

**CITY OF YORKTON**  
**REGULAR COUNCIL MEETING AGENDA**  
**Monday, March 24, 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. Regular Council Meeting Minutes – March 3, 2025
5. **UNFINISHED BUSINESS**
6. **REPORTS OF COUNCIL COMMITTEES AND MATTERS REFERRED**
  - a. Protective Services Committee Meeting Minutes – August 13, 2024
  - b. Planning and Infrastructure Commission Meeting Minutes – December 4, 2024
  - c. Recreation and Community Services Committee Meeting Minutes – December 10, 2024
  - d. Economic Development Committee Meeting Minutes – December 17, 2024
  - e. Economic Development Committee Meeting Minutes – January 16, 2025
  - f. Protective Services Committee Meeting Minutes – January 23, 2025
  - g. Planning and Infrastructure Commission Meeting Minutes – January 29, 2025
  - h. Mayor Kienle - York Lake Regional Park – Board Member Appointments 2025-2026
  - i. Director of Legislation & Procedures (City Clerk) – Appointments to Trans Canada Yellowhead Highway Association 2024-2028 Council Term
7. **HEARING OF PETITIONS, PUBLIC NOTICES AND PRESENTATIONS**
  - a. Public Hearing – Bylaw No. 9/2025 – Yorkton United Football Club Loan Bylaw for Two Outdoor Turf Fields at Logan Field
8. **BUSINESS ARISING OUT OF PETITIONS, PUBLIC NOTICES AND PRESENTATIONS**
  - a. Director of Recreation and Community Services  
– Bylaw No. 9/2025 – Yorkton United Football Club Loan Bylaw for Two Outdoor Turf Fields at Logan Field [2<sup>nd</sup> & 3<sup>rd</sup> Readings]
9. **CORRESPONDENCE**
10. **BYLAWS**
  - a. Bylaw and Safety Supervisor  
– Bylaw No. 8/2025 – Noise Bylaw Amendment
  - b. Director of Planning, Building & Development  
– Bylaw No. 10/2025 – Amendment to Zoning Bylaw No. 14/2003 – To Clarify Architectural Controls and Design Guidelines for Riverside Terrace [Introduction and First Reading/Authorization of Public Notice]
11. **ADMINISTRATIVE REPORTS**
  - a. Director of Planning, Building and Development  
– Discretionary Use DU01-2025 Business Expansion – Addition of Electrified Parking Area – Application Withdrawal
  - b. Land Use Planner  
– Discretionary Use DU02-2025 – 34 Betts Avenue Veterinary Services
  - c. Director of Planning, Building & Development  
– Response to Request to Provide Additional Funding for the Residential Lot Sales Rebate Program
  - d. Director of Finance  
– Canada Community-Building Fund Program – 5 Year Capital Plan
  - e. Director of Recreation & Community Services  
– Heritage Heights Court Expansion Project Capital Funding Request  
– Water Park UV & Filtration Replacement Project Tender Award
12. **GIVING NOTICE OF MOTION**
13. **IN CAMERA SESSION**
  - a. Other Item A
  - b. Other Item B
  - c. Other Item C
14. **ADJOURNMENT**

# Protective Services Committee

## MINUTES

August 13, 2024

7:00 AM

Yorkton Fire Protective  
Services

|               |   |
|---------------|---|
| Attendees     | Andrew Sedley, Bylaw & Safety Supervisor Nicole Baptist, Mayor Mitch Hipsley, Michelle Goulden, Councillor Dustin Brears, Larry Pearen, CN Constable Hank Neumiller, Fire Chief Trevor Morrissey, Laurretta Ritchie-McInnes, Deputy Fire Chief Dallas D'Aoust |
| Regrets       | Staff Sgt. Burton Jones, PSAR Dale Hintz, Dr. Rasak Abdullahi   |
| Absent        | Scott Robertson   |
| Recording     | Jen Prysliak  |
| Call to order | 7:00 a.m.   |
| Adjourn       | 8:09 a.m.   |

## Agenda Topics

### Approval of Agenda

|                     |   |
|---------------------|---|
| <b>Motion 24-12</b> | <b>Ritchie-McInnes</b><br>The agenda be approved as circulated. Carried |
|---------------------|---|

### Approval of June 27, 2024 Meeting Minutes

|                     |   |
|---------------------|---|
| Discussion          | Minutes from the June 27, 2024 meeting were circulated.                               |
| <b>Motion 24-13</b> | <b>Pearen</b><br>Minutes of June 27, 2024 meeting be approved as circulated. Carried. |

### Unfinished Business

|                |  |
|----------------|--|
| Harm Reduction | <ul style="list-style-type: none"><li>• Meeting held on gap analysis, mental health and dilapidated buildings. Stakeholder interviews next on the agenda.</li><li>• Public Health to talk about their services, to get better feedback on the gap analysis.</li><li>• Initiate Public Health to do needle sweeps at schools and parks.</li><li>• Organize Bruno's Place employees to clean up needles around railroad tracks, CN Constable Hank Neumiller to provide protection to do a sweep.</li><li>• No updates or changes. Have doctors getting involved.</li></ul> |
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| Voyent Alert   | <ul style="list-style-type: none"> <li>• Continue to create advertising on all social media platforms.</li> <li>• Small Voyent Alert marketing signs attached to the law enforcement signs. Community boards to advertise prepaid spots around the City of Yorkton.</li> <li>• More registered users, with more advertising.</li> <li>• Test EOC activation alert went out, had good responses from recipients in the event it was a real activation alerts.</li> </ul>  |
| Regionalized Fire                                    | <ul style="list-style-type: none"> <li>• Fire Chief Morrissey had meetings with R.M. of Orkney Councilors.</li> <li>• Arranging training sessions with Springside, Ebenezer and Rhein, tanker shuttle operation.</li> <li>• Mutual Aid Agreements – we can provide support, they cannot. How to make it reciprocal is the new project.</li> <li>• Some departments trying to expand their borders to larger response areas. Working with SPSA on fire and rescue boundaries, training and retention.</li> <li>• CN exposure to locomotive training with small communities. If an emergency happened with trains.</li> <li>• DC Dallas D'Aoust meeting with R.M.'s wanting to help with the program possibly provide funds into fire response and training in the area.</li> <li>• Discussion on streamlining boundaries, fire response times. Equal training procedures for scene safety. Utilize the college for training.</li> </ul> |
| Community Safety & Well-Being Initiatives – Phase II | <ul style="list-style-type: none"> <li>• Gap Analysis and Mental Health &amp; Stakeholder Engagement sessions have started.</li> <li>• Fire Chief Morrissey has concerns with trafficking and houseless individuals and drug dealers.</li> <li>• Timeline for the report is the end of May.</li> </ul>   |
| Local Law Enforcement Signage                        | <ul style="list-style-type: none"> <li>• No updates.</li> <li>• Funding for highway signs.</li> </ul>  |

## New Business from the floor

|                      |  |
|----------------------|--|
| Fire – EMS Responses | <ul style="list-style-type: none"> <li>• Fire is responding to calls as EMS response, not just assists. No ambulances available in the city at times of patient transfers. Fire requires notice in the event they are the main responder to a scene. Fire Chief Morrissey will be meeting with EMS director for the province and the end of August to discuss the responses and availability within the city.</li> </ul> |
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Lauretta Ritchie-McInnes leaves meeting at 7:55 a.m.

## Department Updates & Information

|                 |  |
|-----------------|--|
| Fire Department | <ul style="list-style-type: none"> <li>• Just filled a new Temporary Firefighter position with a local person from the Fire College.</li> <li>• Busy with inspections on apartments around Yorkton.</li> <li>• Fire Chief Morrissey is working on a cold plan for the houseless community with winter fast approaching.</li> </ul> |
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|           | <ul style="list-style-type: none"> <li>Forest fire emergency tabletop exercise for Good Spirit area to be conducted.</li> </ul>  |
| RCMP      | <ul style="list-style-type: none"> <li>Call 310-RCMP if non-emergency.</li> <li>Need to advertise this local phone number in Saskatchewan.</li> </ul>  |
| Bylaw     | <ul style="list-style-type: none"> <li>No updates provided.</li> </ul>   |
| CN Police | <ul style="list-style-type: none"> <li>QPR (Question, Persuade, Refer) documents, suicide prevention tips, procedures for suicidal situations, what questions to ask and how to help were provided to responders of the committee.</li> </ul>                      |
| PSAR      | <ul style="list-style-type: none"> <li>Two searches attended in the province.</li> <li>Basic SAR training August 16, 17 &amp; 18 and weekend in September for Yorkton YTC. 35 members signed up.</li> <li>Just finished a provincial MJSE at Loon Lake.</li> </ul> |
| EMS       | <ul style="list-style-type: none"> <li>No update provided.</li> </ul>  |

## Next Meeting

Tuesday October 8, 2024 @ 7:00 a.m.

## Adjournment

|                     |   |
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| <b>Motion 24-14</b> | <b>Goulden</b><br>That the Protective Services Committee Meeting be adjourned at 8:09 a.m. Carried. |
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X

Andrew Sedley

Andrew Sedley  
Chairperson

X

Jen Prysliak

Jen Prysliak  
Secretary



# Planning and Infrastructure Commission

## MINUTES

DECEMBER 4<sup>TH</sup>, 2024

7:00 A.M.

MEETING ROOM A,  
CITY HALL – SECOND FLOOR

|               |  |
|---------------|--|
| Attendees     | <b>Chairperson:</b> Mike Popowich<br><b>Councillors:</b> Mayor Aaron Kienle, Councillor Quinn Haider, Councillor Stephanie Ortynsky<br><b>Members:</b> Eleanor Shumay, Eugene Fedorowich, Glen Tymiak, Jerry Kobylka |
| Staff         | Michael Eger – Director of Planning, Building and Development<br>Carleen Koroluk – Land Use Planner<br>Trysta Liebrecht– Administrative Assistant  |
| Regrets       | <b>Councillors:</b><br><b>Members:</b> Isabel O'Soup, David McKerchar, Jan Morrison<br><b>Staff:</b>   |
| Absent        | <b>Councillors:</b><br><b>Members:</b> Doug Forster<br><b>Staff:</b>   |
| Recording     | Trysta Liebrecht   |
| Call to order | 7:00 a.m.  |

## ADOPTION OF AGENDA

|                |  |
|----------------|--|
| Discussion     | Review of Agenda items.  |
| Motion 23-2024 | <b>Ortynsky</b><br>That the agenda be approved as presented.<br><b>Carried Unanimously</b> |

## DECLARATION OF CONFLICT OF INTEREST

|            |       |
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| Discussion | None. |
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## APPROVAL OF MINUTES

|                |   |
|----------------|---|
| Discussion     | Minutes of the October 9 <sup>th</sup> , 2024 Planning and Infrastructure Commission Meeting were circulated with the agenda package.                               |
| Motion 24-2024 | <b>Haider</b><br>That the Minutes from the October 9 <sup>th</sup> , 2024 Planning and Infrastructure Commission Meeting be approved.<br><b>Carried Unanimously</b> |

## OLD BUSINESS

|            |       |
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| Discussion | None. |
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## NEW BUSINESS

|   |   |
|---|---|
| <b>1. Bylaw No. 15/2024 – Zoning Bylaw Amendment Application to Remove CT-2 Arterial Commercial (Transitional) zoning district and rezone affected properties to MXURB Mixed Use Residential-Business</b> |   |
| Discussion  | <ul style="list-style-type: none"><li>- Koroluk presented Bylaw No. 15/2024, an amendment to standardize zoning of residential use properties in the West Broadway Corridor currently zoned as CT-2 Arterial Commercial (Transitional), which limits rebuilding options with insurance companies in case of damage or loss</li><li>- The proposed change would rezone properties to MXURB Mixed Use Residential-Business, which supports mixed-use development and allows the rebuilding of residential properties.</li><li>- Discussion on past and current reinvestment into residential use and the benefits of mixed use zoning</li><li>- Administration noted the public notice letter delay due to the mail strike. Letters will be sent as soon as possible upon mail resuming and presentation to Council including the PIC recommendation will follow.</li><li>- Commission inquired about the incentives provided by the city to maintain the corridor and suggested including this information in the public notice.</li></ul> |
| Motion 25-2024  | <b>Fedorowich</b><br>The Planning and Infrastructure Commission recommend that Council approve Bylaw No. 15/2024, which amends Zoning Bylaw No. 14/2003 Remove CT-2 Arterial Commercial (Transitional) zoning district and rezone affected properties to MXURB Mixed Use Residential-Business.<br><b>Carried Unanimously</b>  |

## BUSINESS FROM THE FLOOR

|            |   |
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| Discussion | <ul style="list-style-type: none"><li>- Eger gave a York Road update</li><li>- Discussion on the flow of traffic in the single lane on York Road during Heartland's sales days.</li></ul> |
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## NEXT MEETING

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|  | Wednesday, January 15 <sup>th</sup> , 2024 at 7:00 a.m. at City Hall Meeting Room A |
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## ADJOURNMENT

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| Motion 26-2024 | <b>Shumay</b><br>That the meeting be adjourned at 7:41 a.m.<br><b>Carried</b> |
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## SIGNATURE OF MINUTES

|                            |   |
|----------------------------|---|
| <b>Chairperson</b>         | <b>Mike Popowich</b><br>_____<br><b>Chairperson</b>         |
| <b>Recording Secretary</b> | <b>Trysta Liebrecht</b><br>_____<br><b>Trysta Liebrecht</b> |

## Recreation and Community Services

| <b>MINUTES</b> | <b>DECEMBER 10,<br/>2024</b>   | <b>5:26 P.M.</b> | <b>DEER PARK GOLF COURSE<br/>GREEN ROOM</b> |
|----------------|--|------------------|---|
| Attendees      | Chairperson: Delmar Zwirsky, Mayor Aaron Kienle, Councillor Randy Goulden, Anne Stupak, CV Sastry, Gurjit Dhaliwal, Doug Wilkinson, Ryan Cox |                  |   |
| Regrets        | Councillor Greg Litvanyi   |                  |   |
| Staff          | Taylor Morrison, Lisa Washington   |                  |   |
| Recording      | Ashton Kingdon   |                  |   |
| Call to order  | 5:26 p.m.  |                  |   |
| Adjourn        | 6:48 p.m.  |                  |   |

### Agenda topics

#### 1. CALL TO ORDER

#### 2. ADOPTION OF AGENDA

The addition of 4. E. was added to present the Committee with the Year in Review document developed by Administration.

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| <b>Motion 24-012</b> | <b>Ryan Cox</b><br>That the agenda be adopted as revised to include 4. E. CARRIED. |
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#### 3. MINUTES OF PREVIOUS MEETINGS

##### a. Minutes of the October 28, 2024 Meeting

Minutes from the October 28, 2024 meeting of the committee were circulated.

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| <b>Motion 24-013</b> | <b>Randy Goulden</b><br>That the minutes of the October 28, 2024 meeting of the Recreation and Community Services Committee be approved as circulated. CARRIED. |
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#### 4. NEW BUSINESS

##### a. Funding and Adjudication Discussion

Administration presented the Committee with some information on different adjudication styles and gave them some considerations that can be used for the Sask Lotteries Community Grant Program that comes to this Committee for adjudication.

The Committee would like to see a way to help the applications that are new projects, programs or organizations. It was suggested that maybe a portion of the funds could be set aside specifically for those grass root applications so they have a better chance at full funding and not sharing the funds with the repetitive organizations and programs. The ratio of allocating 75% for April and 25% for October can be adjusted to accommodate as both application periods now receive roughly the same amount. Maybe 40% or so could be set aside for grass root projects.

Another option is to revert back to the limit of 1 funding provided to an Organization in 1 fiscal year. That way Organizations are not applying in April and October.

The application can have a question "If you do not receive funding for this program/project from Sask Lotteries Community Grant Program, what other avenues will your Organization take?". This can help the Committee know if they have other plans to ensure the program/project does happen.

Changes would not be implemented until 2026. Gather information in the 2025 year to plan for

new implementation in 2026 or even 2027.

Administration provided some information to the Committee on the Social Proscribing Program that is being implemented in January 2025 and what that is. A contract for hiring a Community Connector will be signed by the end of the month. The role will assist community members in joining non-medical groups and activities. This is a new project to Saskatchewan and Yorkton is joining on the second year of the 4 year program. This is an established program in the UK.

