024 marks the sixth occurrence of the annual Civic Recognition Awards (CRA’s). The awards recognize recipients who have given selfless support, and made contributions for the betterment of the City of Yorkton. An outline of what we ask nominators to share in their submissions is in Attachment 1 of this report. The Civic Recognition Awards Committee adjudicated submissions for 2024 on November 25, and have made recommendations for Council on award recipients.

The Civic Recognition Awards Committee is very happy to recommend to City Council, the following recipients for 2024. CRA’s. From the nominations received:

- Adult Category: Dick DeRyk
- Group Category Recipient: SaskAbilities Participants Yorkton

COMMUNICATION PLAN/PUBLIC NOTICE

Recipients will be announced through the City’s social media accounts, web news page, digital advertising displays and local newspaper.

STRATEGIC PRIORITIES/OCP/COMMITTEE RECOMMENDATION(S)

The Yorkton Legacy Co-op has again agreed to sponsor these awards, and has graciously donated \$100 gift cards that are given to each recipient at the time of the award. We would like to thank the Yorkton Legacy Co-op for their ongoing support, and helping us to reward those citizens giving back to our community.

We would like to thank those who nominated others for 2024 and in other years for the good you do in the community. As always the members of the adjudicating committee are a true testament and prime example of good being done in the community, and we thank you. City-wide, our committee members enhance our ability as elected officials, and administration to engage with the community in many ways; a key component in our decision making processes.

“When I was a boy and I would see scary things in the news, my mother would say to me, “Look for the helpers/ You will always find people who are helping.”

- Fred Rogers

The Award Recipients for 2024, will be formally celebrated and given their awards at a ceremony prior to the January 27, 2025 Council meeting.

OPTIONS:

1. That Council approve the Civic Recognition Awards Committee’s selection of the 2024 Civic Recognition Award Winners as follows:

Adult Category: Dick DeRyk
Group Category: SaskAbilities Participants (Yorkton)

And furthermore, recognize the efforts of all those who invest their time, skills, and effort into making the City of Yorkton a better community.


2. That Council provide other direction.

COMMITTEE RECOMMENDATION:

1. That Council approve the Civic Recognition Awards Committee’s selection of the 2024 Civic Recognition Award Winners as follows:

**Adult Category: Dick DeRyk
Group Category: SaskAbilities Participants (Yorkton)**

And furthermore, recognize the efforts of all those who invest their time, skills, and effort into making the City of Yorkton a better community.

 <h2 style="text-align: center;">City of Yorkton</h2>			
POLICY TITLE		ADOPTED BY	POLICY NO.
CIVIC RECOGNITION AWARDS		City Council	10.440
ORIGIN/AUTHORITY	JURISDICTION	EFFECTIVE DATE	PAGE #
City Council	City of Yorkton	May 16, 2005 Amended October 30, 2017 Amended September 30, 2019	1 of 6

Consolidated with Certificate of Achievement Policy No. 10.10 (Sept 2019)

1. PURPOSE:

To establish a Civic Recognition Awards Committee and establish parameters to adjudicate and annually recommend Yorkton Civic Recognition Awards recipients to Council as well as adjudicate and recommend recipients of Certificate of Achievement nominations.

2. COMMITTEE:

The Awards Committee (Committee) shall be appointed by Council and be comprised of:

- a) Three (3) members of Council; and
- b) Two (2) members of the public at large.

Any combination of three (3) committee members present at Committee meetings shall constitute quorum.

Committee member appointments will occur in conjunction with other committee appointments that occur annually in January.

3. CIVIC RECOGNITION AWARDS (CRA) – Description:

Three (3) awards are to be presented annually as follows:

- i. Adult Civic Recognition – Presented to a citizen to recognize the selfless support the individual has made towards the betterment of the City of Yorkton.
- ii. Youth Civic Recognition – Presented to a citizen, under the age of eighteen (18) years old prior to December 31 of the current year, to recognize contributions made by the individual towards the betterment of the City of Yorkton.
- iii. Group Civic Recognition – Presented to two (2) or more individuals belonging/involved in an organized group that contributes towards the betterment of the City of Yorkton.

4. CRA – Process:

- i. The Committee shall call for Nominations for the awards annually. The Nomination period will commence on October 1 and end on October 31 of each year. The City Clerk’s Office will ensure that the public is informed about this nomination process through the local media and the City’s website.

