

CITY OF YORKTON
REGULAR COUNCIL MEETING AGENDA
Monday, March 3, 2025 - 5:00 p.m.
Council Chambers, City Hall

1. **CALL TO ORDER**
2. **APPROVAL OF AGENDA**
3. **PUBLIC ACKNOWLEDGEMENTS**
4. **APPROVAL OF MINUTES**
 - a. Special Meeting of Council Minutes – February 6, 2025
 - b. Regular Council Meeting Minutes – February 10, 2025
5. **UNFINISHED BUSINESS**
6. **REPORTS OF COUNCIL COMMITTEES AND MATTERS REFERRED**
 - a. Mayor – Appointment to:
 - i. Recreation and Community Services Committee
 - ii. Yorkton Business Improvement District Board
 - b. Director of Legislation and Procedures (City Clerk) – Appointment to SUMA’s Cities Caucus
7. **HEARING OF PETITIONS, PUBLIC NOTICES AND PRESENTATIONS**
 - a. Presentation – Multicultural Council of Saskatchewan – International Day for the Elimination of Racial Discrimination
 - b. Presentation – Yorkton United Football Club – Request for Interest Free Loan
 - c. Public Hearing – Bylaw No. 5/2025 – Amendment to Zoning Bylaw No. 14/2003 – Text Amendment to Remove Land Use Planned Unit Development and Replace with Land Use Dwelling Group
 - d. Public Hearing – Bylaw No. 6/2025 – Amendment to Zoning Bylaw No. 14/2003 – Text Amendment to Allow for Child Care Centres in Residential Zoning Districts
 - e. Public Hearing – Discretionary Use DU01-2025 Business Expansion – Addition of Electrified Parking Area
8. **BUSINESS ARISING OUT OF PETITIONS, PUBLIC NOTICES AND PRESENTATIONS**
 - a. Land Use Planner
 - Bylaw No. 5/2025 – Amendment to Zoning Bylaw No. 14/2003 – Text Amendment to Remove Land Use Planned Unit Development and Replace with Land Use Dwelling Group [2nd & 3rd Readings]
 - Bylaw No. 6/2025 – Amendment to Zoning Bylaw No. 14/2003 – Text Amendment to Allow for Child Care Centres in Residential Zoning Districts [2nd & 3rd Readings]
 - Discretionary Use DU01-2025 Business Expansion – Addition of Electrified Parking Area
 - b. Director of Recreation and Community Services
 - Response to Yorkton United Football Club Request for Interest Free Loan – Bylaw 9/2025 YUFC Loan Bylaw [Introduction & First Reading, Authorization of Public Notice]
9. **CORRESPONDENCE**
 - a. Letter from Yorkton Minor Baseball re: Yorkton Minor Baseball’s Response to Yorkton Minor Football’s Request for a City Owned/Operated Football Field
10. **BYLAWS**
 - a. Director of Legislation and Procedures (City Clerk)
 - Bylaw No. 8/2025 – Noise Bylaw Amendment
11. **ADMINISTRATIVE REPORTS**
 - a. Director of Engineering and Asset Management
 - Smith Street Culvert Replacement – Tender Award
 - b. Director of Finance
 - Adoption of 2025 Operating and 2025/2026 Capital Budgets
12. **GIVING NOTICE OF MOTION**
13. **IN CAMERA SESSION**
14. **ADJOURNMENT**



March 3, 2025

Memorandum to: Members of Yorkton City Council

Re: 2025 Appointment to the Recreation and Community Services
Committee

In recognition of a clerical error to the Recreation and Community Services
Committee member list, I would like to recommend the following:

RECOMMENDATION:

**That the Council of the City of Yorkton appoint Doug Wilkinson to the
Recreation and Community Services Committee for 2025.**

Respectfully submitted,

MAYOR AARON KIENLE



February 14, 2025

Dear Mayor Aaron Kienle,

Re: Nominations for YBID 2025 Board of Directors

On behalf of the YBID Board of Directors, we again thank you and members of your council for the ongoing support we received during our terms.

As you know, we said farewell to Andrew Rae, Phoebe Buckle, Laretta Ritchie-McInnes, Todd Kulcsar, and Ken Chyz, all board members we appreciated having on the YBID Board of Directors.

We are grateful to have Lori Chute, Dave Nussbaumer, Doug Hall, Sean Craib-Petkau, and Damon Syrota continue to serve on the board this year. We have happily welcomed, with your appointment, Logan Burym, Ernesto Martinez, Kelly Hancock, Mark Smith and Stephanie Ortynsky to the YBID Board of Directors.

Through our recruitment efforts, we would like to put forward Harley McClughan, General Manager at Legacy Co-op to fill the final opening on our board.

Once your appointment has been made, please advise the YBID Executive Director. The Executive Director will contact your city clerk to provide your office with updated contact information for 2025.

Thank you for the opportunity to serve our city and continue our cooperation and relationship with the city council.

A handwritten signature in black ink that reads "K Kitzan".

Kaitlyn Kitzan,

Executive Director, YBID



Date: February 27, 2025

Memorandum to: Members of Yorkton City Council

From: Jessica Matsalla, City Clerk

Re: Appointment to SUMA's Cities Caucus

At the 2024 AGM the SUMA membership voted to adopt a new governance structure with the intent to make the organization “more nimble” and give members greater participation in advocacy. Upon adoption at the close of the SUMA Convention this year, the new Board of Directors will consist of seven (7) members, down from the previous 18. The new Board will oversee general governance of SUMA (budget, audit, convention planning, compensation of the CEO, etc.) and province-wide advocacy.

The new model will be based on sectoral caucuses, responsible to determine and advance their specific advocacy priorities (i.e. cities, towns and villages/resort village regions, northern municipality quadrants, large cities: Regina & Saskatoon). Each caucus elects a chair, which becomes the representative on the SUMA Board of Directors (see enclosed SUMA Election Rules and Procedures Handbook and Elected Officials Handbook excerpt).

The City of Yorkton must ensure representation of our City's interests, and participation by appointing a member of the Council on the SUMA Cities Caucus to participate.

Attached is information regarding the appointment of an elected official to the SUMA's Cities Caucus, and I would like to recommend the following:

RECOMMENDATION:

That the Council of the City of Yorkton appoint Councillor Dustin Brears to the SUMA Cities Caucus effective immediately, until the end of the current term as an elected official, or a successor is appointed.

JM

Enclosures

Email from SUMA

SUMA Elected Officials Handbook excerpt

SUMA Election Rules and Procedures Handbook 2024

Amanda Dietz

From: SUMA <suma@suma.org>
Sent: Tuesday, February 11, 2025 1:02 PM
To: Jessica Matsalla <jmatsalla@yorkton.ca>
Subject: Don't Forget to Appoint to SUMA's Caucuses

CAUTION: External Email



Reminder: Appoint Your Representative to SUMA's Caucuses

Each SUMA member city is required to appoint an elected official to sit on SUMA's Cities Caucus. Submit your mayor or councillor by **March 15** by emailing suma@suma.org.

Once the full cities Caucus is in place, **voting for the chair of the caucus will take place at Convention 2025**. The chair will sit on the Board of Directors, along with the chairs of the Towns, Villages/Resort Villages, and Northern caucus, and the President, who will be elected from the floor at Convention 2025.

Caucus representatives will be required to attend quarterly virtual meetings, anticipated to take one to two hours each. These meetings are where **the majority of SUMA's advocacy work will come from**, so please be prepared to represent your City and province.

As previously communicated, **Caucus representation is replacing the former regional director positions on SUMA's Board of Directors**.

Caucus representation differs slightly from caucus to caucus, with **each city appointing one member to the cities caucus**, the northern caucus appointing members based on geographical quadrants, and the towns and villages/resort villages caucuses electing one member from each of the existing SUMA geographical regions to each caucus.

SUMA | suma.org
Unit 305 - 4741 Parliament Ave. Regina, SK
306-525-3727



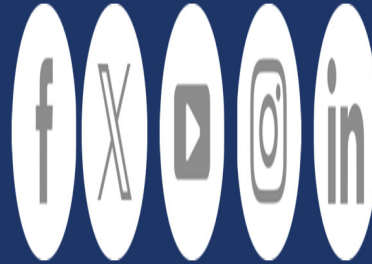
the Towns, Villages/Resort Villages, and Northern caucus, and the President, who will be elected from the floor at Convention 2025.

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SUMA | suma.org
Unit 305 - 4741 Parliament Ave. Regina, SK
306-525-3727



SUMA | 305-4741 Parliament Ave | Regina, SK S4W 0T9 CA

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How We Do It

For decades, SUMA has been governed by an 18-person Board of Directors, made up of:

- A President
- Three sectoral Vice-Presidents
- Six single-city regional directors
- Eight geographic regional directors

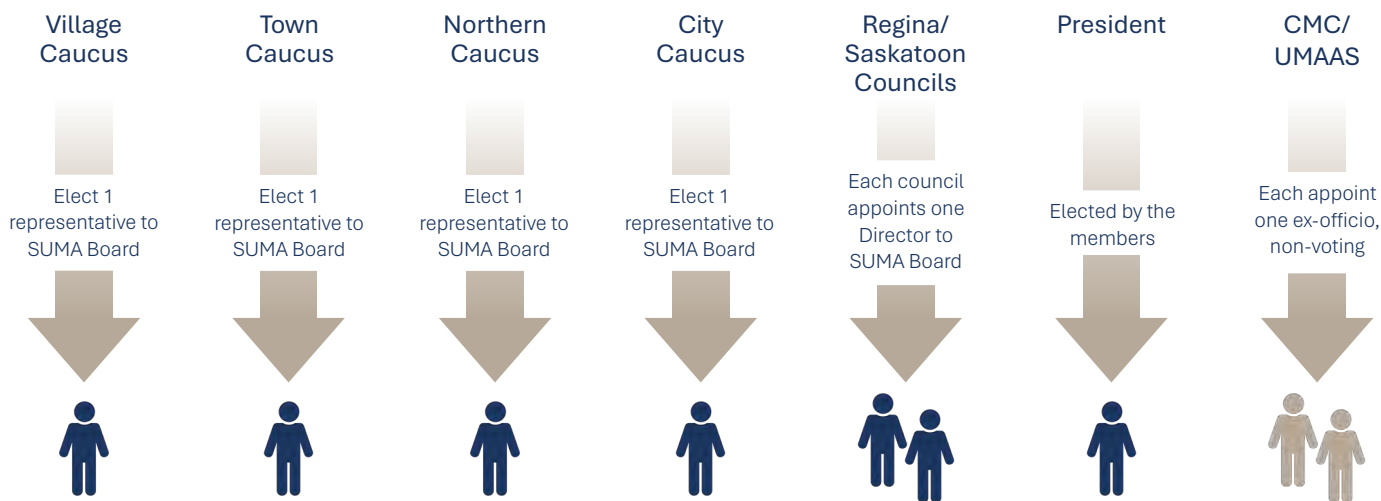
At SUMA's Annual General Meeting in 2024, the membership voted to adopt a new governance structure, intended to make the organization more nimble and give members greater participation in our advocacy. This governance model is based on sectoral caucuses, which will be empowered to determine advocacy priorities and move them forward at the caucus level. Caucus representation will differ slightly from caucus to caucus, with each city appointing one member to the cities caucus, the northern caucus appointing members based on geographical quadrants, and the towns and villages/resort villages caucuses appointing one member from each of the existing SUMA geographical regions to each caucus. Regina and Saskatoon will participate in the cities caucus, but will have dedicated VP positions on the SUMA Board due to their large populations.

Caucus members will be elected at the Virtual SUMA Summit held following the scheduled municipal elections every four years.

Each caucus will elect a chair, who will become the caucus' representative on the Board.

In addition, the Board will have two non-voting advisors: the chair of the City Mayors Caucus, and the President of the Urban Municipal Administrators Association of Saskatchewan.

COMPOSITION OF NEW BOARD OF DIRECTORS



The new structure will be adopted at the close of Convention 2025, after which the Board will consist of seven members:

- A President
- VP of Towns
- VP of the Northern Municipalities
- VP of Regina
- VP of Cities
- VP of Villages/Resort Villages
- VP of Saskatoon

This Board will be responsible for the organization’s ongoing governance, finances, and monitoring of the CEO. When advocacy issues of a provincial nature (such as Municipal Revenue Sharing) need attention, the Board will coordinate advocacy efforts for all of the caucuses and provide a central voice to government.

SUMA’s CEO reports directly to the Board, and is responsible for the day-to-day operations of the organization.

Staff and Board are here to serve our members. If you have questions, concerns, or compliments, please don’t hesitate to contact us.

MAKE THE MOST OF YOUR SUMA MEMBERSHIP

One of our core functions is helping our members save money. We do this by combining the purchasing power of our member governments. This allows us to bring you savings on goods and services through Kinetic GPO, get you and your municipal employees better benefits and insurance rates with our group plans, and give you access to SUMAssure, an insurance reciprocal, for your liability and property insurance. These services also generate revenue for SUMA, which keeps membership fees low, while allowing us to do more for you.

Group Benefits and Insurance



SUMA Group Benefits and Insurance insures participating cities, towns, villages, resort villages, northern municipalities, and affiliated organizations. We insure more than 2,700 lives, allowing us to spread the risk and pass savings on to you. SUMA’s program offers an economical way to meet insurance needs. Again, the power of numbers allows us to bring you better

benefits for less, and plans can be customized to your municipality’s needs. Eligible members include full-time, part-time and seasonal employees. Coverage may also be extended to elected officials and boards of directors. Benefit offerings include:

- life insurance;
- accidental death, disease, and dismemberment insurance;
- short- and long-term disability;
- extended health care;
- dental care;
- vision care;
- employee and family assistance program (EFAP); and
- health care spending account (HCSA).

In addition to these benefits, SUMA offers a program that provides specialized insurance for emergency service providers. Coverage is available to on-duty and off-duty members. Contact our Group Benefits and Insurance team at 306-525-4390 or visit the Benefits and Insurance section of the website.



SASKATCHEWAN URBAN MUNICIPALITIES ASSOCIATION

ELECTION RULES AND PROCEDURES HANDBOOK

Approved by SUMA Board of Directors on September 27, 2024

Rules and procedures governing the election of members to the SUMA Caucuses and for the President of the Board of Directors.

The approved rules and procedures incorporate the intent and direction of the Association's bylaws and serve to ensure the fair application of election practices.

In case of conflict with the SUMA bylaws, the bylaws shall take precedent.

The "Presiding Official" noted in these rules and procedures shall be the Chief Electoral Officer, or their designate.

Questions related to these procedures should be directed to SUMA's Chief Executive Officer.

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1. ELECTED POSITIONS: BOARD OF DIRECTORS AND CAUCUS MEMBERS

1.1 The SUMA Board is composed of seven (7) positions:

- One (1) President (elected);
- Four (4) Members from the Caucuses (Cities*, Towns, Villages and Resort Villages, and Northern) (also the “Caucus Chairs”) (elected);
- One (1) Member representing Saskatoon (appointed); and
- One (1) Member representing Regina (appointed).

*The representatives from the Cities Caucus cannot be from either the Cities of Saskatoon or Regina.

1.2 The Cities Caucus shall have sixteen (16) members (one appointed by each city). The Towns and Villages and Resort Villages Caucus shall have seven (7) members each (one elected from each southern region). The Northern Caucus will have four (4) members (one elected from each quadrant).

1.3 The Cities, Towns, Villages and Resort Villages, and Northern Caucus will each elect a Chair (and Vice-Chair/alternate), who will sit as the representative, known as a Vice-President, for each respective Caucus on the Board of Directors. These Chairs and Vice-Chairs will be elected according to their respective Caucus Terms of Reference.

1.4 If a Vice-President (such as from one of the Caucuses) is elected as President, that position will be “backfilled” – wherein another Chair will need to be elected and who will sit as a Vice-President to represent their respective Caucus. The vacant position on the Caucus will also need to be filled.

1.5 Each Vice-President shall have one (1) alternate.

2. TERM OF OFFICE

2.1 The term of office for the President shall be four (4) years (as per Bylaws).

2.2 The maximum term of office for all members of each Caucus shall be four (4) years (as per Bylaws).

2.3 There is a maximum of two (2) terms for members sitting on the Cities Caucus, Towns Caucus, Villages and Resort Village Caucus, and Northern Caucus.

2.4 Caucus elections shall occur at a virtual meeting to be held no more than six months following each province-wide municipal election. The President shall be elected at the next Annual Convention following each province-wide municipal election. By-elections may be held on an as-needed basis.

2.5 The term of office for Vice-Presidents appointed by the Cities of Saskatoon and Regina shall be four (4) years, subject to the discretion of their respective council.

3. NOMINATIONS FOR PRESIDENT AND CAUCUS MEMBERS

Nominee Eligibility

3.1 Nominees for all positions (President; Caucus members) must be elected officials of a SUMA member council in good standing.

3.2 Office: President

Any elected official of a SUMA member municipality in good standing is eligible to run for election to the office of President.

3.3 Office: Members of Cities Caucus

The sixteen (16) members of the Cities Caucus shall be appointed by the individual city councils.

3.4 Office: Members of Towns Caucus

The seven (7) members of the Towns Caucus shall be elected by the seven (7) regions (one from each region).

3.5 Office: Members of Villages and Resort Villages Caucus

The seven (7) members of the Villages and Resort Villages Caucus shall be elected by the seven (7) regions (one from each region).

3.6 Office: Members of Northern Caucus

The four (4) members of the Northern Caucus shall be elected by the four (4) Northern quadrants (one from each quadrant).

3.7 The Chairs and Vice-Chairs of each Caucus shall be determined by each Caucus, pursuant to their Terms of Reference.

Nomination Process: President

3.8 Prior to Annual Convention

Nominees must complete a prescribed nomination paper (Appendix A) for the position of President.

Nominees for the position of President must have nomination papers signed by two (2) other elected officials of any SUMA member municipality in good standing. Nominations must be received no later than fifteen (15) days prior to the date set for the applicable election.

Nomination papers are available from the SUMA office prior to Convention and at the SUMA onsite office during Convention.

3.9 Nominations from the Convention Floor

If there are no candidates nominated for the position of President by the scheduled deadline as per section 3.8, nominations from the floor of Convention will be accepted, provided that nomination papers have been properly completed and that nominee eligibility criteria are met.

3.10 Close of Nominations

The Presiding Official shall declare nominations closed for the position of President at the end of the fifteenth (15th) day before the start of Convention.

If nominations are to be accepted from the floor of Convention, the Presiding Official shall call three (3) times for such nominations. After the third (3rd) call, the Presiding Official shall declare nominations closed.

3.11 Nomination Announcements

At the nomination deadline for the position of President, the Presiding Official shall announce the names of all candidates nominated for that position.

Nomination Process: Caucuses

3.12 Prior to Sectoral Meetings

Nominees must complete a prescribed nomination paper (Appendix B) for a position on a Caucus.

Nominees for positions on a Caucus may declare their interests in seeking nomination ahead of the sectoral meetings (self-declared) at least fifteen (15) days prior to the scheduled time when voting begins.

Nomination papers are available from the SUMA office prior to the Sectoral Meetings.

3.13 Nominations from the Sectoral Meeting Floor

If there are regions for which there are no candidates nominated for the positions on the Caucus by the scheduled deadline as per section 3.12, nominations from the floor of the Sectoral Meetings will be accepted, provided that nominee eligibility criteria are met, specifically that:

- A nominee for membership on the Caucus is an elected official representing a SUMA member municipality in that region and is in good standing; and
- Nominations from the floor of a Sectoral Meeting do not require the presentation of nomination papers.

3.14 Close of Nominations

The Presiding Official shall declare nominations closed for the positions of members of Caucuses fifteen (15) days prior to the scheduled time when voting begins.

If there are to be nominations from the Sectoral Meeting floor, the Presiding Official shall call three (3) times for nominations from the floor. After the third (3rd) call, the Presiding Official shall declare nominations closed.

3.15 Nomination Announcements

At the nomination deadline for the positions of members of the Caucuses, the Presiding Official shall announce the names of all candidates nominated for that position.

Insufficient Nominations

- 3.16 If there are no candidates for a position following the nomination deadline, or after the third call for nominations from the floor by the Presiding Official, the position may remain vacant until the next Annual Convention (President election) or Sectoral Meetings (Caucus elections) at which time an election will be held. Alternatively, the Board of Directors may, where allowed by Bylaw, appoint an elected municipal official to fill the position to the next Annual Convention or Sectoral Meeting, at which time an election would be held.

4. ELECTOR ELIGIBILITY

- 4.1 Each elected official representing a SUMA member municipality who is in attendance at the SUMA Annual Convention and who has registered as a Convention delegate shall be eligible to cast one ballot in the election of the President.

4.2 Elector eligibility requirements for membership on the Caucuses:

- 4.2.1 Each elected official representing a SUMA member town who is in attendance at their respective Sectoral Meeting and who has registered as an attendee shall be eligible to cast one ballot in the election of the positions on the Towns Caucus.

- 4.2.2 Each elected official representing a SUMA member village or resort village who is in attendance at their respective Sectoral Meeting and who has registered as an attendee shall be eligible to cast one ballot in the election of the positions on the Villages and Resort Villages Caucus.
- 4.2.3 Each elected official representing a SUMA member northern municipality who is in attendance at their respective Sectoral Meeting and who has registered as an attendee shall be eligible to cast one ballot in the election of the positions on the Northern Caucus.

5. ELECTION PROCEDURES

Acclamation

- 5.1 If at the close of nominations, the number of nominees for any position is the same as the number required to be elected, the Presiding Official shall declare the nominees to be elected to the office for which they were nominated.

Time to Vote

- 5.2 Where an election is required, sufficient time will be set aside for that election to take place.

Order of Elections

- 5.3 At the Annual Convention, the order of elections shall be election of President, followed by each Caucus electing their Chairs and Vice-Chairs/alternates. The elections of Caucus Chairs and Vice-Chairs/alternates shall not begin until the outcome of the election of President is announced.

Candidate Speeches: President

- 5.5 The Presiding Official shall call the nominees/candidates forward and have them draw lots to choose the order of speaking. Each candidate for the position of President will have a total of five (5) minutes to address delegates.

Candidate Speeches: Caucus Members

- 5.6 The Presiding Official shall call the nominees/candidates forward and have them draw lots to choose the order of speaking. Each candidate for the positions on the Caucus shall have three (3) minutes to address attendees.

Candidate Speeches: Caucus Chairs and Vice-Chairs

- 5.7 The Presiding Official shall call the nominees/candidates forward and have them draw lots to choose the order of speaking. Each candidate for the positions of Caucus Chair and Vice-Chair shall be given three (3) minutes to address attendees.

Ballots and Voting

- 5.8 Voting for both the President and positions on the Caucuses will be by secret ballot and will be done electronically. In the event electronic voting is not possible, the voting will be conducted manually under the guidance of SUMA's Chief Electoral Officer.
- 5.9 The Presiding Official shall review voting procedures prior to each election.

Counting of Votes

- 5.10 Immediately after the closure of voting, the virtual votes will be tallied electronically, or the votes will be physically counted, whichever the case may be.

- 5.11 The candidate receiving the highest number of votes shall be declared to be elected. In the event of a tie vote, and pursuant to section 39 in the Bylaws, the Presiding Official shall declare the tie and then write the names of the candidates separately on blank sheets of paper of equal size and of the same colour and texture, fold the sheets of paper in a uniform manner so that the names are concealed, deposit the papers in a receptacle, and direct some person to withdraw one (1) of the sheets of paper. The Presiding Official shall declare the candidate whose name appears on the withdrawn sheet to have one more vote than the other candidate(s) and to have won the election.
- 5.12 Under no circumstances shall a recount be undertaken once the election results are announced. If an objection is found to be valid, the Presiding Official shall determine if the office in question will be declared vacant and a new election held.

Declaration of Results

- 5.13 The Presiding Official shall declare the vote results for the office of President prior to the election of Caucus Chairs and Vice-Chairs.
- 5.14 In all elections, the vote tabulation shall be announced.

Withdrawal of Candidates

- 5.15 Should a candidate wish to withdraw from an election, the candidate must provide written notice of withdrawal to the Presiding Official prior to the casting of ballots.

Campaigning

5.16 Campaigning

5.16.1 Communication to Membership:

All Presidential candidates who have filed nomination papers at least fifteen (15) days prior to Convention shall be entitled to the following communications services from SUMA:

- a) Announcement of declared candidacy in the Municipal Update effective immediately upon receipt of nomination papers by the appointed returning officer;
- b) A “one time only” email distribution to all SUMA member municipalities of a one page document outlining the candidate’s platform (through SUMA’s communication services); and
- c) Posting of the one page platform document on SUMA’s website.

The candidate shall confirm their choice of services in writing and will be provided with access to these services within reasonable timelines. The platform document shall not exceed 1,000 words, and shall be 1,000 Kb or less. It can be provided via Word document or PDF, and shall be posted in PDF format. These services will be available from the first business day of January until the last Monday preceding Convention.

5.16.2 Campaigning at Convention:

All Presidential candidates who have filed nomination papers shall be entitled to campaign during Convention. The following guidelines shall apply:

Arrangements for one campaign table shall be confirmed with the Convention and Events Coordinator. As a rule, tables shall not interfere with registration and other convention events and all tables will be located in a common area. SUMA will provide these at no cost to the candidate, provided requests have been made at least ten (10) days prior to Convention.

Due to facility rental restrictions, posters cannot be posted on any walls or equipment on the Convention site. As such, each candidate shall have access to one easel on which they may post campaign information and posters. SUMA will provide these at no cost to the candidate, provided requests have been made at least fifteen (15) days prior to Convention.

While candidates can distribute buttons, cards and other campaign paraphernalia to delegates, it is critical that these activities do not interfere with the delivery of a successful Convention. SUMA staff and Board members, along with presenters and keynote speakers put a significant effort in providing an exciting and stimulating program. The use of noisy campaign apparatus (e.g., whistles, bells) on the Convention site is therefore prohibited.

6. BY-ELECTIONS

These rules and procedures shall, when applicable, apply to interim elections.

7. ROLES AND RESPONSIBILITIES OF BOARD OF DIRECTORS AT CONVENTION

Regardless of their interest in running for office, all members of the Board shall be entitled to perform regular assigned duties in conjunction with the Annual Convention, except where such assignment(s) may result in a perceived conflict of interest within the conduct of a fair electoral process.

From: (noreply@esolutionsgroup.ca)
Sent: Thursday, February 13, 2025 1:47 PM
To: Jessica Matsalla (jmatsalla@yorkton.ca)
Subject: New Response Completed for Request to Appear Before Council Form

CAUTION: External Email

Hello,

Please note the following response to Request to Appear Before Council Form has been submitted at Thursday February 13th 2025 1:47 PM with reference number 2025-02-13-024.

- **First name:**
Darlene
- **Last Name:**
Stakiw
- **Committee/Organization name:**
Multicultural Council of Saskatchewan
- **Address:**
452 Albert St N
- **City:**
Regina
- **Province:**
Saskatchewan
- **Postal code:**
S4R 3C1
- **Name:**
Darlene Stakiew
- **Title:**
Ms.
- **Daytime phone number:**
[REDACTED]
- **Email:**
[REDACTED]
- **Date of request:**
2/13/2025
- **Date of council meeting that the presenter is wishing to attend:**
3/3/2025
- **Topic being presented:**
International Day for the Elimination of Racial Discrimination
- **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)**
We would like to raise awareness of March 21st - the International Day for the Elimination of Racial Discrimination and talk to the importance of anti-racism work throughout the province.

Anti-racism work has never been more important than it is now. It is a significant event for our city, our province, our country and the world. It commemorates the 1960 Sharpeville massacre of peaceful anti-apartheid demonstrators in South Africa. The UN declared the day in 1966 and Canada launched its first annual campaign against racial discrimination in 1989. March 21st is a time to consider both how racial oppression impacts our lives, and how cultural diversity enriches them. Your participation matters to fight racism.

At the core, racism and other oppressions are about power and privilege. In the quest to build equity and justice in our institutions and communities, anti-racism challenges the status quo. It is essential to commit to this difficult, long-term work in order to create communities that are welcoming and inclusive for all.

Our theme this year is 'Rise Against Racism'. We are encouraging our friends, families, colleagues, and fellow community members to share their anti-racism messages and why rising against racism is important to each of you.

From: (noreply@esolutionsgroup.ca)
Sent: Tuesday, February 18, 2025 1:02 PM
To: Amanda Dietz (adietz@yorkton.ca)
Subject: New Response Completed for Request to Appear Before Council Form
Attachment: Yorkton United FC City Council proposal.pdf

CAUTION: External Email

Hello,

Please note the following response to Request to Appear Before Council Form has been submitted at Tuesday February 18th 2025 1:02 PM with reference number 2025-02-18-014.

- **First name:**
Michelle
- **Last Name:**
McCrea
- **Committee/Organization name:**
Yorkton United Football Club (YUFC)
- **Address:**
Box 121
- **City:**
Yorkton
- **Province:**
Saskatchewan
- **Postal code:**
S3N 2V6
- **Name:**
Michelle McCrea
- **Title:**
President
- **Daytime phone number:**
[REDACTED]
- **Email:**
president@yorktonunitedfc.ca
- **Date of request:**
2/18/2025
- **Date of council meeting that the presenter is wishing to attend:**
3/3/2025
- **Topic being presented:**
Request from the City of Yorkton for an interest free 10-year loan for the development of two outdoor boarded 5v5 turf fields
- **Description of request: (Clearly state what is being asked of Council. Provide detailed information about why the information is being requested.)**
Yorkton United Football Club (YUFC) is requesting from the City of Yorkton an interest free 10 year loan for the development of two outdoor boarded 5v5 turf fields.

Who we are:
Yorkton United FC is a non-profit organization with a mission to provide soccer programming in the Yorkton area that builds the skills of our members by being inclusive, accessible, safe, fun and participant-centered. We were established in 2001, hold a Canada Soccer Club license level 1 and provide programming for members aged 2 to adult and provide multiple competition levels and programs from community level to PSL/provincial level competition to summer soccer camps.
Our registration numbers in 2024 saw 815 unique members and 1277 program registrations.
Our Project
YUFC is looking to build two outdoor 5v5 boarded turf fields and is seeking financial assistance to do this project. In addition to two 50' x 90' fields, this project will include LED lights (dark sky compliant), upper netting and covered spectator bleachers. The fields will have silica sand turf, two endline nets and four sideline nets which provide us with the option to divide the fields and small mini sessions or drills. These fields are semi permanent and could be moved in the future. The boards provide sponsorship and advertisement revenue for the club.
The proposed location of the fields is within the gated area attached to the building on Gladstone at the entrance to Logan Flats soccer fields. We

currently lease this building from the City yearly and have done so for the past 5 years. We have leased a space in this building for over 20 years. This building serves as a clubhouse and storage facility for us. The gated compound has sufficient space to build these fields and also allows us to manage access to the fields. We have confirmed with the Department of Recreation and Community Services the ability to enter into a long-term lease for this building for 10 years.

Cost and budget

YUFC is requesting an interest free loan from the City of Yorkton of \$545,000.00 to be paid back over the span of ten years to complete this project. YUFC will pay \$55,000.00 to the City yearly as repayment. The costs for the project as well as the projected yearly income of the club are as follows:

Quote Item Cost

Urban Soccer field 50'x90' boards and nets x2

- With netting
- Silica sand turf
- LED light package
- Sideline goals with field dividers
- Spectator bleachers \$361,609.00 USD

Discounts (5% 1st in state, 4% paid-in full) -\$32,544.81 USD

Logistics – shipment and construction \$46,962.00 USD

TOTAL with conversion to CAD \$537,502.77 CAD

Ground work and site preparation \$50,000.00

Down payment from YUFC -\$55,000.00

Total funding required \$532,502.77

Projected Income Amount

Current Fall raffle fundraiser \$15,000.00

Current Spring Raffle fundraiser \$25,000.00

Recovered cost (reduction of use on Logan greens/Flexihall) \$7,150.00

Sponsorship/advertisement sales \$15,000.00

Total projected income \$62,150.00

We are seeking a slight increase to the quote to account for changes in the exchange rate, and unforeseen overages. It is our intention to pay this loan down quicker as evidenced by our projected income. There is also opportunity for us increase revenue further by expanding our programming, increasing our fundraising and renting this space to other user groups. The fields can also be used as security for the loan being repaid.