#### **b. RCS Committee Evaluation**

Administration presented the committee members with a link to a survey to provide feedback to Administration and the processes currently being used.

#### **c. Year in Review**

Administration presented the Committee members with a document developed to highlight the projects, events, programs and stats on the Recreation and Community Services Department for the 2024 year.

### **5. BUSINESS ARISING**

Nothing at this time.

### **7. NEXT MEETING**

To be determined.

### **8. ADJOURNMENT**

#### **Motion 24-014**

#### **CV Sastry**

That the Recreation and Community Services Committee Meeting be adjourned at 6:48 p.m. CARRIED.

Delmar Zwirsky

Ashton Kingdon

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Chairperson

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Recording

# Economic Development Committee

**MINUTES DECEMBER 17, 2024 7:00 A.M CITY HALL – MEETING ROOM A**

|                |   |
|----------------|---|
| Attendees      | <b>Vice Chairperson:</b> Marty Sveinbjornson<br><b>Councillors:</b> Councillor Darcy Zaharia, Councillor Dustin Brears (via Zoom)<br><b>Members:</b> Gwen Machnee, Don Reed, Ajay Tadi (via Zoom), Ayodele Komolafe (joined via Zoom at 7:30) |
| Invited Guests | Mayor Aaron Kienle, Kaitlyn Kitzan (YBID)   |
| Staff          | Jennifer Brooker (Business Liaison), Michael Eger (Planning, Building & Development Director), Brad Hvidston (City Manager)   |
| Regrets        | <b>Councillors:</b><br><b>Members:</b> Bob Knox, Raymond Sharp<br><b>Guests:</b> Juanita Polegi (Chamber of Commerce)   |
| Absent         | <b>Councillors:</b><br><b>Members:</b> David McKerchar  |
| Recording      | Jennifer Brooker  |
| Call to Order  | 7:03 a.m.   |
| Adjourn        | 8:33 a.m.   |

## ADOPTION OF AGENDA

|              |   |
|--------------|---|
| Discussion   | Review of agenda items for discussion.  |
| Motion 35-24 | <b>Don Reed</b><br>That the agenda be approved as presented.<br><b>Carried.</b> |

## Minutes of October 8, 2024

|              |   |
|--------------|---|
| Discussion   | Minutes from the October 8, 2024 meeting of the Committee were circulated electronically, with the agenda package.  |
| Motion 36-24 | <b>Darcy Zaharia</b><br>That the minutes of the October 8, 2024 meeting be approved as presented.<br><b>Carried</b> |

## OLD BUSINESS

### Delegation Report - Ross Fisher, Executive Director– The Health Foundation of East Central Saskatchewan Inc.

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|------------|---|
| Discussion | On November 14, 2024 Ross Fisher and Dale Brock gave a presentation to some members of the committee. A summary of that presentation was circulated electronically with the agenda package, the Committee briefly discussed the presentation. |
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## Economic Development Priorities:

|                   |   |
|-------------------|---|
| Hotel Development | Jennifer gave an update on the progress of Hotel Development. Members discussed the need for a new hotel in the City. Ajay (YTC) mentioned that the YTC is looking into investing in a Hotel in Yorkton. The committee supports the city having a feasibility study done. |
|-------------------|---|

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|---|---|
| Promote Housing Development                               | Jennifer gave an update on the progress of the housing development incentives offered by the city.<br>The committee suggests reposting the CTV news story with an up-date.  |
| Vacant Commercial Buildings                               | Jennifer gave an update on the progress of vacant commercial building in the downtown core and the city incentives.<br>The committee talked about needing to promote the downtown core and small businesses and suggested making a "hit list" of the top 10 small businesses Yorkton needs. |
| Improve the Narrative that Yorkton is "open for business" | This committee talked about how some of the "Red Tape" makes it difficult and overwhelming for new small businesses.<br>The committee is suggesting that we post business success stories, and turn comments back on, on Facebook.  |
| Recruitment and retention of medical/dental professionals | Jennifer and the Mayor gave an update on the recent Welcome Event for International Trained Medical Professionals.<br>The committee discussed the need for more medical professionals in Yorkton, the New hospital, and what the City can do to promote Yorkton.                            |
| Develop Regional Econ Dev Group                           | This topic was tabled until the next meeting.   |
| Motion  | <b>None</b>   |

## NEW BUSINESS

### Childcare in Yorkton

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| Discussion | Jennifer introduced the topic of this childcare shortage and issues it is causing business in the City and region.<br>The committee briefly discussed this topic. |
| Motion     | <b>None</b>   |

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| <b>NEXT MEETING</b> | Group agrees the next meeting will be January 16, 2025. |
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## ADJOURNMENT

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| Motion 34-24 | Vice Chair Marty Sveinbjornson adjourned the meeting at 8:33 a.m. |
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**Marty Sveinbjornson**

Vice CHAIRPERSON  
Marty Sveinbjornson

**Jennifer Brooker**

RECORDING  
Jennifer Brooker

# Economic Development Committee

## MINUTES

**JANUARY 16, 2025**

**7:00 A.M CITY HALL – COUNCIL CHAMBERS**

|                |  |
|----------------|--|
| Attendees      | <b>Chairperson:</b> Bob Knox<br><b>Councillors:</b> Councillor Darcy Zaharia<br><b>Members:</b> Don Reed (left meeting at 8:05 am), Ajay Tadi (zoom), Marty Sveinbjornson, Corey Werner, |
| Invited Guests | Juanita Polegi, Chamber of Commerce; Kaitlyn Kitzan, Yorkton Business Improvement District (zoom)  |
| Staff          | Jennifer Brooker, Business Liaison; Michael Eger, Director of Planning, Building & Development; Brad Hvidston, City Manager  |
| Regrets        | <b>Councillors:</b> Councillor Dustin Brears<br><b>Members:</b> Gwen Machnee<br><b>Guests:</b>   |
| Absent         | <b>Councillors:</b><br><b>Members:</b> Greg Haas   |
| Recording      | Jennifer Brooker   |
| Call to Order  | 7:05 am  |
| Adjourn        | 8:30 am  |

## WELCOME AND INTRODUCTIONS

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| Discussion | Administration called the meeting to order, welcomed members and introductions were made. |
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## NOMINATION AND ELECTION OF CHAIRPERSON

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| Discussion | <p>Administration opened the floor for call for nominations for Committee Chairperson.</p> <p>Marty Sveinbjornson nominated Bob Knox for Chairperson. Bob agreed to let his name stand.</p> <p>Bob Knox nominated Marty Sveinbjornson for Chairperson. Marty turned down the nomination.</p> <p>There were no further nominations.</p> <p>Bob Knox was acclaimed as the Chairperson for the City of Yorkton's Economic Development Committee for the 2025 calendar year.</p> |
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## NOMINATION AND ELECTION OF VICE-CHAIRPERSON

|            |   |
|------------|---|
| Discussion | <p>Newly-elected Chairperson, Bob Knox opened the floor for call for nominations for Committee Vice-Chairperson.</p> <p>Chairperson Bob Knox nominated Marty Sveinbjornson for Vice-Chairperson. Marty agreed to let his name stand. There were no further nominations.</p> <p>Marty Sveinbjornson was acclaimed as the Vice-Chairperson for the City of Yorkton's Economic Development Committee for the 2025 calendar year.</p> |
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## ADOPTION OF AGENDA

|            |  |
|------------|--|
| Discussion | Review of agenda items for discussion. |
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| Motion 01-25 | <b>Marty Sveinbjornson</b><br>That the agenda be approved as presented.<br><b>Carried</b> |
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## MINUTES OF DECEMBER 17, 202

|              |  |
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| Discussion   | Minutes from the December 17, 2024 meeting of the Committee were circulated with the meeting package.            |
| Motion 02-25 | <b>Don Reed</b><br>That the minutes of the December 17, 2024 meeting be approved as presented.<br><b>Carried</b> |

## Economic Development Priorities:

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|---|--|
| Hotel Development   | Jennifer gave an update on the progress of Hotel Development and the possibility of the City commissioning a feasibility study.<br>The committee talked about the possible outcomes of a market feasibility study done on the Yorkton Hotel market.  |
| Promote Housing Development                               | No update on Housing Development Incentives as Council has not yet approved the budget and 2025 incentives.  |
| Vacant Commercial Buildings                               | No update on Commercial Building and Development Incentives as Council has not yet approved the budget and 2025 incentives.  |
| Improve the Narrative that Yorkton is "open for business" | Jennifer gave an update on the progress of improving the narrative that Yorkton is "open for business"<br>The committee discussed the Magazine Article.  |
| Recruitment and retention of medical/dental professionals | The committee discussed the hospital. One member mentioned that there is currently no wifi in the hospital.<br><br>Juanita from the Chamber mentions that she has been in talks with SHA and other local/regional health care groups about a quarterly meeting, she will keep the Committee and City informed. |
| Develop Regional Econ Dev Group                           | Jennifer and Juanita gave a brief introduction to the Central Parishes Development Alliance.   |

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| <b>NEXT MEETING</b> | Thursday, February 13th, 2025 at 7:00 a.m. at City Hall. |
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| <b>ADJOURNMENT</b> | That the Economic Development Committee Meeting be adjourned at 8:31 a.m. |
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**Bob Knox**

CHAIRPERSON  
Bob Knox

**Jennifer Brooker**

RECORDING SECRETARY  
Jennifer Brooker

# Protective Services Committee

## MINUTES

23, JANUARY 2025

7:00 AM

IN-PERSON

|               |  |
|---------------|--|
| Attendees     | Mayor Aaron Kienle, Councillor Dustin Brears, Larry Off, Michelle Goulden, Larry Pearen, Pat Taylor, Tereza Vaslyuk, Andrew Sedley, Bylaw & Safety Supervisor Nicole Baptist, CN Constable Hank Neumiller, Staff Sgt. Burton Jones, Deputy Fire Chief Dallas D'Aoust |
| Regrets       | Fire Chief Trevor Morrissey, Scott Robertson   |
| Absent        | Dr. Rasak Abdullahi, PSAR Dale Hintz   |
| Recording     | Jen Prysliak   |
| Call to order | 7:03 a.m.  |
| Adjourn       | 8:17 a.m.  |

## Agenda Topics

### Election of Officers

|                        |   |
|------------------------|---|
| Election of Chair      | First call – Councillor Brears nominated Andrew Sedley, Sedley accepted. Nominations cease at 7:06 a.m.<br>Andrew Sedley was announced Chairperson for 2025 by acclamation.     |
| Election of Vice-Chair | First call – Larry Pearen nominated Michelle Goulden, Goulden accepted. Nominations cease 7:08 a.m.<br>Michelle Goulden was announced Vice-Chairperson for 2025 by acclamation. |
|                        | Secretary passed the Chair to the Chairperson at 7:10 a.m.  |

### Acknowledgement Form/Confidentiality Agreement

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| Members must fill out and return all forms to the Secretary. |
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### Approval of Agenda

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| <b>Motion 25-1</b> | <b>Brears</b><br>The agenda be approved as circulated. |
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| <b>Motion 25-2</b> | <b>Brears</b><br>To approve the agenda by inserting the Loose Dog at Logan Green concern.<br>Carried. |
|                    | To approve the agenda as amended. Carried.  |

## Approval of the August 13, 2024 Meeting Minutes

|                    |  |
|--------------------|--|
| Discussion         | Minutes from the August 13, 2024 meeting were circulated.                                      |
| <b>Motion 25-3</b> | <b>Pearen</b><br>The minutes of August 13, 2024 meeting be approved as circulated.<br>Carried. |

## Unfinished Business

|  |   |
|--|---|
| Harm Reduction                                       | <ul style="list-style-type: none"> <li>• No recent meetings.</li> <li>• Bruno's Place had an occupancy increase for the cold winter months.</li> <li>• The old Sacred Heart Assisted Living building sold. The caretaker is doing regular checks; there are no signs of any recent intruders.</li> <li>• Question was asked of approx. how many vacant buildings are in Yorkton that could be used for houseless accommodations and have a possibility of fires for heating in the winter.</li> </ul> |
| Voyent Alert   | <ul style="list-style-type: none"> <li>• Notifications to be sent out in the spring regarding reminders of needles being found and who to contact. Bylaw Services 306-786-1725.</li> <li>• Registration has increased. January 2024 there were 1,234 registered users. January 2025 registration climbed to 1,817 users.</li> <li>• Banners were created and decals are on Fire Chief Morrissey's command truck. Decals for the fire trucks are being considered.</li> </ul>                          |
| Community Safety & Well-Being Initiatives – Phase II | <ul style="list-style-type: none"> <li>• In the early stages of hiring a term Barriers to Access Coordinator to work on the streets with the houseless individuals. They will be working with local stakeholder partners to see what services they can provide to those in need.</li> <li>• Handing out street guides, maps and resource lists also.</li> </ul>   |
| Local Law Enforcement Signage                        | <ul style="list-style-type: none"> <li>• Focusing on school zones – patrolling school zones, interview with CTV. Billboards to promote cross walk safety.</li> <li>• Highway signs – is there a grant available to purchase a sign? CN Constable Hank Neumiller to look into the SGI contact.</li> <li>• Search the monthly initiatives on the SGI website for enforcement ideas. We can follow their initiative. Change it monthly or quarterly.</li> </ul>  |
| Fire – EMS Responses                                 | <ul style="list-style-type: none"> <li>• Saskatchewan Health is not covering the training needed to be primary first responders to a medical call; City of Yorkton would be covering the emergency response rate. Funding from Saskatchewan Health would be ideal. RCMP are always on scene at cardiac arrests to assist, which is very helpful.</li> </ul>   |

|                                       |   |
|---------------------------------------|---|
|                                       | <ul style="list-style-type: none"> <li>Steady EMS assist responses for the Fire Department, most lift assists within the community. Medavie has transfer units so there are not adequate units available.</li> <li>Fentanyl responses are constant within the City of Yorkton. Deputy Chief D'Aoust to look into what other sizeable communities need for EMS training and how many EMS units they have, to compare.</li> <li>Councillor Brears at SUMA Convention – Provide stats and information to make The Health Minister aware on March 31, 2025. Find data to provide for this event.</li> </ul> |
| Safety Patrol Installation Ceremonies | <ul style="list-style-type: none"> <li>The City of Yorkton had the installation ceremonies in October for the students. They received awards and certificates.</li> <li>Bylaw is applying for an SGI grant in the next month to fund the gift bags.</li> <li>Attended the Youth Resilience Ambassador Program with the schools.</li> </ul>  |

## New Business

|                                  |   |
|----------------------------------|---|
| Loose Dog in Logan Green Concern | <ul style="list-style-type: none"> <li>Complaint from resident regarding loose dogs on the Logan Green pathway. Dogs off leash in Logan Green park is an ongoing concern.</li> <li>Bylaw solutions would be to send officers out, increase presence in the area, more enforcement. Run a Responsible Dog Communication Program to make people aware of the bylaws. Provided dog safety information to residents. Dogs on leash signs throughout the park for reminders.</li> <li>Advertise the off leash dog park, show on a map. Provide resources to residents. Move signage to different locations, parks, dogs on leash, pick up after your dog. Draw attention to the signs being at different locations. Bylaw patrolling sign, add payable amount if bylaw violation to the signs. Create a video that plays comedy add to social media people will pay more attention.</li> </ul> |
|----------------------------------|---|

## Department Updates

|                 |   |
|-----------------|---|
| Fire Department | <ul style="list-style-type: none"> <li>Call volume increase since 2023. 504 calls total in 2023. 522 calls in 2024.</li> <li>Rental Housing Inspections are starting to be scheduled for the safety of renters. The fire inspections are to ensure the rental units are following the fire code.</li> <li>Yorkton Fire Department currently is fully staffed.</li> </ul>  |
| RCMP            | <ul style="list-style-type: none"> <li>District meetings commanders responsible mass casualty incidents in the city. Emergency services mock tabletop exercise. Full-scale mock emergency exercise to be completed in 2025.</li> <li>Receiving calls on mandatory alcohol screening, complaints to the RCMP as the law has changed. Do not need the reasonable question or suspicion to be tested on road side stops, it is automatic protocol.</li> <li>9 Support Staff, 3 vacant member positions, 25 members out of 34 currently.</li> </ul> |

|           |  |
|-----------|--|
|           | <ul style="list-style-type: none"> <li>• Drug testing traffic services has a tester, many false positives issued. Monetary component instead of the criminal record and charging. Impaired driving charges has increased now due to the mandatory screening.</li> </ul>  |
| Bylaw     | <ul style="list-style-type: none"> <li>• No updates provided.</li> </ul>   |
| CN Police | <ul style="list-style-type: none"> <li>• Smith Street bushes and trees on CN property cleaned up from the City crews, as it was an issue for the unhoused.</li> </ul>  |
| PSAR      | <ul style="list-style-type: none"> <li>• Steady search and rescues within the province.</li> <li>• If you are stuck and walk away from the vehicle and get lost, it makes the search for you more difficult. The big concern is to get the word out there to stay with the vehicle, do not leave it.</li> <li>• PSAR did a local search and interacted with the houseless population.</li> </ul> |
| EMS       | <ul style="list-style-type: none"> <li>• Deputy Chief D'Aoust to get contact information for EMS.</li> </ul>   |

## Next Meeting

Tuesday March 11<sup>th</sup>, 2025 @ 7:00 a.m.