POLICY TITLE	POLICY NO.	PAGE #
CIVIC RECOGNITION AWARDS	10.440	2 of 6

- ii. Nominations from members of the public, received in the attached Nomination Guide format (See Appendix A), will be reviewed by the Committee. Submissions will be acceptable by email, hand delivered, or through online forms on the City's website.
- iii. The Committee will receive administrative support from the Executive Administrative Assistant from the City Clerk's Office who will receive nominations, prepare meeting packages for Committee review and take minutes at Committee meetings.
- iv. The Committee will review the nominations and provide the City Clerk's office with their decision to allow for a Report to Council and recommendation to be prepared and included annually on the December Council Meeting Agenda for approval.
- v. Awards will be presented to the recipients at the first meeting of Council in January following the December endorsement of the winners. At this meeting there will be a reception to host and honour the award recipients in Council Chambers at 4:00 pm prior to the start of the Council meeting at 5:00 pm.
- vi. Awards to recipients will include:
 - a) Inscribing their names on individual name plates that will be mounted on a Civic Recognition Awards plaque that will be on display at City Hall;
 - b) Group award winners will receive one inscribed plaque;
 - c) Receipt of a framed photograph of recipients with members of Council, acknowledging receipt of the award; and
 - d) Gift certificates as supplied by awards program sponsors.
- vii. The Council annual promotion budget will be used to cover expenses related to advertising, award purchases, reception expenses and all other associated costs in support of this policy. Yorkton Coop have agreed to sponsor the Youth and Adult award packages by donating two One Hundred Dollar (\$100.00) gift certificates annually.

5. CERTIFICATES OF ACHIEVEMENT (COA) - Description:

- i. The City of Yorkton Certificate of Achievement is developed to provide the Mayor and City Council with a meaningful and enduring way to recognize citizens of extraordinary achievement. Yorkton residents who achieve international, national or provincial excellence in business, education, academics, science and technology, community service, the arts or sports may be considered for this special honour.
- ii. Citizens, City Council, and Administration may nominate individuals for recognition. The decision to select qualified candidates rests with City Council upon recommendation of the Civic Recognition Awards Committee. The City Clerk's office will liaise with the Mayor's Office to coordinate the process, production and protocol supporting the presentation of a "Certificate of Achievement".
- iii. It is envisioned that Council meetings should be used as a platform for presentations only in very special situations. Most presentations should occur in the community.
- iv. The program calls for the Mayor or his designate to make the presentation of the Certificate. In cases where a Councillor has made the nomination, they are invited to introduce the recipients to the Mayor and assembled audience prior to presentation.
- v. Criterion for the award has been established (see attached Appendix B). All nominations must meet one or more of these standards.

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CIVIC RECOGNITION AWARDS	10.440	3 of 6

6. COA - Process:

- i. All nominations for a City of Yorkton Certificate of Achievement should be channeled through the City Clerk's office, with a copy to the Mayor's Office.
- ii. The nominations must include the name, address and day-time telephone number of the recipient as well as a description of their achievement, and may be submitted by email, hand-delivered, or through an online form found on the city's website.
- iii. The City Clerk will arrange a meeting with the Civic Recognition Awards Committee for review of nominations and recommendations for Council approval. The City Clerk will prepare a report to Council with these recommendations.
- iv. If a certificate is to be presented at Council, the Clerk's office must be alerted by at least 12:00 p.m. the Wednesday preceding Council. Once a Council date is confirmed by the Clerk's Office, the Mayor's Office will contact the recipients and inform them of Council's wish to recognize them and invite them to Council.
- v. The Mayor's Office will then produce the necessary certificates for the Mayor's signature. Once signed, they will go to the City Clerk's office if they are to be presented at Council.
- vi. The Director of Legislation & Procedures (City Clerk) will alert the nominator on the date presentation is to be made, and their role in introducing the recipient(s). Presentation at City Council should be reserved for special circumstances. The majority of awards will be presented by the Mayor or his designate in other appropriate situations, in the community.
- vii. In the cases where the award is to be presented outside of Council, the Mayor's office will contact the nominator and the recipient, to arrange a mutually agreeable date, time and place. The Mayor's office will be responsible to co-ordinate media coverage and/or press releases.
- viii. The certificates are pre-printed and ready for the overprinting of the recipient's name and the Mayor's signature. The certificates may be framed and matted by the City prior to presentation.

7. RESPONSIBILITY:

- i. City Council is responsible for appointing members to the Committee, reviewing recommendations from the awards committee on nominations and approving award winners.
- ii. The Director of Legislation & Procedures (City Clerk) is responsible for the ongoing review and update of this policy.