Timeline

Our intent is to obtain a decision from City Council this evening so that we can start work on this project once the groundwork can be completed and have the fields installed for this spring season. Our current quote is good until March 31, 2025.

How this benefits our program and Yorkton

As a club we have considered many options to improve our facilities in Yorkton and expand our programming. In 2015 we had conceptual drawings completed for an indoor turf facility which did not gain traction due to the size of the project and the size of our club. We have considered purchasing the field behind Canadian tire and looking at options in the flexihall.

This project benefits YUFC by allowing us to expand our programming. We can get outside earlier as we will not be waiting for the fields to dry and we can extend outdoor play into the fall. The lit space will also allow us to run programming later into the evenings in the summertime. In particular it will provide an excellent space for an adult league and a more sheltered space for our U4 and younger groups. We also run summer camps with the clubhouse as a base, and with these fields, the players will not need to walk to and from the grass soccer fields, particularly in inclement weather.

From a player development standpoint, futsal sized fields, (as played in the flexihall) allow players to have significantly more touches on the ball, and teaches them to maneuver in small tight spaces.

For the community of Yorkton, this space can be available for rent and we have reached out to the principal of Yorkdale school and rec/activity planner for the Bentley, who have both indicated an interest in using this space for their own programs.

We have also had many discussions with administration in the Department of Recreation and Community Services about this project to confirm its feasibility. We have also discussed how this fits in with the City of Yorkton recreation plan and they have been extremely supportive of this project.

The City of Yorkton has facilitated similar projects such that there is precedent for the City to offer an interest free loan to user groups to assist in improving facilities and programming for citizens.

• If you have any supporting documents you would like to submit with your request, please attach them here:

1. [Yorkton United FC City Council proposal.pdf \[1.2 MB\]](#)

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



Yorkton United Football Club

Box 121, Yorkton SK S3N 2V6

Contact: Michelle McCrea - President

Ph: [REDACTED] Email: president@yorktonunitedfc.ca

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February 20 - February 26, 2025
Next Council Meeting
Monday, March 3, 2025 at 5:00 p.m.

Yorkton active55+
MASTER FITNESS
with Joanne Fourie
Certified Aging Athlete Trainer

Gallagher Centre Flexihall
February 24th to April 18th
Monday, Wednesday and Friday
Mornings - 9:30 am to 10:30 am
Register at cityofyorkton.perfectmind.com




City of Yorkton

TATER TOTS FITNESS WITH JOANNE FOURE
NEW!

For parents & their toddler!
(Walking to 4 years old)

Tater Tots Fitness combines exercise for adults with playful activities for kids.

February 26th to April 18th
Wednesdays & Fridays
1:30 pm - 2:30 pm
Gallagher Centre

Find out more or register at cityofyorkton.perfectmind.com or call 306-786-1740




City of Yorkton

SCULPT + SWEAT
with Joanne Fourie

Gallagher Centre
February 24th to April 18th
Monday, Wednesday & Friday
6:00 a.m. to 7:00 a.m.

To find out more or to register go to cityofyorkton.perfectmind.com or call 306-786-1740




City of Yorkton

DUMBBELLS AND DIAPERS
with Joanne Fourie

Gallagher Centre
February 25th - April 17th
Tuesdays & Thursdays
9:30 am - 10:30 am
SPACE IS LIMITED!
Register now at cityofyorkton.perfectmind.com




City of Yorkton

Public Notice

Proposed Zoning Bylaw Amendment to Amend Text

Details: Yorkton City Council will consider Bylaw No. 5/2025, a text amendment to Bylaw No. 14/2003, to remove land use "Planned Unit Development" and replace with the land use "Dwelling Group". The amendment will also include Special Use Standards for Dwelling Groups.

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

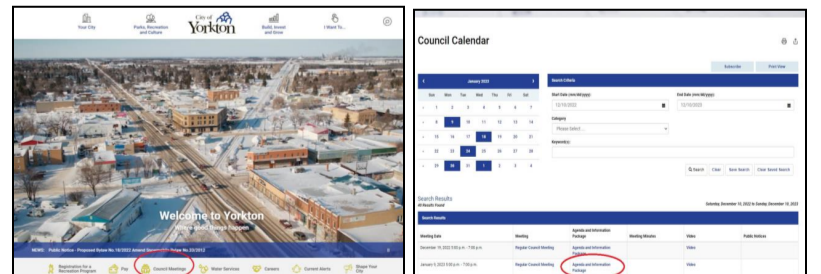
Public Hearing: City Council will hear all persons who are present and wish to speak to the proposed amendment and all written submissions will be read verbatim, unless the submitter is in attendance to speak on the submission, on **Monday, March 3, 2025 at 5:00 p.m. in City Hall Council Chambers, Yorkton, 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 February 26, 2025. 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 January 27, 2025 Regular Council Meeting. The report will be found in the Information Package that follows the Agenda.

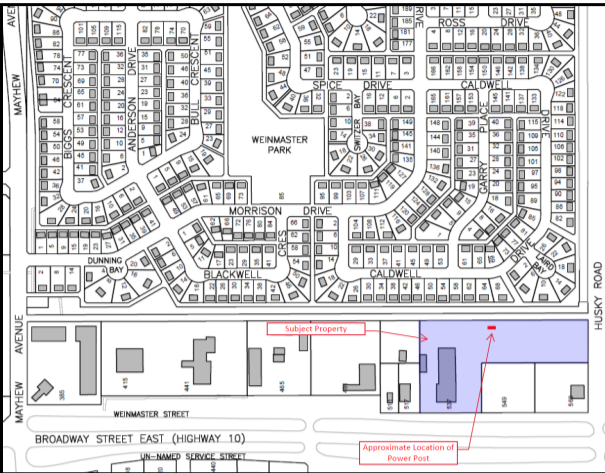


Questions regarding the proposed bylaw may be directed to:

City of Yorkton Planning Department
Phone: (306) 786-1710
Email: planningservices@yorkton.ca

Public Notice

**Discretionary Use Application for
Truck Service Business Expansion in C-3 Highway Commercial Zoning District
537 Broadway Street East**



Legal Description: Blk/Par K-Plan 101839798
Civic Address: 537 Broadway Street East
Proposed Use: Addition of Power Post in Existing Parking Area

Details: The applicant is requesting approval of a power post installation in the north portion of the property to be used to plug in trucks being serviced by the business and for tools and equipment as required.

Truck Sales/Rentals/Service is a Discretionary Use in the C-3 Highway Commercial zoning district and expansion of business activities requires City Council authorization under *The Planning and Development Act, 2007* to proceed.

Pursuant to *The Planning and Development Act, 2007*, discretionary use applications are to be publicly advertised before Council makes their final decision.

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Questions regarding the proposed bylaw may be directed to:

City of Yorkton Planning Department
Phone: (306) 786-1710
Email: planningservices@yorkton.ca

Public Notice

Proposed Zoning Bylaw Amendment to Amend Text

Details: Yorkton City Council will consider Bylaw No. 6/2025, a text amendment to Bylaw No. 14/2003, to allow for Day Care Centre uses in Residential Zoning districts.

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

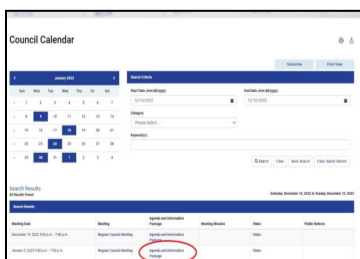
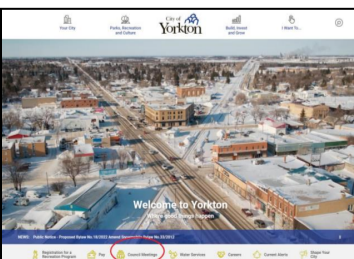
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Questions regarding the proposed bylaw may be directed to:

City of Yorkton Planning Department
Phone: (306) 786-1710
Email: planningservices@yorkton.ca

February 22, 2025

To the Council of the City of Yorkton:

Objection to the installation of Power Post (that is not a “post”) 537 Broadway St E, Yorkton

Truck Pro at 537 Broadway Street East , Yorkton, SK has been operating in a C-3 Highway Commercial zoning district as a **Truck Service Business which description does not even exist in the Discretionary Uses in the C-3 Highway Commercial district.** Therefore this operation is a non-compliant use that has never been approved and cannot be approved so how and why is consideration being given to this application for a power post? We object to the power post(meter structure) being installed. It should not remain.

If you are trying to say that this business falls under Truck Sales/Rentals/Service this type of operation cannot be approved as per the definition in the Zoning Bylaw:

Truck Sales/Rentals/Service

Means development used for the sale or rental of new or used transport or industrial trucks and equipment, and automobiles together with incidental maintenance services and the sale of parts and accessories.

Definition of incidental: accompanying but not a major part of something.

Is the parking area mentioned another non-approved use? It’s irrelevant as Truck Pro operations cannot be approved or exist in a C-3 Highway Commercial District so no parking area is required.

The truck service operation should not have been allowed to commence operations at this location. It should have been stopped by the City right at the start as it is not an allowable use nor did it ever fit as a discretionary use. So easy to just ignore the City Bylaws and just let things continue with a blind eye in certain situations. Now the quality of life in the adjoining residential district is being negatively impacted.

Why is a power post/meter that was never needed in over 9 years now needed? And it definitely should not be located on the north end of the property where it brings prohibited operations close to the residential district. Once again total disregard is given to the local residents. Should we not expect the Council to enforce the existing bylaws to give consideration to the local residents?

As to the applicant being unaware of the development permit requirement, it is difficult to believe as he only came to this site 9 or 10 years ago and he should have had to fill out a

development permit at that time. We have been recently informed by Amanda Dietz, Assistant City Clerk, that no development permit exists in the City of Yorkton for the Truck Pro Business. Since this would have been a discretionary use and have required a Council resolution to approve we have requested a copy of that resolution.

It was solely the third party trucks that prompted the noise complaint originally as they parked at the north end of the property and idled for hours but again these trucks and the Truck Pro operation do not belong next to a residential area or in a Highway Commercial C-3 district and would not be here if Council had been given good information and if the City enforced the Zoning Bylaw. The City choosing not to enforce the Noise Bylaw or issue warnings or tickets to the truckers allowed the continuation of waking up the residents 7 days a week and toxic diesel fumes drifting at times to our homes. This only escalated an already bad situation.

The power post structure should not be located on the north end of the property where it brings more prohibited operations close to the residential district. The north end of this location was seldom used for trucks that were going in and out of the shop. Allowing more parking and activity in this north area only brings more prohibited activities, noise and pollution closer to a residential area. Use the big shop on site when using power tools.

Now let's discuss buffer areas. (please see attached pictures) The existing trees Carleen Koroluk talks about in her report to Council are in the wrong place as per the by Bylaw and ***totally inadequate*** for a buffer or screening purposes. See attached pictures.

See below:

6.6.2 – BUFFERS AND SCREENING A) Where a proposed non-residential development will abut a pre-existing residential use or district, a landscaped buffer is required to safeguard the residents of the community. Where no such buffer exists the Applicant shall provide it. Buffer areas shall be measured horizontally and be either perpendicular to straight lot and street lines, or radial to curved lot and street lines. Buffers shall be maintained and kept clear of all debris, rubbish, weeds, and tall grass. No above-surface structure, storage area, parking lot, or other activity, shall be permitted in the buffer area, and all buffer areas shall be planted and maintained with grass or ground cover, together with a dense screen of trees, shrubs, or other plant materials, meeting the following requirements: i. Proposed Highway Commercial and General Commercial developments shall provide a minimum of a 15 metre (50') landscaped buffer between residential uses and districts. ii. Proposed Industrial Developments shall provide a minimum of a 30 metre (100') landscaped buffer between residential uses and districts. iii. At a minimum, landscaped buffers to mitigate adverse impacts of incompatible uses shall include a double alternating row of trees planted 3 metres (10') on center. Such spacing may be adjusted based on site conditions at the discretion of the Development Officer. Additional shrubs, plant material, berming, and decorative fencing may be incorporated at the discretion of the Development Officer. B) Unsightly elements including utility kiosks, utility meters, garbage containers, garbage compounds, storage and loading areas should be screened from view from on-site residential uses, adjacent properties, streets, walkways, and

public open space. Such screen planting shall be maintained to sufficiently obscure the view of such elements from the ground to a height of 1.85 m (6'). C) Buffering shall be located around the perimeter of any site, which abuts a major highway or railway line. Such buffering shall serve the purpose to minimize headlights of vehicles, noise, and light from structures. Buffering may consist of fencing, evergreens, shrubs, bushes, deciduous trees, or combinations thereof to achieve the stated objectives. D) Where development abuts a major highway that does not contain curbing, the Applicant shall be responsible for the grading, seeding, filling, planting, and maintenance of ditches and areas adjacent the public right-of-way. The degree of landscaping required shall, at the discretion of the Development Officer, be based upon the unique features of the site and the surrounding area. E) If, at the discretion of the Development Officer screen planting is unfeasible due to particular site features, alternative-screening approaches such as berming, masonry walls, decorative fencing, or other man-made features may be permitted as an alternative.

Please note the word “shall” in the above and below. (Shall is an imperative command, indicating that certain actions are mandatory, and not permissive.) The way the City is presenting information perhaps there is another Bylaw or Provincial Act that allows the City to make arbitrary decisions that only apply to certain people or certain businesses?

Is the use of the term “commercial rear lane” and “residential rear lane” an intentional piece of misleading information as both are simply roadways for the use of the general public. But we will point out that they are both within the residential district. **Roadways are not buffer and screening areas.** The residential district ends at the south side of the roadway north of the Truck Pro location.

It is clearly stated in section 6.6.2 of the Zoning Bylaw:

Proposed Highway Commercial and General Commercial developments shall provide a minimum of a 15 metre (50') landscaped buffer between residential uses and districts.

Please explain why you say that the power post is not subject to setback requirements? Is it because you now call it a post rather than a structure or a power box installation? Is this a deceptive tactic ? or just confusion on the part of the City Office ?

The power meter structure is privately owned and is not a public service or utility such as a Sask Power pole and therefore is subject to the 6 m setback. The following is copied from Highway Commercial Section of the City of Yorkton Zoning Bylaw:

17.2.2 Minimum Setback Requirements

USE	FRONT	SIDE	REAR
17.2.2.1 Essential Public Services and Utilities	No setback requirements		
17.2.2.2 All other uses	9.0m	4.5m	6.0m

Carleen Koroluk's report states that third party trucks have been eliminated from parking and plugging into the post is more misleading information. There are third party trucks parking and

leaving trailers and using the lot basically as a truck stop now. They are not all here for repairs and servicing. Again this is a non-compliant business operation no matter how you look at it.

Anticipating that the non-compliant business operations can continue as they have been for the last nine plus years without incidence is rather a naive statement as its already being tested plus you are allowing a change in land use so obviously it cannot be the same as the last nine years. Is this just more misleading rhetoric?

After reviewing the Report to Council, we believe there is much disinformation contained within it. We do not see how a truck service business was ever allowed to be in the C3 Highway Commercial District. There is no discretionary use listed that would allow this type of business to be in this district next to a residential district. Probably why the other 3 Truck Pros in the province are in industrial districts.

Also for your information see below from the Planning and Development Act:

Council's decision

56(1) A council shall exercise its discretion respecting an application pursuant to section 54 for a discretionary use by resolution to:

- (a) reject the application;
- (b) approve the discretionary use in accordance with the provisions of the zoning bylaw;
- (c) approve the discretionary use subject to development standards or conditions in accordance with the zoning bylaw; or
- (d) approve the discretionary use for a limited time, if a time limit is authorized in the bylaw.

(2) A council may approve a discretionary use if the facts presented establish that the proposed discretionary use will:

- (a) comply with provisions of the zoning bylaw respecting the use and intensity of use of land for the discretionary use;
- (b) be consistent with the criteria in the zoning bylaw for approval of particular discretionary uses;
- (c) in the opinion of the council, be compatible with development in the district in the immediate area of the proposal; and
- (d) be consistent with provincial land use policies and statements of provincial interest.

(3) In approving a discretionary use, the council may prescribe specific development standards or conditions with respect to that use, but only if those standards or conditions:

- (a) are based on and are consistent with general development standards or conditions made applicable to discretionary uses by the zoning bylaw; and

(b) are, in the opinion of the council, necessary to secure the objectives of the zoning bylaw with respect to:

- (i) the nature of the proposed site, including its size and shape and the proposed size, shape and arrangement of buildings;
- (ii) the accessibility and traffic patterns for persons and vehicles, the type and volume of that traffic and the adequacy of proposed off-street parking and loading;
- (iii) the safeguards afforded to minimize noxious or offensive emissions including noise, glare, dust and odour; or
- (iv) any treatment given, as determined by the council, to aspects including landscaping, screening, open spaces, parking and loading areas, lighting and signs, but not including the colour, texture or type of materials and architectural detail.

2007, c.P-13.2, s.56

How does Council approve of a discretionary use application for a power post installation for a truck service business that is operating in **contravention** of the Yorkton Zoning Bylaw without approval **because this non-compliant business does not belong in the Highway Commercial District.**

Our summary:

We bought our home here in good faith and subject to the existing Bylaws and expected the same to be applied to all surrounding parties so that we may enjoy our property and residence. Both the Zoning Bylaws and Noise Bylaw were in place when we purchased here and when the Truck Pro operation was commenced at this location many years later. Why should our enjoyment, health, peace and safety of our property be taken away by a business that has chosen to ignore the bylaws and open a business at this location and proceed as he wishes without any concern to the residents and the bylaws? We would not have purchased our house 20 years ago at this location if this heavy diesel truck repair shop was operating here. The lack of enforcement of bylaws and lack of control by the City is a very real concern to us and now regret ever moving here.

When is the application for land use for a parking lot going to be completed? We see that Attachment 3 – Site Plan has a mapped out area for six parking spots.(Carleen’s report) This is a specific land use change and since it’s for a truck service business that cannot and should not exist here it should be refused along with the “power pole”. This power meter structure is **not** “a power pole”.

A business/commercial district and a residential district can co-exist as long as **ALL** parties follow long established rules and as long as the City enforces its requirements according to its bylaws. Proper buffer zones can help alleviate the problems we have had and continue to have with this business.

- 50 foot buffer zone on the commercial lot consisting of 2 rows of trees offset and shrubs and grass
- no structures or poles or anything else in the buffer zone

Now is the time to mitigate this business being allowed to operate and expand at this location. Put in a proper buffer, screening area to help alleviate the noise and emissions by keeping diesel trucks away from our homes and this residential district.

From the council code of ethics Bylaw 1/2017:

2 h) Obligation to Citizens – Members of Council are agents for public purposes and hold office for the benefit of citizens. They are to uphold and carry out the laws of the City, as well as applicable federal and provincial laws, so as to foster and enhance respect for government.

Continuing to grant discretionary uses when in fact they are not allowed only make the situation worse. Truck Pro operation does not belong here and does not meet the requirements period. It's sad when a City does not apply the Bylaws fairly and equally or at all. The consequences of the failure of the City and the business owner should not be born by the residential property owners. Two wrongs don't make a right, three wrongs don't make a right.

According to the Saskatchewan Government's guide for *Non-Conforming Uses, Buildings and Sites* under the *Planning and Development Act, 2007*, the Truck Pro Business is a non-compliant use. The operation of a truck service business in the C3 Highway Commercial District in the Yorkton Zoning Bylaw is not listed as a permitted or discretionary use.

Bruce & Kim Waddell

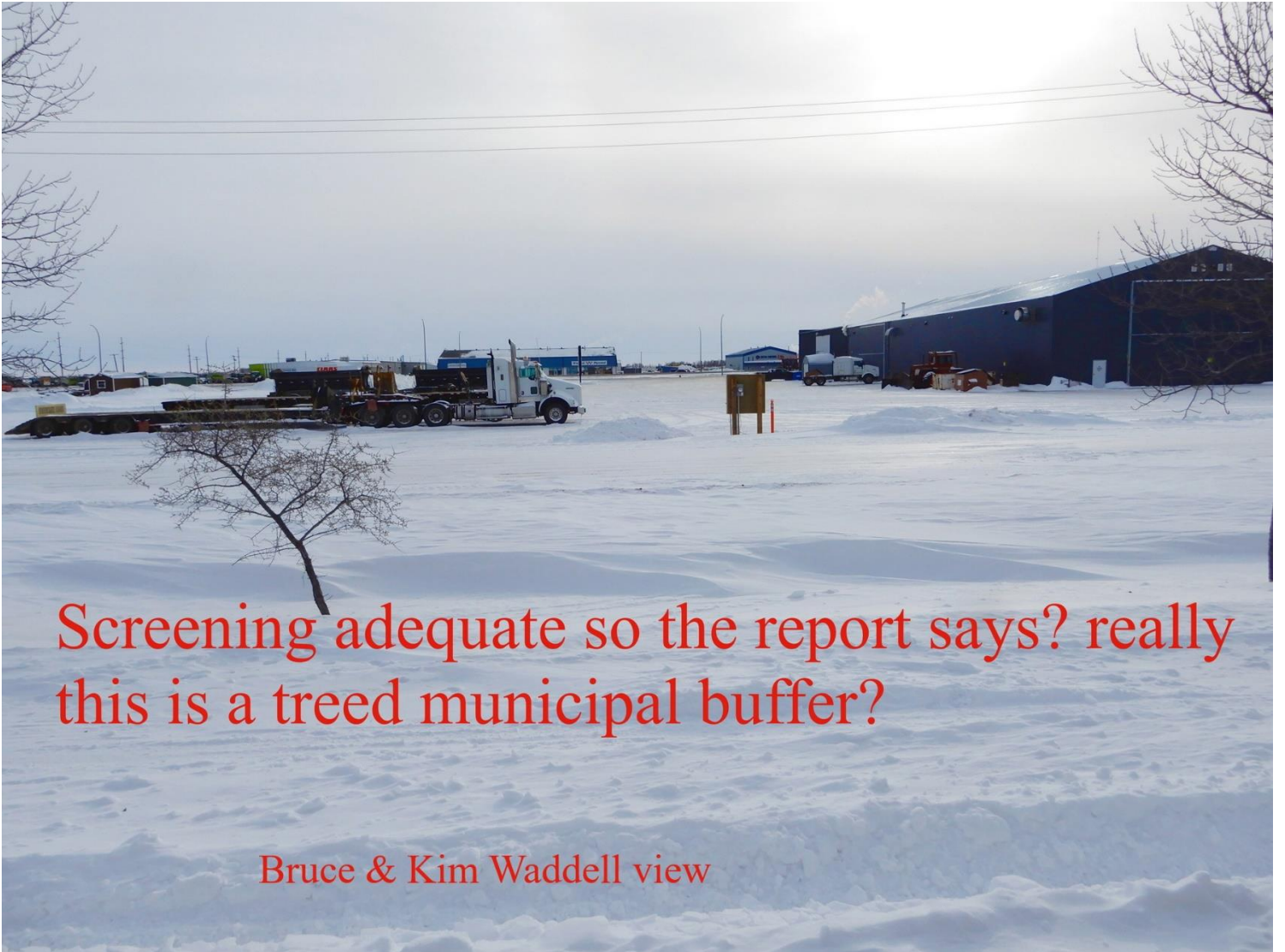



Yorkton, SK




Anyone see any good screening?

Joe Saas view



Screening adequate so the report says? really
this is a treed municipal buffer?

Bruce & Kim Waddell view



See any trees/shrubs for buffer or screening?
The view from our dining area.

Bottom left: above cherry tree in our back yard.





Good example of a Buffer Strip

FEB 24 2025

**CITY CLERK'S OFFICE
CITY OF YORKTON**

February 22, 2025

To the Council of the City of Yorkton:

Objection to the installation of Power Post (that is not a "post") 537 Broadway St E, Yorkton

I object to Truck Pro having this "power pole/meter structure" being approved by the City as it should not have been installed at its present location and has not been needed for the past nearly 10 years. I do not want more noise and toxic fumes from this business as it is too close to the residential area.

I do not even understand why so much time and consideration is being given to this business that never followed the correct procedures since it came to this location yet the local residents are certainly not getting this kind of help from the City.

The truck service operation should not have been allowed to commence operations at this location. It should have been stopped by the City right at the start as it is not an allowable use and it never did fit as a discretionary use. Now the quality of life in the adjoining residential district is being negatively impacted.

Total disregard is given to the local residents. Should we not expect the Council to enforce the existing bylaws to give consideration to the local residents? This power structure is only 140 feet from my back door. Truck Pro does not need to operate any tools or equipment from this location and I have never seen them use a diesel generator here. Use that big shop.

I do not believe there is any believable excuse as to the applicant being unaware of the development permit requirement. That is not a reason to let him do whatever he wants.

It was solely the third party trucks that prompted the noise complaint as they parked at the north end of the property and idled for hours but again these trucks and the Truck Pro operation do not belong next to a residential area or in a Highway Commercial C-3 district and would not be here if Council had been given good information and if the City enforced the Zoning Bylaw. The City choosing not to enforce the Noise Bylaw or issue warnings or tickets to the truckers allowed the continuation of waking up the residents 7 days a week and toxic diesel fumes drifting at times to our homes. This only escalated the situation.

The power post structure should not be located on the north end of the property where it brings more prohibited operations close to the residential district. The north end of this location was seldom used for trucks that were going in and out of the shop. Allowing more parking and activity

in this north area only brings more prohibited activities, noise and pollution closer to a residential area.

The existing trees Carleen Koroluk talks about in her report to Council are in the wrong place as per the by Bylaw and ***totally inadequate*** for a buffer or screening purposes.

Please explain why you say that the power post is not subject to setback requirements. Is it because you now call it a **post** rather than a structure or a power box installation? Is this more misinformation to try to confuse and mislead people as to what is happening here?

Carleen Koroluk's report states that third party trucks have been eliminated from parking and plugging into the post is more misleading information. There are third party trucks parking and leaving trailers and using the lot basically as a truck stop now. They are not all here for repairs and servicing. Again this is a non-compliant business operation no matter how you look at it.

Anticipating that the non-compliant business operations can continue as they have been for the last nine plus years without incidence is rather a naive statement as its already being tested plus you are allowing a change in land use so obviously it cannot be the same as the last nine years. Is this just more misleading rhetoric? For example, on Wednesday, February 12th a diesel semi ran from 10:15 p.m. until 8:30 a.m. on Thursday when it left the Truck Pro site. It did not go in for servicing.

How does Council approve of a discretionary use application for a "power post installation" (again misleading wording) for a truck service business that is operating in **contravention** of the Yorkton Zoning Bylaw without approval **because this non-compliant business does not belong in the Highway Commercial District**.

Why should my enjoyment, health, peace and safety of my home be taken away by a business that has chosen to ignore the bylaws and open a business at this location and proceed as he wishes without any concern to the residents and the bylaws? Why should I have to suffer because of this heavy diesel truck repair shop operating here with no constraints. Will you enforce the City bylaws and take control of this situation?

When is the application for land use for a parking lot going to be completed? I see that Attachment 3 – Site Plan has a mapped out area for six parking spots (Carleen Koroluk's report). This is a specific land use change and since it's for a truck service business that cannot and should not exist here it should be refused along with the "power pole".

This power meter structure is **not** "a power pole".

A business/commercial district and a residential district can co-exist as long as ALL parties follow long established rules as the previous 9 years showed and as long as the City enforces its requirements according to its bylaws. Proper buffer zones can help alleviate the problems we have had and **continue to have** with this business.


Now is the time to enforce your bylaws and enforce the laws regarding this business at this location. Do not let this continue and move the power meter to the south end of the property at the very least. Put in a proper buffer, screening area to help alleviate the noise and emissions by keeping diesel trucks away from our homes and this residential district. To call the present scraggly few trees in the alley a “buffer” is a joke. Not the right location and not a proper “buffer” as outlined in the City’s own bylaws.

Continuing to grant discretionary uses when in fact they are not allowed only make the situation worse. Truck Pro operation does not belong here and does not meet the requirements period. It’s very disappointing and difficult to understand when a City does not apply its own bylaws fairly and equally or at all. Some businesses and people seem to have to abide by the bylaws but apparently not everyone does. How does that work? Who gets to decide who does have to abide by the rules?

The traffic has increased here this past month and all these semi trucks so close to my home do bother me. If you are going to continue to allow this area being used as a truck stop, it needs to have dust control applied to stop the dust when the snow melts. I like to open my windows and do not need the dust that will result from all these extra trucks and other vehicles that are dropping off the drivers and picking them up. It is much noisier now than it was previously. These trucks should not be here.

The City has failed and the business owner is not acting responsibly and the resulting problems should not have to be born by the residents. This is shameful way to treat long-time Yorkton citizens.

Joseph Sass



████████████████████
Yorkton SK

████████████████████



Anyone see any good screening?

Joe Sags view



Good example of a Buffer Strip

TITLE: Bylaw No. 5/2025 – Amendment to Zoning Bylaw No. 14/2003 – Text Amendment to Remove land use Planned Unit Development and replace with land use Dwelling Group Council Report #2 – Public Hearing, 2nd & 3rd Readings	DATE OF MEETING: March 3, 2025
	REPORT DATE: February 26, 2025, 2:19 PM
CLEARANCES: Michael Eger – Director of Planning, Building & Development <p align="center">Michael Eger</p>	ATTACHMENTS: 1. Council Report presented January 27, 2025
Written by: Carleen Koroluk – Land Use Planner <p align="center">Carleen Koroluk</p>	
Reviewed by: Jessica Matsalla – City Clerk <p align="center">Jessica Matsalla</p>	
Approved by: Brad Hvidston – City Manager <p align="center">Brad Hvidston</p>	

Summary of History/Discussion/Administrative Review:

Bylaw No. 5/2025 proposes to amend Zoning Bylaw No. 14/2003 by removing the land use Planned Unit Development and replace it with a land use Dwelling Group to clarify development standards and streamline the process for both Administration and Developers.

Council gave the amendment 1st Reading and authorized Public Notice at the January 27, 2025 Council Meeting. This report is in consideration of 2nd and 3rd Readings of the bylaw, summarizing input from the Planning & Infrastructure Commission and responding to any inquiries received as part of the public notice process.

Planning & Infrastructure Commission

The bylaw was referred to the Planning and Infrastructure Commission at their February 19, 2025 meeting. The Planning and Infrastructure Commission plays an important part in civic government by providing representation from a broad spectrum of the community to assist City Council in their decision making. City Administration provides recommendations for the Commission to consider which are based on sound land use planning practices, including relevant policies and procedures. The Commission, however, is not bound by the Administrative recommendation and is free to carry any motion they see fit, including recommendations either to approve, to approve with conditions, or to deny applications.

The Commission discussed benefits of group developments, including their ability to increase density to maximize infrastructure investments and reduce land costs, as well as allowing the use to be permitted where suitable, which allows for the ability to appeal development standards, if required. As such, a recommendation that Council approve the amendment was carried unanimously.

Public Notice:

The proposed bylaw was advertised and circulated in accordance with the City’s public notification requirements, including advertisement in the local paper, at City Hall and on the City website. At the date of this report, no inquiries had been received and written submissions and persons wishing to speak to the amendment had the opportunity to present to Council during the Public Hearing.

Council Options:


1. That Council give Bylaw No. 5/2025 2nd and 3rd Readings;
2. That Council refuse Bylaw No. 5/2025;
3. That Administration be provided with alternative direction.

Administrative Recommendation:

That Bylaw No. 5/2025, a bylaw of the City of Yorkton in the Province of Saskatchewan to amend Zoning Bylaw No. 14/2003 by removing land use “Planned Unit Developments” and replacing with land use “Dwelling Groups”, be given 2nd Reading this 3rd day of March, 2025, A.D.; and

That Bylaw No. 5/2025, a bylaw of the City of Yorkton in the Province of Saskatchewan to amend Zoning Bylaw No. 14/2003 by removing land use “Planned Unit Developments” and replacing with land use “Dwelling Groups”, be given 3rd Reading this 3rd day of March 2025, A.D. and entered in the City of Yorkton bylaw registry.