## Adjournment

|                    |  |
|--------------------|--|
| <b>Motion 25-4</b> | <p><b>Pearen</b><br/>That the Protective Services Committee Meeting be adjourned at 8:17 a.m. Carried.</p> |
|--------------------|--|

**X** Andrew Sedley

Andrew Sedley  
Chairperson

**X** Jen Prysliak

Jen Prysliak  
Secretary

# Planning and Infrastructure Commission

## MINUTES

JANUARY 29, 2025

7:00 A.M.

MEETING ROOM A,  
CITY HALL – SECOND FLOOR

|               |   |
|---------------|---|
| Attendees     | <b>Chairperson:</b> Michael Eger (City Administration)<br><b>Councillors:</b> Mayor Aaron Kienle, Councillor Quinn Haider, Councillor Stephanie Ortynsky<br><b>Members:</b> Eleanor Shumay, Eugene Fedorowich, Glen Tymiak, Jerry Kobyłka, Doug Forster, Jan Morrison |
| Staff         | Michael Eger - Director of Planning, Building and Development<br>Carleen Koroluk – Land Use Planner<br>Trysta Liebrecht– Administrative Assistant   |
| Regrets       | <b>Councillors:</b><br><b>Members:</b> Isabel O'Soup, Mike Popowich<br><b>Staff:</b>  |
| Absent        | <b>Councillors:</b><br><b>Members:</b> Corey Werner<br><b>Staff:</b>  |
| Recording     | Trysta Liebrecht  |
| Call to order | 7:04 a.m.   |

### ANNUAL ADMINISTRATION

Signatures of Annual forms

Distribution of the 2025 Planning and Infrastructure Commission Calendar

### NOMINATION AND ELECTION OF CHAIRPERSON

Eger opened the floor for call of nominations for Commission Chairperson.

Popowich was unable to attend the meeting but expressed his willingness to let his name stand as chair, Tymiak nominated Popowich for Chair

Councillor Ortynsky put forward Fedorowich. Fedorowich declined.

There were no further nominations. Popowich was then declared as the Chairperson for 2025 by acclamation.

### NOMINATION AND ELECTION OF VICE CHAIRPERSON

Eger opened the floor for call of nominations for Commission Vice Chairperson. Shumay nominated Kobyłka. Kobyłka agreed to let his name stand. There were no further nominations. Kobyłka was then declared as Vice Chairperson for 2025 by acclamation.

## **ADOPTION OF AGENDA**

|               |  |
|---------------|--|
| Discussion    | Review of Agenda items.  |
| Motion 1-2025 | <b>Shumay</b><br>That the agenda be approved as presented.<br><b>Carried Unanimously</b> |

## **DECLARATION OF CONFLICT OF INTEREST**

|            |       |
|------------|-------|
| Discussion | None. |
|------------|-------|

## **APPROVAL OF MINUTES**

|               |  |
|---------------|--|
| Discussion    | Minutes of the December 4 <sup>th</sup> , 2024 Planning and Infrastructure Commission Meeting were circulated with the agenda package.                                   |
| Motion 2-2025 | <b>Fedorowich</b><br>That the Minutes from the December 4 <sup>th</sup> , 2024 Planning and Infrastructure Commission Meeting be approved.<br><b>Carried Unanimously</b> |

## **OLD BUSINESS**

|            |       |
|------------|-------|
| Discussion | None. |
|------------|-------|

## **NEW BUSINESS**

- 1. Zoning Amendment – Proposed Bylaw No.6/2025 – Day Care Centres in Residential Zoning Districts**

|               |  |
|---------------|--|
| Discussion    | <ul style="list-style-type: none"> <li>- Koroluk presented Proposed Bylaw No. 6/2025 – Day care Centres in Residential Zoning Districts.</li> <li>- A lack in quality childcare and it is crucial for working parents, but the shortage of childcare spaces, especially for infants, is a significant challenge in the city.</li> <li>- A recent inquiry about converting an unoccupied residential dwelling into a daycare center to increase child care spaces in the city led to a review of the Zoning Bylaw provisions related to child care facilities.</li> <li>- Currently only Family Child Care Homes are permitted in residential areas but the number of children cared for is limited. Day Care Centres that allow for more spaces are permitted in commercial zones</li> <li>- Administration is considering amendments to allow for Day Care Centres in residential zones noting the following <ul style="list-style-type: none"> <li>- Adequate parking and drop-off spaces are essential for safety.</li> <li>- Potential traffic congestion during peak drop-off and pick-up times, however corner lots provide additional street parking. Councillor Ortynsky noted that some home daycares have scheduled drop off and pick up times to prevent congestion.</li> </ul> </li> <li>- Mitigation of potential noise disruptions with required fencing</li> <li>- An amendment allows Day Care Centres in specific residential zones, on corner lots with frontage on major roads, with parking requirements based on the number of children under care could be considered as permitted uses. For proposed Day Care Centres outside these parameters, Council could consider them on a case-by-case basis as Discretionary Uses.</li> <li>- The commission acknowledged the city's shortage of child care facilities, noting that it has been an ongoing challenge for many years.</li> </ul> |
| Motion 3-2025 | <p><b>Shumay</b><br/>The Planning and Infrastructure Commission recommends that Administration proceed with a Zoning Bylaw amendment to allow for Day Care Centres in Residential Zoning Districts.</p> <p><b>Carried</b></p>  |

## BUSINESS FROM THE FLOOR

|            |  |
|------------|--|
| Discussion | <ul style="list-style-type: none"> <li>- LDC Expansion update</li> <li>- New development update</li> </ul> |
|------------|--|

## NEXT MEETING

|  |  |
|--|--|
|  | Wednesday, February 19 <sup>th</sup> , 2025 at 7:00 a.m. at City Hall Meeting Room A |
|--|--|



## ADJOURNMENT

|               |  |
|---------------|--|
| Motion 4-2025 | <b>Kobylka</b><br>That the meeting be adjourned at 7:59 a.m.<br><b>Carried Unanimously</b> |
|---------------|--|

## SIGNATURE OF MINUTES

|                            |  |
|----------------------------|--|
| <b>Chairperson</b>         | <b>Mike Popowich</b><br>_____<br>Chairperson         |
| <b>Recording Secretary</b> | <b>Trysta Liebrecht</b><br>_____<br>Trysta Liebrecht |



March 24, 2025

Memorandum to: Members of Yorkton City Council

Re: 2025-2026 York Lake Regional Park Board Member Appointments

---

Having received a request from the York Lake Regional Park Administrator to submit York Lake Regional Park Board Member appointments for the year 2025-2026, I hereby recommend to Council the following:

**RECOMMENDATION:**

**That pursuant to section 7.E. of the York Lake Regional Park Authority Constitution, the Council of the City of Yorkton approve the following appointments to the York Lake Regional Park Authority Board for 2025-2026:**

**York Lake Residents Representatives – Cindy Schell, Lee Rusnak, Cara Sharpe, Tanya Lemond, and Jake Zapshalla.**

**User Group Representatives – Merv Wasylenchuk (Yorkton Gun Club) Director, Marie Whitney (Yorkton Canoe & Kayak Club) Director, Laura Uhryn (Yorkton Wildlife Federation) Director, and Marlene Schrader (York Lake Golf & Country Club) Director.**

Respectfully submitted,

  
**Aaron Kienle**

MAYOR AARON KIENLE

Enclosure



**York Lake**

Yorkton, Saskatchewan, Canada

Box 1166, Yorkton, SK S3N 2X3

Email: [admin@yorklake.com](mailto:admin@yorklake.com)

Phone : (306) 782-7080

March 17th, 2025

City Of Yorkton  
37 Third Ave. N., Box 400  
Yorkton, SK S3N 2X3

**Re: York Lake Regional Park Board Member Appointments**

Dear City of Yorkton,

I am writing to inform you of recent changes to the board membership of the York Lake Regional Park Authority.

An election for board representatives for the York Lake residents group was held on February 27th, 2025 as the terms of Robin Robinson and Dale Paul expired this year. There were 5 nominees and as a result of the vote, Tanya Lemond and Jake Zapshalla were elected.

- **YLRP\_2025\_31 Motion:** Marlene Schrader: to recommend to the City of Yorkton the newly elected members Tanya Lemond and Jake Zapshalla be added to the board of the York Lake Regional Park Authority

Therefore, the five York Lake Resident group representatives for the 2025-26 year are:

- Cindy Schell
- Lee Rusnak
- Cara Sharpe
- Tanya Lemond
- Jake Zapshalla

Their positions of Chairperson, Vice Chairperson, Secretary and Directors will be determined at the AGM Apr. 2nd 2025

For the User Groups, Nominees were accepted and voted on at their AGM on Jan 10th, 2025 and the four User Group representatives for the 2025-26 year are:

- Merv Wasylenchuk (Yorkton Gun Club) - Director
- Marie Whitney (Yorkton Canoe & Kayak Club) - Director
- Laura Uhryn (Yorkton Wildlife Federation) - Director
- Marlene Schrader (York Lake Golf & Country Club) - Director

Pursuant to Section 7.E. of the YLRPA Constitution, the board is requesting that the City of Yorkton, by resolution at your next scheduled council meeting, appoint the above members to the York Lake Regional Park Authority Board. Please let me know if you require anything further.

Sincerely,



Gina Erhardt-Flett  
Park Manager / Administrator  
York Lake Regional Park

|   |   |
|---|---|
| TITLE: <b>Trans Canada Yellowhead Highway Association 2024-2028 Council Representatives</b> | DATE OF MEETING: <b>March 24, 2025</b>  |
|   | REPORT DATE: February 26, 2025  |
| CLEARANCES:   | ATTACHMENTS: <ol style="list-style-type: none"> <li>History of TCYHA</li> <li>Map</li> <li>Correspondence from Trans Canada Yellowhead Highway Association</li> </ol> |
| Written by: Jessica Matsalla – City Clerk <b>Jessica Matsalla</b>                           |   |
| Approve by: Brad Hvidston - City Manager <b>Brad Hvidston</b>                               |   |

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

What we now know as the Trans Canada Yellowhead Highway, was once a fur trader's route for the Hudson's Bay Company in the early 1800's and as cited from the [website](#), with the advent of motorized transportation the visionaries of the time began a journey and organization that for over 60 years has remained committed to its mandate and members (see attachment #1 for history). The Trans Canada Yellowhead Highway Association is made up of the four (4) western provinces, and is a non-profit association which was established in 1947 to promote the development, maintenance and use of the Yellowhead Corridor as vital to Canada's national transportation and national unity. Their mandate is advocacy for the development, maintenance, use and enhancement of the Yellowhead Highway and promotion of its benefits and assets to industry, tourists, governments and communities.

The City of Yorkton, being on the map (attachment #2) has opted to hold a membership in the Trans Canada Yellowhead Highway Association for many years. Councillor Randy Goulden has been appointed as the City of Yorkton's representative since 2012 and has indicated that she is willing to continue to serve in this capacity for the 2024-2028 Council term.

In addition to the recommendation to appoint her as the City of Yorkton's primary voting representative for the next four year term (2024-2028), there is a requirement to appoint three additional voting representatives as the City of Yorkton's population fits into the four (4) representatives category; therefore I further recommend that the following three Council Members be appointed: Mayor Aaron Kienle, and Councillors Dustin Brears & Quinn Haider.

## **FINANICAL IMPLICATIONS:**

As seen in Attachment 3, there is a per capita annual membership fee. Based on the 2021 census Yorkton's fee is \$0.20 per head equaling \$3,256.00 for 2025. This has traditionally been budgeted for in legislative memberships.

Value received is exposure on the website – involvement in meetings which discuss

**OPTIONS:**

1. Approve the appointments of the representatives for the City of Yorkton to the Trans Canada Yellowhead Highway Association for the 2024-2028 Council term:  
Primary voting representative: Councillor Randy Goulden, 2<sup>nd</sup> Voting representative Mayor Aaron Kienle, 3<sup>rd</sup> Voting representative, Councillor Quinn Haider, and 4<sup>th</sup> voting representative: Councillor Dustin Brears.
2. Other direction of Council.

**RECOMMENDATIONS:**

1. That Council approve the appointments of the representatives for the City of Yorkton to the Trans Canada Yellowhead Highway Association for the 2024-2028 Council term:  
Primary voting representative: Councillor Randy Goulden, 2<sup>nd</sup> Voting representative Mayor Aaron Kienle, 3<sup>rd</sup> Voting representative, Councillor Quinn Haider, and 4<sup>th</sup> voting representative: Councillor Dustin Brears.



# PAVED WITH HISTORY

*Experience the history of the west while exploring the Yellowhead Highway*

—By Matthew Stepanic



**T**hough it's only officially been open since 1970, when you drive along the Yellowhead Highway, you're driving along a road paved with hundreds of years of history and adventure. Your road trip follows the footsteps of fearless fur traders, Cariboo Gold Rush hopefuls, and daredevil Model T Ford drivers!

The Yellowhead's most famous traveller — and the highway's namesake — is Pierre Bostonsais who was an Iroquois Métis guide in the early 1800s. He led countless fur traders through the seemingly impassable Rocky Mountains, the first being James McMillan in 1825, a chief trader with the Hudson's Bay Company. He also led the rival North West Company through his route as well. French voyageurs referred to him as Tête Jaune (which translates to Yellowhead) because of the blonde streaks in his hair — and so his route became known as the Yellowhead Pass.

In 1859, gold was discovered in the Horsefly River causing a flood of travellers to the area dreaming of immense and fast wealth. One group known as the Overlanders, made up of 115 men and one woman from Ontario, travelled through the Yellowhead Pass based on the advice of a party of miners they met in Fort Edmonton. Over their months-long journey, they suffered many losses and separations, but their trip was successful and is still known as one of the most impressive journeys in Canadian travel history.





Half a century after Bostonais, the Canadian National Railway constructed a line along that same route, which they called the Yellowhead Trail. However, it wasn't until after the First World War that people began to conceive of a car-worthy road in its place. In 1921, a CNR surveyor and the president of the Edmonton Automobile Association formed a committee to lobby for the creation of the Yellowhead Highway. Both believed that the abandoned railway bed would be the ideal foundation for the road.

As automobile popularity was rising, and travelling the Yellowhead Trail was difficult for the average car, the two decided to offer a challenge to Westerners — anyone who could traverse the entire road by car would be offered a prize similar to the one sought by Cariboo Gold Rush hopefuls: a gold medal. So on June 17, 1922, Charles Neiymer and Frank Silverthorne departed in a 4x4 and, the following week, George Gordon and J. Sims left Edmonton in a Model T Ford. Both pairs arrived in Victoria on July 4 and were awarded gold medals.

Despite the attention this event created, it still wasn't until the Second World War that the road saw much development. During

the war, displaced Japanese Canadians in internment camps were forced to work on the road. Their labour built a path through Jasper and into the Fraser Valley. With all of these improvements, the road received more federal investment and was generally re-built and paved by 1969. Earlier in 1947, the Trans Canada Yellowhead Highway Association was formed to work with the communities along the highway to help develop the safety and economies along the burgeoning route. After many voyages and ventures, the Yellowhead Highway was officially opened on August 15, 1970, by B.C. Premier W.A.C. Bennett.