POLICY TITLE CIVIC RECOGNITION AWARDS	POLICY NO. 10.440	PAGE # 4 of 6
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Appendix A

CITY OF YORKTON CIVIC RECOGNITION AWARDS NOMINATION FORM

Date: _____

Name of Nominator: _____
(Print Name)

Signature of Nominator: _____

Address: _____

Nominator Contact Phone No.: _____

Nominator Email Address: _____

Nominee: _____
(Print Name)

Address: _____

Nominee Contact Phone No.: _____

Nominee Email Address: _____

Signature of Nominee: _____

(This acknowledges that the Nominee is willing to let their name stand.)

Award Category:

Adult Civic Recognition _____

Youth Civic Recognition _____ (Under 18 yrs of age on or prior to December 31 of the current year)

Group Civic Recognition _____

"Office Use Only"	
Date Received:	
By:	
(Print Name of City Clerk or Designate)	Signature

POLICY TITLE	POLICY NO.	PAGE #
CIVIC RECOGNITION AWARDS	10.440	5 of 6

Appendix A

Continued

Adult Civic Recognition Award Presentation

Please provide a letter (not to exceed 1000 words) outlining the nominee's lifetime or current year service through their involvements as follows:

- participation in clubs, associations or volunteer organizations;
- any notable act or accomplishment in support of community service;
- any notable accomplishment or in in his/her profession; and
- how the nominee has served as an ambassador for the community of Yorkton.

Please attach the letter to the nomination form.

Youth Civic Recognition Award Presentation

Please provide a letter (not to exceed 1000 words) outlining the Nominee's:

- civic involvements and interests in clubs, associations or volunteer organizations;
- any notable act or accomplishment in support of community service;
- any notable accomplishments during his/her high school education term in Yorkton; and
- how the nominee has served as an ambassador for the community of Yorkton.

Please attach the letter to the nomination form.

Group Civic Recognition Award Presentation

Please provide a letter (not to exceed 1000 words) outlining the Nominees':

- civic involvements and/or partnerships with clubs, associations or volunteer organizations;
- any notable act or accomplishment in support of community service;
- any notable accomplishments through service and/or events the group has conducted in or for Yorkton; and
- how the nominees have served as ambassadors for the community of Yorkton.

Please attach the letter to the nomination form.

***Thank you for providing a nomination for the
City of Yorkton Civic Recognition Awards!***

****Disclaimer:** Information received will be kept in a confidential City Recognition Committee Award file and be destroyed after seven (7) years as per the Records Retention and Disposal Bylaw No. 42/2003. The information collected will be used to select award winners and to contact nominator and nominees as required.***

POLICY TITLE CIVIC RECOGNITION AWARDS	POLICY NO. 10.440	PAGE # 6 of 6
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Appendix B

HONOUR CRITERION CITY OF YORKTON CERTIFICATE OF ACHIEVEMENT

In order to be considered for a City of Yorkton Certificate of Achievement, a citizen must excel in one or more of the following ways:

1. First, second or third place in an officially recognized international level sport competition.
2. First place in an officially recognized national or provincial level sport competition.
3. First, second or third place in an international level artistic or cultural competition.
4. First place in a national or provincial artist or cultural competition.
5. The achievement must have occurred within twelve months of the date of nomination. The nominator should be prepared to document the recommended achievement.
6. Receive top international, national or provincial recognition for excellence in business, education, science and technology, academic achievement, community service or tourism development.

Biographical information

Dick DeRyk

Personal

Born in Netherlands, 1946.

Family emigrated to Canada in 1957.

Graduated in 1967 from OVC Ottawa (now Algonquin College) journalism program.

Resident of Yorkton since 1967 (except for five years in Edmonton, 1969-74).

Married to Faye (Liebrecht) since 1968. Two children, eight grandchildren and two great-grandsons.

Business activity

Co-founder (1975) and editor of Yorkton This Week (weekly newspaper) from 1975 to 1987.

Owner and operator of several businesses in Yorkton from 1987 to 2007, including retail clothing store, full service restaurant, newspaper column syndication, commercial property, and coffee franchise outlets in Yorkton, Swift Current and Dauphin.

Researched and wrote a history of karate in Saskatchewan (1988), and biography of farm implement inventor George Morris, founder of Morris Rod-Weeder, later Morris Industries (1991).

Former part-time instructor in business management and marketing for SIAST business course, Parkland College, Yorkton.

From 1999 to 2013 provided a variety of services to small businesses and community organizations through UncommonSense Business Solutions: web design, website maintenance and related services; financial reporting services; communications services; strategic planning facilitation and board governance workshops.

Since 2020, have provide comprehensive communications and marketing services to the Society for the Involvement of Good Neighbours (SIGN) on a contract basis.

From March 2023 to present, have researched, written and hosted a podcast called Yorkton Stories (yorktonstories.ca) exploring Yorkton's past and present.