Attachment 1 – Council Report presented on January 27, 2025

 <p align="center">REPORT TO COUNCIL</p>	
TITLE: Bylaw No. 5-2025 – Amendment to Zoning Bylaw No. 14/2003 – Text Amendment to Remove land use Planned Unit Development and replace with land use Dwelling Group Council Report #1 – 1st Reading & Public Notice	DATE OF MEETING: January 27, 2025
	REPORT DATE: January 22, 2025, 2:09 PM
CLEARANCES: Michael Eger, Michael Eger Director of Planning, Building & Development	ATTACHMENTS: 1. Bylaw No. 5/2025
Written by: Carleen Koroluk – Planner <p align="center">Carleen Koroluk</p>	
Reviewed by: Jessica Matsalla – City Clerk <p align="center">Jessica Matsalla</p>	
Approved by: Brad Hvidston – City Manager <p align="center">Brad Hvidston</p>	
<p><u>Summary of History/Discussion:</u></p> <p>The “Planned Unit Development (PUD)” land use was added to the Zoning Bylaw (the Bylaw) in 2008 to address multi-unit development on a single parcel of land. It is believed that the intent of the PUD land use was to offer flexibility to developers and increase density where appropriate in all zoning districts. At the time, the Bylaw already allowed for more than one unit on a single parcel in the commercial, industrial and institutional districts so their inclusion in the PUD land use was redundant, however multi unit residential development on a single parcel of land was limited. Implementation of the PUD land use and its development standards attempted to address those limitations.</p> <p>Additionally, in 2008 the City did not have an active Development Appeals Board (DAB) in place, as such, the PUD land use was added as a Discretionary Use and development standards included provisions for Council to relax standard zoning requirements in the absence of a DAB.</p> <p><u>Administrative Review</u></p> <p>A developer recently approached the City proposing a multi unit residential development and Administration has found the PUD land use and development standards difficult to apply causing confusion for both parties. As a result, to clarify regulations and streamline the process, Administration is proposing to amend the Bylaw by deleting “Planned Unit Developments” and adding the land use of “Dwelling Group” along with special use provisions for the use.</p> <p>Bylaw No 5/2025 is attached for reference and the following section summarizes the addition of</p> <p align="right">Bylaw No. 5/2025 – Text Addition – Replace PUD with Dwelling Groups 1st Reading & Public Notice Page 1 of 5</p>	

Attachment 1 Continued – Council Report presented on January 27, 2025

the land use of Dwelling Group.

Addition of “Dwelling Group” Land Use

A Dwelling Group is defined as a group of 3 or more dwelling units of the same style, or of a combination of styles, and of any density, on a single parcel of land.

Addition of “Dwelling Group” as a Permitted Use in the R-2, R-3, R-4 and R-5 Zoning District

As the intent of a Dwelling Group is to increase density, it is recommended that multi unit dwelling development in the R-1 General Residential zoning district be prohibited. Typically increased density is not suitable in this district due to lot sizes and existing development. Prohibiting increased density developments ensures preservation of standard to medium sized lots that establish neighbourhoods of primarily single detached dwellings.

The Planning and Development Act, 2007 prescribes that Discretionary Use applications must comply with all zoning requirements and that Council cannot approve applications in contravention of the Zoning Bylaw. As such, developers are unable to appeal specific standards such as parking and setbacks for Discretionary Use applications. In addition, applications are also subject to a lengthier review and approval process which can cause delays for projects that may have tighter timelines as a result of grant funding.

Therefore, it is recommended that Dwelling Groups be Permitted Uses in the R-2, R-3, R-4 and R-5 zoning districts. As Permitted uses, processing time is greatly reduced and developers have the ability to appeal specific development standards to the Development Appeals Board in the event that should they not be able to be met (ie: the number of parking spaces).

The City’s Official Community Plan (*Our City, Our Future – Official Community Plan – Sections 1.4, 2.5.3, 3.1.3, 3.1.4 and 4.1.1*) supports increasing the overall density of the city and encourages the creation of higher density residential developments. The City is also experiencing housing shortages throughout the housing continuum and has adopted an array of incentives to encourage more housing development. Accommodation of a variety of housing, from entry level to high density multi unit, aids in addressing current and future challenges, while taking advantage of existing land stock and infrastructure.

Addition of Special Use Standards

In addition to specific zoning district development standards, the Zoning Bylaw also allows for additional special use standards to be applied to specific land uses. Special use provisions can provide both greater control and flexibility to development and Administration recommends the addition of the follow special use standards for Dwelling Groups:

- Confirmation that Dwelling Units within a Dwelling Group shall comply with the Development Standards of the Zoning District in which they are located;
- Allowing for limited non-residential Accessory Uses on the same parcel as the Dwelling Unit including Bank Machine, Community Centre, Convenience Store, Dwelling Group Office and Laundromat, provided that they all be in one building, of which the floor area

Bylaw No. 5/2025 – Text Addition – Replace PUD with Dwelling Units
1st Reading & Public Notice
Page 2 of 5

Attachment 1 Continued – Council Report presented on January 27, 2025

is not to exceed that of the largest dwelling unit and that the building be located in such a way to limit the appearance of the Accessory Use from any public street.

- That parking requirements for Dwelling Groups and Accessory Uses be based on the dwelling/building style(s) specified in Section 5.0 of the Zoning Bylaw and may be located anywhere in the land parcel or take the form of common parking areas.

Public Notice

At this time, Planning Services proposes to initiate the public notice process, including advertisement in the local newspaper, at City Hall and on the City website.

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

Conclusion

In conclusion, should Council wish to proceed with the amendment and give the Bylaw 1st Reading, a Public Hearing will be set for the March 3, 2025 Council Meeting to allow sufficient time for public notification, after which Council may proceed with 2nd and 3rd Reading if desired.

Council Options:

1. That Bylaw No. 5/2025, a bylaw of the City of Yorkton in the Province of Saskatchewan to amend Zoning Bylaw No. 14/2003 by removing land use “Planned Unit Developments” and replacing with land use “Dwelling Groups” be given 1st Reading, and that Administration be authorized to proceed with the Public Notice process.
2. That Bylaw No. 5/2025, a bylaw of the City of Yorkton in the Province of Saskatchewan to amend Zoning Bylaw No. 14/2003 by removing land use “Planned Unit Developments” and replacing with land use “Dwelling Groups”, be denied for reasons as listed by Council;
3. That Administration be provided with alternative direction.

Administrative Recommendation:

That Bylaw No. 5/2025, a bylaw of the City of Yorkton in the Province of Saskatchewan to amend Zoning Bylaw No. 14/2003 by removing land use “Planned Unit Developments” and replacing with land use “Dwelling Groups”, be given 1st Reading, and that Administration be authorized to proceed with the Public Notice process.

Attachment 1 Continued – Council Report presented on January 27, 2025

Attachment 1 – Bylaw No 5/2025

City of Yorkton
Saskatchewan

Bylaw No. 5/2025

A Bylaw of the City of Yorkton in the Province of Saskatchewan to Amend Zoning Bylaw No. 14/2003, by removing land use Planned Unit Development and replace with land use Dwelling Group.

WHEREAS, pursuant to Sections 46(3) and 69 of *The Planning and Development Act, 2007*, the Council of the City of Yorkton in the Province of Saskatchewan in Council assembled hereby enacts as follows:

That Zoning Bylaw No. 14/2003 be amended by:

ADDING:

1. Land Use Definitions – Section 2.2.2

Dwelling Group: A group of three (3) or more dwelling units of the same style, or of a combination of styles, and any density, on a single parcel of land.

2. Table of Contents – Part F - Section 7.14 – Dwelling Groups

3. Section 7.14 – DWELLING GROUPS

7.14.1

Notwithstanding any other regulations contained herein, a Dwelling Group shall adhere to the following:

- A. Dwelling Units within a Dwelling Group shall comply with the Development Standards of the Zoning District in which they are located;
- B. The following Accessory Uses are Permitted on the same parcel as a Dwelling Group and shall comply with the Development Standards of the Zoning District in which they are located:

- Bank Machine
- Community Centre
- Convenience Store
- Dwelling Group Office
- Laundromat

C. Permitted Accessory Uses shall:

- All be in one building, of which the floor area shall not exceed that of the largest dwelling unit;
- Be located in such a way to limit the appearance of the Accessory Use from any public street.

D. Parking requirements for Dwelling Groups and Accessory Uses shall:

- be based on the dwelling/building style(s) specified in Section 5.0;
- may be located anywhere in the land parcel; and
- parking may take the form of common parking areas.

4. 10.1.1.9 – Dwelling Group (Section 7.14) as a Permitted Use

Bylaw No. 5/2025 to Amend Zoning Bylaw No. 14/2003
Remove PUD and Replace with Dwelling Units
Page 1 of 2

Bylaw No. 5/2025 – Text Addition – Replace PUD with Dwelling Units
1st Reading & Public Notice
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Attachment 1 Continued – Council Report presented on January 27, 2025

5. 11.1.1.12 – Dwelling Group (Section 7.14) as a Permitted Use
6. 12.1.1.11 – Dwelling Group (Section 7.14) as a Permitted Use
7. 13.1.1.14 – Dwelling Group (Section 7.14) as a Permitted Use

DELETING:

1. 2.2.2 – definition of Planned Unit Development
2. Section 27.0 Planned Unit Development in its entirety
3. Part F - Section 27.0 - Planned Unit Development from the Table of Contents
4. 19.1.2.5 – PUD as Discretionary Use
5. 20.1.2.2 – PUD as Discretionary Use
6. 28.1.2.13 – PUD as Discretionary Use
7. 9.1.2.7 – PUD as Discretionary Use
8. 10.1.2.10 – PUD as Discretionary Use
9. 11.1.2.15 – PUD as Discretionary Use
10. 12.2.1.6 – PUD as Discretionary Use
11. 13.1.2.7 – PUD as Discretionary Use
12. 15.1.2.12 – PUD as Discretionary Use
13. 16.1.2.9 – PUD as Discretionary Use

2. REMOVING AND REPLACING:

1. Section 4.1 – remove PUD and replace with Dwelling Group
2. Section 4.13 – remove PUD and replace with Dwelling Group

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

MAYOR

CITY CLERK

Introduced and read a first time this ____ day of _____, A.D., 2025.

Read a second time this ____ day of _____, A.D., 2025.

Read a third time and adopted this ____ day of _____, A.D., 2025.

Bylaw No. 5/2025 to Amend Zoning Bylaw No. 14/2003
Remove PUD and Replace with Dwelling Units
Page 2 of 2

**Bylaw No. 5/2025 – Text Addition – Replace PUD with Dwelling Units
1st Reading & Public Notice
Page 5 of 5**

TITLE: Bylaw No. 6/2025 – Amendment to Zoning Bylaw No. 14/2003 – Text Amendment to Allow for Child Care Centres in Residential Zoning Districts Council Report #2 – Public Hearing, 2nd & 3rd Readings	DATE OF MEETING: March 3, 2025
	REPORT DATE: February 26, 2025, 2:20 PM
CLEARANCES: Michael Eger – Director of Planning, Building & Development <p align="center">Michael Eger</p>	ATTACHMENTS: 1. Council Report presented February 10, 2025
Written by: Carleen Koroluk – Land Use Planner <p align="center">Carleen Koroluk</p>	
Reviewed by: Jessica Matsalla – City Clerk <p align="center">Jessica Matsalla</p>	
Approved by: Brad Hvidston – City Manager <p align="center">Brad Hvidston</p>	

Summary of History/Discussion/Administrative Review:

Due to an apparent shortage of child care services in the city, Bylaw No. 6/2025 proposes to amend Zoning Bylaw No. 14/2003 to allow for Day Care Centres in residential zoning districts and further, to establish development standards for their use.

Council gave the amendment 1st Reading and authorized Public Notice at the February 10, 2025 Council Meeting. This report is in consideration of 2nd and 3rd Readings of the bylaw, summarizing input from the Planning & Infrastructure Commission and responding to any inquiries received as part of the public notice process.

Planning & Infrastructure Commission

The bylaw was referred to the Planning and Infrastructure Commission at their January 29, 2025 meeting. The Planning and Infrastructure Commission plays an important part in civic government by providing representation from a broad spectrum of the community to assist City Council in their decision making. City Administration provides recommendations for the Commission to consider which are based on sound land use planning practices, including relevant policies and procedures. The Commission, however, is not bound by the Administrative recommendation and is free to carry any motion they see fit, including recommendations either to approve, to approve with conditions, or to deny applications.

The Commission acknowledged the need for, and lack of, child care spaces in the city and was supportive of Administration proceeding with zoning amendments that would allow for additional opportunities in residential zoning districts, with additional special use development standards to mitigate potential impacts on the residential neighbourhoods. As such, a recommendation that Council approve the amendment was carried unanimously.

Public Notice:

The proposed bylaw was advertised and circulated in accordance with the City's public notification requirements, including advertisement in the local paper, at City Hall and on the City website. At the date of this report, no inquiries had been received and written submissions and persons wishing to speak to the amendment had the opportunity to present to Council during the Public Hearing.

Council Options:


1. That Council give Bylaw No. 6/2025 2nd and 3rd Readings;
2. That Council refuse Bylaw No. 6/2025;
3. That Administration be provided with alternative direction.

Administrative Recommendation:

That Bylaw No. 6/2025, a bylaw of the City of Yorkton in the Province of Saskatchewan to amend Zoning Bylaw No. 14/2003 to allow Day Care Centres in Residential zoning districts, be given 2nd Reading this 3rd day of March, 2025, A.D.; and

That Bylaw No. 6/2025, a bylaw of the City of Yorkton in the Province of Saskatchewan to amend Zoning Bylaw No. 14/2003 to allow Day Care Centres in Residential zoning districts, be given 3rd Reading this 3rd day of March 2025, A.D. and entered in the City of Yorkton bylaw registry.

Attachment 1 – Council Report presented on February 10, 2025

 <p align="center">REPORT TO COUNCIL</p>	
TITLE: Bylaw No. 6/2025 – Amendment to Zoning Bylaw No. 14/2003 – Text Amendment to Allow for Child Care Centres in Residential Zoning Districts Council Report #1 – 1st Reading & Public Notice	DATE OF MEETING: January 27, 2025 s/b February 10, 2025
	REPORT DATE: February 5, 2025, 3:44 PM
CLEARANCES: Michael Eger – Director of Planning, Building & Development <p align="center">Michael Eger</p>	ATTACHMENTS: 1. Bylaw No. 6/2025 2. Road Classification Map
Written by: Carleen Koroluk – Planner <p align="center">Carleen Koroluk</p>	
Reviewed by: Jessica Matsalla – City Clerk <p align="center">Jessica Matsalla</p>	
Approved by: Brad Hvidston – City Manager <p align="center">Brad Hvidston</p>	
<p><u>Summary of History/Discussion:</u></p> <p>Because so many parents work outside the home today, quality childcare provides much needed services where children can enjoy a variety of benefits academically, socially, and physically. However, despite recent legislation to reduce costs, parents continue to struggle with the shortage of child care spaces within the city.</p> <p>A recent inquiry regarding the conversion of an unoccupied residential dwelling to a day care centre to offer more child care spaces in the city prompted review of Zoning Bylaw provisions for child care facilities. The review was brought to the Planning and Infrastructure Commission at the January 29 meeting. The Commission acknowledged the need for, and lack of, child care spaces in the city and was supportive of Administration proceeding with zoning amendments that would allow for additional opportunities.</p> <p>The Government of Saskatchewan website currently lists six licenced Day Care Centres and eleven child Care Homes within the city. A Business Licence is required for local child care providers and in addition to the licenced providers, current records include two additional unlicensed providers. It is anticipated that there are also additional child care providers that the city is unaware of.</p> <p>Due to provincial limitations and requirements for facilities that offer infant care spaces, many parents are encountering difficulties in securing care for children under the age of 18 months and are forced to take extended parental leave.</p> <p align="right">Bylaw No. 6/2025 – Day Care Centres in Residential Zones 1st Reading & Public Notice Page 1 of 8</p>	

Attachment 1 Continued – Council Report presented on February 10, 2025

Under provincial legislation, Day Care *Centres* can provide more spaces for infant care (< 18 months) than Child Care *Homes* and the role of the municipality is to provide locations suitable for them. After reviewing the city's current provisions for child care facilities, Administration is proposing a Zoning Bylaw amendment (Bylaw No. 6/2025 as attached) to allow for Day Care Centres in residential zoning districts.

Administrative Review

Zoning Bylaw No. 14/2003 was updated in 2018 to relax regulations for Family Child Care Homes, most significantly by changing their use from Discretionary to Permitted. The Zoning Bylaw now allows for the following two child care uses:

Family Child Care Home (FCCH) – A Home Based Business operating under Provincial statutes, where occupants of the dwelling provide less than twenty-four hour care and supervision to more than two non-resident children, to a maximum of twelve children (including the children of the caretaker).

FCCH are considered Home Based Businesses and are Permitted Uses in all residential zones in all dwelling types, with the exception of secondary suites and apartments. Provincial licencing is not required, however, approval of FCCHs requires satisfactory Fire and Building inspections and a Business Licence.

Day Care Centres - A provincially licenced establishment providing for the care, supervision, protection and/or education of children, but does not include the provision of overnight supervision. Uses typically include day care centres, day nurseries, kindergartens, nursery schools and play schools.

Day Care Centres are Permitted Uses in all commercial zones with the exception of the C-3 Highway Commercial and C-4 Neighbourhood Commercial zoning districts. As they are not operated from an occupied residence, they are commercial uses and subject to commercial development requirements.

Child care uses within Saskatchewan are monitored by the Early Years Branch, Ministry of Education under *The Child Care Act, 2014* (the Act). The Act defines "Child Care Centre" as "a facility that provides child care service, but does not include a family child care home or a group family child care home." This means that any child care that is done in a building other than an occupied residence falls under the definition of Child Care Centre and for the purpose of this report the Zoning Bylaw's "Day Care Centres" and the province's "Child Care Centres" are interchangeable.

The Act places restrictions on the number of children in both licensed and unlicensed child care homes, allowing a maximum of 8 - 12 depending on the ages of the children. The number of spaces for infants (6 weeks – 18 months) are limited based on the number of toddler (18 – 30 months) and preschool (30 months – kindergarten) spaces offered. Day Care Centres are limited to 90 individuals, including a maximum of 12 infants, depending on the size of the centre and the number of staff.

Bylaw No. 6/2025 – Day Care Centres in Residential Zones
1st Reading & Public Notice
Page 2 of 8

Attachment 1 Continued – Council Report presented on February 10, 2025

Correspondence from the province confirms that:

- Nursery schools that offer care for less than 3 hours per day do not require licencing by the Ministry of Education;
- Unlicensed childcare homes may have up to 8 children;
- Licensed childcare homes may have up to 12 children; and
- All commercially run day care centres must be licenced.

The Official Community Plan (*Our City: Our Future - Official Community Plan Section 4.5.1.7*) supports encouraging the integration of compatible land uses such as child care into appropriate locations in existing and new residential neighbourhoods.

The Statements of Provincial Interest Regulations (Section 6.15.6) also supports the development of child care facilities that are necessary to meet the well-being of all Saskatchewan residents and notes that planning documents should allow facilities in both new and existing neighbourhoods.

The *Statements of Provincial Interest Handbook*, a companion document to the Regulations, also notes that planning documents should support the development of child care facilities that are necessary to meet the well-being of all Saskatchewan residents. It further notes that planning documents should support cooperating with project proponents to proactively identify needs and suitable locations for facilities.

The following potential concerns associated with allowing Day Care Centres in residential zones, were identified:

Adequate Space Capacity for Proposed Numbers of Individuals Under Care

The Child Care Regulations, 2015 regulates the number of individuals based on usable floor areas, as well as outdoor play area requirements. In addition to the province's requirements, it is proposed that the rear yard of Day Care Centres in residential zoning districts be fully fenced with 2 metre high fencing along the perimeter to provide separation and screening from neighbouring properties.

Passenger Drop-off Space Availability/ Safety

On-site parking and drop-off spaces are required to ensure safety. Typical existing residential properties have a minimum of two on-site parking spaces. This may provide sufficient employee parking for smaller providers, however administration proposes additional drop off spaces being required, based on the occupancy of the centre. As such, on-site parking requirements, based in part on the City of Regina requirements for Day Care Centres, are proposed as follows:

- Employee Parking – 1 space per every 2 employees with a minimum of 2 parking spaces
- Drop-off Stalls:
 - 1 – 10 approved children: 1 stall
 - 11 – 15 approved children: 2 stalls
 - 16 – 30 approved children: 3 stalls

Bylaw No. 6/2025 – Day Care Centres in Residential Zones
1st Reading & Public Notice
Page 3 of 8

Attachment 1 Continued – Council Report presented on February 10, 2025

- 31 – 45 approved children: 4 stalls
- 46 – 60 approved children: 5 stalls
- More than 60 children approved – two additional stalls for each increment of 15 individuals in excess of 60

Impacts on the Local Traffic Flow

Based on the province's required useable floor space per individual, it is anticipated that the maximum number of individuals that an average fully developed two floor (main/basement) 1,300 ft² residential dwelling dedicated for child care use could reasonably accommodate is 25 - 35. Based on estimates, an increase in traffic during peak times (drop-off and pick-up) can be expected.

Required on-site drop-off spaces and development on corner lots offer the potential of additional street parking spaces should they be required at busier times such as typical morning drop offs and afternoon pick ups. As corner lots have two street frontages, there typically is more room for vehicles to park, reducing congestion due to increased traffic.

Building Code Requirements Being Met

Amendments to *The Building Code Regulations* in December 2023 included reclassification of Child Care Centres which resulted in potentially lesser fire/life safety requirements depending on the building size and location. Specifically, sprinkler requirements can typically be less, or even eliminated, for smaller buildings and/or buildings on corner lots which can result in significant cost savings to prospective developers.

In summary, Bylaw No. 6/2025 (see Attachment 1) proposes:

- that Day Care Centres for up to 30 individuals on locations on corner lots that abut arterial, major or minor collector streets (see Attachment 2) be Permitted Uses in Single Detached Dwellings in the R-1 General Residential, R-2 Low Density Residential, R-3 Medium Density Residential and R-5 Mixed Density Residential zoning districts;
- that parking requirements be based on the approved number of individuals under care;
- that Day Care Centres outside of the above parameters be Discretionary Uses considered by Council on a case by case basis;
- to delete Zoning Bylaw Section 7.2.1.C requiring on-site fenced outdoor play for Day Care Centres as this requirement is addressed through provincial licencing.

Public Notice

At this time, with the Planning and Infrastructure Commission input and support, Planning Services proposes to initiate the public notice process including advertisement of the proposed bylaw amendment in the local newspaper, at City Hall and on the City website.

Conclusion

In conclusion, should Council wish to proceed with the amendment and give the Bylaw 1st Reading, a Public Hearing will be held after allowing sufficient time for public notification, after which Council may proceed with 2nd and 3rd Reading if desired.

Bylaw No. 6/2025 – Day Care Centres in Residential Zones
1st Reading & Public Notice
Page 4 of 8

Attachment 1 Continued – Council Report presented on February 10, 2025

Council Options:

1. That Bylaw No. 6/2025, a bylaw of the City of Yorkton in the Province of Saskatchewan to amend Zoning Bylaw No. 14/2003 to allow Day Care Centres in Residential zoning districts, be introduced and given 1st Reading, and that Administration be authorized to proceed with the Public Notice process.
2. That Bylaw No. 6/2025, a bylaw of the City of Yorkton in the Province of Saskatchewan to amend Zoning Bylaw No. 14/2003 to allow Day Care Centres in Residential zoning districts, be denied for reasons as listed by Council;
3. That Administration be provided with alternative direction.

Administrative Recommendation:

That Bylaw No. 6/2025, a bylaw of the City of Yorkton in the Province of Saskatchewan to amend Zoning Bylaw No. 14/2003 to allow Day Care Centres in Residential zoning districts, be introduced and given 1st Reading, and that Administration be authorized to proceed with the Public Notice process.

Attachment 1 Continued – Council Report presented on February 10, 2025

Attachment 1 – Bylaw No 5/2025

City of Yorkton
Saskatchewan

Bylaw No. 6/2025

A Bylaw of the City of Yorkton in the Province of Saskatchewan to Amend Zoning Bylaw No. 14/2003, to allow for Day Care Centres in Residential zoning districts.

WHEREAS, pursuant to Sections 46(3) and 69 of *The Planning and Development Act, 2007*, the Council of the City of Yorkton in the Province of Saskatchewan in Council assembled hereby enacts as follows:

That Zoning Bylaw No. 14/2003 be amended by:

ADDING IN SECTION 7.2 – SPECIAL USE PROVISIONS FOR DAY CARE CENTRES

7.2.1

- E. Day Care Centres shall be Permitted Uses in Single Detached Dwellings in the R-1, R-2, R-3 and R-5 Zoning Districts only if, in addition to all other requirements of the Zoning Bylaw, they also comply with the following thresholds:
- the location is a corner lot which abuts an arterial, major or minor collector street;
 - the number of individuals under care does not exceed 30 at any one time.
- F. In all other instances Day Care Centres shall be Discretionary Uses in the R-1, R-2, R-3 and R-5 Zoning Districts and will be more favourably considered when the use is appropriate to the site and that it will have a minimal impact on the surrounding adjacent areas, including, but not limited to:
- the anticipated levels of noise created by the use;
 - the proposed use is not detrimental to the health, safety, convenience or general welfare of persons residing or working in the vicinity or injurious to property, improvements or potential development in the vicinity;
 - the use will have a minimal impact on the amenity of the surrounding zoning district and adjacent areas and that these areas will not be reasonably compromised;
 - the character of adjacent uses, shall be protected and maintained through the provision of buffer areas, separation distances and screening;
 - the anticipated increased level or types of vehicle traffic, unsafe conditions or situations for vehicles, cyclists or pedestrians.

Bylaw No. 6/2025 to Amend Zoning Bylaw No. 14/2003
Day Care Centres in Residential Zoning Districts
Page 1 of 2

Bylaw No. 6/2025 – Day Care Centres in Residential Zones
1st Reading & Public Notice
Page 6 of 8

Attachment 1 Continued – Council Report presented on February 10, 2025

Attachment 1 Continued – Bylaw No. 6/2025

- G. In all cases rear yards of Day Care Centres in Residential Zoning Districts shall be fully fenced with 2 metre high fencing along the perimeter.
- H. On-site Parking Requirements for Day Care Centres in Residential Zoning Districts shall be as follows:
- Employee Parking – 1 space per every 2 employees with a minimum of 2 parking spaces
 - Drop-off Stalls:
 - 1 – 10 approved children: 1 stall
 - 11 – 15 approved children: 2 stalls
 - 16 – 30 approved children: 3 stalls
 - 31 – 45 approved children: 4 stalls
 - 46 – 60 approved children: 5 stalls
 - More than 60 children approved: 2 additional stalls for each increment of 15 individuals in excess of 60
 - All on-site passenger drop-off stalls shall be reserved and clearly marked for passenger drop-off purposes.

DELETION OF SECTION 7.2.1.C

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

MAYOR

CITY CLERK

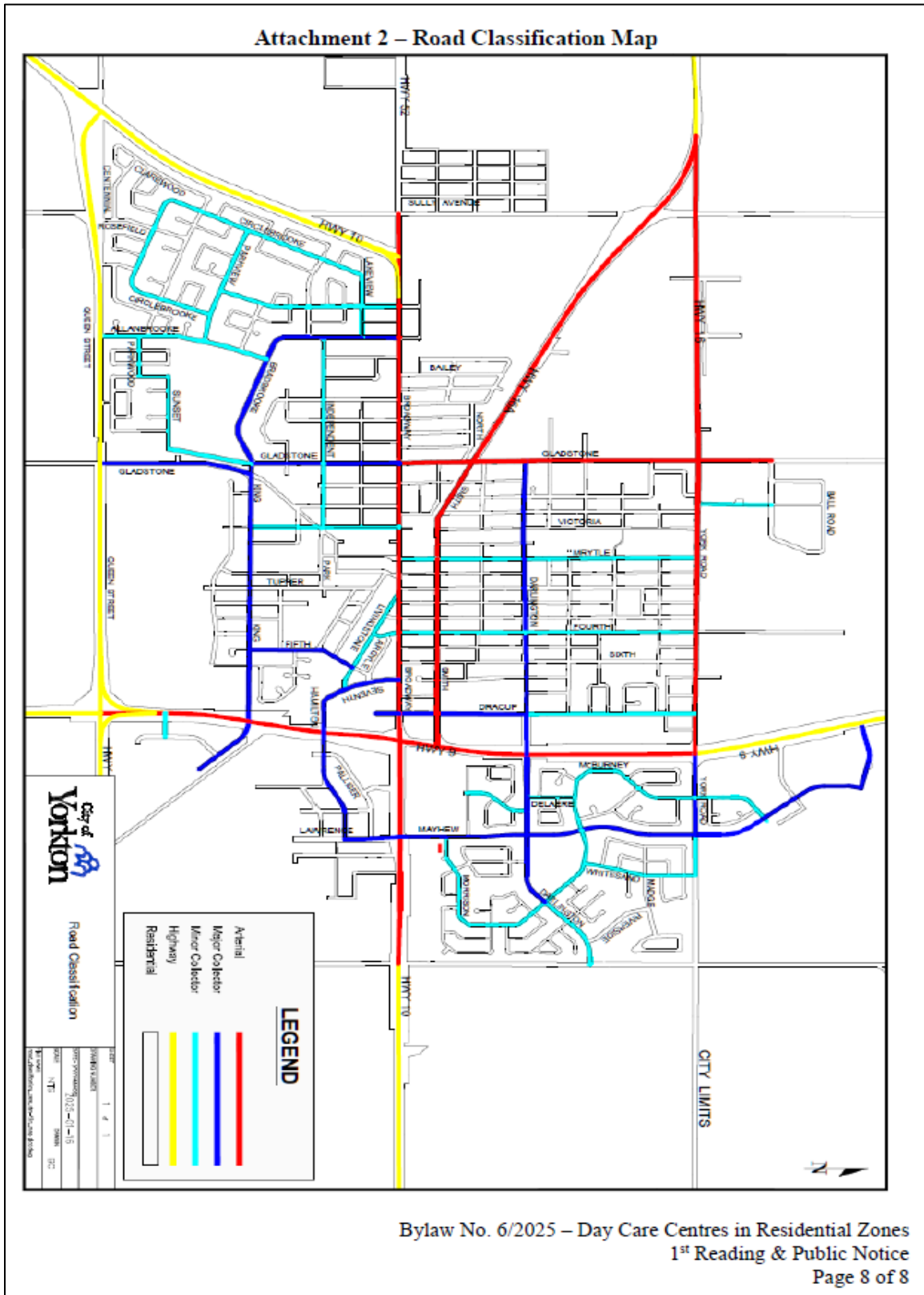
Introduced and read a first time this ____ day of _____, A.D., 2025.

Read a second time this ____ day of _____, A.D., 2025.

Read a third time and adopted this ____ day of _____, A.D., 2025.

Bylaw No. 6/2025 to Amend Zoning Bylaw No. 14/2003
Day Care Centres in Residential Zoning Districts
Page 2 of 2

Bylaw No. 6/2025 – Day Care Centres in Residential Zones
1st Reading & Public Notice
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TITLE: Discretionary Use DU01-2025 – Business Expansion – Addition of Power Pole to existing Parking Area Council Report #2 – Public Hearing	DATE OF MEETING: March 3, 2023
	REPORT DATE: February 26, 2025
	ATTACHMENTS: 1. Council Report presented January 27, 2025
CLEARANCES: Michael Eger – Director of Planning, Building & Development <p align="center">Michael Eger</p>	
Written by: Carleen Koroluk, Land Use Planner <p align="center">Carleen Koroluk</p>	
Reviewed by: Jessica Matsalla - City Clerk <p align="center">Jessica Matsalla</p>	
Approved by: Brad Hvidston - City Manager <p align="center">Brad Hvidston</p>	

Summary of History/Discussion/Administrative Review:

This report is in response to a Development Permit application for the installation of a power box in an existing parking area at an existing Discretionary Use truck service business at 537 Broadway Street East.

The application was first presented to Council at the January 27, 2025 Council Meeting at which time Administration was authorized to proceed with Public Notice.