Today, the Yellowhead Highway stretches 2,960 km across the four Western provinces of Canada, containing in its path five national parks, 90 provincial parks, and countless national historic sites. The road begins in downtown Winnipeg where fur traders and voyageurs met, and continues through the prairies and Rocky Mountains to the pristine islands of the Haida Gwaii on the West Coast. Some incredible adventures have been had on the legendary Yellowhead Highway — we hope *Go Yellowhead* helps you make yours a memorable one!









# Alberta

# #ExploreSask

# Manitoba







RECEIVED

OCT 31 2024

CITY CLERK'S OFFICE  
CITY OF YORKTON

More and more, highway corridors are proving to be key economic drivers – and one of the significant corridors, as recognized by all four Western Provincial governments, is your Yellowhead Highway Corridor (Trans Canada Yellowhead Highway #16 and BC Yellowhead highway #5)

With the signing of economic corridor development agreements amongst Western Provincial and NWT governments, the TCYHA is strategically positioned to leverage this action to help grow your municipal economy.

The TCYHA has received communication from these governments that they welcome any assistance the TCYHA can share in enhancing these initiatives – and by renewing your membership we can ensure we take full advantage of this direction.

The TCYHA Board of Directors thank you for your support which has enabled us to ensure our active advocacy and promotion remained effective. By having an inclusive alliance of members, that collective voice is being heard. We can, and will, do more but your support is fundamental to achieving those goals.

We continue to work closely with Indigenous Tourism Association of Canada (ITAC) looking at strategies that will re-energize local economies, much of which will be an increase in regional tourism. We are launching a reimagined tourism website, [www.goyellowhead.com](http://www.goyellowhead.com), prepared in cooperation with ITAC, which will help travelers identify, and visit, unique attraction options. Complimenting that is a new Western Canada map to be distributed throughout Visitor Information Centers.

All this is possible because of the support you have provided, which is important to making a difference for the whole Yellowhead corridor.

I invite you to continue your valued support by sending in your renewal.

Safe travels,

A handwritten signature in black ink, appearing to read "Pete Pearson", written over a horizontal line.

**Pete Pearson**, President TCYHA  
(Councillor, Valemount, BC)

 yellowhead



~ *The Yellowhead Corridor drives Western Canadian economy* ~



# Trans Canada Yellowhead Highway Association

## 2025 Municipal Membership Information Confirmation



|  |                      |                     |         |
|--|----------------------|---------------------|---------|
| <b>MUNICIPALITY NAME:</b>  | Yorkton              |                     |         |
| <b>DESIGNATED REPRESENTATIVE(s) - carries voting privileges; *see schedule below:</b><br><b>*Pop'n:</b> 1-1000 = 1 Rep 🍷 1001-5,000 = 2 Reps 🍷 5001-15,000 = 3 Reps 🍷 15,001+ = 4 Reps |                      |                     |         |
| <b>Primary Voting Representative 1:</b>  | Randy Goulden        |                     |         |
| <b>POSITION/TITLE:</b>   | Councillor           |                     |         |
| <b>E-MAIL *:</b>   | rgoulden@yorkton.ca  |                     |         |
| <b>* NOTE: To comply with CASL please see below:</b><br><input type="checkbox"/> By checking this box you agree to receiving electronic messages from TCYHA                            |                      |                     |         |
| <b>Voting Representative 2 (if applicable):</b>  | Aaron Kienle         |                     |         |
| <b>Voting Representative 3 (if applicable):</b>  | Dustin Brears        |                     |         |
| <b>Voting Representative 4 (if applicable):</b>  | Quinn Haider         |                     |         |
| <b>BILLING CONTACT NAME (if different from above):</b>   | Jessica Matsalla     |                     |         |
| <b>POSITION/TITLE:</b>   | City Clerk           |                     |         |
| <b>E-MAIL*:</b>  | cityclerk@yorkton.ca |                     |         |
| <b>* NOTE: To comply with CASL please see below:</b><br><input type="checkbox"/> By checking this box you agree to receiving electronic messages from TCYHA                            |                      |                     |         |
| <b>ADDRESS:</b>  | 37 Third Ave N       |                     |         |
| <b>CITY/TOWN/VILLAGE:</b>  | Yorkton              |                     |         |
| <b>PROVINCE:</b>   | Saskatchewan         | <b>POSTAL CODE:</b> | S3N 2W3 |
| <b>TELEPHONE:</b>  | 306-786-1717         | <b>FAX:</b>         |         |
| <b>WEB SITE:</b>   | www.yorkton.ca       |                     |         |
| <b>Most Recent Population count:</b>   | 16,280               |                     |         |
| ~ Return completed form with payment or scan & email to address noted below* ~   |                      |                     |         |

DATE Jan 16, 25

SIGNATURE Amanda Krysa

**Thank you**

Should you have any questions, please feel free to contact us at [admin@goyellowhead.com](mailto:admin@goyellowhead.com)\*



TRANS CANADA YELLOWHEAD HIGHWAY ASSOCIATION  
11211- 76AVE N.W. EDMONTON, AB, T6G 0K2  
PH: (780) 761-3800 ~ EMAIL: [ADMIN@GOYELLOWHEAD.COM](mailto:ADMIN@GOYELLOWHEAD.COM)  
[www.transcanadayellowhead.com](http://www.transcanadayellowhead.com) ~ [www.goyellowhead.com](http://www.goyellowhead.com)



## Public Notice

### Bylaw No. 9/2025 – Loan Agreement for Yorkton United Football Club

**Details:** Yorkton City Council will consider Loan Bylaw No. 9/2025, which is proposed to formalize a loan from the City for the development of two mini soccer pitches located at 305 Gladstone Ave South and adjacent to the Logan Green Soccer Complex.

*The Cities Act* permits a City to loan money to non-profit organizations by bylaw, if it is of benefit to the city. The Yorkton United Football Club has guaranteed the repayment of the debt, however it will be done in increments over time. The loan from the City is for \$545,000.00 CAD and will be repaid in equal instalments over 10 years interest free.

Pursuant to *The Cities Act*, the Bylaw 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 loan bylaw and all written submissions will be read verbatim, unless the submitter is in attendance to speak on the submission, on **Monday, March 24, 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, March 19, 2025. Written submissions must be directed to:

Jessica Matsalla, Director of Legislation and Procedures

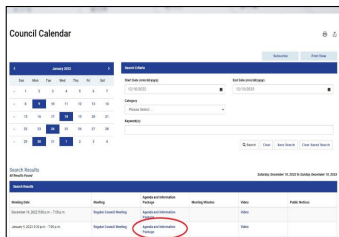
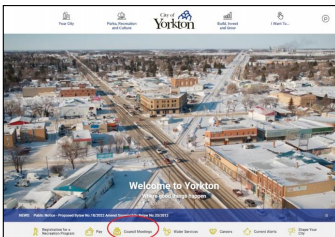
In Person: 37 Third Avenue North, Yorkton, SK

Via Mail: Box 400, Yorkton, SK S3N 2W3

Via Email: [jmatsalla@yorkton.ca](mailto:jmatsalla@yorkton.ca)

### For More Information:

To see the proposed bylaw and administrative report for this item, please visit [www.yorkton.ca](http://www.yorkton.ca). Click or tap on the "Council Meetings" link and select "Agenda and Information Package" for the March 3, 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, Recreation & Community Services Department

Phone: 306-786-1750

Email: [parksandrec@yorkton.ca](mailto:parksandrec@yorkton.ca)

|  |  |
|--|--|
| <b>TITLE: Bylaw No. 9/2025 – YUFC Loan Bylaw for Two Outdoor Turf Fields at Logan Field [2<sup>nd</sup> &amp; 3<sup>rd</sup> Readings]</b> | <b>DATE OF MEETING: March 24, 2025</b>     |
|  | <b>REPORT DATE: March 20, 2025</b>         |
| <b>CLEARANCES:</b>   | <b>ATTACHMENTS:</b><br><br>1. Bylaw 9/2025 |
| Written by: Taylor Morrison, Director of Recreation & Community Services<br><br>Taylor Morrison  |  |
| Reviewed by: Jessica Matsalla, City Clerk<br><br>Jessica Matsalla  |  |
| Approved by: Brad Hvidston, City Manager<br><br>Brad Hvidston  |  |

## **PURPOSE**

Bylaw 9/2025 proposes to lend the Yorkton United Football Club Inc. (YUFC) \$545,000.00 for the construction of two mini-pitches located at the Gladstone Storage Compound adjacent to the Logan Green Soccer Complex. Following a presentation by YUFC and a report from Administration at the March 3, 2025 Council meeting, both of which are attached to this report, Council directed Administration to proceed with the public notice process for the borrowing bylaw. This report is in consideration of 2<sup>nd</sup> and 3<sup>rd</sup> readings of the bylaw, summarizing and responding to any inquiries received as part of the public notice process.

## **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's website. As of the date of this report no inquiries had been received, and written submissions and persons wishing to speak to the bylaw had the opportunity to present to Council during the public hearing.

## **FINANCIAL IMPLICATIONS**

As noted during introduction and 1<sup>st</sup> reading of the proposed bylaw, the City has sufficient cash flow to fund a project of this size. Additionally, Administration has received and reviewed YUFC's most recent financial statements and does consider the Club to be in good standing and that they will be able to follow through on their repayment commitments over the next 10 years.

## **OPTIONS**

1. That Council give Bylaw No. 9/2025 2<sup>nd</sup> and 3<sup>rd</sup> readings.
2. That Council refuse Bylaw No. 9/2025.
3. That Council provide other direction to Administration.

**RECOMMENDATION**

**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 given 2<sup>nd</sup> reading this 24<sup>th</sup> day of March, A.D., 2025; and**

**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 given 3<sup>rd</sup> reading this 24<sup>th</sup> day of March, A.D., 2025, and entered in the City of Yorkton bylaw registry.**

**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**

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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: \_\_\_\_\_

|  |   |
|--|---|
| TITLE: Proposed Bylaw No. 8/2025 to Amend the Noise Bylaw No. 21/99            | DATE OF MEETING: March 24, 2025   |
|  | REPORT DATE: February 18, 2025  |
| CLEARANCES:  | ATTACHMENTS: <ol style="list-style-type: none"> <li>1. Proposed Bylaw No. 8/2025 to Amend the <i>Noise Bylaw No. 21/99</i></li> <li>2. Community Comparisons</li> </ol> |
| Written by: Nicole Baptist, Bylaw & Safety Supervisor<br><b>Nicole Baptist</b> |   |
| Presented by: Jessica Matsalla, City Clerk<br><b>Jessica Matsalla</b>          |   |
| Reviewed by: Jessica Matsalla, City Clerk<br><b>Jessica Matsalla</b>           |   |
| Approved by: Brad Hvidston, City Manager<br><b>Brad Hvidston</b>               |   |

### **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.

At the March 3<sup>rd</sup> Council Meeting, an extension was granted to the original Noise Bylaw exemption, which currently expires on March 24<sup>th</sup>. Should Council wish to extend or modify that exemption, it would appropriate to complete that at this time as well. Conditions of the exemption were as follows:

That Council approve the Noise Bylaw Exemption requested by TruckPro with the following parameters:

- a. That the exemption expire on March 4, 2025 (extended to March 25, 2025).
- b. A maximum of one semi tractor be parked at the power station located at the North side of the property at any given time.
- c. That diesel motors idling at the power station located at the North side of the property run for a maximum of 15 minutes.
- d. That diesel motors not be permitted to idle at the power station located at the North side of the property between the hours of 6:00 PM and 7:30 AM.

- e. That diesel motors idling against the building at 537 Broadway St. East be permitted to idle for more than 15 minutes.

## **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.

Direction on current TruckPro Noise Bylaw Exemption:

1. Modify and/or extend the exemption (permanently or extend to a specified date)
2. Leave the exemption to lapse and resume adherence to the Noise Bylaw.

## **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 3<sup>rd</sup> day of March, 2025, A.D.; and
2. That Bylaw No. 8/2025 be given Second Reading, this 3<sup>rd</sup> 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 3<sup>rd</sup> 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.**

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**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

| <b>Municipality</b>     | <b>Do other communities have diesel idling restrictions and what's the distance to residential areas?</b>   |
|-------------------------|---|
| <b>Regina</b>           | Same as ours. Cannot idle for more than 15 minutes in residential areas or within 500 ft of a residential area.   |
| <b>Saskatoon</b>        | Diesel semi tractors/power units cannot idle in residential districts for more than 20 minutes.   |
| <b>Prince Albert</b>    | Diesel semi tractors/power units cannot idle in residential districts for more than 30 minutes.   |
| <b>Swift Current</b>    | Can't find any restrictions in the Noise Bylaw, Traffic Bylaw, Truck Route Bylaw or Nuisance Abatement Bylaw.   |
| <b>Moose Jaw</b>        | Similar to ours. Cannot idle for more than 20 minutes in residential areas or within 500 ft of a residential area.  |
| <b>Estevan</b>          | Same as ours. Cannot idle for more than 15 minutes in residential areas or within 500 ft of a residential areas.  |
| <b>North Battleford</b> | Similar to ours. Cannot idle for more than 20 minutes in residential areas or within 150 meters (500 ft) of a residential area.   |
| <b>Humboldt</b>         | Diesel semi tractors/power units cannot idle in residential areas for more than 30 minutes.   |
| <b>Weyburn</b>          | 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.                          |
| <b>Warman</b>           | Diesel semi tractors/power units cannot idle in residential areas for more than 20 minutes.   |
| <b>Martensville</b>     | Diesel semi tractors/power units cannot idle in residential areas for more than 20 minutes.   |
| <b>Yorkton</b>          | 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. |



|   |                                      |
|---|--------------------------------------|
| <b>TITLE: Bylaw No. 10/2025 – Amendment to Zoning Bylaw No. 14/2003 – Text Amendment to clarify Architectural Controls and Design Guidelines for the Riverside Terrace Subdivision</b><br><b>Council Report #1 – 1<sup>st</sup> Reading &amp; Public Notice</b> | DATE OF MEETING: March 24, 2025      |
|   | REPORT DATE: March 19, 2025          |
| CLEARANCES:   | ATTACHMENTS:<br>1. Bylaw No. 10/2025 |
| Written by: Michael Eger – Director of Planning, Building & Development<br><p align="center"><b>Michael Eger</b></p>  |                                      |
| Reviewed by: Jessica Matsalla – City Clerk<br><p align="center"><b>Jessica Matsalla</b></p>   |                                      |
| Approved by: Brad Hvidston – City Manager<br><p align="center"><b>Brad Hvidston</b></p>   |                                      |

**Summary of History/Discussion:**

The Riverside Terrace subdivision was developed by the City in order to provide a unique community of medium to upper-scale single family residential homes. The subdivision was marketed as an opportunity “for discerning homebuyers to be part of the environmentally responsible philosophy that will govern the neighbourhood character”. The City sold the properties with a comprehensive set of Architectural Controls and Design Guidelines (the Controls), which sought to develop and protect a sense of integrity within a development, as well as aid in the maintenance of property values and neighbourhood aesthetics.

While interest in the Riverside Terrace had been quite low, the City has recently sold one lot, received deposits on two others, and received purchase interest from at least two additional parties. Prior to purchase, many of the buyers have sought to clarify the Controls so that they can be sure that their home plans will be permitted. As part of these reviews, both Planning staff and buyers have found the Controls to be confusing and extraneous, and not always consistent with the design of existing homes and sites.

As such, Administration proposes updates to the Controls to shorten the regulations, to focus regulations on the privately-held lands, and to reflect the allowances granted to existing homes in the subdivision.