Organizational and volunteer involvement

As a board member of the Yorkton Chamber of Commerce, led the establishment of Tourism Yorkton as a separate entity in 1985 and was the first president of that organization.

Chaired the committee that, in 1995, organized and hosted a reunion of trainees at the British Commonwealth Air Training Plan in Yorkton on the 50th anniversary of the end of WWII.

Chaired the committee, consisting of government representatives and the private sector, that negotiated the formation of Tourism Saskatchewan in 1996.

Elected the first chair of the board of Tourism Saskatchewan and served as interim CEO.

Recipient of the Tourism Saskatchewan Lifetime Achievement Award, 2007.

Chair of the committee that negotiated the amalgamation of the men's and women's amateur golf associations in Saskatchewan in 1999, and first president of the new gender-neutral Saskatchewan Golf Association (now Golf Saskatchewan) 2000 to 2002; only male to have ever served on the board of the Canadian Ladies' Golf Association, 2001.

Founding chair of the Godfrey Dean Art Gallery in Yorkton.

Member of Yorkton city council for 13 years (various terms between 1987 and 2009).

Chair of the REDA working group, appointed by the provincial government to examine the regional economic development association system in Saskatchewan, 2005 to 2007.

Co-chair of the 2006 World Junior Hockey Challenge held in Yorkton, the first-ever Junior A level world hockey tournament.

Former board member of Yorkton Chamber of Commerce.

Named a Yorkton Chamber of Commerce Honourary Life Member, 2017.

Former board member and past chair of Access Communications Co-operative.

Former board member of the Society for Involvement of Good Neighbors (SIGN).

Volunteer chair and co-chair of regional, provincial and national golf tournaments at Deer Park Municipal Golf Course from 1986 to 2017.

Volunteer providing communications/digital media services to the Yorkton Brick Mill Historical Society.

Former board member of the Yorkton and District Community Foundation.

Board member and, for the past three years, chair of the reactivated and reorganized Yorkton Sports Hall of Fame and Museum.

Updated September 2024

From: noreply@esolutionsgroup.ca
To: [Jessica Matsalla](#); [Amanda Krysa](#)
Subject: New Response Completed for Group Civic Recognition Award Nomination Form
Date: Thursday, November 21, 2024 5:28:08 PM

CAUTION: External Email

Hello,

Please note the following response to Group Civic Recognition Award Nomination Form has been submitted at Thursday November 21st 2024 5:26 PM with reference number 2024-11-21-010.

- **Date:**
11/21/2024
- **First name:**
Sheila
- **Last Name:**
Reynolds
- **Address:**
162 Ball Road
- **City:**
Yorkton
- **Province:**
Saskatchewan
- **Postal code:**
S3N3Z4
- **Contact phone number:**
[REDACTED]
- **Email:**
[REDACTED]
- **Group name:**
SaskAbilities Day Program Participants
- **Address:**

162 Ball Road

- **City:**
Yorkton
- **Province:**
Saskatchewan
- **Postal code:**
S3N3Z4
- **Contact name**
Sheila Reynolds
- **Contact phone number:**
[REDACTED]
- **Email:**
[REDACTED]
- **Nominee has been contacted and willing to let their name stand:**
Yes

- **Please describe the nominee as outlined above (in 1000 words or less).**

SaskAbilities provides day programming to individuals who experience disability. Community involvement and inclusion is very important to the individuals who attend our day program. Our staff are committed to ensure these goals are met and guide and support as required.

Our day program participants take pride in being a Yorkton resident and are always eager to assist in the community wherever and whenever opportunities arise. One of the ways this is demonstrated is through volunteerism. These include: cleaning local parks in the spring, assisting residents in need with yard work, assisting with resident programming at the Bentley, volunteering at Serendipity, cleaning the Community Fridge, as well as participating in Meals on Wheels. Additionally, our participants are often called upon to deliver posters throughout our community in support of various local events for the Newcomer Welcome Center, for local concerts and for SnowArama.

The individuals who attend our day program are always interested in what events are happening in our community and enjoy participating in special events such as attending the exhibition, concerts, the

Harvest Showdown, Sunflower and Spring Expo. They also are regular patrons (often weekly) of the swimming pool, the bowling alley, the Godfrey Dean Cultural Centre, and the Public Library, along with many other local restaurants and stores.

It is not uncommon for community members to recognize our participants and know them by name. Through their community involvement, long lasting relationships have been developed and nurtured even outside of our formal day program. We believe this can be attributed to the positive community service and involvement they have in our community.

- **Where did you hear about the awards?**
Social Media

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