Planning & Infrastructure Commission

The application was referred to the Planning and Infrastructure Commission for review at their February 10, 2025 meeting. The Planning and Infrastructure Commission plays an important part in civic government by providing representation from a broad spectrum of the community to assist City Council in their decision making. City Administration provides recommendations for the Commission to consider which are based on sound land use planning practices, including relevant policies and procedures. The Commission, however, is not bound by the Administrative recommendation and is free to carry any motion they see fit.

Noting the noise complaint resulting from third party trucks that were plugged into the power post overnight and idling at length in the early morning hours, the Commission acknowledged the challenge in balancing commercial development adjacent to residential districts.

They further acknowledged that the power post installation complies with Zoning Bylaw requirements, and while the applicant had originally installed the power post, in part, for use by a third party for overnight truck storage, this use has been discontinued. Going forward, noises

resulting from the use of the power pole continue to be subject to regulations of the City's Noise Bylaw. As such, a recommendation that Council approve the application was carried unanimously.

Public Notice:

Council authorized Administration to proceed with the Public Notice process at the January 27, 2025 meeting. As such, the proposed discretionary use was advertised and circulated in accordance with the public notification requirements of the City of Yorkton, including advertisement in the local newspaper, at City Hall and on the City website. In addition, pursuant to *The Planning and Development Act, 2007*, a direct mail-out was sent to twenty-eight (28) owners of property within 75 metres (250ft) of the subject property.

As of the date of this report, Planning Services had not received any inquiries and individuals wishing to speak to the application had the opportunity to present to Council during the Public Hearing held earlier in this meeting.

Council Options:

1. That Discretionary Use application DU01-2025, which proposes the installation of a power post in an existing parking area at 537 Broadway Street East, be approved;
2. That Discretionary Use application DU01-2025, which proposes the installation of a power post in an existing parking area at 537 Broadway Street East, be denied for reasons as listed by Council;
3. That Administration be provided with alternative direction.

Administrative Recommendation:

1. That Discretionary Use application DU01-2025, which proposes the installation of a power post in an existing parking area at 537 Broadway Street East, legally described as Blk/Par K, Plan 101839798, be approved and that the Development Officer be authorized to issue a Development Permit.

Attachment 1 – Council Report presented January 27, 2025



REPORT TO COUNCIL

TITLE: Discretionary Use DU01-2025 Business Expansion – Addition of Electrified Parking Area Council Report #1 – Public Notice Authorization	MEETING DATE: January 27, 2025
	REPORT DATE: January 22, 2025 2:12 PM
CLEARANCES: <p align="center">Michael Eger</p> <p>Michael Eger – Director of Planning, Building & Development</p>	ATTACHMENTS: 1. Aerial View 2. Summary of Discretionary Use Application Process 3. Site Plan 4. Zoning Map
Written by: Carleen Koroluk – Land Use Planner <p align="center">Carleen Koroluk</p>	
Reviewed by: Jessica Matsalla - City Clerk <p align="center">Jessica Matsalla</p>	
Approved by: Brad Hvidston - City Manager <p align="center">Brad Hvidston</p>	

Summary of History/Discussion:

This report is in response to a Development Permit application for the installation of a power box in an existing parking area at an existing Discretionary Use truck service business at 537 Broadway Street East (See Attachment 1). The truck service business has been operating at this location, in a C-3 Highway Commercial zoning district adjacent to an R-1 General Residential zoning district, since 2015. Under Zoning Bylaw No. 14/2003, addition of the power post is considered a form of development, as it is a change in the use or the intensity of the use of the land. As such, Council consideration following the Discretionary Use Process (see Attachment 2) is required.

Administrative Review:

Administration became aware of the power box installation after a noise complaint was filed with the City in December 2024. The applicant was unaware of the Development Permit requirement, and had installed the power box, in part, to provide parking for third party trucks. It was largely these third party trucks, idling in the early morning, which prompted the noise complaint.

Subsequent to Council’s authorization for a conditional noise bylaw relaxation granted at the January 6, 2025 Council Meeting, the applicant has worked with the Planning Department and submitted a Development Permit application and supporting documentation, including a Site Plan (see Attachment 3), as required.

Attachment 1 Continued – Council Report presented January 27, 2025

In addition to specific bylaw requirements, Discretionary Use applications are typically more favourably considered where it can be demonstrated that their location is appropriate to the site and that it will have a minimal impact on the surrounding adjacent areas, including, but not limited to:

1. The anticipated levels of noise and odours created by the use.

The applicant notes:

- that third party trucks will no longer be parking on the site;
- that the power box will be used only to plug in trucks being serviced by the business and for tools and equipment as required;
- that, except in very rare and limited instances, trucks will not be idling at the power post location; and
- that installation of the power box eliminates the need to run a diesel powered generator in the north portion of the site, where power is required to charge batteries or to plug units in during cold weather.

2. The anticipated increased level or types of vehicle traffic, unsafe conditions or situations for vehicles, cyclists or pedestrians.

The applicant notes that the north portion of the site has been used, without concern, for truck and equipment parking since the business began operating at the site and that installation of the power pole will not increase the amount of traffic.

3. The use will have a minimal impact on the amenity of the surrounding zoning district and adjacent areas and that these areas will not be reasonably compromised; and

4. The character of adjacent residential uses, if applicable, shall be protected and maintained through the provision of buffer areas, separation distances and screening.

Administration notes that, while the commercial and residential zoning districts in this area are directly adjacent to each other (See Attachment 4), there is physical separation between the commercial property and the residential properties to the north consisting of a commercial rear lane (~30'), a treed municipal buffer (~30') and a residential rear lane (~20'). This exceeds the minimum 15 m (50') buffer width required by the Zoning Bylaw.

Ensuring land use compatibility of adjacent zoning districts is addressed in the Zoning Bylaw in the form of varying setbacks for commercial and residential buildings, building height restrictions, landscaping, and buffers and screening to create physical separation. It also relies on supporting bylaws such as the Noise Bylaw to govern uses outside of the Zoning Bylaw.

The power post is not subject to setback requirements and the applicant notes that the post is approximately 4' from the north property line. As such, the addition complies with the Zoning Bylaw. Noises resulting from the use of the power post, however, are subject to requirements of the Noise Bylaw.

Attachment 1 Continued – Council Report presented January 27, 2025

Being that the applicant has eliminated the third party trucks parking and plugging into the post overnight, Administration anticipates that the business operations can continue as they have been for the past nine plus years without incidence.

Conclusion:

At this time, Administration proposes to initiate the public notice process, including advertisement in the local newspaper, at City Hall and on the City website, and circulation to property owners within 75 m of the subject property. The draft public notice is attached for Council's consideration (see Attachment 5).

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

Should Council wish to proceed with Public Notice, a Public Hearing will be set for the March 3, 2025 Council Meeting to allow sufficient time for public notification, after which Council may proceed with their review and decision.

Council's Options:

1. That Administration be authorized to proceed with Public Notification for Discretionary Use application DU01-2025 which proposes the installation of a power post in an existing parking area at 537 Broadway Street East and that the application be brought back to Council for its review and decision.
2. That Public Notification for Discretionary Use application DU01-2025 which proposes the installation of a power post in an existing parking area at 537 Broadway Street East, be denied for reasons as listed by Council;
3. That Administration be provided with alternative direction.

Administration's Recommendation:

1. That Administration be authorized to proceed with Public Notification for Discretionary Use application DU01-2025 which proposes the installation of a power post in an existing parking area at 537 Broadway Street East and that the application be brought back to Council for its review and decision.

ATTACHMENT 1 – AERIAL VIEW



Discretionary Use DU01-2025 – 537 Broadway St E – Expansion - Power Post
Page 4 of 7

Attachment 1 Continued – Council Report presented January 27, 2025

ATTACHMENT 2 – SUMMARY OF DISCRETIONARY USE APPLICATION PROCESS

Summary of Discretionary Use Application Process:

The Planning and Development Act, 2007 ('The Act') allows a zoning bylaw to contain provisions for "Permitted Uses" and "Discretionary Uses" within specified land use zones. Any use that is not listed as "Permitted" or "Discretionary" is considered prohibited. *The Act* allows "Permitted Uses" to be approved by Administration, however, "Discretionary Use" applications require the approval of a council and must follow *The Act's* prescribed process. The process includes the requirement of giving Public Notice to property owners within 75 metres (250 feet) of the subject property, as well as the provision of a Public Hearing.

Pursuant to *The Act*, a council shall exercise its discretion respecting a Discretionary Use application to:

- (a) Reject the application;
- (b) Approve the discretionary use in accordance with the provisions of the zoning bylaw;
- (c) Approve the discretionary use subject to development standards or conditions in accordance with the zoning bylaw; or
- (d) Approve the discretionary use for a limited time, if a time limit is authorized in the bylaw.

A council may approve a discretionary use if the facts presented establish that the proposed discretionary use will:

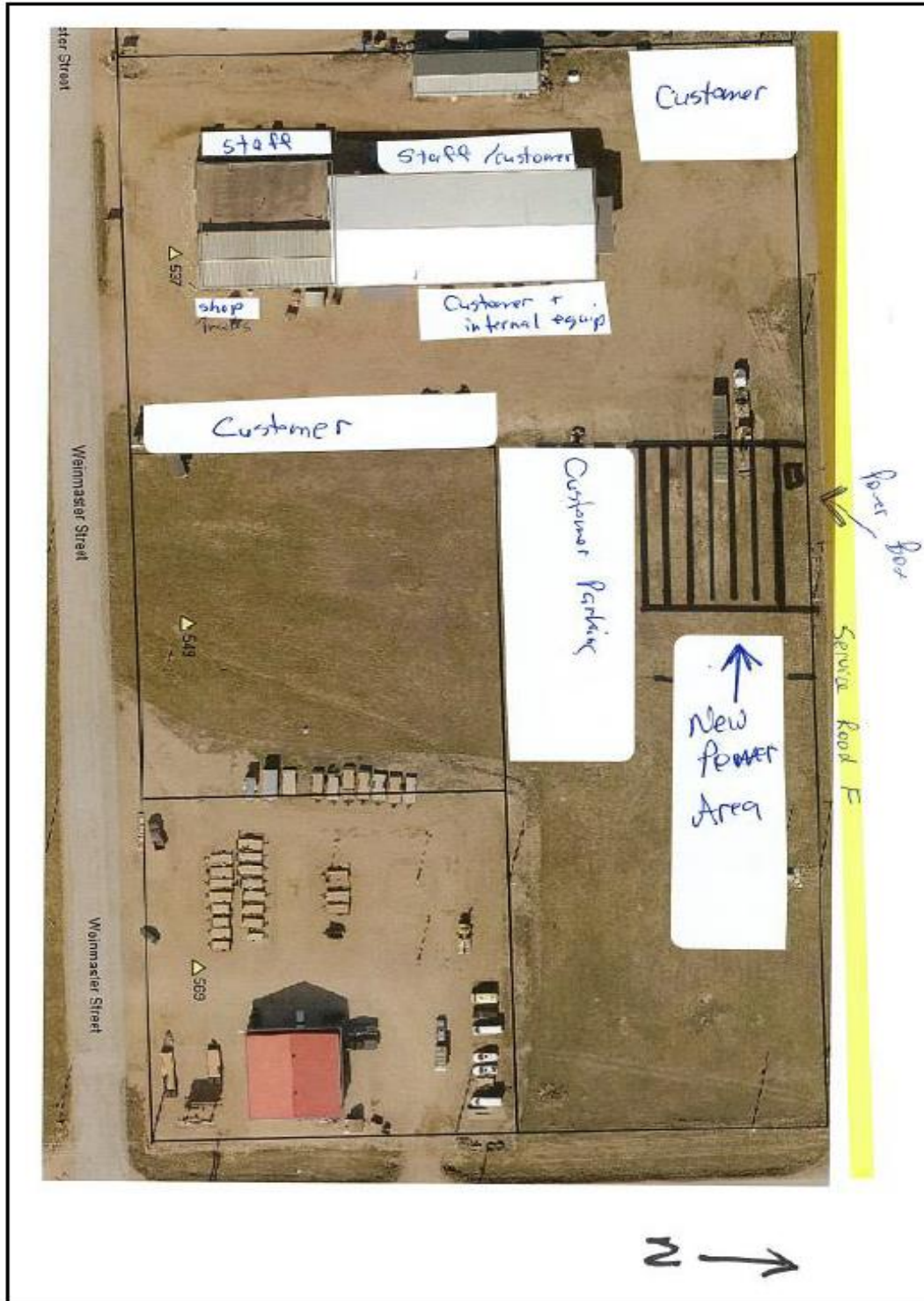
- (a) Comply with provisions of the zoning bylaw respecting the use and intensity of use of land for the discretionary use;
- (b) Be consistent with the criteria in the zoning bylaw respecting the use and intensity of use of land for the discretionary use;
- (c) In the opinion of the council, be compatible with development in the district in the immediate area of the proposal; and
- (d) Be consistent with provincial land use policies and statements of provincial interest.

In approving a discretionary use, a council may prescribe specific development standards or conditions with respect to that use, but only if those standards or conditions:

- (a) Are based on and are consistent with general development standards or conditions made applicable to discretionary uses by the zoning bylaw; and
- (b) Are, in the opinion of the council, necessary to secure the objectives of the zoning bylaw with respect to:
 - (i) The nature of the proposed site, including its size and shape and the proposed size, shape and arrangement of buildings;
 - (ii) The accessibility and traffic patterns for persons and vehicles, the type and volume of that traffic and the adequacy of proposed off-street parking and loading;
 - (iii) The safeguards afforded to minimize noxious or offensive emissions including noise, glare, dust and odour; or
 - (iv) Any treatment given, as determined by the council, to aspects including landscaping, screening, open spaces, parking and loading areas, lighting and signs, but not including the colour, texture or type of materials and architectural detail.

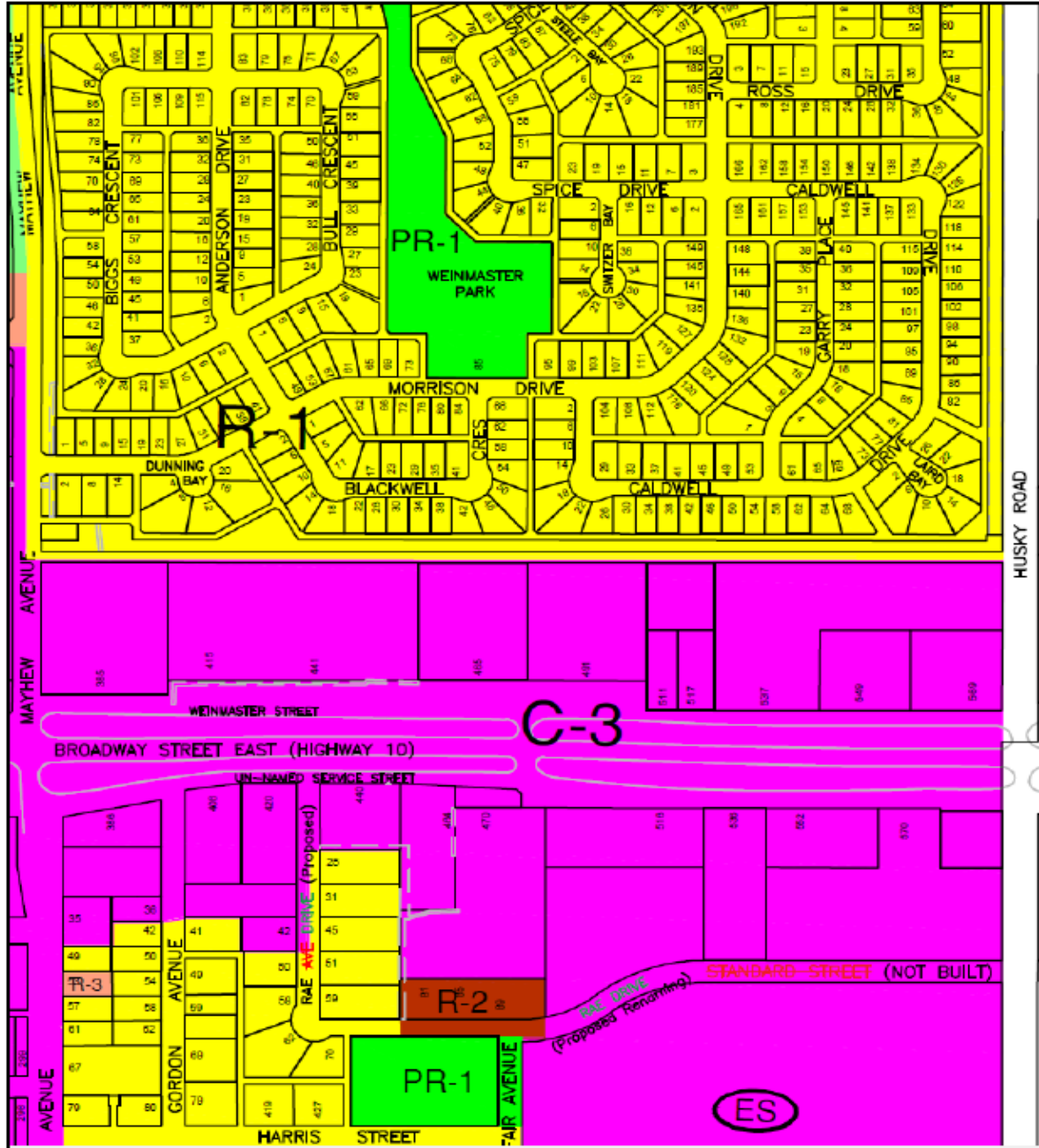
If an application for a discretionary use has been approved by a council with prescribed standards or conditions, the applicant may appeal to the Development Appeals Board, however a Discretionary Use application that is denied by a council may not be appealed.

ATTACHMENT 3 – SITE PLAN



Discretionary Use DU01-2025 – 537 Broadway St E – Expansion - Power Post
Page 6 of 7

ATTACHMENT 4 – ZONING DISTRICTS



Discretionary Use DU01-2025 – 537 Broadway St E – Expansion - Power Post
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TITLE: Yorkton United FC Soccer Club Loan Request Response - Bylaw 9/2025 – YUFC Loan Bylaw [Introduction & First Reading, Public Notice Authorization]	DATE OF MEETING: March 3, 2025
CLEARANCES:	REPORT DATE: February 26, 2025 2:13 PM ATTACHMENTS: 1. Proposed Bylaw No. 9/2025 – YUFC Loan Bylaw
Written by: Taylor Morrison, Director of Recreation & Community Services <p style="text-align: center;">Taylor Morrison</p>	
Reviewed by: Jessica Matsalla, City Clerk <p style="text-align: center;">Jessica Matsalla</p>	
Approved by: Brad Hvidston, City Manager <p style="text-align: center;">Brad Hvidston</p>	

PURPOSE

This report is being provided in response to the loan request from the Yorkton United FC (YUFC) Soccer Club, for their mini-pitch project. As presented by YUFC, this loan request is for the upfront capital costs for the purchase and installation of two mini-pitches, plus the required ground preparation and building renovations located at the Gladstone Storage Complex, nearby the Logan Green Soccer Pitches on Gladstone Avenue South.

DISCUSSION

With the project having been outlined directly by YUFC, this report will address the administrative aspects of their request:

- Permission to install and operate the mini-pitches on City owned land.
 - Permission to conduct renovations to the City owned building to facilitate usage of the mini-pitches.
 - Request for a long-term lease of the Gladstone Storage Building and Compound.
 - Request for a loan agreement, paid back over a set period of time.
1. Permission to install and operate the mini-pitches on City owned land.

The Gladstone Storage Compound, historically known as the New Cemetery Building, was constructed in the mid-nineties, along with designation of the nearby spaces as a future cemetery. During this time the building and compound was used as a storage location by the Parks Division and YUFC, who has been leasing space within the building dating back to 2007. In 2016 the current cemetery’s expansion project was registered with the Province and the designation of the Gladstone lands was rescinded. In 2018 YUFC became the sole user of the building after the Parks Division was able to relocate their stored items and materials to the new cemetery building

There are no current plans for the City to utilize this building and compound. As such, permission could be granted to YUFC to install and operate the mini-pitches on this City owned land.

2. Permission to conduct renovations to the City owned building.

YUFC has indicated the need to conduct some renovations to the building to facilitate the use of the mini-pitches. This includes adding some exterior doors directly into the compound area, developing an admission/gate area, replacement of an overhead door, and other similar projects. As previously outlined, there are no current plans for the use of this building by the City, other than the continued lease to YUFC. Therefore, tenant based lease-hold improvements could be approved by the City and coordinated by YUFC as part of the mini-pitch project.

3. Request for a long-term lease of the Gladstone Storage Compound.

Outlined in YUFC's presentation was a request for a long-term lease of the building and compound for use as the mini-pitch area. While the mini-pitches are semi-portable, the plan would be for permanent placement and usage at the Gladstone compound until the funding agreement is paid off. Currently, YUFC leases the building on a renewing three-year term, with the next term set to expire in 2026. In lieu of lease rates, YUFC is responsible for paying the building utilities (power, water, and gas), and, as the sole occupier of the building, YUFC is also responsible for the annual insurance on the property. In 2022 the total owing was \$2,340.19, 2023 was \$2,866.65, and in 2024 was \$3,083.00.

Given that there are no current plans for the City to utilize this area, a long-term lease could be developed in conjunction with a potential funding agreement for this project. This would affirm that the space remains dedicated to YUFC for the mini-pitch program for years to come.

4. Request for a loan agreement, paid back over a set period of time.

YUFC has indicated the mini-pitch project budget to be \$545,000.00. Additionally, the Club has planned for advertising and sponsorships, raffle fundraisers, and recovered costs which will help offset the costs of this project. However, the financial contribution required to purchase and install the mini-pitches exceeds the current level of funding YUFC has available. Therefore, they are requesting a funding agreement with the City to provide the up-front costs. This request is for \$545,000.00, to be paid off in annual installments of \$55,000.00, per year, over 10 years. YUFC has also indicated willingness to pay off the loan quicker, if able to, given success of their fundraising efforts.

The City has entered into funding and loan agreements with facility users and partners in the past. Most recently, internal borrowing agreements with the Yorkton Exhibition were established for the Grandstand Renovation Project, which was coordinated and led by the Exhibition. These agreements totaled \$450,000.00 as an interest free loan, paid back to the City over a set time frame. Other examples of funding and loan agreements include the hole #7 green at Deer Park with the Deer Park Men's Club, and the pathway bridge along Dracup Avenue with the Yorkton Business Improvement District, and the Brick Mill with the Yorkton Brick Mill Heritage Society.

FINANCIAL IMPLICATIONS

The City has sufficient cash flow to fund a project of this size, should Council choose to enter into a loan agreement with YUFC to cover the initial cost of the mini-pitch project. Additionally, and as per *The Cities Act*, a borrowing bylaw would be required for this loan, which if approved can be issued immediately with intent to bring the bylaw back to Council at the next meeting for approval and in order to meet YUFC's timelines to place a deposit on the current quote they have received.

First reading of Bylaw Number 9/2025, being a bylaw to Lend Money to the Yorkton United Football Club Inc. for the Development of Two Outdoor Turf Fields at Logan Field is included with this report as attachment one.

The proposed funding agreement has also been included with the proposed bylaw.

COMMUNICATION PLAN/PUBLIC NOTICE

If approved, a news release can be published jointly between the City and YUFC to announce the funding and overall project. As the lead on the mini-pitch project, YUFC could then promote the project and its progress directly through media releases, social media, etc.

STRATEGIC PRIORITIES/OCP/COMMITTEE RECOMMENDATIONS

The development of a mini-pitch facility by a community partner is in line with Yorkton's 2020 Strategic Plan, and specifically the Community Development objective of "Develop and maintain facilities that offer a diverse range of sports and recreational opportunities for youth to seniors."

The mini-pitch project is also supported by the Parks and Recreation Master Plan, which identified Sports Fields (both grass and turf facilities) as needing increased or enhances supply in future years. Continuing to use partnerships and collaborations to maximize available resources was also identified as an ongoing service delivery strategy through the Master Plan.

OPTIONS

1. That Council approve the request from the Yorkton United FC Soccer Club and direct Administration to:
 - a. Permit the Yorkton United FC Soccer Club to install and operate a mini-pitch facility located at the facility known as the Gladstone Storage Compound; and
 - b. Permit the Yorkton United FC Soccer Club to conduct lease-hold renovations to the Gladstone Storage Compound building to facilitate mini-pitch use; and
 - c. Permit a long-term lease agreement of the Gladstone Storage Compound;
2. That Bylaw No. 9/2025 a Bylaw in the City of Yorkton, in the Province of Saskatchewan to Lend Money to the Yorkton United Football Club Inc. for the Development of Two Outdoor Turf Fields at Logan Field be introduced and given first reading this 3rd day of March, A.D., 2025, and authorize Administration to proceed with the public notice process for intent to lend \$545,000.00 to the Yorkton United FC Soccer Club for the mini-pitch project.
3. That Council not approve the request from the Yorkton United FC Soccer Club.
3. That Council provide other direction to Administration.

RECOMMENDATION

1. **That Council approve the request from the Yorkton United FC Soccer Club and direct Administration to:**
 - a. **Permit the Yorkton United FC Soccer Club to install and operate a mini-pitch facility located at the facility known as the Gladstone Storage Compound; and**
 - b. **Permit the Yorkton United FC Soccer Club to conduct lease-hold renovations to the Gladstone Storage Compound building to facilitate mini-pitch use; and**
 - c. **Permit a long-term lease agreement of the Gladstone Storage Compound; and**
2. **That Bylaw No. 9/2025 a Bylaw in the City of Yorkton, in the Province of Saskatchewan to Lend Money to the Yorkton United Football Club Inc. for the Development of Two Outdoor Turf Fields at Logan Field be introduced and given First reading this 3rd day of March, A.D., 2025, and authorize Administration to proceed with the public notice process for intent to lend \$545,000.00 to the Yorkton United FC Soccer Club for the mini-pitch project.**

CITY OF YORKTON

BYLAW NO. 9/2025

A BYLAW IN THE CITY OF YORKTON, IN THE PROVINCE OF SASKATCHEWAN TO LEND MONEY TO THE YORKTON UNITED FOOTBALL CLUB INC. FOR THE DEVELOPMENT OF TWO OUTDOOR TURF FIELDS AT LOGAN FIELD

The Yorkton United Football Club (YUFC) Inc. is constructing two outdoor turf fields at Logan Field.

The Council of the City of Yorkton in the Province of Saskatchewan, in accordance with subsections 151(1)(a) and section 152 of *The Cities Act*, enacts as follows:

1. In this bylaw:
 - a. “Borrower” shall mean the Yorkton United Football Club Inc.
 - b. “Council” shall mean the council of the municipality;
 - c. “Municipality” shall mean the City of Yorkton;
 - d. “Lender” shall mean the City of Yorkton

2. The Council of the City of Yorkton hereby authorizes a loan in an amount not to exceed Five-Hundred and Forty-five Thousand Dollars [\$545,000.00] in Canadian currency to YUFC., a non-profit organization as described in clause 125(1)(f) of *The Cities Act*, said funds to be used for construction of two outdoor turf fields at Logan Field.

3. The Borrower has committed to contribute funds to the Lender on an incremental basis over ten (10) years. The City of Yorkton will front the lump sum to the borrower, and shall remit payments to the City by December 31 annually.

4. The loan shall be for a term of ten (10) years, bearing interest at a rate of zero (0) percent per year, with annual re-payments to commence in the year 2025 of no less than \$55,000.

5. The funds shall not be disbursed until the borrower’s authorized officers have signed an agreement setting out conditions detailed in this bylaw, with the municipality.

6. The municipality shall disburse the funds directly to the borrower upon full execution of the agreement in Appendix A of this bylaw.

7. The borrower shall submit annual financial statements of its operations to the municipality’s Director of Finance.

Mayor

City Clerk

Introduced and read a first time this ____ day of March, 2025.

Read a second time this ____ day of March, 2025.

Read a third time and adopted this ____ day of March, 2025.

Appendix A
LOAN AGREEMENT

THIS AGREEMENT made in duplicate on the _____ day of _____, 2025

BETWEEN:

CITY OF YORKTON
a municipality in the Province of Saskatchewan
(the "Lender")

AND:

YORKTON UNITED FOOTBALL CLUB INC.
a non-profit corporation pursuant to the laws of the Province of Saskatchewan
(the "Borrower")

The parties agree as follows:

Funding Limit/Loan Amount

1. The Lender agrees to lend to the Borrower, and the Borrower agrees to borrow from the Lender an amount not to exceed \$545,000.00 of lawful money of Canada (Principal Sum).

Purpose of Funds

2. The Borrower agrees that the principal sum shall only be used for the purpose of purchasing and installing two artificial turf fields at Logan Green in the City of Yorkton, in the Province of Saskatchewan.

Payment Terms

3. The Lender shall disburse one lump payment not to exceed \$545,000.00 directly to the Borrower and / or the vendor of the turf fields upon the execution of this agreement.

Borrower's Requirements

4. The Borrower shall submit annual financial statements on the Club operations on or before June 30 in each year.

Term of Agreement

5. The Lender and Borrower agree that the loan shall be for a term of ten (10) years bearing no interest.

Repayment Terms

6. The Borrower agrees to repay to the Lender in the City of Yorkton, in the Province of Saskatchewan the principal sum as follows:
 - a) The principal sum is to be repaid in up to ten (10) consecutive yearly instalments of \$55,000 commencing on the 31st day of December, 2025, and \$55,000 annually on the 31st of December in each year following until the balance of the principal sum is paid, with all due and payable on the 31st day of December, 2035, the date provided for the payment of the last instalment of the principal sum.
 - b) Early payments will be accepted with no penalty.

Termination of Agreement

7. On the occurrence of any of the following events of default the Lender may, at its option required the unpaid balance of the principal sum to immediately become due and payable:
 - a) In the event that the Borrower fails to make any of the payments in the amounts and at the time specified in this agreement;
 - b) In the event that the Borrower should breach any part of this agreement entered into between the Lender and Borrower;
 - c) In the event that the Borrower should become bankrupt or insolvent or should the Borrower be subject to provisions of the *Bankruptcy Act* or any other Act for the benefit of creditors or should the Borrower go into the liquidation either voluntarily or under an Order of a Court of competent jurisdiction or make a general assignment for the benefit of its creditors or otherwise acknowledge its insolvency;
 - d) In the event that the Borrower should suspend or fail to carry on and continuously conduct its business/operation as set out in this agreement.

This space intentionally left blank.

IN WITNESS WHEREOF the City of Yorkton has hereunto attested to this agreement by the proper signing officers on its behalf this ____ day of _____, 202__.

CITY OF YORKTON

By: _____
Name & Title: Aaron Kienle, Mayor

By: _____
Name & Title: Jessica Matsalla, City Clerk

IN WITNESS WHEREOF the Yorkton United Football Club Inc. has hereunto attested to this agreement by the proper signing officers on its behalf this ____ day of _____, 202__.

SWORN before me at the City of Yorkton, in the)
Province of Saskatchewan, this)
_____ day of _____, A.D. 20__)
)
)
)
_____)
A Notary Public in and for)
the Province of Saskatchewan.)
)
My appointment expires _____)

YORKTON UNITED FOOTBALL CLUB INC.

By: _____
Name & Title: _____

By: _____
Name and Title: _____

YORKTON MINOR BASEBALL

February 19, 2025

RE: Yorkton Minor Baseball's response to Yorkton Minor Football's request for a City of Yorkton owned/operated football field at Lions Ball Park – Presented at the City of Yorkton Regular Council Meeting on February 10, 2025

Your Worship and Members of City Council,

Thank you for reviewing our response to Yorkton Minor Football's request for a City owned/operated football field, possibly at Lions Ball Park. We've reviewed Yorkton Minor Football's request and Mr. Sharpe's presentation to Council on February 10, 2025. We support their intent to be innovative, collaborative, and economical. We share those values, case-in-point our presentation to Council last year pertaining to the development of a multi-purpose field turf facility created by refurbishing an existing City-owned facility. Yorkton is a small, diverse community and we appreciate the reality to share resources to get our needs met.