**Administrative Review**

The Controls have previously been amended such that further amendments would make them challenging to capture. Administration therefore proposes a total rewrite of the regulations (as contained in the attached draft Bylaw), with a summary of proposed changes as follows:

- Remove conflicting terminology related to floor area, specifically by removing any reference to “Building Footprint”.
  - o Currently, “Building Footprint” is incorporated into minimum floor area regulations, but is not defined or further quantified. This reference conflicts with other statements relating to minimum floor area in the subdivision.
- Create a definition for façade, which would now specifically refer to the front of the building which faces the fronting street.
- Remove conflicting references to “facades” when addressing permitted exterior finishings.
  - o Perhaps the biggest effect of this will be to clarify that vinyl siding is not permitted in any circumstance, as was likely the intention.
- Clarify that at least 40% of the façade will have to be finished in complimentary materials such as stone or brick.
  - o Currently, this number is only 25%, but a conflicting regulation allows a maximum of 60% of the façade to be covered in stucco or cement-based siding.
  - o The 40% minimum would be consistent with most of the existing facades in the subdivision, and would help to achieve a higher standard than is otherwise typical of neighbouring subdivisions.
- Require, at minimum, a double-car garage.
  - o Currently, a garage is not required, which could lead to a home design that is inconsistent with the rest of the development.
  - o The presence of a garage typically mitigates issues caused by the exterior storage of vehicles and personal effects.
- Remove regulations which require front attached garages to be turned to face the side.
  - o Front attached garages were initially allowed only if they were situated behind the front building wall or if they were turned to face the side yard. This became a sticking point as lot sales slowed, and concessions were ultimately made to allow front attached garages without requiring them to be turned sideways.
  - o A new clause would require the interior side wall of a front attached garage (the wall which abuts the rest of the front yard) to be finished with at least 40% stone, brick or similar material (the same as required for the rest of the façade).
- Remove soft policy statements such as “should”, and remove regulations that can be relaxed by the Development Officer
  - o Soft-policy statements do not achieve desirable outcomes and cannot be enforced, making them extraneous.
  - o The Development Officer typically should not be granted powers to relax regulations as there is a legislated appeals process that exists for this very reason, and safeguards against misuse and inconsistency.
- Clarify landscaping regulations to allow for a mix of sod and other materials in the front yard, provided there is a minimum of at least 50% sod.
- Change fencing regulations to reflect what has been already built, and to uphold direction from a previous resident survey.
  - o The initial plan called for the City to complete perimeter fencing and charge those costs to the lot owners. The City did not get fencing completed prior to selling lots and it is understood that buyers did not agree on what type of fence should be installed, and at what cost. A fencing survey was later conducted, and a majority of the existing residents were opposed to paying for the City to install a uniform perimeter fence, but were generally receptive to other types of decorative fencing (not including chain-link or bright/polished vinyl).

### **Public Notice**

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. Though it is not required, we also propose a mail out to all property owners within Riverside Terrace, to ensure that they have an opportunity for feedback.

The next Council meeting (April 7<sup>th</sup>) will not meet the minimum 15 day notification period, so the public notice would be open until the following meeting (April 28), creating a longer timeline for feedback.

The draft bylaw will also be referred to the Planning and Infrastructure Commission for their review and recommendation.

### **Options:**

1. That Bylaw No. 10/2025, a bylaw of the City of Yorkton in the Province of Saskatchewan to amend Zoning Bylaw No. 14/2003 by clarifying Architectural Controls and Design Guidelines for the Riverside Terrace Subdivision, be given 1<sup>st</sup> Reading, and that Administration be authorized to proceed with the Public Notice process.
2. That Bylaw No. 10/2025, be denied for reasons as listed by Council.
3. That Administration be provided with alternative direction.

### **Recommendation:**

1. That Bylaw No. 10/2025, a bylaw of the City of Yorkton in the Province of Saskatchewan to amend Zoning Bylaw No. 14/2003 by clarifying Architectural Controls and Design Guidelines for the Riverside Terrace Subdivision, be given 1<sup>st</sup> Reading, and that Administration be authorized to proceed with the Public Notice process.

## Attachment 1

### City of Yorkton Saskatchewan

#### Bylaw No. 10/2025

#### **A Bylaw of the City of Yorkton in the Province of Saskatchewan to Amend Zoning Bylaw No. 14/2003, to clarify Architectural Controls and Design Guidelines for the Riverside Terrace Subdivision.**

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**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:

#### **Section 2.1 General Definitions**

Adding: Façade: unless otherwise stated, the front of a building facing the primary street

Deleting Section 9.2.8 in its entirety, to be replaced with the following:

#### **9.2.8 - Architectural Controls and Design Guidelines for Riverside Terrace Subdivision:**

Notwithstanding Section 9.2 R-1 Development Standards and Section 4.5 Accessory Uses, controls and design guidelines for development in the Riverside Terrace shall be as follows:

#### **1. Principal Building and Accessory Building Guidelines**

##### **a) Minimum Principal Building Size:**

- i. Lots 4, 23 & 25:
  - o bungalow, bi-level, split level – minimum above ground area, not including garage, of 1,200 ft<sup>2</sup> (111.5 m<sup>2</sup>);
  - o two-storey – minimum above ground area, not including garage, of 1,400 ft<sup>2</sup> (130 m<sup>2</sup>).
- ii. all other lots:
  - o bungalow, bi-level, split level – minimum above ground area, not including garage, of 1,600 ft<sup>2</sup> (149 m<sup>2</sup>);
  - o two-storey – minimum above ground area, not including garage, of 2,000 ft<sup>2</sup> (185.5 m<sup>2</sup>).

##### **b) Building Design:**

- i. basement walk-outs, where lot contours permit (ie: at the rear of houses located on lots backing onto the Yorkton Creek natural feature) are encouraged;
- ii. dwellings which have the same or similar architectural design of existing dwellings shall not be permitted, even if one building plan is flipped or mirrored;

## Attachment 1, continued

- iii. porches, balconies and verandas shall not extend beyond setback lines and the columns supporting such extensions shall be covered in brick, stone, stucco, decorative wood or other similar material;
  - iv. varied roof lines and designs shall be incorporated to define individual dwellings;
  - v. roof design may have features in addition to chimneys but features such as vent stacks, satellite dishes, etc. shall not be visible from the roadway frontage;
  - vi. skylight areas are limited to 3.0 m<sup>2</sup> of total glass surface.
- c) Garage Requirements:
- i. plans shall include, at minimum, a double car garage;
  - ii. garages may be constructed as either front attached, rear attached, or detached;
  - iii. triple garages are permitted only as a rear attached or rear detached;
  - iv. at least one parking space located within a required garage shall be 26.25' (8 m) in length to provide 6.5' (2 m) for storage of lawn, gardening equipment, snow removal equipment and garbage receptacles;
  - v. garages shall be designed to reflect the character of the principal dwelling unit;
  - vi. Garage design and exterior finishes shall reflect the materials used on the façade of the dwelling and have architectural features, such as staggering of garage bays, that minimize the visual impact of the garage doors.
- d) Exterior Finishes:
- i. the use of vinyl siding on any building exterior is prohibited;
  - ii. a minimum of 40% of the façade and interior side wall of any front attached garage (area less windows and doors) shall be brick, stone or other similar materials that wrap each adjacent side elevation a minimum of 2 ft (0.61 m);
  - iii. all exposed basement walls where walk-out basements are installed shall be finished in materials and colours that complement the exterior walls of the upper floors of the dwelling unit;
  - iv. acceptable exterior finish colours shall be natural earth hues and muted pastels;
  - v. dwellings which have the same, or similar, exterior colour combinations (siding/trim/shingles) shall not be permitted.

## 2. Site Plan Control

Prior to the submission of an application for a building permit, the Developer shall submit to the Planning Department for approval:

- a) a Site Plan showing the building footprint of all buildings, lot dimensions, setback requirements and areas of paved and permeable surfaces.

## Attachment 1, continued

- b) Elevation Plans showing front, rear and side elevations of the buildings to be constructed on the lot, at a minimum scale of 1 inch = 20 feet.
- c) an Exterior Finishing Plan indicating the type of materials to be used, and as closely as possible, the colour of each material.
- d) a Landscape Plan for the entire lot showing the location of trees, shrubs, flowerbeds, garden ponds, rain gardens, patios, decks and other fixed structures, subject to the following:
  - i. front yard landscaping shall be completed by the builder or homeowner within 24 months from the start of construction;
  - ii. at least 25% of the front yard, excluding driveways, porches and other permitted encroachments, shall be landscaped;
  - iii. all front yards shall include a minimum of 50% sod;
  - iv. side and rear yards shall have a minimum of .15 m (six (6) inches) of topsoil;
  - v. all surfaces shall be prepared to final grade.
- e) a Site Grading and Drainage Plan showing the elevations of the final grade and proposed on-site drainage subject to the following:
  - i. the proposed plan shall conform to the Grading and Drainage Plan for the Riverside Terrace Subdivision;
  - ii. the Developer shall be responsible for the final grading and leveling of the site;
  - iii. the Developer shall have access for up to 6" of topsoil for the purpose of landscaping their property.
- f) Soil Erosion and Sediment Control as per Section 4.25 of Zoning Bylaw No. 14/2003.

### 3. Additional Guidelines

- a) Fencing:
  - i. all fencing shall be subject to the approval of the Development Officer and shall require an additional Development Permit if fencing is not proposed at the time of development;
  - ii. all fencing shall be of a decorative nature and shall consist of stone, wrought iron, manufactured lumber, materials that mimic natural wood or a combination of these materials;
  - iii. chain-link fencing is prohibited;
  - iv. fence heights:
    - o maximum of 1.0 metre for any portion that extends beyond the front wall of the principal building;
    - o maximum of 2.0 metres for any portion that does not extend beyond the front wall of the principal building.
- b) Outdoor Lighting:
  - i. all outdoor lighting shall be arranged, installed and maintained to deflect, shade and focus light away from any adjacent property,

**Attachment 1, continued**

including streets fencing shall be subject to the approval of the Planning Department;

- ii. lighting shall be designed and installed to minimize light pollutions as much as possible.

c) Satellite Dish Receivers/Solar Panels/Wind Chargers:

- i. satellite dish receivers shall not be visible from the front lot line;
- ii. on corner lots, every effort shall be made to minimize the visual impact of satellite dish receivers seen from the secondary roadway;
- iii. solar panels visible from secondary roads shall be of a complementary color and/or shall match the colour of the shingles as closely as possible;
- iv. wind chargers are prohibited.

d) Outdoor Storage and Maintenance:

- i. no outdoor storage or collection of goods or commodities or other forms of materials shall be permitted;
- ii. no yard, or portion thereof, shall be used for the outdoor storage of machinery, including recreational vehicles (i.e. motor homes, travel trailers, tent trailers, all-terrain vehicles, boats, utility trailers, horse trailers, etc.);
- iii. storage of machinery or recreational vehicles shall be permitted only within a wholly enclosed building.

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.



|   |  |
|---|--|
| <b>TITLE: Discretionary Use DU01-2025 – Application Withdrawal for 537 Broadway St. E for Addition of Power Pole to existing Parking Area</b><br><br><b>Council Report #3</b> | DATE OF MEETING: March 24, 2025  |
|   | REPORT DATE: March 20, 2025  |
|   | ATTACHMENTS:<br>1. March 3, 2025 Council Report<br>2. Withdrawal Letter from Truck Pro |
| CLEARANCES:   |  |
| Presented by: Michael Eger, Director of Planning, Building and Development<br><b>Michael Eger</b>   |  |
| Reviewed by: Jessica Matsalla - City Clerk<br><b>Jessica Matsalla</b>   |  |
| Approved by: Brad Hvidston - City Manager<br><b>Brad Hvidston</b>   |  |

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

At the Regular Council meeting of Monday, March 3, 2025, a Public Hearing was held for a Discretionary Use for 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 hearing included four responses, three in opposition to the application, and one submission from the applicant. An administrative report was presented subsequent to the hearing seeking a Council decision on the matter. Council voted to table the matter to the March 24, 2025 Council Meeting, in order to give time to gather more information.

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.

The report from the March 3 Council meeting forms attachment 1 of this report.

**New Information/ Update:**

A letter from the applicant has been filed with the City stating the withdrawal of the application, which effectively cancels the process. At this time, there is no further action required on this file, and Administration would consider the matter as closed.

**Council Options:**

1. That Council accept the letter dated March 19, 2025 from the applicant, withdrawing Discretionary Use Application 01-2025 for 'Business Expansion - Addition of Power Pole to existing Parking Area' at 537 Broadway Street East.



2. That Administration be provided with alternative direction.

**Administrative Recommendation:**

1. That Council accept the letter dated March 19, 2025 from the applicant, withdrawing Discretionary Use Application 01-2025 for 'Business Expansion - Addition of Power Pole to existing Parking Area' at 537 Broadway Street East.

## Attachment 1 – Council Report presented January 27, 2025



### REPORT TO COUNCIL

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

#### 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.

Discretionary Use DU01-2025 – 537 Broadway St E – Expansion - Power Post  
Page 1 of 7

## 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  
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**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:

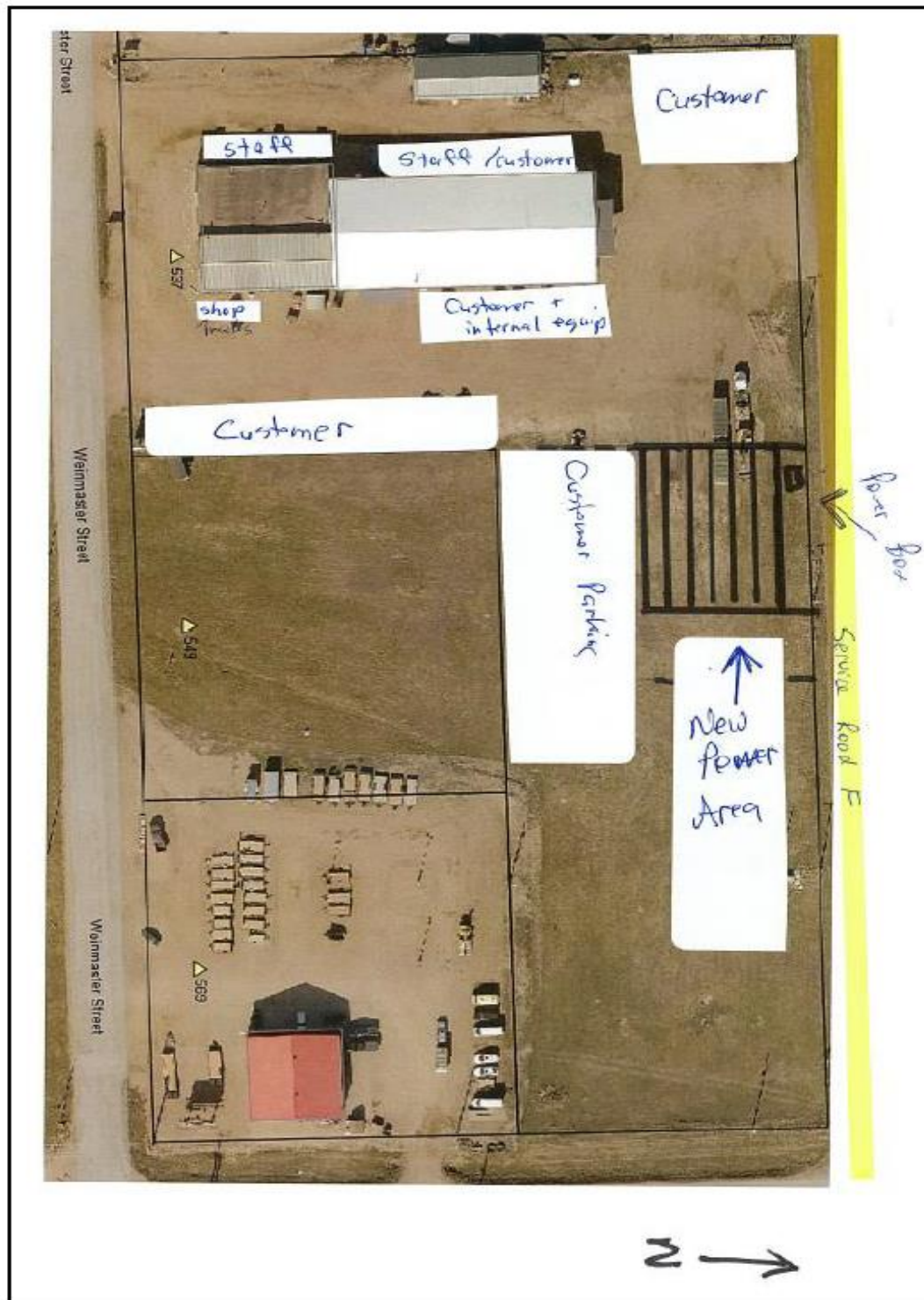
- (a) Are based on and are consistent with general development standards or conditions made applicable to discretionary uses by the zoning bylaw; and
- (b) Are, in the opinion of the council, necessary to secure the objectives of the zoning bylaw with respect to:
  - (i) The nature of the proposed site, 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.



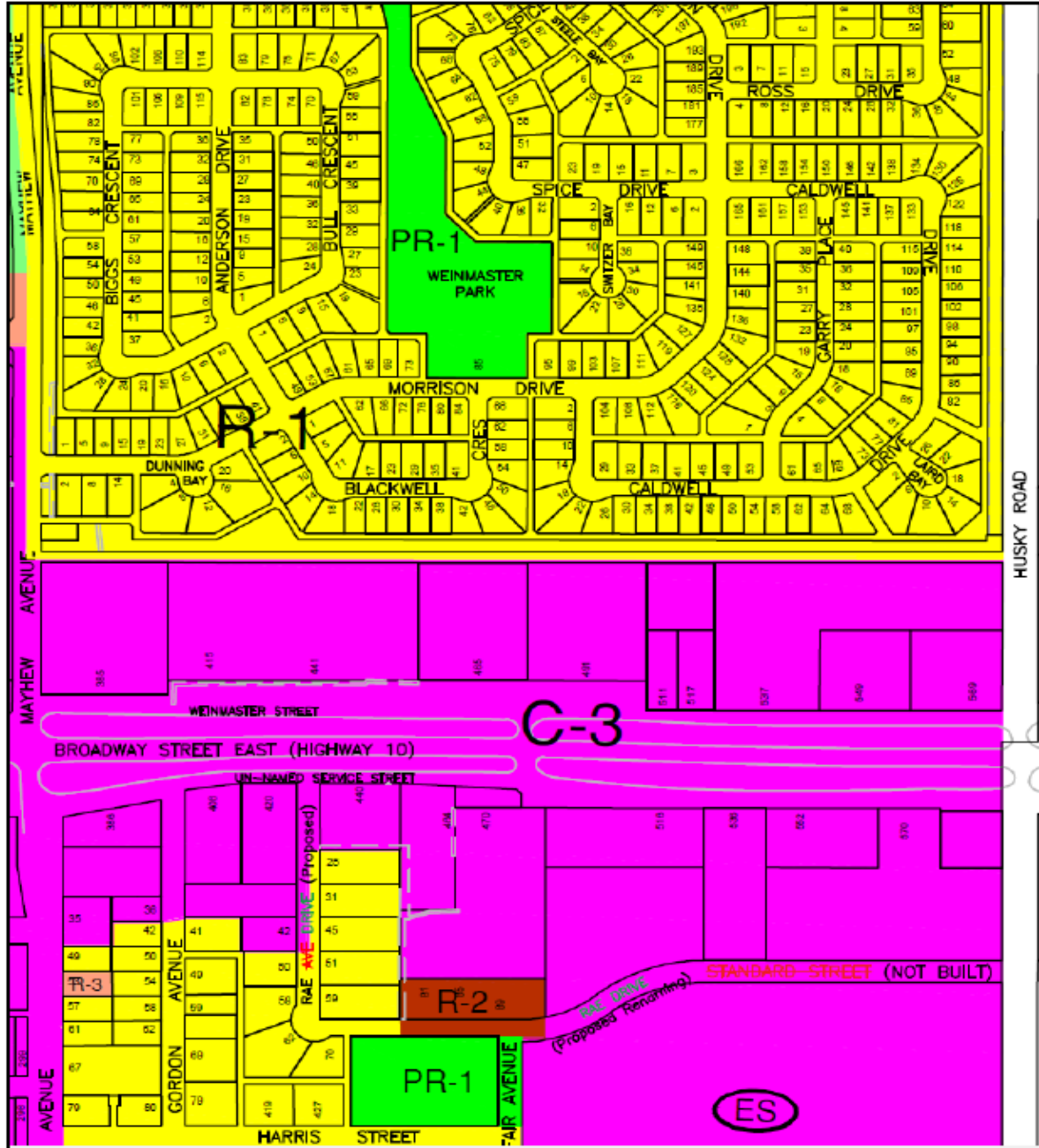
Attachment 1 – Council Report presented January 27, 2025

ATTACHMENT 3 – SITE PLAN



Discretionary Use DU01-2025 – 537 Broadway St E – Expansion - Power Post  
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ATTACHMENT 4 – ZONING DISTRICTS



Discretionary Use DU01-2025 – 537 Broadway St E – Expansion - Power Post  
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## REPORT TO COUNCIL

|   |  |
|---|--|
| <b>TITLE: Discretionary Use DU01-2025 – Business Expansion – Addition of Power Pole to existing Parking Area</b><br><br><b>Council Report #2 – Public Hearing</b> | DATE OF MEETING: March 3, 2023                               |
|   | REPORT DATE: February 26, 2025                               |
|   | ATTACHMENTS:<br>1. Council Report presented January 27, 2025 |
| CLEARANCES:<br>Michael Eger – Director of Planning, Building & Development<br><br><b>Michael Eger</b>   |  |
| Written by: Carleen Koroluk, Land Use Planner<br><br><b>Carleen Koroluk</b>   |  |
| Reviewed by: Jessica Matsalla - City Clerk<br><br><b>Jessica Matsalla</b>   |  |
| Approved by: Brad Hvidston - City Manager<br><br><b>Brad Hvidston</b>   |  |

**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

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

#### 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.

Discretionary Use DU01-2025 – 537 Broadway St E – Expansion - Power Post  
Page 1 of 7

## 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  
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**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:

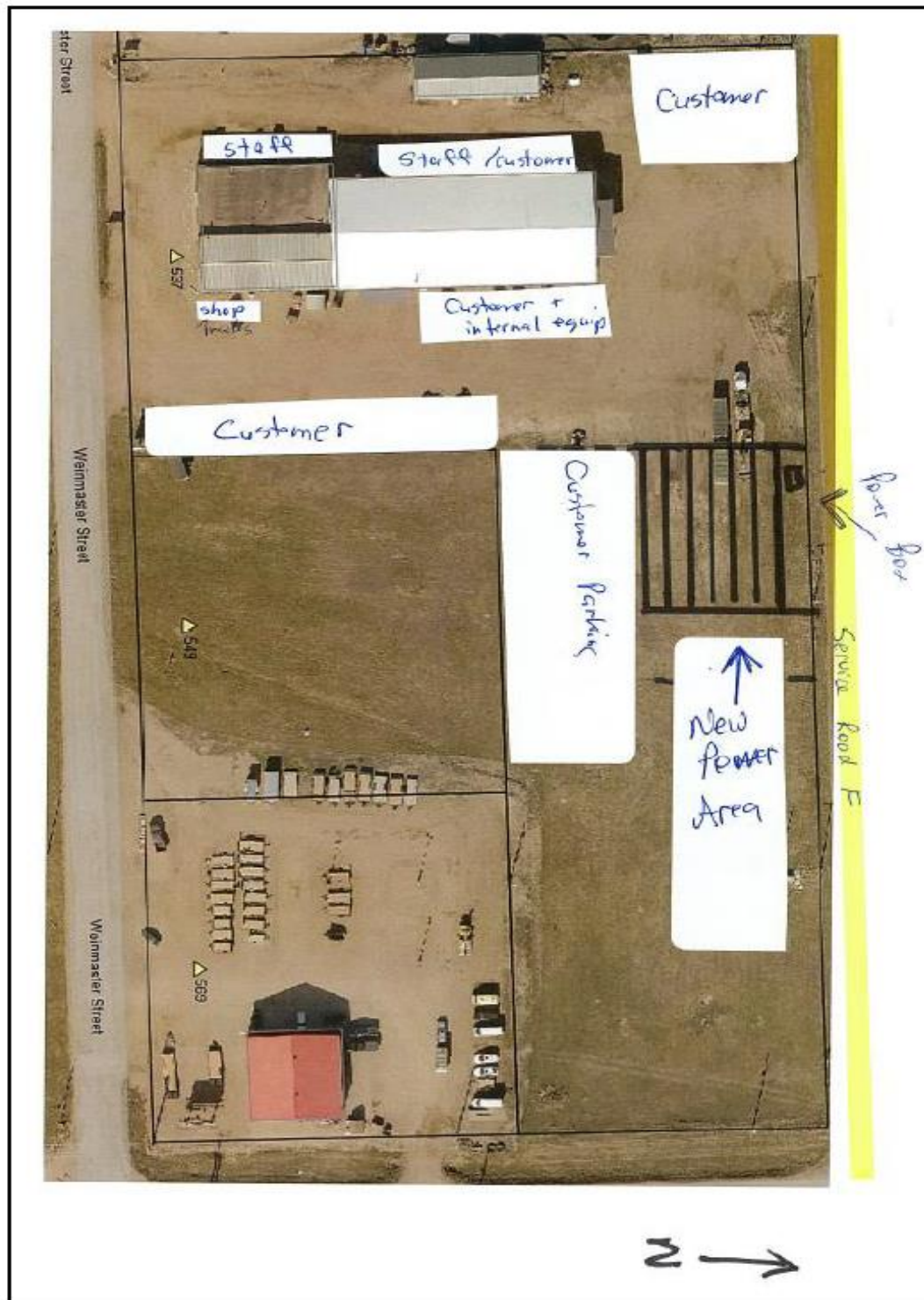
- (a) Are based on and are consistent with general development standards or conditions made applicable to discretionary uses by the zoning bylaw; and
- (b) Are, in the opinion of the council, necessary to secure the objectives of the zoning bylaw with respect to:
  - (i) The nature of the proposed site, 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 1 – Council Report presented January 27, 2025

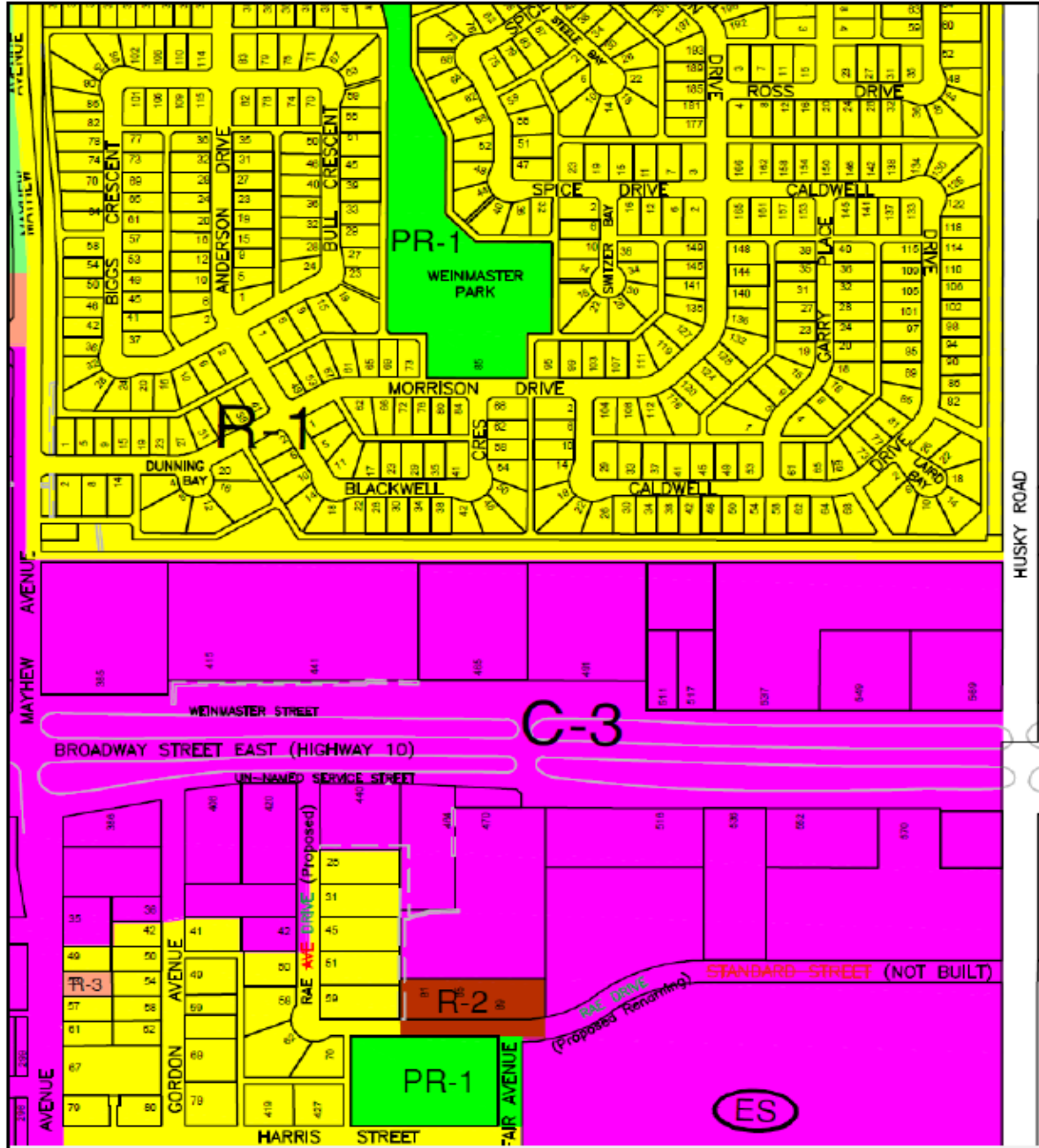
ATTACHMENT 3 – SITE PLAN



Discretionary Use DU01-2025 – 537 Broadway St E – Expansion - Power Post  
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ATTACHMENT 4 – ZONING DISTRICTS



Discretionary Use DU01-2025 – 537 Broadway St E – Expansion - Power Post  
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City Council / City Administration

Regarding the ongoing concerns of the 3 residents on Caldwell Drive, I am presenting this letter with further action. I will voluntarily withdraw the application for the power box, which is installed at 537 Broadway Street East, even though there are no concerns from the planning / zoning department about it.

When the weather permits, we will have the power box assembly removed, and a junction box installed. The wiring will be placed in a junction box to keep it protected, as we are not removing the wiring from under the surface. We may look at this in the future, if we want to incur further expenses to move it to the south, with a permit of course.

When the weather permits, we will find the appropriate place to put reduced idle signs at the north end so that any people that are not aware of this situation can at least move the trucks to the south if they need to idle for various reasons.

I am still looking at some form of buffer / screen on my own property, but I am currently hindered by the Sask Power Lines running through the North Side of my Yard. I will advise if I can come up with my own solution, I am still doing research.

Regards,

Dean Fyck

A handwritten signature in black ink, appearing to be "Dean Fyck". The signature is stylized with a large loop at the start and a long horizontal stroke extending to the right. The name "Dean Fyck" is printed in red ink directly over the signature.

03/19/025

|  |  |
|--|--|
| <b>TITLE:</b><br><b>Response to Request to Provide Additional Funding for the Residential Lot Sales Rebate Program</b> | <b>DATE OF MEETING:</b> March 24, 2025 |
|  | <b>REPORT DATE:</b> March 19, 2025     |
| <b>CLEARANCES:</b><br>Ashley Stradeski – Director of Finance<br><br>Ashley Stradeski                                   | <b>ATTACHMENTS:</b>                    |
| Written by: Michael Eger – Director of Planning, Building & Development<br><br>Michael Eger                            |  |
| Reviewed by: Jessica Matsalla – City Clerk<br><br>Jessica Matsalla   |  |
| Approved by: Brad Hvidston – City Manager<br><br>Brad Hvidston   |  |

**Background:**

In January of this year, Council renewed its suite of housing incentives, in order to stimulate residential construction and residential lot sales:

1. The Rental Housing Incentive Program (RHIP), adopted in 2011, provides a five year, 100% tax abatement for anyone constructing five or more rental units. This policy has no expiry.
2. The Sale of Residential Lot Sales Policy, updated in 2022 to allow extended timelines (24 months) for a contractor to build on a City-owned residential lot prior to paying in full.
3. The Residential Construction Incentive Program (RCIP), adopted in 2022, provides a five year, 100% tax abatement for dwellings consisting of one to four units. This policy has a built-in expiry at the end of every year.
4. The Residential Lot Sales Rebate Program (RLSRP), adopted in 2024, provides a 50% rebate of the price off any City-owned residential lot. This policy also has a built-in expiry at the end of every year.