We see value in sharing Lions Ball Park with Yorkton Minor Football. Our seasons do not overlap, there is opportunity to enhance usage of a city-owned facility, and multiple organizations can get their needs met in a very economical way. Initially, we were supportive of their proposal because we were led to believe that we would still be able to use the facility for baseball. However, after reviewing Yorkton Minor Football's proposal and listening to Mr. Sharpe's presentation, we are in complete disagreement with Lions Ball Park becoming the venue for a shared baseball and football facility. It is clear to us that for the football field to be present at Lions Ball Park the outfield fencing and lights would have to be removed, which was never explained to us. If the outfield fence and lights are removed, Lions Ball Park would be rendered useless to Yorkton Minor Baseball.

At the regular council meeting on February 10, Mr. Sharpe stated that a person from Yorkton Minor Baseball attended a meeting at Lions Ball Park in September 2024 along with himself and members of City Council (previous Mayor Hipsley and previous Councillor Chyz). The person from Yorkton Minor Baseball that attended the meeting was a volunteer coach. He learned about the meeting in passing and chose to attend to learn about Yorkton Minor Football's vision for Lions Ball Park and advocate for improvements to Lions Ball Park. To quote the coach, "I told them that Lions Ball Park was one of the nicest parks we have and we want to improve it, specifically the back stop". That perception was not shared at the council meeting.

Lions Ball Park is used by 9U, 11U, and 13U baseball thanks to years of innovative collaboration between Yorkton Minor Baseball and Recreation and Community Services. It is one of the few, and possibly only, multi-division lighted baseball facilities in the province. The fence measurements meet the minimum or maximum Baseball Sask allowances for 11U and 13U baseball. Moving the backstop back 10-15 feet is the last project required to make the diamond fully compliant with Baseball Sask's field dimension requirements. We use a portable mound along with a multiple base anchor system that allows us to move pitching distances and base paths distances to 11U and 13U regulation size. The unused anchors are safely plugged, covered with shale, and tamped flat when not used. Recently, we have worked with Recreation and Community Services to repair and replace lights at the park to host night games.

The lower usage of Lions Ball Park this past season is attributed to weather cancellations and scheduling reasons. In 2024 we expanded 9U rosters to avoid scheduling problems with diamond availability at Jaycee Beach and Lions Park, meaning we created less teams with more players on those teams so we would have more diamond space for 11U and 13U. Our hope was that this would ease pressure of getting players their minimum allotted diamond time and have flexibility to reschedule due to rainouts. In 2024, we had eleven teams in the 11U and 13U divisions sharing four diamonds. For the 2025 season, 11U AA/AAA will play and practice exclusively at Lions Ball Park. 13U AA and AAA will transition to Lions Ball Park for games (currently, it is used for games periodically) when the backstop is renovated. We are considering reverting back to the roster size outlined by Baseball Canada's RallyCap program for 9U, which creates the need for more diamond availability. Currently, our rosters for 9U are almost double the size recommended by Baseball Canada.

We've enhanced our working relationship with Recreation and Community Services to improve baseball facilities and make efficient use of our funding. Specifically, we are working together to find efficiencies that would allow for maintenance and facility improvements to occur without increasing budgets. For example, Yorkton Minor Baseball is working to support lower diamond maintenance costs by purchasing materials for the City at cheaper rates than the City can procure. Moreover, we are in the process of hiring employees to work during the baseball season to support our baseball operations, including partnership with the City for baseball diamond maintenance. We believe we may be the only minor sports organization to dedicate paid employees to support city-owned and maintained facilities. We are committed to continue our partnership to enhance maintenance and baseball diamond improvements that will allow us to host large Provincial and post-Provincial championships that are usually reserved for Regina and Saskatoon. Yorkton has the commercial business sector required to host those tournaments (e.g., minimum of 120 hotel rooms, amenities) and we are close to repairing our facilities to the standards necessary to host these events (e.g., moving the backstop back at Lions Ball Park, repairing fences that don't meet play/safety standards). Losing access to Lions Ball Park would effectively end our ability to host in Yorkton and create a baseball facility resource deficit, which is our primary concern.

In 2024, 285 youth registered with Yorkton Minor Baseball. We hope to exceed the 300 registrant mark this season. Like Yorkton Minor Football, we are growing at all levels and require

more, not less, resources to operate. We realize having more funding/resources is not a readily available option and therefore we are choosing to be innovative, collaborative, and sensible with what we have. We align with Yorkton Minor Football's need to have an additional football field with washroom, changeroom, and storage options. We appreciate the idea of shared recreational spaces as this is the most viable option for our city. It's possible that Jubilee 1 or 2 would be able to host their needs without losing a baseball field. We recognize that they want a football field close to their clubhouse, and there are options nearby, but sacrificing Lions Ball Park cannot be one of them without concessions to immediately provide another lighted multi-division Baseball Sask regulations compliant facility. We look forward to working with Council, Recreation and Community Services, and the City Manager to create options that will work for all parties.

Respectfully,

The Executive and Board of Directors of Yorkton Minor Baseball

Cc: Taylor Morrison, Director of Recreation and Community Services – City of Yorkton
Cc: Brad Hvidston, City Manager – City of Yorkton

TITLE: Proposed Bylaw No. 8/2025 to Amend the Noise Bylaw No. 21/99	DATE OF MEETING: March 3, 2025
	REPORT DATE: February 18, 2025
CLEARANCES:	ATTACHMENTS: <ol style="list-style-type: none"> 1. Proposed Bylaw No. 8/2025 to Amend the <i>Noise Bylaw No. 21/99</i> 2. Community Comparisons
Written by: Nicole Baptist, Bylaw & Safety Supervisor Nicole Baptist	
Presented by: Jessica Matsalla, City Clerk Jessica Matsalla	
Reviewed by: Jessica Matsalla, City Clerk Jessica Matsalla	
Approved by: Brad Hvidston, City Manager Brad Hvidston	

PURPOSE/BACKGROUND

At the January 6, 2025 Council Meeting, a Noise Bylaw exemption was granted to a business to allow limited relief from Section 7 of the Noise Bylaw relating to diesel motor idling on their property at 537 Broadway St. East. The Noise Bylaw exemption expires on March 3, 2025. The Noise Bylaw exemption was recommended by Administration to allow time for the Planning Dept. to review and address land use concerns through their own mechanisms. This exemption also provided Administration time to complete a limited Bylaw review of Section 7 of the Noise Bylaw.

DISCUSSION/ANALYSIS/IMPACT

Section 7 of the Noise Bylaw currently reads:

“7.1 No person shall allow the diesel motor on a tractor which pulls a trailer or on a semi-trailer truck to remain running longer than fifteen (15) minutes while the tractor-trailer, or tractor alone, is stationary in any residential district or zone or any other location within five hundred (500) feet of any residential zone.”

As Section 7 currently reads, that could mean that semis idling in close proximity to residential areas, even on a business property that is permitted to do that current business at that location could be in contravention. There is the potential that the Zoning Bylaw and Noise Bylaw could create situations where the two Bylaws are not complimenting each other. Through our review, we have identified that there are other locations in the community in similar situations where business operations could be impacted by the enforcement of that Noise Bylaw provision.

Further, looking back in records, it does not appear that other similar concerns have resulted in enforcement efforts in the past.

With this Bylaw review, Administration solely reviewed Section 7 to consider how we can address the inconsistency between the Zoning Bylaw and the Noise Bylaw through a Noise Bylaw amendment.

As part of the review process, Administration reviewed what other community's bylaws state for diesel motor idling (see Attachment 2 for the community comparisons). Through this review, it was identified that Yorkton was one of the most restrictive. It was also identified that the language used in many of the Bylaws was very similar to ours, which leads Administration to believe that this clause may have been included from a template bylaw. A further note regarding the community comparison, approximately half of the communities compared had similar provisions to our Section 7 and the other half only had the restriction for idling within residential districts.

Following this review and considering Administration's desire to better align the Zoning Bylaw and the Noise Bylaw to ensure increased consistency, Administration recommends that an Amendment be made to Section 7 of the Noise bylaw to provide clause 7.2 which will allow semi tractor diesel motors to run for longer than 15 minutes within 500 feet of a residential zone when idling is occurring for normal business use. The proposed clause also states that idling must be occurring on private property as opposed to on City streets. The amendment will prevent idling on City streets, but will still allow normal business operations to continue. The specific wording of the proposed clause 7.2 is in Attachment 1.

It's important to note that unfortunately many Bylaw amendments are reactive in nature. With limited resources dedicated to amending our many outdated Bylaws and even more new opportunities arising as our world changes, it means that we're often playing catch up. For example, in recent years we've permitted urban beekeeping, we've investigated e-scooters and e-bikes, we've allowed Uber style ridesharing in our community. Each of these new things requires a Bylaw review and amendment.

FINANCIAL IMPLICATIONS

There are no financial implications with the proposed amendment.

COMMUNICATION PLAN/PUBLIC NOTICE

There are no requirements for public notice for this Noise Bylaw amendment, however Council may wish to still proceed with this process if felt necessary. Further, as this does effect a limited number of people, Administration would not create a widespread communication plan. However, Administration can notify the business and complainants of the amendment.

STRATEGIC PRIORITIES/OCP/COMMITTEE RECOMMENDATION(S)

As this matter did go to the Planning and Infrastructure Committee as part of the Planning Dept.'s land use review, Administration would not recommend seeking Committee feedback.

OPTIONS

1. That the proposed Noise Bylaw Amendment (Attachment 1) be given first, second and third readings.
2. That Council approve introduction and first reading of the proposed Noise Bylaw Amendment and authorize Administration to proceed with the Public Notice process.
3. That the proposed Noise Bylaw Amendment be denied for reasons as listed by Council.
4. That Administration be provided with alternative direction.

ADMINISTRATIVE RECOMMENDATION(S)

1. **That Bylaw No. 8/2025, being a bylaw of the City of Yorkton in the Province of Saskatchewan to amend the Noise Bylaw No. 21/99 to prohibit certain activities creating noise, to abate the incidence of noise and to restrict the hours when certain sounds may be made be introduced and given First Reading this 3rd day of March, 2025, A.D.; and**
2. **That Bylaw No. 8/2025 be given Second Reading, this 3rd day of March, 2025, A.D.; and**
3. **That with unanimous consent of Council, Bylaw No. 8/2025, be presented to proceed to Third Reading at the March 3, 2025, A.D. meeting; and**
4. **That Bylaw No. 8/2025, a bylaw of the City of Yorkton in the Province of Saskatchewan to amend the Noise Bylaw No. 21/99 to prohibit certain activities creating noise, to abate the incidence of noise and to restrict the hours when certain sounds may be made be given Third Reading this 3rd day of March, 2025 A.D. and be entered in the City of Yorkton Bylaw register.**

**City of Yorkton
Saskatchewan**

Bylaw No. 8/2025

A Bylaw of the City of Yorkton in the Province of Saskatchewan to amend the Noise Bylaw No. 21/99 to prohibit certain activities creating noise, to abate the incidence of noise and to restrict the hours when certain sounds may be made.

WHEREAS, pursuant to Section 8 of *The Cities Act* authorizes a Council to enact bylaws relating to nuisances, including property, activities or things that affect the amenity of a neighbourhood;

AND WHEREAS, a bylaw known as “The Noise Bylaw” that has been approved by council, requires certain amendments to be made;

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

1. That Bylaw No. 21/99, be amended by adding the following section as section 7.2:
 “7.2 Notwithstanding Section 7.1, a diesel motor on a tractor which pulls a trailer or on a semi-trailer truck, may idle in excess of fifteen (15) minutes and within five hundred (500) feet of any residential zone when idling on a private property where the private Commercial or Industrial property is permitted to operate a business, and further that the idling is associated with normal business use.”

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

MAYOR

CITY CLERK

Introduced and read a first time this ____ day of _____, A.D., 2025.

Read a second time this ____ day of _____, A.D., 2025.

Read a third time and adopted this ____ day of _____, A.D., 2025.

Municipality Comparison

<i>Municipality</i>	Do other communities have diesel idling restrictions and what's the distance to residential areas?
Regina	Same as ours. Cannot idle for more than 15 minutes in residential areas or within 500 ft of a residential area.
Saskatoon	Diesel semi tractors/power units cannot idle in residential districts for more than 20 minutes.
Prince Albert	Diesel semi tractors/power units cannot idle in residential districts for more than 30 minutes.
Swift Current	Can't find any restrictions in the Noise Bylaw, Traffic Bylaw, Truck Route Bylaw or Nuisance Abatement Bylaw.
Moose Jaw	Similar to ours. Cannot idle for more than 20 minutes in residential areas or within 500 ft of a residential area.
Estevan	Same as ours. Cannot idle for more than 15 minutes in residential areas or within 500 ft of a residential areas.
North Battleford	Similar to ours. Cannot idle for more than 20 minutes in residential areas or within 150 meters (500 ft) of a residential area.
Humboldt	Diesel semi tractors/power units cannot idle in residential areas for more than 30 minutes.
Weyburn	Diesel semi tractors/power units cannot idle for more than 20 minutes in a 3 hour period within 100 meters (328 ft) of a dwelling house, motel, hotel, or other type of residence.
Warman	Diesel semi tractors/power units cannot idle in residential areas for more than 20 minutes.
Martensville	Diesel semi tractors/power units cannot idle in residential areas for more than 20 minutes.
Yorkton	Diesel semi tractors/power units cannot remain running longer than 15 minutes while the unit is stationary in any residential district or zone or any other location within 500 ft of any residential zone.

TITLE: Smith Street Culvert Replacement – Tender Award	DATE OF MEETING: March 3, 2025
	REPORT DATE: February 26, 2025, 1:57 PM
CLEARANCES:	ATTACHMENTS: 1. Location Map
Written by: René Richard, Director of Engineering and Asset Management <p align="center">Rene Richard</p>	
Reviewed by: Jessica Matsalla, City Clerk <p align="center">Jessica Matsalla</p>	
Approved by: Brad Hvidston, City Manager <p align="center">Brad Hvidston</p>	

PURPOSE/ BACKGROUND

The replacement of the Smith Street culvert was included in the 2024/ 2025 Capital Budget that was approved last year, providing for construction in 2025.

DISCUSSION/ANALYSIS/IMPACT

On February 6, 2025, the Invitation to Tender for the “2025 Smith Street Culvert Replacement” was advertised on Biddingo, as well as SaskTenders for a tender period of two (2) weeks with a closing date of February 20, 2025. Only one (1) bid was received. A summary of the bids is as follows:

Bidder	Bid Amount	PST	Total Cost
G Ungar Construction Co. Ltd.	\$370,612.50	\$22,236.75	\$392,849.25

The bid from G Ungar Construction Co. Ltd., although the only bid, was deemed to be best value as it was complete, and was within budgetary estimates.

FINANCIAL IMPLICATIONS

This project will be funded from the 2025 Capital Budget as approved. It is anticipated that the project would be completed within the allotted budget amount.

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

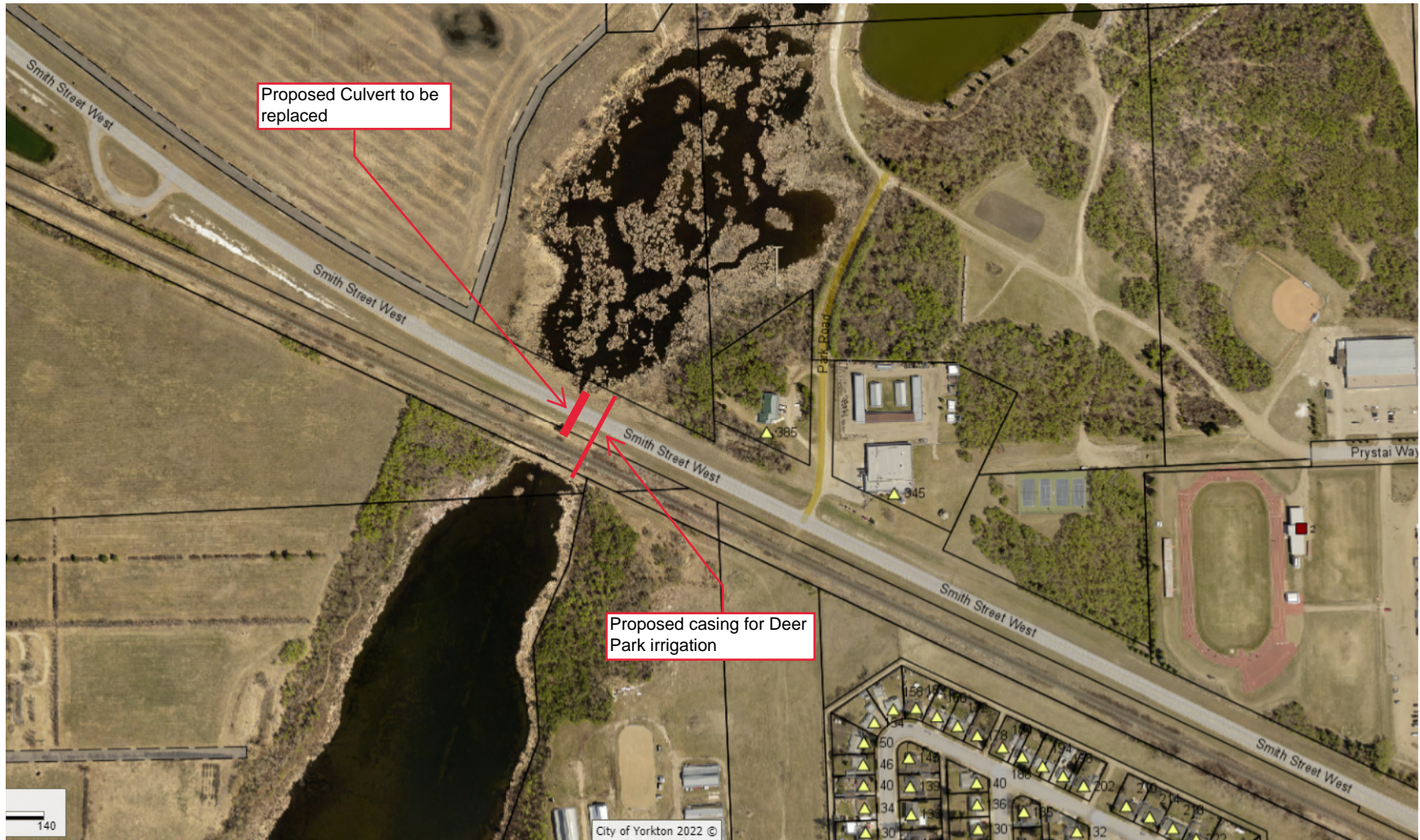
OPTIONS

1. That Council direct Administration to award the tender for "2025 Smith Street Culvert Replacement" to G Ungar Construction Co. Ltd. for \$370,612.50 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 "2025 Smith Street Culvert Replacement" to G Ungar Construction Co. Ltd. for \$370,612.50 plus applicable taxes, and further that the Mayor and City Clerk be authorized to execute said contract.

HWY 16 (Smith Street) Culvert Replacement Location Map



TITLE: Adoption of 2025 Operating & 2025/2026 Capital Budgets	DATE OF MEETING: March 3rd, 2025
	REPORT DATE: February 13, 2025
CLEARANCES:	ATTACHMENTS: 1) February 6, 2025 Report to Council and Budget Submission Package 2) Public Feedback Responses
Written by: Ashley Stradeski - Director of Finance <p align="center">Ashley Stradeski</p>	
Reviewed by: Jessica Matsalla - City Clerk <p align="center">Jessica Matsalla</p>	
Approved by: Brad Hvidston – City Manager <p align="center">Brad Hvidston</p>	

BACKGROUND

The proposed 2025 Operating & 2025 / 2026 Capital Budgets were presented to Council at the February 6, 2025 Council meeting. At that Council meeting, the drafts of the Operating & Capital Budgets were approved for public consumption, and published for public review on the City’s website.

The detailed report (Attachment #1) includes the original report in its entirety, which includes the Operating budgets for 2025, as well as the 2025 / 2026 capital projects and funding sources.

DISCUSSION/ANALYSIS/IMPACT

On February 7, 2025 the entire budget report was posted to the City’s website, as well as advertised on our social media platforms, a news release and the local newspaper. The public was encouraged to review the budget and provide any feedback, comments or questions. Any legitimate public response will be summarized and presented to Council, if it is received by noon February 24, 2025.

Given that the public feedback period closes on February 24, additional public comments/questions may be presented to Council by Administration on the day of the Council meeting (which may not be contained in this written report).

As of the date of this report, eight written submissions were received, see Attachment #2. These were submitted through our online budget feedback form.

The main recurring theme of these were almost entirely focused around cost of living, citing rising costs as a barrier to living in Yorkton. Other themes included houselessness and drugs,

specific projects undertaken by the City such as the Deer Park Clubhouse and City Operations Centre, and the Hospital Levy.

There were no other comments received regarding budget via email, phone call, or in person discussion with the Finance Department, though I'm sure Council may have had direct feedback as well.

FINANCIAL IMPLICATIONS

To reiterate the original budget submission, the 2025 Budget is proposed with a 3.90% increase to taxation revenue, which is broken down as follows:

All Department Operations	2.06%
Capital	<u>1.84%</u>
Total Budget Increase	3.90%

As the City is not allowed to run a deficit, the budget contains a small forecasted surplus of \$1,259.

COMMUNICATION PLAN/PUBLIC NOTICE

If approved, the 2025 Budget will be posted on the City's website at www.yorkton.ca/budget along with the public review form being available year round for general comments or queries. The approved budget will also be promoted through our social media platforms and in the local newspaper.

OPTIONS

1. That Council adopt the 2025 Operating Budget and 2025 / 2026 Capital Budget as presented.
2. That Council adopt the 2025 Operating Budget and 2025 / 2026 Capital Budget with amendments.
3. That Council deny the adoption of 2025 Operating Budget and 2025 / 2026 Capital Budgets.
4. That Council provides other direction to Administration.

RECOMMENDATION

- 1. That Council adopt the 2025 Operating Budget and 2025 / 2026 Capital Budget as presented.**

REPORTS TO COUNCIL

TITLE: 2025 Operating & 2025 / 2026 Capital Budgets	DATE OF MEETING: February 6, 2025
	REPORT DATE: February 19, 2025
CLEARANCES:	ATTACHMENTS: <ol style="list-style-type: none"> 1) 2025 Budget Submission; 2) 2025 Operating Budget Summary; 3) 2025 / 2026 Capital Budget; 4) Tax Dollar Breakdown
Written by: Ashley Stradeski – Director of Finance <p style="text-align: center;">Ashley Stradeski</p>	
Reviewed 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>	

BACKGROUND

Budget preparations began by the individual departments in September and October. These were compiled, analyzed and adjusted through our cooperative process over October and November, and initially brought before Council at the Strategic Planning meetings throughout December and January to present, discuss, and to seek direction from Council.

During these meetings, departmental budgets were reviewed, discussed, and service levels were considered in conjunction with budget. All queries and additional details were brought back to Council for consideration, as well as in depth discussion on topics and areas where Council thought important.

DISCUSSION

The budget is broken down generally into two main areas: Operating and Capital budgets. The Operating budget is required for the general operations of the City, covering ongoing and annual costs for things such as snow removal, grass cutting, operations at our recreation facilities, and everything the City typically does on a daily basis. The Capital budget is focused on larger, single capital items such as new city facilities, major construction, and other initiatives that are not recurring in nature. The City prepares a two-year Capital Budget, which allows some lead-time to plan out capital projects prior to execution with funding secured for the following year. This also allows for some flexibility on timing of projects and their associated costs.

The City has generally prepared a service level status quo budget as our starting point. This means that costs reflected in the preliminary budgets for most departments are estimated to provide the same level of services to the residents of Yorkton as the year prior.

With maintaining service levels being our starting point, the impact to tax payers is the next primary focus. With regards to this, the City has worked to keep the Operating budget within regular inflation, which was 2.5% (Q3 estimates). This covers regular wage increases, increased costs for purchased goods and services, and overall cost increases that are typical in nature (such as increased insurance / power / energy costs).

On the Capital budget side, we recognize that we exist in an “infrastructure deficit”. That is, the amount we are spending on updating our infrastructure is not keeping pace with the useful life of that infrastructure. An example of this, using made up numbers, would be if a road network is going to cost \$10 million to replace, and it all needs to be replaced over the next 10 years, we should be spending approximately \$1 million per year on road replacement. In reality our road network would cost much more than that to replace, but also our expectations of useful life would be longer as well. Every year that we do not keep up, we are further and further behind. This is caused by ever aging infrastructure, and exacerbated by higher than average construction cost increases – in 2014, our last major asset management study, we were approximately \$7 to \$8 million behind *annually* on our infrastructure spending.

Given our spending deficit, we have worked to close our spending gap on infrastructure by adding a specific portion of the annual tax increase to the Capital Budget, increasing the amount available for larger infrastructure projects. Our spending in this area is still behind where it needs to be, but has increased by over 40% from 2018, allowing the City to continue to address our aging infrastructure and the unfortunate increase in construction costs over the last few years.

We endeavored to limit the areas of increase and keep the tax increase to an amount that is as affordable as possible for our residents; every increase was challenged and assessed to see if it was necessary. Charges, fees and revenues were scrutinized to ensure we are capturing all opportunities for maximizing revenue generation in our existing business units.

That being said, the proposed budget includes the following increases required in taxation:

Operations	2.06%
Capital	<u>1.84%</u>
Total:	3.90%

Adding 1% to our capital budget was already planned and approved in the 2024 / 2025 Capital Budget during the prior year’s deliberations. This added approximately \$290,000 to our capital budget. After Council deliberations, it was decided to increase this amount to allow for more annual funding for important capital projects, and as such, this has been increased to 1.84% which brings the annual increase for our Capital Budget to \$540,000 in 2025.

On the operating side, we are pleased to; once again, see our operating increase under inflation, which means we are keeping the costs to provide City services as affordable as possible.

The impact to the average residential homeowner would be roughly \$7.10 a month.

Capital Budget – 2025/2026

The 2025/2026 Capital budget includes a 1.84% increase in taxes for 2025, and a planned 1% tax increase for 2026. This will bring our annual capital expenditure total to \$5,725,000 for 2025 and to \$6,015,000 for 2026.

This increase to capital will help us close our “infrastructure deficit,” and make a meaningful difference in what the City can accomplish annually.

2025 Capital

As we prepare a two-year budget, the 2025 Capital Budget had already been approved by Council last year. That being said, there are some additions to the 2025 Capital Budget, mostly being items which have arisen since then. These projects are all fully funded from reserves, as the budget was already fully allocated.

The list of these additional 2025 projects is included here:

2025 - Additional Projects Proposed

Dept	Project	Total Cost	Reserve Funding	Capital Budget	Other Funding	Notes
Engineering	City Hall Maintenance - Meeting Room A renovations, parkade security, lights	50,000	(50,000)	0		
Engineering	Fleet Purchases - Loader Snow Blower, 2 x Tandem Gravel Trucks, Skid Steers, Crack Sealing Trailer, Man basket aerial truck, 1 x Half ton (bylaw)	1,453,000	(1,390,000)	0	(63,000)	Trade ins
Engineering	Broadway Street Pedestrian Signal Relocation (Broadway/Alexandra (SIGN) and Broadway/Bradbrooke)	60,000	(52,000)	0	(8,000)	
Engineering	New Pedestrian Crosswalk Signals (Circlebrooke & Parkview)	35,000		0	(35,000)	SIG Grant
Gallagher	Compact Wheeled Loader	215,000	(215,000)	0		
Gallagher	Sports Lounge Furniture	30,000	(30,000)	0		
Landfill	Groundwater Monitoring	30,000	(30,000)	0		
Landfill	Landfill Master Plan	75,000	(75,000)	0		
Landfill	Residential Organics Program - Carts Purchase	576,495	(576,495)	0		
Parks	Heritage Heights Tennis & Pickleball Court Improvement Expanded Scope (Total Project Budget = \$320,000)	100,000	(50,000)	0	(50,000)	Contingent on partnerships
Planning	Downtown / West Broadway Redevelopment Plan	100,000	(100,000)	0		
Public Works	2025 Pavement Overlays (add'l to operating)	500,000	(500,000)	0		
Public Works	Water & Sewer Equipment - Flat Deck Trailer, Tool Trailer, Excavation Cages	130,525	(130,525)	0		
RCS	Allocation for Accessibility Plan Consultant (2026 Proj)	14,000		14,000		
Water Works	Watermain Replacement - Dalebrook Drive Intersection	500,000	(500,000)	0		
Water Works	Industrial Sampling Program Upgrades	100,000	(100,000)	0		
Water Works	QSWTP Chemical System Upgrades	160,000	(160,000)	0		
Water Works	QSWTP Security Upgrades	150,000	(150,000)	0		
Water Works	WPCP Phase 2 Critical Heating Repairs	302,100	(302,100)	0		
	Totals	4,581,120	(4,411,120)	14,000	(156,000)	

The 2025 additional projects include many items funded from our self-sustaining utilities and departments; these include numerous upgrades to the water system including water main replacements, carts for the upcoming Residential Organics Program, as well as various equipment purchases. The largest item on the list is the equipment purchases for fleet, which was already approved in 2024 however it has some revisions to the list since initially approved and as such is included again here.

Other items of note include a Downtown and West Broadway Redevelopment Plan, which will form a crucial pillar on which the City will plan out its growth and zoning plans to ensure

revitalization of our core areas. There is also a top up of the 2025 pavement overlay program, with the goal of ensuring we are able to address more areas in need of maintenance and resurfacing.

2026 Capital

The largest portion of the Capital Budget to approve falls in the 2026 year. The total dollar value of the proposed 2026 Capital Budget originally included over \$20 million in potential projects. This is typical, as the amount of construction we could do on roads alone in a year could theoretically be much, much higher than this.

Given this, it's Council's and Administration's job to go through this list with scrutiny, identifying projects that can be deferred, identifying projects that just aren't feasible, and working to get the project list down to fit within our budget.

The final proposed project list is included below, including total cost and funding sources:

2026 - Projects Proposed

Dept	Project	Total Cost	Reserve Funding	Capital Budget	Other Funding	Notes
Airport	Apron 2 Pavement Rehabilitation, PAPI Light System, South Runway Joint Repair, Apron 3 Dirt Windrow, Crack Sealing, Line Painting (Total Submitted: \$455,000)	250,000		125,000	(125,000)	Dependent on CAP Funding
Airport	Annual Allocation - Terminal Building (Airport allocation and partial facilities allocation)	480,000		480,000		\$220k from facilities
Deer Park	Annual Allocation - Drainage & Irrigation	160,000		160,000		
Deer Park	Equipment - Rough mowers, runabouts / gators, greens mowers, trap rake	80,000	(80,000)	0		
Engineering	York Road West Storm Sewer Replacement (JC Beach)	450,000		0	(450,000)	York Rd Proj savings
Engineering	York Road East Culvert Replacement	160,000		0	(160,000)	York Rd Proj savings
Engineering	5th Avenue North Storm Sewer	125,000		125,000		
Engineering	Laurier Ave Storm Sewer Relocation	800,000		800,000		
Engineering	Fleet Equipment Purchases - Tandem Truck w/ Plows, Multi-purpose Tractor / Sidewalk Plow, Skid Steers, Loader Backhoe	885,000	(822,500)	0	(62,500)	Trade ins
Engineering	Landfill Road Timber Bridge Repairs	275,000	(275,000)	0		Landfill reserve
Engineering	Hwy 9 & Broadway - North Sidewalk Connectivity	20,000		20,000		
Engineering	Sidewalk Relocation - CNR Crossing on Smith Street (b/w Victoria and Dominion Ave)	15,000	(15,000)	0		
Engineering	Downtown Street Light Pole Replacement	110,000	(110,000)	0		
Engineering	Timber Bridges - Follow-up Inspection	10,000	(10,000)	0		
Engineering	New Pedestrian Crosswalk Signals (Dracup & Darlington)	75,000		75,000		
Engineering	Facilities - City Hall Rooftop AC (Tender - Dec 16, 2024)	200,000	0	200,000		Out of \$420k Facilities
Fire	Fire Truck (Urban Interface Pumper Replacement) Cost Increase (Total Project Budget = \$950,000)	450,000	(450,000)	0		\$500k from 2022 Budget
Gallagher	Arena Chiller Replacement	150,000		150,000		
Gallagher	Bobcat Buyout	60,000	(60,000)	0		
Gallagher	Fire Panel Replacement	60,000		60,000		
Gallagher	HVAC Rooftop Unit Replacement (#VU301)	130,000		130,000		
Parks	Weinmaster Pathway Paving	150,000		150,000		
Parks	Dracup Drainage Pond Fountain	30,000		0	(30,000)	Partnership contingent
Parks	Parks and Wayfinding Signage Standards Program	40,000		40,000		
Public Works	Stockpile Site Improvements - Salt Storage Shed, Parts Storage Shed, Fencing, Gates	256,000		256,000		
Public Works	Annual Road & Drainage Allocation - York Road Loan	2,500,000		2,500,000		
RCS	Accessibility Plan Consultant	50,000		36,000	(14,000)	2025 partial funding
RCS Facilities	Kinsmen Arena Metal Roof Restoration	350,000		350,000		
Transit	Access Transit Bus Replacement	180,000		180,000		
	Totals	8,501,000	(1,822,500)	5,837,000	(841,500)	

As can be seen, this list is mostly to be funded from the 2026 Capital Budget, with about a third of it being funded from reserves or outside sources.

The largest single item is our annual allocation to the York Road project, with this \$2.5 million going to the debt servicing for the next five years. Other similar items is a \$480,000 allocation to the Terminal building at the Airport, with a similar time horizon.

There is substantial investment in infrastructure, including storm sewer and culvert work in numerous locations, work to some of the bridges within the city limits, and street lights and safety crossings. This covers just over \$2 million of spending.

Equipment purchases make up nearly \$1.7 million, though this includes numerous items such as mowers, tandem trucks and plows, skid steers and a backhoe. The largest item included in this is an additional \$450,000 towards a fire truck (totaling \$950,000), which is a much needed piece of equipment to ensure the continued fire safety service provided to our City and surrounding area. Another item of note is an Access Transit Bus, replacing an older unit.

Parks will be getting some upgrades, including paving and signage.

Our recreation facilities will also be getting some work, particularly on the aging buildings. The Gallagher Centre will be receiving some mechanical work, and the Kinsmen Arena will have additional work done to the roof.

While the list of projects to approve is large, there are inevitably items which could not make the list due to budget constraints. Many of these items have been deferred, and a list of these projects is included here:

2025/2026 - Deferred Projects

Dept	Project	Total Cost	Reserve Funding	Capital Budget	Other Funding Notes
Deer Park	Course Beautification - Old #7 Green	15,000		15,000	
Deer Park	Course Drainage	30,000		30,000	
Deer Park	Replace Wet Well Pump and Course Pump Station	750,000		750,000	
Deer Park	Hole #13 Forward Tee Box Renovation	40,000		20,000	(20,000) Contingent on partnerships
Engineering	King Street & Hwy 9 Intersection Signalization	2,850,000		0	(2,850,000) Land Fund Sales
Engineering	National Street & Hwy 9 Intersection Upgrades	975,000		0	(975,000) Land Fund Sales
Engineering	Queen Street & Hwy 9 Intersection Upgrades	3,500,000		1,750,000	(1,750,000) UHCP
Engineering	Mayfair Avenue Upgrades (b/w Harris and Standard St)	170,000		170,000	
Engineering	51 Tupper Avenue - Back Lane Development	20,000		20,000	
Engineering	Linden Square Mall - Back Lane Drainage	70,000		70,000	
Fire	Rail Crossing Cameras	150,000		150,000	
Gallagher	Lighting Upgrades (Convention Centre, Sports Lounge, Kitchen, Commons Areas)	75,000		75,000	
Gallagher	2nd Floor Concept Design Options	115,000		115,000	
Gallagher	Exterior Sidewalk Replacements	30,000		30,000	
Parks	East Broadway Pathway Lighting (Hwy 9 to Lawrence)	60,000		60,000	
Parks	Bench-fit Station Signage	25,000		25,000	
Parks	Logan Green Fit Park	150,000		150,000	
Parks	Silver Heights, Waterloo & SIGN Park - Picnic Pads	75,000		75,000	
RCS Facilities	Godfrey Dean Exterior and Grounds Improvements	65,000		65,000	
RCS Facilities	Godfrey Dean / Land Titles Reroof Project	450,000		450,000	
RCS Facilities	Land Titles Flooring Replacement	40,000		40,000	
	Totals	9,655,000	0	4,060,000	(5,595,000)

These items are ones which Council and Administration will likely be bringing back to future years for consideration. Many of these are all important projects, but due to funding constraints they cannot be completed in the 2025/2026 Capital Budget.

The largest of these projects are infrastructure improvements to major intersections in the City, but are contingent on outside events.

The King Street & Highway 9 intersection will need to be completed in conjunction with land sales and development in the Roundhouse subdivision, and land sales will fund part of this at that time.

The Queen Street & Highway 9 intersection is absolutely a priority for the City to manage, but upgrades such as signalization require Provincial Government approval and funding commitments as it is a Provincial highway. These commitments are not secured at this time, and as such, the project is deferred; when we are able to secure them, funding will be made a priority to achieve this important project.

There is a significant upgrade needed at the well house that supplies water to Deer Park, and while this is important, it has been deferred until funding is available.

Recreation facilities are also high on the list, with numerous important maintenance items on this list as well for future consideration, such as roof work and flooring work. Parks upgrades are also prominent on this list, and will be brought back to future budgets for consideration.

Aside from deferred projects, there are also several projects that likely will not be feasible to complete in the short term, and will not be proceeding at this time. The list of these is below:

2025/2026 - Projects Not Going Forward

Dept	Project	Total Cost	Reserve Funding	Capital Budget	Other Funding Notes
Engineering	Dunlop Street West Back Lane Development	116,000		116,000	
Engineering	Husky Road Timber Bridge Replacement	2,350,000		2,350,000	
Engineering	York Lake Road Reconstruction	2,600,000		2,600,000	
Gallagher	Curling Rink Sound System Upgrades	100,000		100,000	
RCS Facilities	Gloria Hayden Common Area Upgrades	40,000		40,000	
Totals		5,206,000	0	5,206,000	0

The largest of these projects is reconstruction of York Lake Road. This is an estimated cost of approximately \$2.6 million, which is a substantial cost. The work would be substantial, and due to the length of the road the cost to do so is quite high. This amount, being as substantial as it is, would allow us to resurface approximately 5 kilometers of roadways within the City, and would be a higher priority. As such, this project likely is not feasible.

The second largest item on here is replacing the bridge on Husky Road. This bridge, an old timber bridge along the eastern side of the City, was previously damaged in a motor vehicle accident and has had significant weigh restrictions placed on it after repairs. It is likely that the City could decommission this bridge in the future, as costs will continue to rise to replace it, and the fact is that the road does not serve too many residents, as it is a former grid road that belonged to the R.M.

These are far from complete descriptions in each Capital Budget category, and the full project list is attached together included in Attachment 3.

Operating Budget – 2025

Attachments 1 & 2 include the Operating Budget Submission and the Operating Budget Summary. The Operating Budget Submission is a more in depth look at the various departmental budgets as well as a summary of what services those departments perform, with the summary being a “one pager” of the budget as a whole.

The overall increase in taxation to fund the City’s operations is 2.06%. This includes everything from Public Works, Parks, RCMP, and every other non-utility department.

With regards to major impacts to the budget, there are numerous items which will be explained below, highlighting significant departmental changes.

Significant Items

Revenues

Our overall revenues are estimated to be up from the prior year, with the biggest non-tax changes coming from our Crown Surcharges and our Municipal Revenue Sharing Grant.

The Crown Surcharges are a fee on the SaskPower/SaskEnergy bills, which are expected to be higher this year based on trending usage and rates. The municipal revenue sharing is a portion of PST that the province shares with municipalities – this amount is based on the results from two prior years, and with the various stimulus spending as well as cost increases over the past few years. PST revenues at the province have been higher and thus our allocation from this has risen.

These two items account for \$523,000 of increased revenues for the City.

Corporate Services

This includes finance, IT, human resources, the City Manager’s and City Clerk’s office, and overall administration of the city. There is one item that is responsible for the bulk of the increase here, which is our contribution to Sask Housing, which the City is partnered with.

There are a few main areas of increase here, including two new positions. The first of these positions is a Communications Coordinator; this is a role that will support the Mayor and Council with their communications efforts, including with higher orders of government in order to advocate for the needs of our City. Further, this role will assist in tying together the City’s various communications platforms to form a more coherent and well-rounded program to get our message out to the many residents and users of City services.

The second new position is a staff accountant in Finance, with this position allowing for more timely financial reporting and analysis on our operations. This position’s cost will be offset via attrition in the future.

A third new position was cut from the budget, which was a part-time bylaw enforcement officer. This position would generally help cover the more regular bylaw enforcement calls we receive at the City for things like untidy premises complaints, parking, noise and other bylaw enforcing activities. The goal with this would be to handle more of these types of things as our Community Safety Officers are increasingly being called to handle issues related to houselessness and social support. However, the City has been successful in securing grant funding to support this area through different means in the next year. As such, the part-time officer position was removed from the budget.

Another large area of cost increase here is our contribution to Sask Housing, whereas the City contributes a share of the increasing costs associated with the Sask Housing units within the City. This has risen two years in a row, and we are expecting it to flatten out after 2025.

Software costs also continue to escalate, with nearly every modern software platform now being a subscription service compared to the traditional purchase of software scenario.

Protective Services

Our Federal contract with the RCMP continues to increase, adding \$270,000 to the costs for our policing service. There continues to be updating and modernization of equipment within the RCMP, which should continue to assist the officers to maintain the safety of our City.

The Fire Department is also an area of cost increase, with rising costs to be offset with increased Fire Service Fee revenue. This is a new fee charged when call-outs require overtime and extra crew requirements – traditionally, this is a cost the City has absorbed. Going forward the fees will cover these excess costs.

Cemetery

Costs at the Cemetery are down substantially this year due to staff allocation. It is our Parks staff who perform the majority of the work at the Cemetery, and their time is allocated based on where they perform the work (i.e.: grass cutting, maintaining sports fields, cemetery).

The allocation to the Cemetery has been reduced this year to reflect the lower average over the last few years.

All excess proceeds in the Cemetery are applied to future perpetual care funding.

Deer Park

There are substantial changes at Deer Park for the 2025 budget year. After signing a new operator / pro contract, the City now has some new revenue streams at the course. These include Cart Rentals and Driving Range Fees, primarily.

Offsetting this are increased contractor costs as well as lease payments on the cart fleet. Once paid off, the cart fleet will generate substantial net revenues for the City.

Other increased costs include extra snow removal and utility costs at the Clubhouse, as it is open year-round, though these are offset by the rental of the restaurant to the Owl's Nest.

An additional staff member out at the course was initially included in the budget, but this position was not granted in order to contain costs.

Recreation Facilities

Our RCS Facilities department includes our indoor recreation facilities excluding the Gallagher Centre.

This is a strange year for this department, as there is substantial construction work happening at the Kinsmen Arena currently and as such, it will be closed for 9 months of the year. The revenues and expenses have been updated to reflect this, however revenues do drop more than costs as the building will still be lit and heated and cared for during this construction, so the expenses do not fully go away while the revenues do.

Another significant change here is reallocating a staff member from Facility Maintenance – this position has been moved to the Gallagher Centre to better reflect where the majority of the work is performed.

Parks

While Parks is a large budget, there is not significant cost increases in this area.

The costs overall are not greatly changed, however our allocation of staff time has changed to better reflect where the staff are, on average, spending their time. When staff spend time cutting grass, working on pest control, or doing other things it is costed to that particular area.

Transit

This is an area where we continue to see increases in costs; our contract to our operator (SaskAbilities) is increasing.

The budget for Transit has been increased to closer match actual spending, however we will be reviewing the service delivery in this area to attempt to find a path forward that can contain costs.

Gallagher Centre

Gallagher Centre is similar to Parks – this is a department with a large budget, but there are not many significant changes to the operations or costs in the 2025 budget.

Revenues remain largely unchanged, and the biggest two changes in costs are moving a team member from RCS Facilities to the Gallagher Centre for costing purposes (though this is a cost neutral item), and the other item is staff hour allocations which have been updated to properly reflect where staff spend their time within the Gallagher Centre.

Engineering & Asset Management

Cost increases within Engineering are for the most part to allow for increased power rates for street lighting and increased materials cost for pole replacements, as well as to allow some extra maintenance funding for the many new solar pedestrian crosswalks in the city.

Planning, Building Services & Economic Development

There has been a small uptick in building permits, and this is showing up here in revenues.

From an Economic Development and Airport standpoint, we are continuing to work to allow proper funding for maintenance of the airport and its associated costs. There are often ongoing capital and repair needs to manage at the airport, and we continue to pursue grant funding to offset this.

Public Works & Landfill, Garbage, Recycling

This is one area that has seen a larger increase, and it is no surprise why.

The cost of snow removal continues to rise as we adjust to years with increased levels of snowfall. The five-year average is used to determine potential costs to budget for the current year, and this has added over \$50,000 to the budget for this.

Street and road paving is another area, increasing over \$200,000 to keep up with increased construction costs as well as to hopefully be able to increase the annual overlay programs to address growing concerns about the roadway conditions. This was a targeted area, knowing that the average condition of the roads in the City are continuing to deteriorate and this is something we wanted to address.

Public works also manages the budgets for the Landfill, garbage (refuse), and recycling collection.

These budgets are net zero, as they are run as a utility. This means that they have their own revenues and expenses, and a profit. This projected profit goes to reserves in its entirety, to cover future capital projects. For example, the Landfill profits between \$600,000 and \$1,000,000 on average a year, but has large capital outlays such as a new landfill cell at an estimated cost of \$7-10 million in five years – it requires an annual surplus, otherwise it would not be able to operate into the future.

Our Landfill fees were recently increased in order to generate the surplus reserves needed for the new Landfill cell that will be constructed in the not too distant future.

The Refuse and Recycling budgets also have some exciting changes to them. Refuse will now include the new Organics program as approved by Council in December, with the ultimate goal of diverting the many tons of yard waste that ends up in the landfill. This will have the long-term effect of extending the useful life of our landfill cells, deferring large capital costs until they are absolutely necessary. In addition to this, there are decreases in the costs to our recycling program, also approved by Council in December.

Environmental Services

Our water utility is the largest of the self-sustaining utilities, with over \$14 million of planned revenue. This budget includes an increase to the water rates as approved by Council in December, but a larger portion of the increase to revenue this year is from estimated usage from our largest industrial users, two of which will be using almost 50% of the total water for the City.

This increased revenue from industrial expansion is crucial in expanding our water and sewer main replacement programs, which have associated cost increases. At the previous pace of replacement, it would take over 100 years to get through all the older water and sewer mains, and some of these are already quite old and ready for replacement.

Further to the replacement programs, the additional revenue will allow the City to perform necessary upgrades to water and wastewater treatment, as well as the distribution system, to ensure safe drinking water for the residents of Yorkton far into the future.

There are other increased costs as well, including a new staff member on the meters' side. This new position will be responsible for meeting legislated requirements for backflow monitoring and inspections, as well as assisting with the increased main replacement programs to ensure the integrity of our water system is not impacted during large construction projects.

Overall, the Water Utility will be putting a large amount into reserves from this operating budget (estimated at over \$6 million) however, this will be used towards capital projects, with estimated projects in the tens of millions of dollars, not including our Wastewater Treatment Plant Renewal Project which is currently in the planning phase.

FINANCIAL IMPLICATIONS

The City is required by legislation to have a balanced budget. The spending proposed in this budget must be offset by revenues, and this is typically in large part from taxation. Taxation provides approximately half of the funds required for the City to operate. Our next largest sources of funding are utility fees, user fees, and grants and revenues from other orders of government.

As mentioned, the impact to the average residential homeowner will be approximately \$7.10 per month, or roughly twice that for an equally valued commercial property.

COMMUNICATION PLAN

As has been our practice, the package included with this report was made public on our website earlier today, along with the budget submission presentation, which will be posted permanently on the website. This presentation has been updated to be much more readable and easier to follow for the general public.

The budget information will be posted until the following Council meeting for feedback to be collected on our website or by direct communication with us at the City. We encourage all

questions by phone, email or through our website feedback form, available on www.yorkton.ca/budget, which will be linked off our main page, and on social media.

OPTIONS

1. That Council proceed with garnering public feedback on the initial 2025 Operating and 2025/2026 Capital Budget draft as presented by the Director of Finance, and further direct Administration bring a subsequent budget report to the March 3, 2025 Council Meeting to consider adoption.
2. Other direction as Council deems appropriate.

RECOMMENDATION

1. That Council proceed with garnering public feedback on the initial 2025 Operating and 2025/2026 Capital Budget draft as presented by the Director of Finance, and further direct Administration bring a subsequent budget report to the March 3, 2025 Council Meeting to consider adoption.



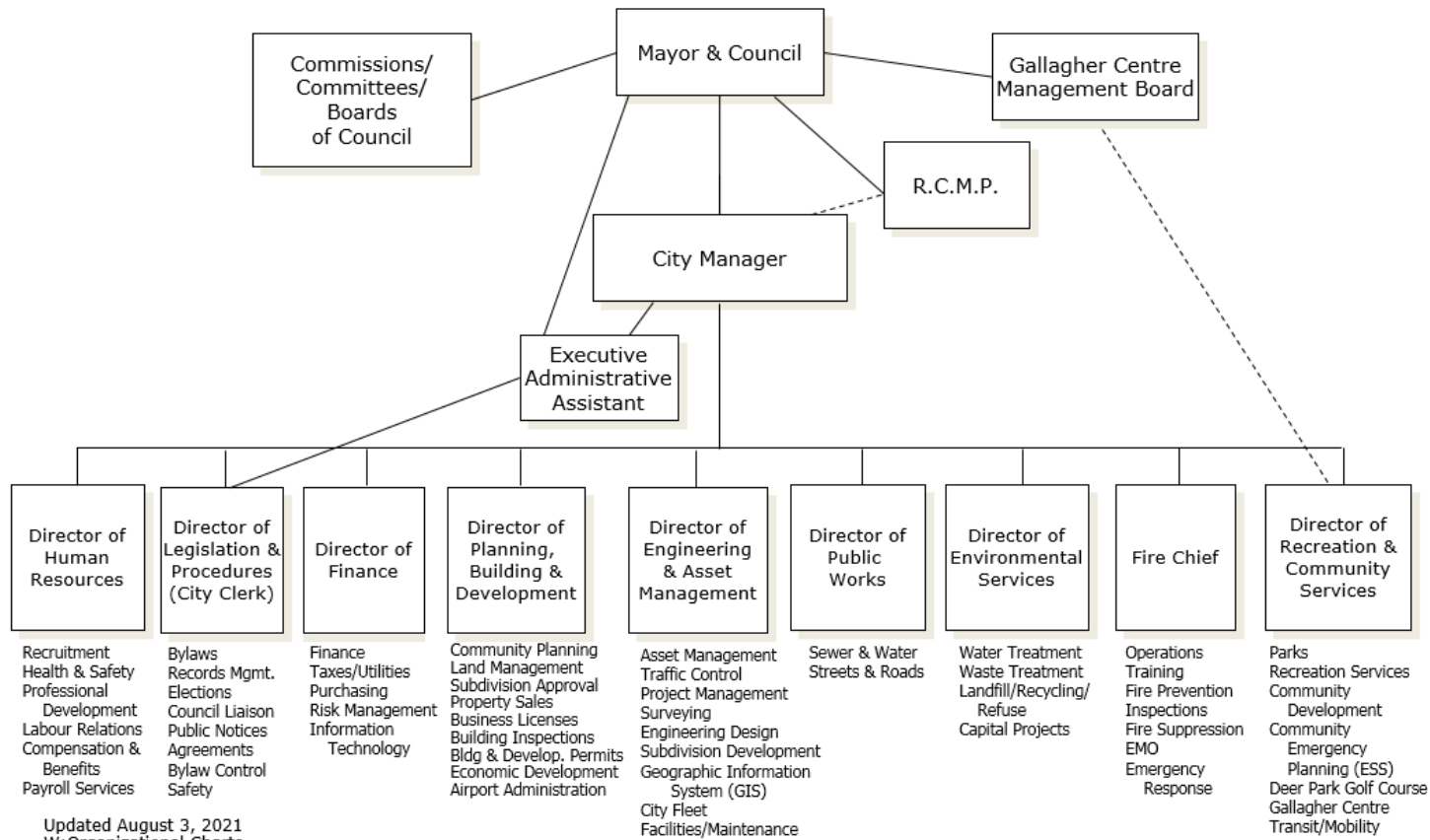
City Budget 2025

Operating & Capital

Presented to Council – February 6, 2025

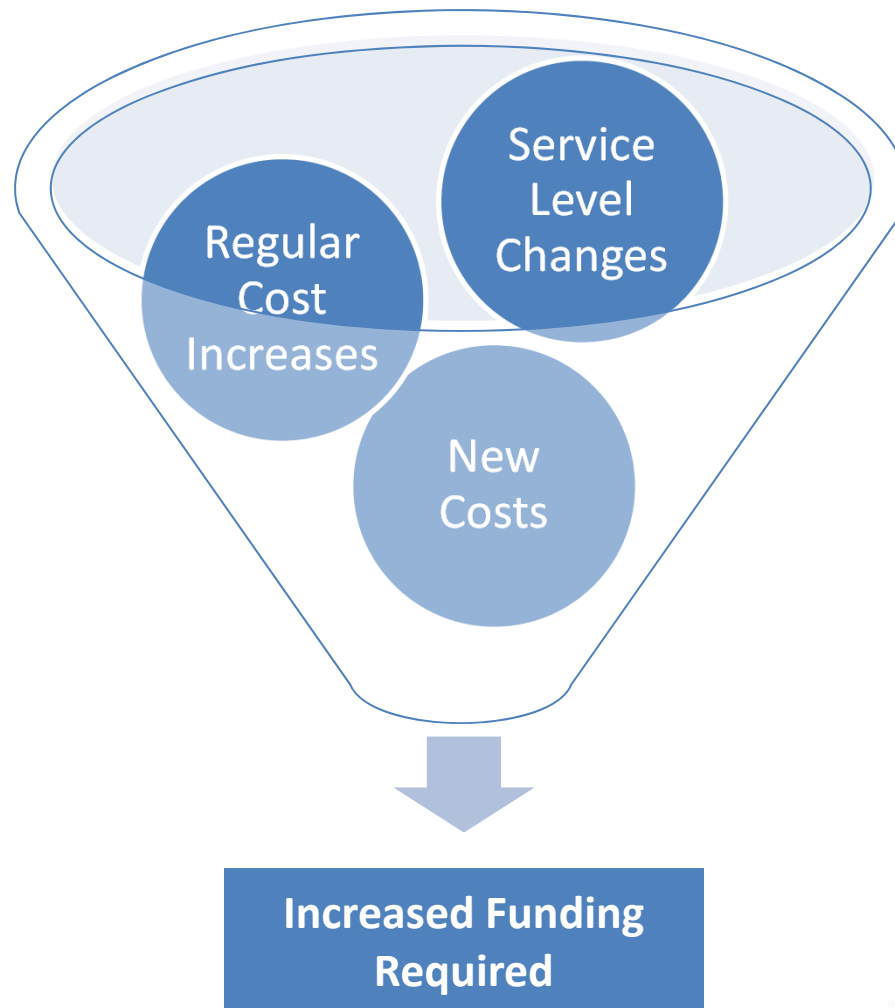
Operating Budget – The Means to Provide Services

City of Yorkton - Organizational Structure



Updated August 3, 2021
 W:Organizational Charts

Operating Budget – Cost Model



Operating Budget – What’s Changed?

Service Levels:

Status Quo+
(October 2024
CPI = 2.5%)

Wages:

4.5% increase estimate
(negotiations pending)

Public Works:

Increase streets and
roads budget

Staffing:

3 new positions

RCMP Contract:

Cost increase

Requested
Tax Increase

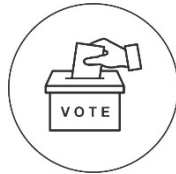
2.06%

General Revenue

	Actual 2023	Budget 2024	Budget 2025	\$ Change	% Change
Revenue					
Taxes including Grants In Lieu	27,895,994	29,029,649	30,419,541	1,389,892	4.79%
Tax Losses	(8,172)	(100,000)	(100,000)	0	0%
Interest Income and Tax Penalties	1,951,372	520,000	500,000	(20,000)	-3.85%(1)
Crown Surcharges	3,517,916	3,360,000	3,600,000	240,000	7.14%(2)
Municipal Operating Grant	3,345,201	3,767,000	4,050,000	283,000	7.51%(3)
	<u>36,702,311</u>	<u>36,576,649</u>	<u>38,469,541</u>	<u>1,892,892</u>	<u>5.18%</u>

Variances:	
(1)	Decrease in tax penalties to reflect average, interest rate decrease
(2)	Increased to match 2024 projection
(3)	Increase in revenue sharing estimate

Legislative



Administers:

Election



Support & training for Council objectives



Council receptions/committees



Local grants (YBID, Film Festival, Art gallery and Tourism facility rents, youth rec facility rebates) and donations



Corporate Services

Corporate Services

Provides support for city-wide services

City Clerk's Office

- Records management – policies/bylaws/minutes
- Council admin – meetings/agendas/elections
- Committee administration
- Legal matters
- Privacy and access to information
- City-wide contract administration
- Land leases
- Bylaw services (traffic, parking, property standards and enforcement)
- City-wide safety programs and administration



Corporate Services

Human Resources



- Recruitment and onboarding of new employees
- Corporate learning and development strategy
- Workforce planning
- Payroll and benefits administration
- OH&S programming, COR certification
- Administration and management of disability claims (WCB, STD, LTD)
- Employee relations, performance management and discipline
- Unionized relations and the bargaining cycle

Finance & IT



- Budget
- Property tax (assessment and enforcement)
- Utility billing administration and collections
- Accounts payables, receivables, city-wide payment processing
- Financial reporting and treasury management
- Insurance and risk management
- City-wide IT services, security, network and delivery

Corporate Services

	Actual 2023	Budget 2024	Budget 2025	\$ Change	% Change
Revenues					
Leased Land	25,433	25,000	25,000	0	0.00%
Office Services	54,724	51,000	56,000	5,000	9.80%
Bylaw Services	94,820	72,000	72,000	0	0.00%
Parking Fees	18,315	18,000	18,000	0	0.00%
	<u>193,293</u>	<u>166,000</u>	<u>171,000</u>	<u>5,000</u>	<u>3.01%</u>
Expenses					
City Manager/City Clerk	580,040	647,082	698,980	51,898	8.02%(1)
Human Resources	638,131	700,379	740,171	39,792	5.68%(2)
Finance/Information					
Technology	1,214,222	1,295,682	1,399,559	103,877	8.02%(3)
City Administration	1,002,555	1,068,900	1,161,250	92,350	8.64%(4)
City Owned Property	775	10,000	10,000	0	0.00%
Bylaw	381,988	404,814	428,121	23,307	5.76%
Parking	15,022	15,300	15,400	100	0.65%
	<u>3,832,733</u>	<u>4,142,157</u>	<u>4,453,480</u>	<u>311,323</u>	<u>7.52%</u>
Net Expenses over Revenue	<u><u>3,639,441</u></u>	<u><u>3,976,157</u></u>	<u><u>4,282,480</u></u>	<u><u>306,323</u></u>	<u><u>7.70%</u></u>

Corporate Services (continued)

	Variations:
(1)	Includes new Communications Manager position
(2)	Software cost increase
(3)	Includes new Staff Accountant position
(4)	Increase in Sask Housing loss projected; increase in software costs

Legislative

	Actual 2023	Budget 2024	Budget 2025	\$ Change	% Change
Expenses					
Council training, travel & remuneration	266,973	284,881	299,992	15,111	5.30%(1)
City promotional	21,338	20,000	23,000	3,000	15.00%
Office expense	154,742	113,225	113,999	774	0.68%
Election expense	240	6,000	7,000	1,000	16.67%
Receptions & recognitions	7,880	9,000	12,000	3,000	33.33%
Grants and donations	255,248	287,500	286,077	(1,423)	-0.49%
Facility rebates	182,503	161,500	161,500	0	0.00%
	<u>888,924</u>	<u>882,106</u>	<u>903,568</u>	<u>21,462</u>	<u>2.43%</u>

Variances:

- (1) Tied to MLA compensation (3% increase); increase in training and travel costs



Fire Protective Services

Fire Protective Services

Provides:



- Fire suppression for the City, RM of Wallace, RM of Orkney and York Lake (24 hour availability)
- Vehicle accident rescue and response
- Emergency medical response support
- Prevention (fire drills, CO₂ detection)
- Manages mass alert system city-wide (Voyent Alert)
- Public education and equipment safety programs
- Fire inspections (residential, commercial, industrial)
- Emergency management (EMO) for the City and Fire Hall acts as Emergency Operations Centre
- Hazardous material response
- Train derailment response

Fire Protective Services

	Actual 2023	Budget 2024	Budget 2025	\$ Change	% Change
Revenues					
Fire Service Fees	82,066	77,500	107,500	30,000	38.71%(1)
Fire Service Agreements	424,288	425,000	490,000	65,000	15.29%(2)
	<u>506,354</u>	<u>502,500</u>	<u>597,500</u>	<u>95,000</u>	<u>18.91%</u>
Expenses					
Administration	591,597	575,212	658,488	83,276	14.48%(3)
Prevention & Education	3,892	15,300	10,300	(5,000)	-32.68%
Operations & Suppression (IAFF)	2,375,691	2,386,823	2,460,035	73,212	3.07%
Training	27,195	34,000	32,000	(2,000)	-5.88%(4)
Equipment	296,553	307,620	329,200	21,580	7.02%(4)
Hall Maintenance	138,881	124,310	135,600	11,290	9.08%(4)
Emergency Measures	17,660	24,135	18,500	(5,635)	-23.35%(4)
	<u>3,451,470</u>	<u>3,467,400</u>	<u>3,644,123</u>	<u>176,723</u>	<u>5.10%</u>
Net Expenses over Revenue	<u>2,945,116</u>	<u>2,964,900</u>	<u>3,046,623</u>	<u>81,723</u>	<u>2.76%</u>

Fire Protective Services(continued)

	Variations:
(1)	Increase in fee for service from updated bylaw
(2)	Estimate based on prior years actual
(3)	Fully staffed with 2 Deputy Chiefs, communication equipment fee increase
(4)	Increases / decreases to bring closer to actual spending



RCMP



RCMP

Provides:



- 24-hour policing service with a 28 member force
- Public education programs (bike rodeo, positive ticketing, driving without impairment)
- VTRA (Violent Threat Risk Assessment – school resource)
- GIS (plain clothes unit, warrant writing, drug enforcement)
- Police and Crisis Team (assists with mental health calls, community service needs, liaise with Yorkton Hospital)
- Crime Reduction Unit (warrants executions, offender compliance checks)
- Events monitoring/parade escorts
- School zones and traffic enforcement
- King's Bench security
- Criminal record checks
- Victim services



RCMP

	Actual 2023	Budget 2024	Budget 2025	\$ Change	% Change
Revenues					
Court fines & criminal record checks	177,616	230,000	210,000	(20,000)	-8.70%
Rent agreement	61,815	61,197	61,197	0	0.00%
Provincial Government funding	341,550	343,000	350,000	7,000	2.04%
	<u>580,982</u>	<u>634,197</u>	<u>621,197</u>	<u>(13,000)</u>	<u>-2.05%</u>
Expenses					
Administration	773,845	895,871	902,716	6,845	0.76%
Federal Contract	5,182,529	5,450,000	5,700,000	250,000	4.59%(1)
	<u>5,956,375</u>	<u>6,345,871</u>	<u>6,602,716</u>	<u>256,845</u>	<u>4.05%</u>
Net Expenses over Revenue	<u>5,375,393</u>	<u>5,711,674</u>	<u>5,981,519</u>	<u>269,845</u>	<u>4.72%</u>

Variances:	
(1)	RCMP contract price increase
	Does not include retro pay (approx. \$1m)

Cemetery

Provides:



- Casket, cremation and columbarium interments



- Coordinate plot sales and buy-back programs, permit applications

- Site preparation



- Maintenance services (grass cutting, flowers, snow removal, tree pruning, ground levelling)



Cemetery

	Actual 2023	Budget 2024	Budget 2025	\$ Change	% Change
Revenues					
Sales, permits & fees	189,935	215,000	222,000	7,000	3.26%
	<u>189,935</u>	<u>215,000</u>	<u>222,000</u>	<u>7,000</u>	<u>3.26%</u>
Expenses					
Salaries & Benefits	86,897	126,100	81,658	(44,442)	-35.24%(1)
Utilities	8,943	15,672	15,422	(250)	-1.60%
Maintenance & Equipment	95,071	101,000	106,000	5,000	4.95%
	<u>190,912</u>	<u>242,772</u>	<u>203,080</u>	<u>(39,692)</u>	<u>-16.35%</u>
Net Expenses over Revenue	977	27,772	(18,920)	(46,692)	-168.13%
Transfer to / from Reserve	<u>12,226</u>	<u>10,000</u>	<u>18,920</u>	<u>8,920</u>	<u>100.00%</u>
	<u><u>13,202</u></u>	<u><u>37,772</u></u>	<u><u>(0)</u></u>	<u><u>(37,772)</u></u>	<u><u>-100.00%</u></u>

Variations:

- (1) Less staff time allocated; more closely matches 5 year average

Deer Park



- 18 hole full service golf course



- Pro shop, clubhouse, food and beverage services



- Tournament hosting
- Junior, Adult, and Senior programs
- Maintenance (irrigation, grass cutting, course repairs)



Deer Park

	Actual 2023	Budget 2024	Budget 2025	\$ Change	% Change
Revenues					
Fees, season passes & tournaments	571,513	558,000	604,500	46,500	8.33%
Cart rental, driving range fees	0	0	230,000	230,000	0.00%(1)
Concession rent	7,500	36,000	36,000	0	0.00%
	<u>579,013</u>	<u>594,000</u>	<u>870,500</u>	<u>276,500</u>	<u>46.55%</u>
Expenses					
Administration	128,671	142,000	234,500	92,500	65.14%(2)
Golf Course	520,131	530,750	569,501	38,751	7.30%(3)
Clubhouse	64,981	75,600	92,500	16,900	22.35%(4)
Fleet equipment	118,000	125,000	293,000	168,000	134.40%(5)
	<u>831,783</u>	<u>873,350</u>	<u>1,189,501</u>	<u>316,151</u>	<u>36.20%</u>
Net Expenses over Revenue	<u>252,770</u>	<u>279,350</u>	<u>319,001</u>	<u>39,651</u>	<u>14.19%</u>

Deer Park(continued)

	Variances:
(1)	New revenue sources: cart rental and driving range
(2)	New contractor arrangement – offset by revenue
(3)	Annual staff increases, materials and supply cost increases
(4)	Increase for snow removal / janitorial throughout winter
(5)	Increase due to cart lease payments

Library



Provides:



Library services contracted through Parkland Regional Library/Yorkton Public Library (books, movies, digital resources, library loans, internet provision)



Our budget provides for the annual levy, library programming activities and operations of the building including:



- Utilities
- Rental rooms
- Janitorial
- Snow removal
- Security

Library

	Actual 2023	Budget 2024	Budget 2025	\$ Change	% Change
Revenues					
Rental income	15,231	7,000	9,000	2,000	22.22%
Fees and other revenue	8,196	15,000	15,000	0	0.00%
	<u>23,428</u>	<u>22,000</u>	<u>24,000</u>	<u>2,000</u>	<u>9.09%</u>
Expenses					
Building & maintenance	169,386	191,283	192,533	1,250	0.65%
Materials	87,723	46,200	48,500	2,300	4.98%
Regional levy requisition	338,000	390,000	390,000	0	0.00%
	<u>595,109</u>	<u>627,483</u>	<u>631,033</u>	<u>3,550</u>	<u>0.57%</u>
Net Expenses over Revenue	<u><u>571,681</u></u>	<u><u>605,483</u></u>	<u><u>607,033</u></u>	<u><u>1,550</u></u>	<u><u>0.26%</u></u>

RCS - Admin

Provides:



- General RCS dept-wide administration
- Contract and agreements management
- Community and Culture programs (fitness, activities, summer programming, park parties)
- Heritage and archives
- Sask lottery grant administration to community
- Deer Park marketing, administration and cash reporting
- Cemetery finance and administration



RCS - Admin

	Actual 2023	Budget 2024	Budget 2025	\$ Change	% Change
Revenues					
Fees	66,517	73,500	81,500	8,000	10.88%
Grant revenue	205,858	209,319	198,644	(10,675)	-5.10%(1)
	<u>272,375</u>	<u>282,819</u>	<u>280,144</u>	<u>(2,675)</u>	<u>-0.95%</u>
Expenses					
Administration	382,598	366,085	379,483	13,398	3.66%
Heritage	23,187	31,095	32,919	1,824	5.87%
Programming	444,636	457,592	468,225	10,633	2.32%
	<u>850,420</u>	<u>854,772</u>	<u>880,627</u>	<u>25,855</u>	<u>3.02%</u>
Net Expenses over Revenue	<u>578,045</u>	<u>571,953</u>	<u>600,483</u>	<u>28,530</u>	<u>4.99%</u>

Variances:

(1) Haven't received Heritage Grant in several years

RCS - Facilities

Provides:

Preventative, reactive maintenance, capital upgrades, janitorial services and snow removal for facilities including:



- *Godfrey Dean/Land Titles* – facility rentals, strategic partnerships (Art Gallery, Arts Council, Film Festival)
- *Gloria Hayden* – sport and recreation programming, gym rentals
- *Tourism/Chamber*
- *Library*
- *Kinsmen Arena*
- *Deer Park Clubhouse*
- *Outdoor man-made structures*



RCS – Facilities

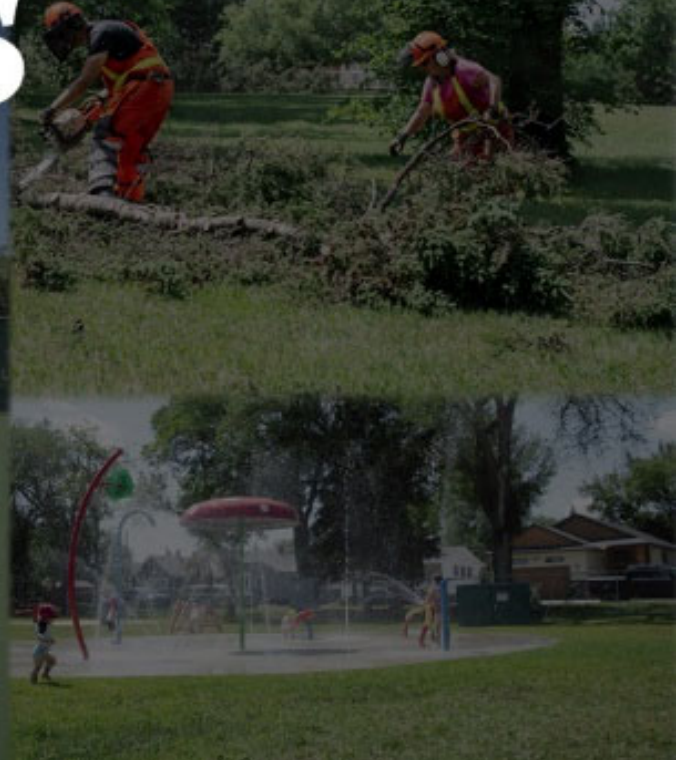
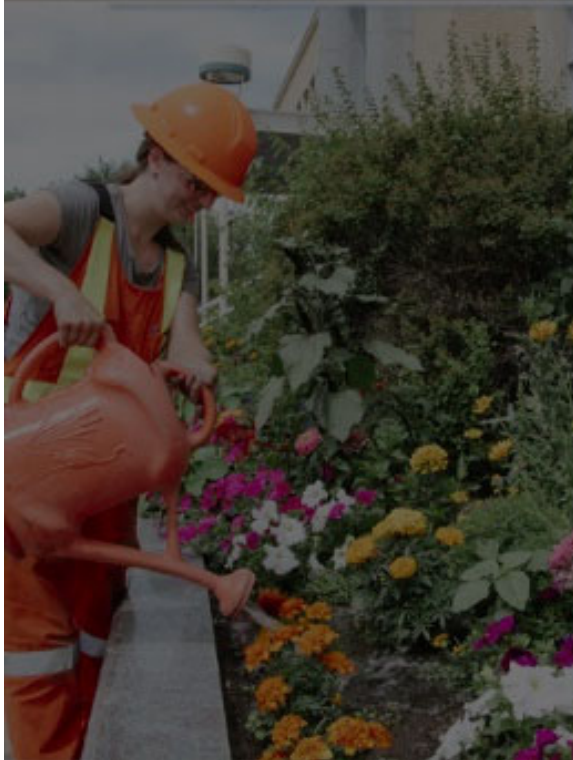
	Actual 2023	Budget 2024	Budget 2025	\$ Change	% Change
Revenues					
Godfrey Dean	59,080	59,000	59,000	0	0.00%
Kinsmen Arena	286,566	290,750	104,700	(186,050)	-63.99%(1)
Gloria Hayden	66,428	56,000	53,000	(3,000)	-5.36%
Tourism	14,539	32,000	32,000	0	0.00%
	<u>426,613</u>	<u>437,750</u>	<u>248,700</u>	<u>(189,050)</u>	<u>-43.19%</u>
Expenses					
Godfrey Dean	62,149	79,400	80,400	1,000	1.26%
Kinsmen Arena	320,031	314,578	189,850	(124,728)	-39.65%(1)
Gloria Hayden	128,875	128,030	134,866	6,836	5.34%
Facility Maintenance	222,408	253,160	166,697	(86,463)	-34.15%(2)
Tourism	19,926	34,200	34,450	250	0.73%
	<u>753,389</u>	<u>809,368</u>	<u>606,263</u>	<u>(203,105)</u>	<u>-25.09%</u>
Net Expenses over Revenue	<u>326,775</u>	<u>371,618</u>	<u>357,563</u>	<u>(14,055)</u>	<u>-3.78%</u>

Variations:

- (1) Closing of the Kinsmen Arena (3 months operations)
- (2) Position moved over to GC (Arena / Maint Manager)



Parks



RCS - Parks

Provides:



- City-wide green space and park management
- Urban forestry (tree trimming, debris, maintenance of 20,000+ trees)



- Grass cutting (city-wide, over 550 acres)
- Horticulture and beautification (shrubs/flowers)
- Sportsfields maintenance (ball diamonds, soccer fields, disc golf course, tennis courts)
- Playgrounds (8), spray parks (3), outdoor rinks (5), skate park, dog park



- Pathways (9.6 km paved, 9.9 km unpaved) (includes snow removal and maintenance)
- Pest control (weeds, tree worms, mosquitoes, Dutch Elm disease, gophers)

RCS - Parks

	Actual 2023	Budget 2024	Budget 2025	\$ Change	% Change
Revenues					
Parks/Ball Diamonds	41,849	74,000	64,250	(9,750)	-13.18%(1)
Other outdoor	8,071	15,750	12,250	(3,500)	-22.22%(1)
	<u>49,920</u>	<u>89,750</u>	<u>76,500</u>	<u>(13,250)</u>	<u>-14.76%</u>
Expenses					
Administration	440,138	478,740	607,832	129,092	26.96%(2)
Parks maintenance	289,761	245,350	277,289	31,939	13.02%(3)
Grass cutting	323,875	378,760	322,107	(56,653)	-14.96%(3)
Forestry	339,177	294,600	273,915	(20,685)	-7.02%(3)
Soccer fields	55,635	37,200	48,213	11,013	29.60%(3)
Horticultural	116,138	146,750	122,658	(24,092)	-16.42%(3)
Pest control	33,726	46,250	37,582	(8,668)	-18.74%(3)
Ball diamonds	136,258	101,800	123,745	21,945	21.56%(3)
Outdoor facilities	110,737	154,065	118,086	(35,979)	-23.35%(3)
	<u>1,845,443</u>	<u>1,883,515</u>	<u>1,931,425</u>	<u>47,910</u>	<u>2.54%</u>
Net Expenses over Revenue	<u>1,795,523</u>	<u>1,793,765</u>	<u>1,854,925</u>	<u>61,160</u>	<u>3.41%</u>

Variances:	
(1)	Decrease to closer align with average
(2)	Staff benefits coded here instead of allocated
(3)	Changes to allocation of staff time to better reflect averages

Transit

Provides:



- Contracted service through SaskAbilities
- RCS supervises contract, administration
- Maintenance of transit vehicles and stops/shelters



Transit

	Actual 2023	Budget 2024	Budget 2025	\$ Change	% Change
Revenues					
Grants	53,696	55,000	55,000	0	0.00%
Transit revenue	83,051	53,200	59,000	5,800	10.90%
	<u>136,747</u>	<u>108,200</u>	<u>114,000</u>	<u>5,800</u>	<u>5.36%</u>
Expenses					
Maintenance and Insurance	88,069	98,500	98,500	0	0.00%
Operating Costs	510,838	452,717	514,381	61,664	13.62%(1)
	<u>598,907</u>	<u>551,217</u>	<u>612,881</u>	<u>61,664</u>	<u>11.19%</u>
Net Expenses over Revenue	462,160	443,017	498,881	55,864	12.61%
Transfer to Reserves	<u>19,000</u>	<u>21,000</u>	<u>27,500</u>	<u>6,500</u>	<u>30.95%</u>
	<u><u>481,160</u></u>	<u><u>464,017</u></u>	<u><u>526,381</u></u>	<u><u>62,364</u></u>	<u><u>13.44%</u></u>

Variances:

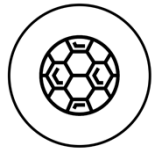
- (1) Increase to reflect actuals (fuel, contracted services, repairs, shelter maintenance)



Gallagher Centre

Gallagher Centre

Provides:



- Community programs (drop in sports, public skating, walking tracks)
- Sport, recreation and event hosting
- Aquatic programs, rentals and swimming lessons
- Ice surfaces (hockey arena, curling rink)
- Convention Centre (small – large meetings, conferences, weddings, catering)
- Exhibition grounds, grandstand, agricultural events

Gallagher Centre

	Actual 2023	Budget 2024	Budget 2025	\$ Change	% Change
Revenues					
General fees & commissions	258,818	288,300	272,846	(15,454)	-5.36%
Agri-Pavillion	11,591	15,500	18,000	2,500	16.13%
Ice rentals	345,099	362,000	375,000	13,000	3.59%
Room rentals	63,706	70,000	65,000	(5,000)	-7.14%
Convention centre & concession	204,808	265,000	252,000	(13,000)	-4.91%
Curling rink	59,799	58,000	58,500	500	0.86%
Flexi-Hall	131,441	143,000	172,500	29,500	20.63%
Grounds & parking lot	9,705	12,000	5,000	(7,000)	-58.33%
Waterpark	615,587	707,000	727,250	20,250	2.86%
	<u>1,700,554</u>	<u>1,920,800</u>	<u>1,946,096</u>	<u>25,296</u>	<u>1.32%</u>
Expenses					
Administration	540,071	555,331	689,912	134,581	24.23%(1)
Agri-Pavillion	70,230	64,864	61,000	(3,864)	-5.96%(2)
Arena	465,721	486,771	482,650	(4,121)	-0.85%(2)
Building maintenance and utilities	728,323	759,890	772,950	13,060	1.72%
Janitorial	507,815	426,853	462,000	35,147	8.23%(2)
Convention centre & concession	133,282	144,429	151,500	7,071	4.90%
Curling rink	17,243	32,157	34,000	1,843	5.73%
Flexi-Hall	58,018	62,540	71,500	8,960	14.33%(2)
Grounds & parking lot	95,086	143,483	126,820	(16,663)	-11.61%(2)
Waterpark	1,398,983	1,483,485	1,526,344	42,859	2.89%
	<u>4,014,774</u>	<u>4,159,803</u>	<u>4,378,676</u>	<u>218,873</u>	<u>5.26%</u>
Net Expenses over Revenue	2,314,220	2,239,003	2,432,579	193,576	8.65%
Transfer (from) to Reserves	38,000	35,000	38,000	3,000	8.57%
	<u>2,352,220</u>	<u>2,274,003</u>	<u>2,470,579</u>	<u>196,576</u>	<u>8.64%</u>

Gallagher Centre (continued)

	Variations:
(1)	Arena maintenance manager moved to GC from Kinsmen / Facilities
(2)	Increase / Decrease staff allocation to reflect closer to actuals



Engineering & Asset Management

Engineering & Asset Mgmt

Provides:



- Engineering services and support for city-wide projects:
 - Technical expertise, cost estimations
 - Engineering standards
 - Drafting (AutoCAD), surveying, custom mapping
 - Infrastructure design
 - Subdivision development



- Capital project management (tenders, contracts)
- Traffic control (intersection design, traffic analysis, day to day operations, and equipment maintenance)



- Street lights (repair and maintenance, long term planning)
- Drainage (storm water modeling, investigation, improvements)
- Asset Management (GIS database, civic addressing, asset inventory, conditions, risk assessment)

Engineering & Asset Management

	Actual 2023	Budget 2024	Budget 2025	\$ Change	% Change
Expenses					
Engineering	774,827	804,680	848,392	43,712	5.43%(1)
Street Lighting	619,572	599,800	638,000	38,200	6.37%(2)
Traffic Control	118,836	90,495	99,495	9,000	9.95%(3)
	<u>1,513,234</u>	<u>1,494,975</u>	<u>1,585,887</u>	<u>90,912</u>	<u>6.08%</u>

Variances:	
(1)	Annual wage / benefit increases
(2)	Increase in power and material costs (street lights)
(3)	Adding maintenance costs for crosswalks

Engineering - Facilities



Provides:



Maintenance services for non-recreation facilities and equipment including:



- City Hall (including janitorial)
- City Operations Centre
- Sewer Treatment Plant
- Water Treatment Plant



Capital upgrades as needed

Engineering - Facilities

	Actual 2023	Budget 2024	Budget 2025	\$ Change	% Change
Revenues					
City Operations Centre Rental	249,000	281,500	295,262	13,762	4.89%
City Hall Rental	439,669	455,570	459,725	4,155	0.91%
	<u>688,669</u>	<u>737,070</u>	<u>754,987</u>	<u>17,917</u>	<u>2.43%</u>
Expenses					
Salaries and and wages	231,333	255,503	264,792	9,289	3.64%
Maintenance and contracted services	121,642	142,000	152,000	10,000	7.04%
Janitorial	71,339	86,000	83,500	(2,500)	-2.91%
Insurance	42,787	55,000	55,000	0	0.00%
Utilities	253,774	271,200	270,650	(550)	-0.20%
Materials & supplies	93,447	48,000	48,000	0	0.00%
Equipment	10,524	10,500	11,000	500	4.76%
	<u>824,846</u>	<u>868,203</u>	<u>884,942</u>	<u>16,739</u>	<u>1.93%</u>
Net Expenses over Revenue	<u>136,177</u>	<u>131,133</u>	<u>129,955</u>	<u>(1,178)</u>	<u>-0.90%</u>

Engineering - Fleet



Provides:



Vehicle and equipment maintenance services for entire city



Over 265 vehicles/equipment maintained



Fleet and equipment value of approx. \$21.4 million

Engineering - Fleet

	Actual 2023	Budget 2024	Budget 2025	\$ Change	% Change
Revenues					
Fleet Rental	1,782,403	2,010,000	2,063,000	53,000	2.64%
Expenses					
Salaries & Benefits	466,212	493,231	504,413	11,182	2.27%
Fuel	293,570	410,000	390,000	(20,000)	-4.88%
Insurance	137,559	140,000	145,000	5,000	3.57%
Parts, Supplies & Maintenance	515,819	305,000	335,000	30,000	9.84%(1)
Rent & Building Costs	127,381	137,011	142,328	5,317	3.88%
	<u>1,540,541</u>	<u>1,485,242</u>	<u>1,516,741</u>	<u>31,499</u>	<u>2.12%</u>
Net Expenses over Revenue	241,862	524,758	546,259	21,501	4.10%
Transfers to/from Reserves	<u>241,862</u>	<u>524,758</u>	<u>546,259</u>	<u>21,501</u>	<u>4.10%</u>
	<u>0</u>	<u>0</u>	<u>(0)</u>	<u>(0)</u>	<u>0.00%</u>

Variance:

(1) Increase to offset rising parts costs

Planning, Building, Economic Development & Airport

Planning services:

- Administer and implement official community plan, zoning and development bylaws and plans
- Liaise with land developers, property owners, regional planning district
- Development permits, land agreements, contracts, easements

Building services:

- Approve/administer building permits
- Property/building inspections
- Enforce building code and property standards
- Administer business license bylaw



Planning, Building, Economic Development & Airport

Economic Development:

- Create opportunities for business attraction, retention and growth
- Property sales/acquisition
- Administer incentives
- Promotional activities for the City (marketing material, website and social media)
- Liaise with business community, Chamber, YBID, Ec Dev Committee



Airport Management:

- Day-to-day operations, maintenance and development
- Management of tenants, leases, contractors
- Regulatory compliance and safety



Planning, Building, Economic Development & Airport

	Actual 2023	Budget 2024	Budget 2025	\$ Change	% Change
Revenues					
Business Licenses	105,830	100,000	105,000	5,000	5.00%
Building & Development Permits	89,897	112,755	134,650	21,895	19.42%(1)
Zoning & Subdivision Fees	5,000	6,849	6,605	(244)	-3.56%
Airport	213,725	150,689	160,011	9,322	6.19%
	<u>414,452</u>	<u>370,293</u>	<u>406,266</u>	<u>35,973</u>	<u>9.71%</u>
Expenses					
Planning Services	314,948	309,795	323,787	13,992	4.52%
Building Services	257,692	284,058	303,286	19,228	6.77%
Economic Development	328,744	418,190	374,162	(44,028)	-10.53%(2)
Airport	341,501	293,286	367,120	73,834	25.17%(2,3)
	<u>1,242,886</u>	<u>1,305,329</u>	<u>1,368,355</u>	<u>63,026</u>	<u>4.83%</u>
Net Expenses over Revenue	828,434	935,036	962,089	27,053	2.89%
Transfer to Reserves	<u>68,604</u>	<u>65,000</u>	<u>65,000</u>	<u>0</u>	<u>0.00%</u>
	<u><u>897,037</u></u>	<u><u>1,000,036</u></u>	<u><u>1,027,089</u></u>	<u><u>27,053</u></u>	<u><u>2.71%</u></u>

Variances:

- (1) Expected increase in permit revenue
- (2) Allocating 50% of Airport Manager to airport
- (3) Increased costs (utilities, contracted services)



Public Works



Public Works

Provides:



- General administration including managing contracts, inventory control, public inquiries and custom work



- Roads (172 km) and sidewalks (154 km) maintenance:
 - Street cleaning/sweeping
 - Snow removal/ice control
 - Pot hole repairs
 - Road resurfacing
 - Annual inspections



- Street sign/traffic line maintenance
- Drainage and storm sewer maintenance (123 km storm pipe and ditches)

Public Works

	Actual 2023	Budget 2024	Budget 2025	\$ Change	% Change
Revenues					
Urban Connector Grant	113,149	113,150	113,150	0	0.00%
Snow Permits	14,858	7,000	9,000	2,000	28.57%
Custom Work	3,652	5,000	5,000	0	0.00%
	<u>131,658</u>	<u>125,150</u>	<u>127,150</u>	<u>2,000</u>	<u>1.60%</u>
Expenses					
Administration	1,146,093	1,072,338	1,041,161	(31,177)	-2.91%
Street Cleaning	156,769	169,700	173,500	3,800	2.24%
Surfaced Streets & Lanes	1,320,119	1,495,300	1,698,000	202,700	13.56%(1)
Gravelled Streets & Lanes	179,302	207,000	202,000	(5,000)	-2.42%
Drainage & Storm Sewer	332,357	374,600	380,000	5,400	1.44%
Catch Basin Maintenance	93,750	77,700	86,000	8,300	10.68%
Inspections	155,600	243,000	228,000	(15,000)	-6.17%
Ice Control	123,700	175,000	175,000	0	0.00%
Snow Removal	810,825	820,000	872,000	52,000	6.34%(2)
Sidewalk & Curb Maintenance	98,419	383,000	418,000	35,000	9.14%(3)
Decorative Lighting	14,759	13,500	16,500	3,000	22.22%
Traffic Control	44,525	46,000	52,000	6,000	13.04%
Traffic Lines	66,394	76,300	79,500	3,200	4.19%
Street Sign Maintenance	6,523	13,000	15,000	2,000	15.38%
Railway & Watershed Levy	48,852	46,000	50,900	4,900	10.65%
Custom Work	5,944	5,000	5,100	100	2.00%
	<u>4,603,934</u>	<u>5,217,438</u>	<u>5,492,661</u>	<u>275,223</u>	<u>5.28%</u>
Net Expenses over Revenue	4,472,275	5,092,288	5,365,511	273,223	5.37%
Transfer to (from) Reserves	<u>130,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0%</u>
	<u><u>4,602,275</u></u>	<u><u>5,092,288</u></u>	<u><u>5,365,511</u></u>	<u><u>273,223</u></u>	<u><u>5.37%</u></u>

Public Works (continued)

	Variations:
(1)	Increase in streets and roads budget to accomplish more resurfacing and repair annually
(2)	Snow removal increased to average
(3)	Increase to align with road increase (often curbs / sidewalks at the same time)

Landfill



Provides:



Waste disposal site for residential, commercial, industrial and outside city use (including large scale composting, organics and yard waste)



Daily operations contracted out to Hartmier Contracting



Annual profits kept with utility to plan for future capital expansion and decommissioning

Landfill

	Actual 2023	Budget 2024	Budget 2025	\$ Change	% Change
Revenues					
Fees	2,674,035	2,287,750	2,479,000	191,250	8.36%
	<u>2,674,035</u>	<u>2,287,750</u>	<u>2,479,000</u>	<u>191,250</u>	<u>8.36%</u>
Expenses					
Administration	187,304	318,996	262,086	(56,910)	-17.84%(1)
Waste Disposal Grounds	1,373,162	1,156,400	1,142,920	(13,480)	-1.17%
Waste Disposal Gate	80,515	82,350	86,751	4,401	5.34%
	<u>1,640,981</u>	<u>1,557,746</u>	<u>1,491,757</u>	<u>(65,989)</u>	<u>-4.24%</u>
Net Expenses over Revenue	(1,033,054)	(730,004)	(987,243)	(257,239)	35.24%
Transfer to Reserves	<u>1,033,054</u>	<u>730,004</u>	<u>987,243</u>	<u>257,239</u>	<u>35.24%</u>
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0.00%</u>

Variances:

- (1) Reduction to better reflect average spend

Refuse

Provides:



Weekly curbside collection of garbage (residential), and new organics program, contracted by Ottenbreit Sanitation Services



Refuse division operates on a break-even philosophy



Refuse

	Actual 2023	Budget 2024	Budget 2025	\$ Change	% Change
Revenues					
Residential Fees	1,110,047	1,106,570	1,320,270	213,700	19.31%(1)
	<u>1,110,047</u>	<u>1,106,570</u>	<u>1,320,270</u>	<u>213,700</u>	<u>19.31%</u>
Expenses					
Residential Pickup	630,187	642,389	912,903	270,514	42.11%(1)
Tipping Fees	393,750	393,750	406,500	12,750	3.24%
	<u>1,023,937</u>	<u>1,036,139</u>	<u>1,319,403</u>	<u>283,264</u>	<u>27.34%</u>
Net Expenses over Revenue	(86,110)	(70,431)	(867)	69,564	-98.77%
Transfer to Reserves	<u>86,110</u>	<u>70,431</u>	<u>867</u>	<u>(69,564)</u>	<u>-98.77%</u>
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0.00%</u>

Variances:

(1) Revenue and expense increase from Organics Program

Recycling

Provides:



- Weekly curbside collection of household recycling services by the Prairie Harvest Employment Program
- Recyclable materials are sorted and processed by SaskAbilities (RecyclAbility Centre)

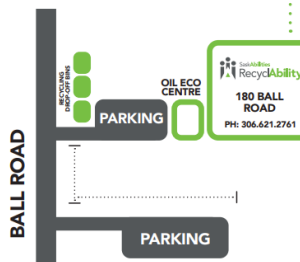


- Public education programs and continuous waste reduction strategies through the Environmental Committee



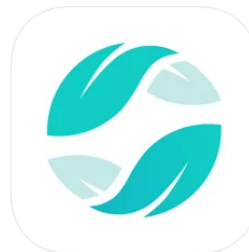
- Programs partially funded through Multi-Material Stewardship Western, now SK Recycles
- Annual profits kept with the utility for future capital projects with goal to keep levies affordable but sustainable

 **SaskAbilities**
BALL ROAD SERVICES



TRANSIT
SERVICES OFFICE
RECYCLABILITY
ENTERPRISES

- Recycling drop-off bins for household cardboard, paper, tin, glass, plastics
- Oil Eco-Centre
- Confidential Shred Drop-off
- Fluorescent tubes
- Commercial drop-offs of recyclable products



Recycle Coach

[Municipal Media Inc.](#)

Designed for iPad

#48 in Reference

★★★★★ 4.6 • 9K Ratings

Free

Recycling

	Actual 2023	Budget 2024	Budget 2025	\$ Change	% Change
Revenues					
Grants	335,399	319,685	304,280	(15,405)	-4.82%
Recycling Fees	536,051	538,416	448,020	(90,396)	-16.79%(1)
	<u>871,450</u>	<u>858,101</u>	<u>752,300</u>	<u>(105,801)</u>	<u>-12.33%</u>
Expenses					
Recycling Collection	311,178	455,500	470,000	14,500	3.18%
Recycling Processing	321,031	243,000	250,000	7,000	2.88%
	<u>632,209</u>	<u>698,500</u>	<u>720,000</u>	<u>21,500</u>	<u>3.08%</u>
Net Expenses over Revenue	(239,241)	(159,601)	(32,300)	127,301	-79.76%
Transfer to Reserves	<u>239,241</u>	<u>159,601</u>	<u>32,300</u>	<u>(127,301)</u>	<u>-79.76%</u>
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0.00%</u>

Variances:

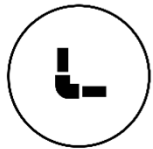
- | | |
|-----|--|
| (1) | Reduction in monthly fees (offset by organics program) |
|-----|--|





Environmental Services Water/Sewer

Enviro Services – Water/Sewer

Provides:



- Potable treated water distribution and wastewater treatment and infrastructure (approx. 6450 residential and commercial customers, and several large industrial users)
 - Repair and maintenance services to the water systems: hydrant flushing (640 hydrants & 1500 valves), well and aquifer improvements, water breaks & service leaks, custom work (288 km of water and sewer pipe)
- 
- Annual water and sewer main replacements
 - Maintaining and replacing sewer/water customer connections, water meters, and water billing
 - Regulatory compliance procedures
- 
- Facility operations and equipment maintenance for the Queen Street WTP, wells and well buildings, water tower, pumping station, sanitary lift station, and Water Pollution Control Plant
 - Any net profit is kept within the utility to fund future waterworks capital infrastructure

Enviro Services – Water/Sewer

	Actual 2023	Budget 2024	Budget 2025	\$ Change	% Change
Revenues					
Sale of Water	10,227,880	11,243,700	14,605,240	3,361,540	29.90%(1)
Custom Work	186,856	50,000	100,000	50,000	100.00%
Sewer Service / Industrial Surcharge	757,598	122,000	122,000	0	0.00%
Yorkville Utility Board Revenue	106,208	90,000	90,000	0	0.00%
	<u>11,278,542</u>	<u>11,505,700</u>	<u>14,917,240</u>	<u>3,411,540</u>	<u>29.65%</u>
Expenses					
Administration	1,296,679	1,397,439	1,565,802	168,363	12.05%(2)
Water Meters	82,265	93,144	190,939	97,795	104.99%(3)
Wells	283,111	322,530	320,504	(2,027)	-0.63%
Aquifer	0	31,930	32,888	958	3.00%
Distribution System	270,839	187,732	245,800	58,068	30.93%(4)
Water Breaks	900,899	1,113,330	1,144,000	30,670	2.75%
Hydrants	120,090	89,518	76,000	(13,518)	-15.10%
Water Main Replacement	1,103,101	932,291	1,256,565	324,274	34.78%(5)
Sewer Main Replacement	13,672	281,500	412,252	130,752	46.45%(5)
Water Treatment Plant	1,039,661	1,106,208	1,301,863	195,655	17.69%(6)
Water Tower	15,010	20,910	17,000	(3,910)	-18.70%
Sewer Treatment Plant	1,509,543	1,654,200	1,691,040	36,840	2.23%
Sanitary Sewer Maintenance	194,511	297,095	332,957	35,862	12.07%(4)
Connections	235,560	164,700	171,094	6,394	3.88%
Interest on Long Term Loans	22,234	0	0	0	0.00%
	<u>7,087,176</u>	<u>7,692,527</u>	<u>8,758,702</u>	<u>1,066,175</u>	<u>13.86%</u>
Net Expenses over Revenue	(4,191,366)	(3,813,173)	(6,158,538)	(2,345,365)	61.51%
Long Term Loan Principal Payments	871,000	0	0	0	0
Transfer to Reserves	3,320,366	3,813,174	6,158,538	2,345,364	61.51%
	<u>0</u>	<u>1</u>	<u>0</u>	<u>(1)</u>	<u>0.00%</u>

Enviro Services – Water/Sewer (continued)

	Variations:
(1)	Increase in water rates, base rates, and industrial consumption increase from canola plant expansions
(2)	Salaries – formerly 50% of Director’s salary costed to Landfill
(3)	Includes new Utility Supervisor position
(4)	Increase in supply costs
(5)	Utilizing increase in industrial revenue and base rate to increase Water / Sewer Main Replacement Program (contracted annually)
(6)	One staff moved from the water / sewer crew to plant; increase in chemical costs plus more water volume to treat (canola plant expansions)

Capital Budget – Investing in Infrastructure

- Close the “infrastructure deficit”
- Replace aging infrastructure
- Manage unprecedented construction costs
- Plan large scale projects (WPCP, long term drainage, arena upgrades)

Capital Goals



Council Direction -
Keep adding to the
capital budget, at
least 1% per year

Current 2025 Budget
with 1.84% increase =
\$5,725,000

Capital Project Highlights (from 2024)



Jubilee Ball Diamond Improvements



Traffic Signal Pole Replacement



York Road Reconstruction



Airport Terminal Building

Capital Budget – 2025

- The 2025 capital budget was pre-approved in 2024
(\$5,725,000 available with a 1.84% increase)
- New fully-funded projects have been added for 2025
(funding from reserves, grants, or other sources)
- Proposed 2026 projects have been allocated, with a capital budget totaling \$5,837,000
- See detailed summary sheet for complete listing of projects, including deferred and cancelled projects

Summary

Based on the proposed budget, the City requires raising tax dollars by **\$1,142,000 (3.90%)**

Breakdown of budget increase:

2.06%	Operations
<u>1.84%</u>	<u>Capital</u>
3.90%	Total Increase

Visit www.yorkton.ca/budget to fill out our budget feedback form!