Since renewal, the City has sold one lot outright (in Riverside Terrace) and received deposits for three more sales, with two in Riverside Terrace and one in York Landing (Heath Court). One of the sales is to a Contractor, and the Sale of Residential Lots policy allows an extended timeline for payment. We have issued holds for two additional parties, both in Riverside Terrace.

If buyers fully execute the conditions of their existing purchases, the City will have only \$43,792 remaining of the \$295,000 budgeted for its rebate program (which also includes last year's sale of 9 Cook Drive). Full rebate values for the other holds are valued at \$67,860 and \$100,620, respectively and both parties have indicated that they will proceed only if the full 50% rebate is available.

To that end, Council would need to make an additional \$24,068 available in order to provide 50% funding for the first hold, and \$124,688 to fully fund both of the holds.

In addition to the holds, we are in frequent communication with other prospective housing providers, and it is expected that their willingness to purchase will also be affected by the ability to obtain lot discounts. This is especially so for multi-unit lots, such as those on Reid Place.

### **Committee Review:**

The Economic Development Committee has prioritized housing incentives and in response to the current funding limitations, recommends that Council increase funding for the rebate program.

### **Financial Implications:**

The rebate program is furnished by the City's self-sustaining Land Fund. The Land Fund incurs all costs for land development and recovers those costs through sale of its assets. Price discounts/rebates are likely to create losses in the Land Fund and the rebate program had been capped at \$295,000 in order to limit said losses. Negative equity in the Land Fund would lead to a situation where future Land Development will need to be funded out of the tax-funded Capital Budget, which would put it in direct competition with the City's many other infrastructure needs and worsening infrastructure deficit.

A summary of the Land Fund, below, shows that it is currently well short of how much cash it should have – cash should roughly equal the reserves, however it is overspent on land and lots at the current time. There is \$10.6 million in accumulated levy reserves (earmarked for the Sully Ave reconstruction), however only \$3.6m in cash.

**Land Fund - Preliminary Summarized Balance Sheet  
December 31, 2024**

|                              |                   |
|------------------------------|-------------------|
| <b>Assets</b>                |                   |
| Cash                         | 3,637,492         |
| Invested in Lots             | 22,468,888        |
| Mobile Home Subdivision      | 510,703           |
| <b>Total Assets</b>          | <b>26,617,082</b> |
| <b>Liabilities</b>           |                   |
| Due to General Fund          | 190,203           |
| Allowances for Losses        | 326,474           |
| <b>Total Liabilities</b>     | <b>516,678</b>    |
| <b>Net Assets</b>            | <b>26,100,405</b> |
| <b>Equity &amp; Reserves</b> |                   |
| Reserves                     | 10,646,017        |
| Equity                       | 15,454,388        |
| <b>Total Equity</b>          | <b>26,100,405</b> |

This is not a problem to the extent that the land fund eventually recovers the cash through lot sales, but if too many lots are sold for below cost then future developments will need to be taxpayer subsidized, meaning taxes will be used to fund new lots rather than proceeds from previous developments.

**Communication Plan:**

Interested parties will be made aware of Council's decision, and the Economic Development Department will market incentives accordingly.

**Conclusion:**

While the City's housing incentives seem to have triggered interest in housing development, the Rebate Program has only been utilized to generate five lot sales, which could result in a total of only eight housing units. In order to limit losses in the Land Fund and without making a meaningful impact to the housing supply shortage, Administration cannot recommend an increase in funding.

**Options:**

1. That Council remain status quo with the existing funds available for the incentive for Residential Lot Sales Rebate Program
2. That Council approve a funding increase for the Residential Lot Sales Rebate Program in an amount equal to \$24,068, in order to facilitate the sale of an additional lot in Riverside Terrace.
3. That Council approve a funding increase for the Residential Lot Sales Rebate Program in an amount equal to \$124,688, in order to facilitate the sale of two additional lot in Riverside Terrace.
4. That Council consider a funding increase for the Residential Lot Sales Rebate Program, but only for multi-unit properties which are zoned R2, R3, R4 or R5.
5. Alternative direction from Council.

**Recommendations:**

1. That Council remain status quo with the existing funds available for the incentive for Residential Lot Sales Rebate Program.

|   |  |
|---|--|
| TITLE: <b>Canada Community-Building Fund Program – 5 Year Capital Plan</b>        | DATE OF MEETING: March 24, 2025                          |
|   | REPORT DATE: March 11, 2025                              |
| CLEARANCES:   | ATTACHMENTS:<br>1) City of Yorkton - 5 Year Capital Plan |
| Written by: Ashley Stradeski – Director of Finance<br><br><b>Ashley Stradeski</b> |  |
| Reviewed by: Jessica Matsalla - City Clerk<br><br><b>Jessica Matsalla</b>         |  |
| Approved by: Brad Hvidston - City Manager<br><br><b>Brad Hvidston</b>             |  |

## **PURPOSE/BACKGROUND**

The City of Yorkton receives annual funding from the Canada Community Building Fund (formerly known as the Gas Tax Program). This grant is typically used for large scale capital projects. Previous projects using this funding include: Highway #9 improvements, street light improvements, roadway reconstruction, storm water management, the reconstruction of Darlington/Mayhew, and now the York Road Reconstruction Project. We receive approximately \$990,000 annually from this Federal grant, which goes towards the annual capital budget.

## **DISCUSSION/ANALYSIS/IMPACT**

The Municipal Funding Agreement under the Canada Community-Building Fund Program (CCBF), which has been signed and approved by the City, has a stipulation where we are required to provide the province with a five year capital plan, updated annually. This plan, attached to this report, is due March 31<sup>st</sup>. Per the agreement, the capital plan must be approved by Council.

The attached plan is a general guideline in order to meet the requirements of the agreement. Additionally, as facility priorities and asset management plans evolve; so too will the capital plan. Administration will continue to update the five-year plan as priorities and costs are determined, and present to Council for approval each year.

Note that this plan has not undergone the capital budget process; rather, it is a listing of optional potential projects that could be proposed over the next five years and is not inclusive of all potential projects which could arise through our regular capital budgeting process. The purpose of this is to identify to the Province that the City is planning ahead, identifying project needs in

advance and taking appropriate steps to achieve long-term goals and funding requirements. Smaller projects have been left off the list in order to keep it manageable.

### **FINANCIAL IMPLICATIONS**

Approval and submission of this five-year capital plan to the province is a requirement to continue to receive our CCBF funding. The City relies on this funding to complete capital projects.

### **OPTIONS**

1. That Council approve the City's Five Year Capital Plan – March 2025, in order to meet the terms of the Municipal Funding Agreement under the Canada Community-Building Fund Program.
2. Other direction as Council deems appropriate.

### **ADMINISTRATIVE RECOMMENDATION(S)**

- 1. That Council approve the City's Five Year Capital Plan – March 2025, in order to meet the terms of the Municipal Funding Agreement under the Canada Community-Building Fund Program.**

**CITY OF YORKTON**  
**5 Year Capital Plan**  
**Prepared March 18, 2025**

Attachment 1

**Landfill - Self Sustaining**

|  | 2025              | 2026              | 2027                | 2028                | 2029                | Total                |
|--|-------------------|-------------------|---------------------|---------------------|---------------------|----------------------|
| Groundwater monitoring Piezo                                   | \$ 30,000         |                   |                     |                     |                     | \$ 30,000            |
| Green - Organics carts   | \$ 576,495        |                   |                     |                     |                     | \$ 576,495           |
| Blue - Recycling Carts   |                   | \$ 750,000        |                     |                     |                     | \$ 750,000           |
| Landfill Master Plan (capping design, transfer station design) | \$ 75,000         |                   |                     |                     |                     | \$ 75,000            |
| Landfill Storage Building - Design & Construction              |                   |                   | \$ 1,500,000        |                     |                     | \$ 1,500,000         |
| Compost Pad, soil pad expansion.                               |                   |                   | \$ 150,000          |                     |                     | \$ 150,000           |
| Existing Landfill Closure - Capping + Transfer Station         |                   |                   |                     | \$ 4,300,000        |                     | \$ 4,300,000         |
| Phase II Cell - Design & Construction                          |                   |                   |                     | \$ 2,500,000        | \$ 3,000,000        | \$ 5,500,000         |
| <b>Total Program Cost</b>                                      | <b>\$ 681,495</b> | <b>\$ 750,000</b> | <b>\$ 1,650,000</b> | <b>\$ 6,800,000</b> | <b>\$ 3,000,000</b> | <b>\$ 12,881,495</b> |

**Water Works - Self Sustaining**

|   | 2025                | 2026                | 2027                | 2028                | 2029                 | Total                |
|---|---------------------|---------------------|---------------------|---------------------|----------------------|----------------------|
| Sourcewater Well 7 - Well & Well House & Raw Water Line Replacement (2033)          |                     |                     |                     |                     | \$ 1,000,000         | \$ 1,000,000         |
| Sourcewater Well 8 - Well & Well House Replacement (2031)                           |                     |                     |                     |                     | \$ 1,000,000         | \$ 1,000,000         |
| Sourcewater Well 11 - Well & Well House Replacement (2029)                          |                     |                     |                     |                     | \$ 1,250,000         | \$ 1,250,000         |
| Sourcewater Well 16 - Well & Well House & Raw Water Line to Well 15 (2035)          |                     |                     |                     |                     | \$ 7,500,000         | \$ 7,500,000         |
| Sourcewater Leech Lake Raw Water Line Replacement (York Lake Section) (Beyond 2030) |                     |                     |                     |                     | \$ 1,700,000         | \$ 1,700,000         |
| Environmental Services Utility System Master Plan                                   | \$ 125,000          | \$ 250,000          | \$ 500,000          |                     |                      | \$ 875,000           |
| Water Treatment Water Tower Inspection & Repair                                     | \$ 55,000           | \$ 976,220          |                     |                     |                      | \$ 1,031,220         |
| Water Treatment Hwy 10 Pumping Station Repair                                       | \$ 397,100          |                     |                     |                     |                      | \$ 397,100           |
| Water Treatment PSPS Design   | \$ 300,000          |                     |                     |                     |                      | \$ 300,000           |
| Water Treatment PSPS Construction   |                     | \$ 2,500,000        |                     |                     |                      | \$ 2,500,000         |
| Water Treatment QSWTP KMN04 System Repair   | \$ 230,000          |                     |                     |                     |                      | \$ 230,000           |
| Water Treatment QSWTP Chlorine System Repair  |                     | \$ 160,000          |                     |                     |                      | \$ 160,000           |
| Water Treatment QSWTP Security Upgrades   |                     | \$ 150,000          | \$ 110,000          | \$ 400,000          |                      | \$ 660,000           |
| Water Treatment QSWTP Greensand Filter Media Replacement                            |                     |                     |                     |                     | \$ 750,000           | \$ 750,000           |
| Water Treatment QSWTP Expansion (Beyond 2030)                                       |                     |                     |                     |                     | \$ 15,000,000        | \$ 15,000,000        |
| Water Treatment North Industrial Supply Reservoir & Tower (Beyond 2030)             |                     |                     |                     |                     | \$ 15,000,000        | \$ 15,000,000        |
| Utility Services Water Meter AMI (Battery Replacement 2030 - 2035)                  |                     |                     |                     |                     | \$ 750,000           | \$ 750,000           |
| Distribution & Collection Water Main Replacement - Park / Agriculture               | \$ 441,300          |                     |                     |                     |                      | \$ 441,300           |
| Distribution & Collection Water Main Replacement - Broadway (2030 - 2033)           |                     |                     |                     |                     | \$ 10,000,000        | \$ 10,000,000        |
| Distribution & Collection General Watermain Replacement                             | \$ 2,353,174        | \$ 500,000          | \$ 500,000          | \$ 500,000          | \$ 250,000           | \$ 4,103,174         |
| Distribution & Collection North Industrial "Loop" Feeder Main                       |                     | \$ 1,750,000        | \$ 500,000          | \$ 4,000,000        | \$ 2,000,000         | \$ 8,250,000         |
| Distribution & Collection Equipment Purchase  |                     | \$ 130,525          |                     |                     |                      | \$ 130,525           |
| <b>Total Program Cost</b>   | <b>\$ 3,901,574</b> | <b>\$ 6,416,745</b> | <b>\$ 1,610,000</b> | <b>\$ 4,900,000</b> | <b>\$ 56,200,000</b> | <b>\$ 73,028,319</b> |

**Wastewater Treatment Plant - Self Sustaining**

|   | 2025                | 2026                | 2027                | 2028                | 2029                | Total                |
|---|---------------------|---------------------|---------------------|---------------------|---------------------|----------------------|
| Wastewater Treatment WPCP Roof Repair & HVAC              | \$ 331,800          |                     |                     |                     |                     | \$ 331,800           |
| Wastewater Treatment WPCP Hydrovac Upgrade                | \$ 528,000          |                     |                     |                     |                     | \$ 528,000           |
| Wastewater Treatment WPCP Emergency Heating Repairs       | \$ 306,340          | \$ 302,100          |                     |                     |                     | \$ 608,440           |
| Wastewater Treatment WPCP Renewal Prelim Design           | \$ 1,800,000        |                     |                     |                     |                     | \$ 1,800,000         |
| Wastewater Treatment WPCP Renewal Detailed Design         |                     | \$ 5,800,000        |                     |                     |                     | \$ 5,800,000         |
| Wastewater Treatment WPCP Renewal Construction Allocation | \$ 1,500,000        | \$ 2,000,000        | \$ 3,500,000        | \$ 3,500,000        | \$ 3,500,000        | \$ 14,000,000        |
| <b>Total Program Cost</b>                                 | <b>\$ 4,466,140</b> | <b>\$ 8,102,100</b> | <b>\$ 3,500,000</b> | <b>\$ 3,500,000</b> | <b>\$ 3,500,000</b> | <b>\$ 23,068,240</b> |

|                                      |                     |                      |                     |                      |                      |                       |
|--------------------------------------|---------------------|----------------------|---------------------|----------------------|----------------------|-----------------------|
| <b>Total Self-Sustaining Capital</b> | <b>\$ 9,049,209</b> | <b>\$ 15,268,845</b> | <b>\$ 6,760,000</b> | <b>\$ 15,200,000</b> | <b>\$ 62,700,000</b> | <b>\$ 108,978,054</b> |
|--------------------------------------|---------------------|----------------------|---------------------|----------------------|----------------------|-----------------------|



**CITY OF YORKTON**  
**5 Year Capital Plan**  
**Prepared March 18, 2025**

**Planning, Building & Development**

|  | 2025              | 2026              | 2027              | 2028              | 2029                | Total               |
|--|-------------------|-------------------|-------------------|-------------------|---------------------|---------------------|
| Hwy 9 / Hwy 10 Corner Revitalization                           |                   |                   | \$ 250,000        |                   |                     | \$ 250,000          |
| Airport - Fleet Storage Building                               |                   |                   |                   |                   | \$1,000,000         | \$ 1,000,000        |
| Airport - New Terminal Building                                | \$ 232,000        | \$250,000         | \$ 250,000        |                   |                     | \$ 732,000          |
| Airport - Recreational Taxiway Entrance from Taxiway A         |                   |                   |                   | \$250,000         | \$250,000           | \$ 500,000          |
| Airport - Cracksealing & Line Painting                         | \$ 100,000        | \$ 100,000        | \$ 100,000        | \$ 100,000        | \$ 100,000          | \$ 500,000          |
| Airport - Runway Lights Upgrades                               |                   | \$ 250,000        |                   |                   |                     | \$ 250,000          |
| Airport Equipment - Plow Truck, Back Up Generator & Snowblower | \$ 370,000        | \$ 350,000        |                   |                   |                     | \$ 720,000          |
| Airport - Maintenance Garage Replacement                       |                   |                   |                   |                   | \$ 1,000,000        | \$ 1,000,000        |
| <b>Total Program Cost</b>                                      | <b>\$ 702,000</b> | <b>\$ 950,000</b> | <b>\$ 600,000</b> | <b>\$ 350,000</b> | <b>\$ 2,350,000</b> | <b>\$ 4,952,000</b> |