**CITY OF YORKTON
BUDGET SUBMISSION ORIGINAL
FOR THE YEAR ENDED DECEMBER 31, 2025**

	Actual 2023	Budget 2024	Budget 2025	\$ Change	% Change
Revenue					
Taxes including GIL	27,999,211	29,042,649	29,042,649	0	0.00%
Tax Growth			249,892	249,892	0.86%
Increase to Taxes (Operating)			602,000	602,000	2.06%
Increase for Capital			540,000	540,000	1.84%
Total Taxes	<u>27,999,211</u>	<u>29,042,649</u>	<u>30,434,541</u>		
BID Levy	(111,389)	(113,000)	(115,000)	(2,000)	1.77%
Interest and Tax Incentives	1,941,083	520,000	500,000	(20,000)	-3.85%
Surcharges	3,517,916	3,360,000	3,600,000	240,000	7.14%
Municipal Operating Grant	3,345,201	3,767,000	4,050,000	283,000	7.51%
Total Revenue	<u>36,692,023</u>	<u>36,576,649</u>	<u>38,469,541</u>		5.18%
Net Departmental Expenses					
General					
YBID Grant	100,000	100,000	100,000	0	0.00%
Legislative/Council	799,734	782,106	803,568	21,462	2.74%
Corporate Services	3,355,741	3,646,043	3,928,959	282,916	7.76%
Bylaw Control	283,875	330,114	353,521	23,407	7.09%
Total General	<u>4,539,350</u>	<u>4,858,263</u>	<u>5,186,049</u>		6.75%
Protective Services					
Fire	2,945,116	2,964,900	3,046,623	81,723	2.76%
RCMP	5,375,393	5,711,674	5,981,519	269,845	4.72%
Total Protective Services	<u>8,320,509</u>	<u>8,676,574</u>	<u>9,028,142</u>		4.05%
Recreation & Community Services					
Cemetery	13,202	37,772	(0)	(37,772)	-100.00%
Deer Park	252,770	279,350	319,001	39,651	14.19%
Library	571,681	605,483	607,033	1,550	0.26%
RCS - Admin & Programs	578,045	571,953	600,483	28,530	4.99%
RCS - Facilities	326,775	371,618	357,563	(14,055)	-3.78%
RCS - Outdoor & Parks	1,795,523	1,793,765	1,854,925	61,160	3.41%
Transit	481,160	464,017	526,381	62,364	13.44%
Total Recreation & Community Services	<u>4,019,155</u>	<u>4,123,958</u>	<u>4,265,386</u>		3.43%
Gallagher Centre					
Gallagher Centre	1,568,824	1,497,518	1,671,486	173,968	11.62%
Waterpark	783,396	776,485	799,094	22,609	2.91%
Total Gallagher Centre	<u>2,352,220</u>	<u>2,274,003</u>	<u>2,470,579</u>		8.64%
Engineering & Asset Management					
Engineering & Asset Management	774,827	804,680	848,392	43,712	5.43%
Facilities	136,177	131,133	129,955	(1,178)	-0.90%
Fleet	0	0	0	0	0.00%
Traffic Control, Street Lighting & Special Events	738,408	690,295	737,495	47,200	6.84%
Total Engineering & Asset Management	<u>1,649,413</u>	<u>1,626,108</u>	<u>1,715,842</u>		5.52%
Planning, Building & Development					
Planning & Building Services	371,913	374,249	380,818	6,569	1.76%
Economic Development	328,744	418,190	374,162	(44,028)	-10.53%
Airport	196,380	207,597	272,109	64,512	31.08%
Total Planning, Building & Development	<u>897,037</u>	<u>1,000,036</u>	<u>1,027,089</u>		2.71%
Public Works	<u>4,602,275</u>	<u>5,092,288</u>	<u>5,365,511</u>	273,223	5.37%
Environmental Services					
Landfill/Garbage	0	0	(0)	(0)	0.00%
Residential Garbage	0	0	0	0	0.00%
Water & Sewer	(0)	0	0	0	0.00%
Total Environmental Services	<u>(0)</u>	<u>0</u>	<u>0</u>		
Total Net Departmental Expenses	<u>26,379,959</u>	<u>27,651,230</u>	<u>29,058,598</u>	4.84%	
Capital, Debt & Reserve Expenditures					
Capital					
Capital Expenditures	4,910,000	5,188,245	3,225,000	(1,963,245)	-37.84%
New Deals Gas Tax Grant	(1,049,221)	(980,879)	(993,080)	(12,201)	1.24%
Total Capital	<u>3,860,779</u>	<u>4,207,366</u>	<u>2,231,920</u>		
Debt					
GC / Recreation Levy	1,151,254	1,151,254	1,151,254	0	0.00%
Infrastructure Loans (Dracup & York Road)	695,610	696,198	3,196,198	2,500,000	359.09%
Fire Hall	637,659	648,789	648,789	0	0.00%
City Operations Centre	1,476,523	1,476,523	1,476,523	0	0.00%
Total Debt	<u>3,961,047</u>	<u>3,972,764</u>	<u>6,472,764</u>		
Reserve Allocation	<u>705,000</u>	<u>705,000</u>	<u>705,000</u>	0	0.00%
Total Capital, Debt & Reserve Expenditures	<u>8,526,826</u>	<u>8,885,130</u>	<u>9,409,684</u>		
NET OPERATING & CAPITAL BUDGET	<u>1,785,238</u>	<u>40,289</u>	<u>1,259</u>		

City of Yorkton - 2025 & 2026 Capital Budget

2025 Dollars	
Available	5,725,000

2025 - Previously Approved Projects

Dept	Project	Total Cost	Reserve Funding	Capital Budget	Other Funding	Notes
Airport	Annual Allocation	250,000		250,000		
Airport	Annual Facility Allocation - Airport Terminal Building	400,000		400,000		
Cemetery	New Cemetery Columbarium	75,000		75,000		
Deer Park	Course Drainage	30,000		30,000		
Deer Park	Irrigation Upgrades	100,000		100,000		
Deer Park	Parking Area at Clubhouse	25,000	(5,000)	20,000		
Deer Park	Equipment Replacement	60,000	(60,000)	0		
Engineering	Sully Ave North Reconstruction	7,700,000	(1,700,000)	0	(6,000,000)	Land Fund
Engineering	Hwy 16 (Smith St West) Culvert Replacement	850,000		850,000		
Engineering	Pedestrian Crosswalk Signals (Gladstone & Dunlop)	52,000		52,000		
Gallagher	Ice Resurfacers Replacement - Phase 1	150,000	(150,000)	0		
Gallagher	Waterpark Lap Pool & Wave Pool UV	360,000	(360,000)	0		
Gallagher	Waterpark Sand Filter Replacement	1,000,000	(771,000)	229,000		
Public Works	Annual Road & Drainage Allocation - York Road	2,500,000		2,500,000		
	Investigation/Study on Retro Fit of Ag-Pavillion for					
RCS	Recreation Clubs	25,000		25,000		
RCS	Annual Allocation - Parks	100,000		100,000		
RCS	Sportsfield Equip Replacement (Trap Rake, Reel Mower)	110,000	(85,000)	25,000		
	Cost Increases from 2024 projects - Deer Park Park Sea Can,					
RCS	Jubilee Diamonds, Kinsmen Upgrades	783,000		783,000		
RCS	Godfrey Dean Rooftop Unit Replacement - Phase 3	30,000	(30,000)	0		
RCS	Transit Van Replacement	110,000	(85,000)	25,000		
RCS	Library Meeting Room & Children's Room Upgrade	75,000	(75,000)	0		
Water Works	Park Street Reservoir Pumping Station	2,500,000	(2,500,000)	0		
	Totals	17,285,000	(5,821,000)	5,464,000	(6,000,000)	

2025 - Additional Projects Proposed

Dept	Project	Total Cost	Reserve Funding	Capital Budget	Other Funding	Notes
Engineering	City Hall Maintenance - Meeting Room A renovations, parkade security, lights	50,000	(50,000)	0		
Engineering	Fleet Purchases - Loader Snow Blower, 2 x Tandem Gravel Trucks, Skid Steers, Crack Sealing Trailer, Man basket aerial truck, 1 x Half ton (bylaw)	1,453,000	(1,390,000)	0	(63,000)	Trade ins
Engineering	Broadway Street Pedestrian Signal Relocation (Broadway/Alexandra (SIGN) and Broadway/Bradbrooke)	60,000	(52,000)	0	(8,000)	
Engineering	New Pedestrian Crosswalk Signals (Circlebrooke & Parkview)	35,000		0	(35,000)	SGI Grant
Gallagher	Compact Wheeled Loader	215,000	(215,000)	0		
Gallagher	Sports Lounge Furniture	30,000	(30,000)	0		
Landfill	Groundwater Monitoring	30,000	(30,000)	0		
Landfill	Landfill Master Plan	75,000	(75,000)	0		
Landfill	Residential Organics Program - Carts Purchase	576,495	(576,495)	0		
Parks	Heritage Heights Tennis & Pickleball Court Improvement Expanded Scope (Total Project Budget = \$320,000)	100,000	(50,000)	0	(50,000)	Contingent on partnerships
Planning	Downtown / West Broadway Redevelopment Plan	100,000	(100,000)	0		
Public Works	2025 Pavement Overlays (add'l to operating)	500,000	(500,000)	0		
Public Works	Water & Sewer Equipment - Flat Deck Trailer, Tool Trailer, Excavation Cages	130,525	(130,525)	0		
RCS	Allocation for Accessibility Plan Consultant (2026 Proj)	14,000		14,000		
Water Works	Watermain Replacement - Dalebrook Drive Intersection	500,000	(500,000)	0		
Water Works	Industrial Sampling Program Upgrades	100,000	(100,000)	0		
Water Works	QSWTP Chemical System Upgrades	160,000	(160,000)	0		
Water Works	QSWTP Security Upgrades	150,000	(150,000)	0		
Water Works	WPCP Phase 2 Critical Heating Repairs	302,100	(302,100)	0		
	Totals	4,581,120	(4,411,120)	14,000	(156,000)	

Total 2025 Capital Budget 21,866,120 (10,232,120) 5,478,000 (6,156,000)

2026 - Projects Proposed

Dept	Project	Total Cost	Reserve Funding	Capital Budget	Other Funding	Notes
Airport	Apron 2 Pavement Rehabilitation, PAPI Light System, South Runway Joint Repair, Apron 3 Dirt Windrow, Crack Sealing, Line Painting (Total Submitted: \$455,000)	250,000		125,000	(125,000)	Dependent on CAP Funding
Airport	Annual Allocation - Terminal Building (Airport allocation and partial facilities allocation)	480,000		480,000		\$220k from facilities
Deer Park	Annual Allocation - Drainage & Irrigation	160,000		160,000		
Deer Park	Equipment - Rough mowers, runabouts / gators, greens mowers, trap rake	80,000	(80,000)	0		
Engineering	York Road West Storm Sewer Replacement (JC Beach)	450,000		0	(450,000)	York Rd Proj savings
Engineering	York Road East Culvert Replacement	160,000		0	(160,000)	York Rd Proj savings
Engineering	5th Avenue North Storm Sewer	125,000		125,000		
Engineering	Laurier Ave Storm Sewer Relocation	800,000		800,000		
Engineering	Fleet Equipment Purchases - Tandem Truck w/ Plows, Multi-purpose Tractor / Sidewalk Plow, Skid Steers, Loader Backhoe	885,000	(822,500)	0	(62,500)	Trade ins
Engineering	Landfill Road Timber Bridge Repairs	275,000	(275,000)	0		Landfill reserve
Engineering	Hwy 9 & Broadway - North Sidewalk Connectivity	20,000		20,000		
Engineering	Sidewalk Relocation - CNR Crossing on Smith Street (b/w Victoria and Dominion Ave)	15,000	(15,000)	0		
Engineering	Downtown Street Light Pole Replacement	110,000	(110,000)	0		
Engineering	Timber Bridges - Follow-up Inspection	10,000	(10,000)	0		
Engineering	New Pedestrian Crosswalk Signals (Dracup & Darlington)	75,000		75,000		
Engineering	Facilities - City Hall Rooftop AC (Tender - Dec 16, 2024)	200,000	0	200,000		Out of \$420k Facilities
Fire	Fire Truck (Urban Interface Pumper Replacement)	450,000	(450,000)	0		\$500k from 2022 Budget
Gallagher	Cost Increase (Total Project Budget = \$950,000)	450,000				
Gallagher	Arena Chiller Replacement	150,000		150,000		
Gallagher	Bobcat Buyout	60,000	(60,000)	0		
Gallagher	Fire Panel Replacement	60,000		60,000		
Gallagher	HVAC Rooftop Unit Replacement (#VU301)	130,000		130,000		
Parks	Weinmaster Pathway Paving	150,000		150,000		
Parks	Dracup Drainage Pond Fountain	30,000		0	(30,000)	Partnership contingent
Parks	Parks and Wayfinding Signage Standards Program	40,000		40,000		
Public Works	Stockpile Site Improvements - Salt Storage Shed, Parts Storage Shed, Fencing, Gates	256,000		256,000		
Public Works	Annual Road & Drainage Allocation - York Road Loan	2,500,000		2,500,000		
RCS	Accessibility Plan Consultant	50,000		36,000	(14,000)	2025 partial funding
RCS Facilities	Kinsmen Arena Metal Roof Restoration	350,000		350,000		
Transit	Access Transit Bus Replacement	180,000		180,000		
	Totals	8,501,000	(1,822,500)	5,837,000	(841,500)	

Total 2026 Capital Budget 8,501,000 (1,822,500) 5,837,000 (841,500)

City of Yorkton - Capital Budget

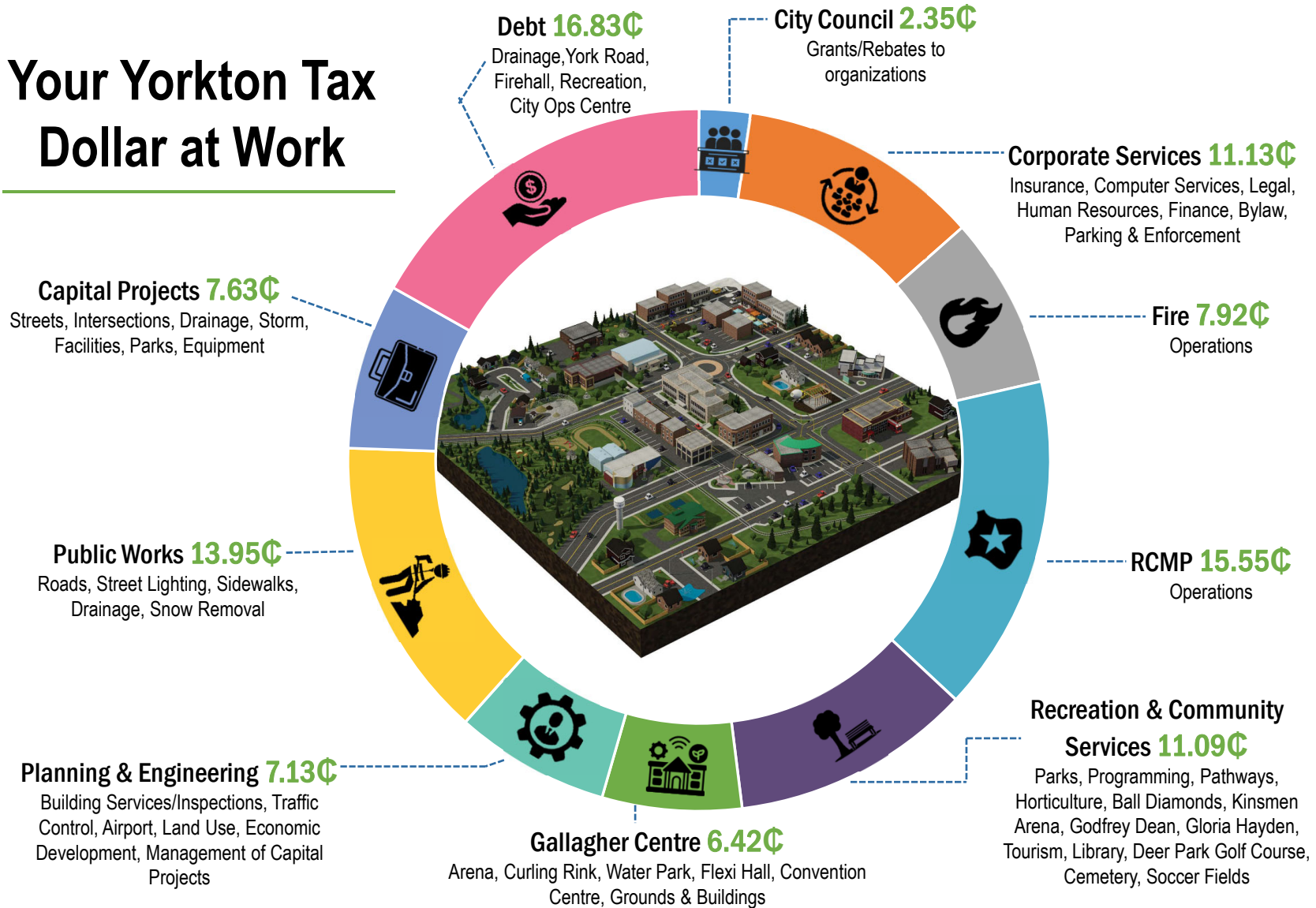
2025/2026 - Deferred Projects

Dept	Project	Total Cost	Reserve Funding	Capital Budget	Other Funding Notes
Deer Park	Course Beautification - Old #7 Green	15,000		15,000	
Deer Park	Course Drainage	30,000		30,000	
Deer Park	Replace Wet Well Pump and Course Pump Station	750,000		750,000	
Deer Park	Hole #13 Forward Tee Box Renovation	40,000		20,000	(20,000) Men's Club contingent
Engineering	King Street & Hwy 9 Intersection Signalization	2,850,000		0	(2,850,000) Land Fund Sales
Engineering	National Street & Hwy 9 Intersection Upgrades	975,000		0	(975,000) Land Fund Sales
Engineering	Queen Street & Hwy 9 Intersection Upgrades	3,500,000		1,750,000	(1,750,000) UHCP
Engineering	Mayfair Avenue Upgrades (b/w Harris and Standard St)	170,000		170,000	
Engineering	51 Tupper Avenue - Back Lane Development	20,000		20,000	
Engineering	Linden Square Mall - Back Lane Drainage	70,000		70,000	
Fire	Rail Crossing Cameras	150,000		150,000	
	Lighting Upgrades (Convention Centre, Sports Lounge, Kitchen, Commons Areas)	75,000		75,000	
Gallagher	2nd Floor Concept Design Options	115,000		115,000	
Gallagher	Exterior Sidewalk Replacements	30,000		30,000	
Parks	East Broadway Pathway Lighting (Hwy 9 to Lawrence)	60,000		60,000	
Parks	Bench-fit Station Signage	25,000		25,000	
Parks	Logan Green Fit Park	150,000		150,000	
Parks	Silver Heights, Waterloo & SIGN Park - Picnic Pads	75,000		75,000	
RCS Facilities	Godfrey Dean Exterior and Grounds Improvements	65,000		65,000	
RCS Facilities	Godfrey Dean / Land Titles Reroof Project	450,000		450,000	
RCS Facilities	Land Titles Flooring Replacement	40,000		40,000	
	Totals	9,655,000	0	4,060,000	(5,595,000)

2025/2026 - Projects Not Going Forward

Dept	Project	Total Cost	Reserve Funding	Capital Budget	Other Funding Notes
Engineering	Dunlop Street West Back Lane Development	116,000		116,000	
Engineering	Husky Road Timber Bridge Replacement	2,350,000		2,350,000	
Engineering	York Lake Road Reconstruction	2,600,000		2,600,000	
Gallagher	Curling Rink Sound System Upgrades	100,000		100,000	
RCS Facilities	Gloria Hayden Common Area Upgrades	40,000		40,000	
	Totals	5,206,000	0	5,206,000	0

Your Yorkton Tax Dollar at Work



Amber Matechuk

From: noreply@esolutionsgroup.ca
Sent: February 7, 2025 2:48 PM
To: webform - Finance
Subject: New Response Completed for Budget Feedback

CAUTION: External Email

Hello,

Please note the following response to Budget Feedback has been submitted at Friday February 7th 2025 2:44 PM with reference number 2025-02-07-025.

- **Name:**
[REDACTED]
- **Address:**
[REDACTED]
- **City:**
Yorkton
- **Province:**
Saskatchewan
- **Postal code:**
[REDACTED]
- **Phone number:**
[REDACTED]
- **Email:**
[REDACTED]
- **Budget comments and/or questions:**
I'm very disappointed to hear cost of living is increasing once again. More people and businesses will come to the city if cost of living is lowered by a bit. I noticed utilities also went up. People are gonna start living in a cheaper city soon

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

Amber Matechuk

From: noreply@esolutionsgroup.ca
Sent: February 7, 2025 7:48 PM
To: webform - Finance
Subject: New Response Completed for Budget Feedback

CAUTION: External Email

Hello,

Please note the following response to Budget Feedback has been submitted at Friday February 7th 2025 7:46 PM with reference number 2025-02-07-032.

- **Name:**
[REDACTED]
- **Address:**
[REDACTED]
- **City:**
Yorkton
- **Province:**
Saskatchewan
- **Postal code:**
[REDACTED]
- **Phone number:**
[REDACTED]
- **Email:**
[REDACTED]
- **Budget comments and/or questions:**
I am 100% against the increase in taxes especially the increase to utilities.

Yorkton has, on record, some of the absolutely worst water in the country. Why are your residents forced to pay premium price for this?

The taxes on my house, with ZERO detached buildings is an astronomical \$3100 already! For what? Subpar snow removal in the winter? One or 2 roads getting resurfaced a year, of which you have to take a loan for?

New indoor recreational facilities budget? We have a massive Gallagher center that hardly gets any use out of it. Why do we need more indoor recreation?

I already have to pay \$30 a month to maintain a water softener for this towns water, the \$200 extra per year you are planning to charge me would be much better suited paying for softener salt.

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

Amber Matechuk

From: noreply@esolutionsgroup.ca
Sent: February 8, 2025 5:13 PM
To: webform - Finance
Subject: New Response Completed for Budget Feedback

CAUTION: External Email

Hello,

Please note the following response to Budget Feedback has been submitted at Saturday February 8th 2025 5:09 PM with reference number 2025-02-08-011.

- **Name:**
[REDACTED]
- **Address:**
[REDACTED]
- **City:**
Yorkton
- **Province:**
Saskatchewan
- **Postal code:**
[REDACTED]
- **Phone number:**
[REDACTED]
- **Email:**
[REDACTED]
- **Budget comments and/or questions:**
Please pass this on to the Mayor and Councilors.
I pay my taxes for city services not handouts for charity purposes and loans, ie: Yorkton Terriers, old mill, etc. Your meetings should be on camera not in camera for better transparency to the public. Also, the past council added fifty dollars to my taxes by way of a levy for the new hospital (I am in favor) , but using the online survey is not an acceptable way. How many tax payers really knew about this. Perception just seems shady. (back door). I could not find this in your budget, is it part of the tax increase?
How ever I think the budget is reasonable ad quite responsible.

Thanks

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

Amber Matechuk

From: noreply@esolutionsgroup.ca
Sent: February 10, 2025 9:38 AM
To: webform - Finance
Subject: New Response Completed for Budget Feedback

CAUTION: External Email

Hello,

Please note the following response to Budget Feedback has been submitted at Monday February 10th 2025 9:33 AM with reference number 2025-02-10-011.

- **Name:**
[REDACTED]
- **Address:**
[REDACTED]
- **City:**
Yorkton
- **Province:**
Saskatchewan
- **Postal code:**
[REDACTED]
- **Phone number:**
[REDACTED]
- **Email:**
[REDACTED]
- **Budget comments and/or questions:**
I am really angry at the rise of property taxes in Yorkton as a property owner we have had some crazy increases over the years the golf club house comes to mind which we are still paying for the 345000 interest free loan to the flour mill and how long do they have to pay it back the rock piles coming in and out of the city the public works building that we are still paying for the 50 dollar extra tax for the hospital no one asked me if I wanted to support the hospital funding the airport I don't see jets coming to Yorkton what exactly who and what are they dropping off better yet whose best friend owns a plane and what about this 80 million water treatment plant who's is going to pay for that yes you toot inflation and the cost of living well most of us don't get a cost of living allowance and some of have not received a raise since covid we are not Saskatoon or Regina we don't have the

population to warrant the expense that has and have been thrown at the property owners the city does not have the business base it should have the mall is practically empty down town is one empty building after another the owners are getting old and retiring or they have passed on I for one am sick of this of this sick of governments of all governments digging in my pocket because all that is left there is lint.

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

Amber Matechuk

From: noreply@esolutionsgroup.ca
Sent: February 10, 2025 9:38 PM
To: webform - Finance
Subject: New Response Completed for Budget Feedback

CAUTION: External Email

Hello,

Please note the following response to Budget Feedback has been submitted at Monday February 10th 2025 9:34 PM with reference number 2025-02-10-053.

- **Name:**
[REDACTED]
- **Address:**
[REDACTED]
- **City:**
Yorkton
- **Province:**
Saskatchewan
- **Postal code:**
[REDACTED]
- **Phone number:**
[REDACTED]
- **Email:**
[REDACTED]
- **Budget comments and/or questions:**
With the way the Economy is going why aren't you guys looking at parts of the city where you can save money by reusing spaces to benefit the community. For example the unused green space behind Henderson and collacott dr, Mcburny and Langrill, or off Franko drive where there are apartment and elderly condos. This is just to name a few. We have a large need in the community for more garden space. Trust me I hear all about it at the greenhouse! Bring the cost of rent down so it's more affordable for those who want one (there are MANY that want/do grow out of necessity. It would probably blow your mind if you knew how many people grow what they can in pots.) and offer more garden spaces of ALL sizes not just big ones. By granting more community gardening you gain the "rent", and save on all the fuel and labor for mowing; far less will be spent tilling the areas

twice a year then you spend mowing them. There are so many spaces throughout the city that are wasted.

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

Amber Matechuk

From: noreply@esolutionsgroup.ca
Sent: February 11, 2025 3:58 PM
To: webform - Finance
Subject: New Response Completed for Budget Feedback

CAUTION: External Email

Hello,

Please note the following response to Budget Feedback has been submitted at Tuesday February 11th 2025 3:53 PM with reference number 2025-02-11-023.

- **Name:**
[REDACTED]
- **Address:**
[REDACTED]
- **City:**
Yorkton
- **Province:**
Saskatchewan
- **Postal code:**
[REDACTED]
- **Phone number:**
[REDACTED]
- **Email:**
[REDACTED]
- **Budget comments and/or questions:**
Again the golf course is costing taxpayers money never showing a surplus as it has for decades. The golf course should be sold ASAP.

Gallagher center is another cost to taxpayers never has shown a surplus and never will.

Fire fighting costs also a crunch on taxpayers, maybe having a mix of fulltime and volunteer fire fighters would be a solution to cutting costs as it was in the past.

The Public Library fiasco cost taxpayers money and could've been avoided had it not been for the former Mayor and council bowing to the wishes of a few and

ignoring the wishes of a majority of Yorkton taxpayers.

While the proposed tax increase is under 4% it's still increasing every year which is to be expected but simply ignoring areas where savings can be realized isn't what council was elected for.

Thank you

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

Amber Matechuk

From: noreply@esolutionsgroup.ca
Sent: February 14, 2025 12:28 PM
To: webform - Finance
Subject: New Response Completed for Budget Feedback

CAUTION: External Email

Hello,

Please note the following response to Budget Feedback has been submitted at Friday February 14th 2025 12:23 PM with reference number 2025-02-14-011.

- **Name:**
[REDACTED]
- **Address:**
[REDACTED]
- **City:**
Yorkton
- **Province:**
Saskatchewan
- **Postal code:**
[REDACTED]
- **Phone number:**
[REDACTED]
- **Email:**
[REDACTED]
- **Budget comments and/or questions:**
I am against a property tax increase. Cost of living is high enough the way it is , nevermind adding more taxes on top.

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

Amber Matechuk

From: noreply@esolutionsgroup.ca
Sent: February 14, 2025 12:38 PM
To: webform - Finance
Subject: New Response Completed for Budget Feedback

CAUTION: External Email

Hello,

Please note the following response to Budget Feedback has been submitted at Friday February 14th 2025 12:36 PM with reference number 2025-02-14-012.

- **Name:**

[REDACTED]

- **Address:**

[REDACTED]

- **City:**

Yorkton

- **Province:**

Saskatchewan

- **Postal code:**

[REDACTED]

- **Phone number:**

[REDACTED]

- **Email:**

[REDACTED]

- **Budget comments and/or questions:**

Im against the tax increase my taxes are goin up every bloody year and nothing in my neighborhood got any better I got more junkies than before and got more sketchy people sleeping in the church yard across from me then before lots of people tripping out or tweaked out yelling swearing. Have u thought about a decrease nevermind increasing every year

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