**Engineering & Asset Management**

|   | 2025                 | 2026                | 2027                | 2028                | 2029                | Total                |
|---|----------------------|---------------------|---------------------|---------------------|---------------------|----------------------|
| Drainage Plan - Victoria Ditch                                  |                      |                     | \$ 350,000          |                     | \$ 4,200,000        | \$ 4,550,000         |
| Traffic Pole Replacement @ Intersections                        |                      |                     | \$ 750,000          |                     | \$ 750,000          | \$ 1,500,000         |
| Sully Road/ Highway 9 Trunk Watermain                           | \$ 8,000,000         |                     |                     |                     |                     | \$ 8,000,000         |
| Intersection Signals - Hwy 9 & King St                          |                      | \$ 2,850,000        |                     |                     |                     | \$ 2,850,000         |
| Intersection Signals - Hwy 9 & Queen St                         |                      |                     | \$ 1,750,000        |                     |                     | \$ 1,750,000         |
| Intersection Upgrade - Hwy 9 & York Road                        |                      |                     |                     |                     | \$ 3,000,000        | \$ 3,000,000         |
| Intersection Upgrade - Hwy 9 & National Street                  |                      | \$ 975,000          |                     |                     |                     | \$ 975,000           |
| Intersection Signals - Hwy 9 & Potoski Road                     |                      |                     |                     | \$ 2,000,000        |                     | \$ 2,000,000         |
| Intersection Signals - Smith St & Myrtle Ave                    |                      |                     |                     | \$ 750,000          |                     | \$ 750,000           |
| HWY 16 (Smith Stret West) Culvert Replacement                   | \$ 850,000           |                     |                     |                     |                     | \$ 850,000           |
| York Road West Storm Sewer Replacement (JC Beach)               |                      | \$ 450,000          |                     |                     |                     | \$ 450,000           |
| York Road East Culvert Replacement                              |                      | \$ 160,000          |                     |                     |                     | \$ 160,000           |
| Laurier Avenue Storm Sewer Relocation                           |                      | \$ 800,000          |                     |                     |                     | \$ 800,000           |
| Timber Bridge Repairs - Landfill Road                           |                      | \$ 275,000          |                     |                     |                     | \$ 275,000           |
| York Road Underground Utilities - Loan Payment                  | \$ 2,000,000         | \$ 2,000,000        | \$ 2,000,000        | \$ 2,000,000        |                     | \$ 8,000,000         |
| York Road Drainage - Loan Payment                               | \$ 500,000           | \$ 500,000          | \$ 500,000          | \$ 500,000          |                     | \$ 2,000,000         |
| Fleet Purchases   | \$ 1,400,000         | \$ 830,000          | \$ 750,000          | \$ 750,000          | \$ 750,000          | \$ 4,480,000         |
| City Hall Rooftop AC  |                      | \$ 200,000          |                     |                     |                     | \$ 200,000           |
| Highway 10 East Upgrades (UHCP)                                 | \$ 460,000           |                     |                     |                     |                     | \$ 460,000           |
| Mayfair Avenue Upgrades (from Harris Street to Standard Street) |                      |                     |                     | \$ 170,000          |                     | \$ 170,000           |
| <b>Total Program Cost</b>                                       | <b>\$ 13,210,000</b> | <b>\$ 9,040,000</b> | <b>\$ 6,100,000</b> | <b>\$ 6,170,000</b> | <b>\$ 8,700,000</b> | <b>\$ 43,220,000</b> |

**Public Works**

|   | 2025              | 2026              | 2027              | 2028              | 2029              | Total               |
|---|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| Water & Sewer Equipment - flat deck trailer, tool trailer, excavation cages | \$ 130,525        |                   |                   |                   |                   | \$ 130,525          |
| Stockpile site improvements, parts storage, salt storage, fencing           |                   | \$ 256,000        |                   |                   |                   | \$ 256,000          |
| Resurfacing/Overlay Program (capital plus operational)                      | \$ 500,000        | \$ 525,000        | \$ 550,000        | \$ 580,000        | \$ 610,000        | \$ 2,765,000        |
| <b>Total Program Cost</b>   | <b>\$ 630,525</b> | <b>\$ 781,000</b> | <b>\$ 550,000</b> | <b>\$ 580,000</b> | <b>\$ 610,000</b> | <b>\$ 3,151,525</b> |

**CITY OF YORKTON**  
**5 Year Capital Plan**  
**Prepared March 18, 2025**

| Pathways                               |             |                   |                   |                   |                   |                     |
|--|-------------|-------------------|-------------------|-------------------|-------------------|---------------------|
|  | 2025        | 2026              | 2027              | 2028              | 2029              | Total               |
| Weinmaster Park Pathway                |             | \$ 150,000        |                   |                   |                   | \$ 150,000          |
| Heritage Heights Pathway               |             |                   | \$ 200,000        |                   |                   | \$ 200,000          |
| Gallagher Centre to Ravine Pathway     |             |                   | \$ 80,000         |                   |                   | \$ 80,000           |
| Jaycee Beach Nature Trail Improvements |             |                   | \$ 25,000         |                   |                   | \$ 25,000           |
| Riverside Terrace Park Path Paving     |             |                   |                   | \$ 400,000        |                   | \$ 400,000          |
| East Broadway Pathway Lighting         |             |                   |                   | \$ 75,000         |                   | \$ 75,000           |
| Ravine Nature Trail Improvements       |             |                   |                   | \$ 30,000         |                   | \$ 30,000           |
| Winchester Pathway Lighting            |             |                   |                   |                   | \$ 75,000         | \$ 75,000           |
| Morrison Park Pathway                  |             |                   |                   |                   | \$ 250,000        | \$ 250,000          |
| <b>Total Program Cost</b>              | <b>\$ -</b> | <b>\$ 150,000</b> | <b>\$ 305,000</b> | <b>\$ 505,000</b> | <b>\$ 325,000</b> | <b>\$ 1,285,000</b> |

| Transit                                     |             |                   |                   |                   |                   |                   |
|---|-------------|-------------------|-------------------|-------------------|-------------------|-------------------|
|   | 2025        | 2026              | 2027              | 2028              | 2029              | Total             |
| Access Transit Bus Replacement              |             | \$ 180,000        |                   |                   |                   | \$ 180,000        |
| Transit Stop Shelter Purchase / Replacement |             |                   | \$ 100,000        |                   |                   | \$ 100,000        |
| Transit Stop Shelter Purchase / Replacement |             |                   |                   | \$ 100,000        |                   | \$ 100,000        |
| Transit Bus Replacement                     |             |                   |                   |                   | \$ 150,000        | \$ 150,000        |
| <b>Total Program Cost</b>                   | <b>\$ -</b> | <b>\$ 180,000</b> | <b>\$ 100,000</b> | <b>\$ 100,000</b> | <b>\$ 150,000</b> | <b>\$ 530,000</b> |

| Gallagher Centre  |                     |                   |                     |                     |                     |                      |
|---|---------------------|-------------------|---------------------|---------------------|---------------------|----------------------|
|   | 2025                | 2026              | 2027                | 2028                | 2029                | Total                |
| North Fire Lane Paving  | \$ 50,000           |                   |                     |                     |                     | \$ 50,000            |
| Water Park Sand Filters & UV Filtration Upgrade                       | \$ 1,485,000        |                   |                     |                     |                     | \$ 1,485,000         |
| Compact Wheeled Loader  | \$ 215,000          |                   |                     |                     |                     | \$ 215,000           |
| Sports Lounge Furniture   | \$ 30,000           |                   |                     |                     |                     | \$ 30,000            |
| Ice Resurfacer Replacement - Phase 1                                  | \$ 150,000          |                   |                     |                     |                     | \$ 150,000           |
| Arena Chiller Replacement   |                     | \$ 150,000        |                     |                     |                     | \$ 150,000           |
| Bobcat Buyout   |                     | \$ 60,000         |                     |                     |                     | \$ 60,000            |
| Fire Panel Replacement  |                     | \$ 60,000         |                     |                     |                     | \$ 60,000            |
| Rooftop Unit Replacement Program (#VU301)                             |                     | \$ 130,000        |                     |                     |                     | \$ 130,000           |
| Ag Pavilion Recreation Facility Space                                 |                     |                   | \$ 250,000          |                     |                     | \$ 250,000           |
| Flexihall Flooring Replacement  |                     |                   | \$ 300,000          |                     |                     | \$ 300,000           |
| Ice Covering System   |                     |                   | \$ 300,000          |                     |                     | \$ 300,000           |
| Building Wide Plumbing Fixture Replacement                            |                     |                   | \$ 200,000          |                     |                     | \$ 200,000           |
| Common Area / Lobby Flooring Replacement                              |                     |                   | \$ 500,000          |                     |                     | \$ 500,000           |
| Rooftop Unit Replacement Program                                      |                     |                   | \$ 125,000          |                     |                     | \$ 125,000           |
| Sandblast and Refinish Exterior Balcony                               |                     |                   | \$ 100,000          |                     |                     | \$ 100,000           |
| Water Park Men's Changeroom Upgrades                                  |                     |                   | \$ 50,000           |                     |                     | \$ 50,000            |
| Westland Arena Dressing Room Upgrades                                 |                     |                   |                     | \$ 450,000          |                     | \$ 450,000           |
| Main Water Distribution System Piping Upgrade                         |                     |                   |                     | \$ 250,000          |                     | \$ 250,000           |
| Exterior Sidewalks Replacement  |                     |                   |                     | \$ 50,000           |                     | \$ 50,000            |
| LED Lighting Upgrades (Convention Centre, Sports Lounge, Common Area) |                     |                   |                     | \$ 100,000          |                     | \$ 100,000           |
| Rooftop Unit Replacement Program                                      |                     |                   |                     | \$ 125,000          |                     | \$ 125,000           |
| Ice Resurfacer Replacement - Phase 2                                  |                     |                   |                     | \$ 175,000          |                     | \$ 175,000           |
| Main Floor Washroom Renovation - Gender Neutral Private Stalls        |                     |                   |                     | \$ 250,000          |                     | \$ 250,000           |
| Westland Arena Piping, Slab, and Board Replacement                    |                     |                   |                     |                     | \$ 2,500,000        | \$ 2,500,000         |
| Curling Rink Piping and Slab Replacement                              |                     |                   |                     |                     | \$ 1,500,000        | \$ 1,500,000         |
| Westland Arena Dehumidification                                       |                     |                   |                     |                     | \$ 1,000,000        | \$ 1,000,000         |
| Rooftop Unit Replacement Program                                      |                     |                   |                     |                     | \$ 125,000          | \$ 125,000           |
| <b>Total Program Cost</b>   | <b>\$ 1,930,000</b> | <b>\$ 400,000</b> | <b>\$ 1,825,000</b> | <b>\$ 1,400,000</b> | <b>\$ 5,125,000</b> | <b>\$ 10,680,000</b> |

**CITY OF YORKTON**  
**5 Year Capital Plan**  
**Prepared March 18, 2025**

| <b>Deer Park</b>                                     |                   |                   |                   |                   |                   |                     |
|--|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
|  | 2025              | 2026              | 2027              | 2028              | 2029              | Total               |
| Irrigation & Drainage                                | \$ 130,000        |                   |                   |                   |                   | \$ 130,000          |
| Equipment Purchases                                  | \$ 60,000         |                   |                   |                   |                   | \$ 60,000           |
| Parking Area Expansion                               | \$ 25,000         |                   |                   |                   |                   | \$ 25,000           |
| Irrigation & Drainage                                |                   | \$ 130,000        |                   |                   |                   | \$ 130,000          |
| Equipment Purchases                                  |                   | \$ 80,000         |                   |                   |                   | \$ 80,000           |
| Irrigation & Drainage                                |                   |                   | \$ 130,000.00     |                   |                   | \$ 130,000          |
| Equipment Purchases                                  |                   |                   | \$ 100,000.00     |                   |                   | \$ 100,000          |
| Road Lights  |                   |                   | \$ 50,000         |                   |                   | \$ 50,000           |
| Wet Well Pumphouse & Course Pump Station Replacement |                   |                   |                   | \$ 800,000        |                   | \$ 800,000          |
| Driving Range Tee Mats                               |                   |                   |                   |                   | \$ 50,000         | \$ 50,000           |
| Driving Range Netting                                |                   |                   |                   |                   | \$ 150,000        | \$ 150,000          |
| Equipment Purchases                                  |                   |                   |                   |                   | \$ 100,000        | \$ 100,000          |
| <b>Total Program Cost</b>                            | <b>\$ 215,000</b> | <b>\$ 210,000</b> | <b>\$ 280,000</b> | <b>\$ 800,000</b> | <b>\$ 300,000</b> | <b>\$ 1,805,000</b> |

| <b>Indoor Facilities</b>                         |                     |                   |                   |                   |                   |                     |
|--|---------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
|  | 2025                | 2026              | 2027              | 2028              | 2029              | Total               |
| Investigation Study - Ag Pavilion Indoor Rec Use | \$ 25,000           |                   |                   |                   |                   | \$ 25,000           |
| Kinsmen Arena Ice Systems Upgrades               | \$ 4,500,000        |                   |                   |                   |                   | \$ 4,500,000        |
| Library Meeting & Children's Room Upgrades       | \$ 75,000           |                   |                   |                   |                   | \$ 75,000           |
| Godfrey Dean Rooftop Unit Replacement            | \$ 30,000           |                   |                   |                   |                   | \$ 30,000           |
| Accessibility Plan Consultant                    | \$ 64,000           |                   |                   |                   |                   | \$ 64,000           |
| Kinsmen Arena Metal Roof Restoration             |                     | \$ 350,000        |                   |                   |                   | \$ 350,000          |
| Library Change Air Replacement (4)               |                     |                   | \$ 150,000        |                   |                   | \$ 150,000          |
| Godfrey Dean Exterior & Grounds Improvements     |                     |                   | \$ 65,000         |                   |                   | \$ 65,000           |
| Godfrey Dean & Land Titles Roof Replacement      |                     |                   | \$ 450,000        |                   |                   | \$ 450,000          |
| Gloria Hayden Court Conversion to Climbing Area  |                     |                   | \$ 150,000        |                   |                   | \$ 150,000          |
| Indoor Turf Facility Investigation               |                     |                   | \$ 50,000         |                   |                   | \$ 50,000           |
| Land Titles Flooring Replacement                 |                     |                   |                   | \$ 40,000         |                   | \$ 40,000           |
| Gloria Hayden - Court Wall Replacement           |                     |                   |                   | \$ 75,000         |                   | \$ 75,000           |
| Kinsmen Arena LED Sign                           |                     |                   |                   | \$ 85,000         |                   | \$ 85,000           |
| Library Carpet Replacement                       |                     |                   |                   |                   | \$ 175,000        | \$ 175,000          |
| Library Boiler Replacement                       |                     |                   |                   |                   | \$ 200,000        | \$ 200,000          |
| Library Condensing Unit Replacement              |                     |                   |                   |                   | \$ 50,000         | \$ 50,000           |
| Gloria Hayden Hardwood Floor Refurbishment       |                     |                   |                   |                   | \$ 75,000         | \$ 75,000           |
| <b>Total Program Cost</b>                        | <b>\$ 4,694,000</b> | <b>\$ 350,000</b> | <b>\$ 865,000</b> | <b>\$ 200,000</b> | <b>\$ 500,000</b> | <b>\$ 6,609,000</b> |

**CITY OF YORKTON**  
**5 Year Capital Plan**  
**Prepared March 18, 2025**

**Parks and Outdoor Facilities**

|   | 2025                 | 2026                 | 2027                 | 2028                 | 2029                 | Total                 |
|---|----------------------|----------------------|----------------------|----------------------|----------------------|-----------------------|
| Investigation Study - New Football Field        | \$ 20,000            |                      |                      |                      |                      | \$ 20,000             |
| Heritage Heights Pickleball Expansion           | \$ 320,000           |                      |                      |                      |                      | \$ 320,000            |
| Columbia Park Development                       | \$ 985,500           |                      |                      |                      |                      | \$ 985,500            |
| Cemetery Columbarium                            | \$ 75,000            |                      |                      |                      |                      | \$ 75,000             |
| Annual Allocation                               | \$ 100,000           |                      |                      |                      |                      | \$ 100,000            |
| Sportsfield Equipment Replacement               | \$ 110,000           |                      |                      |                      |                      | \$ 110,000            |
| Dracup Drainage Pond Fountain                   |                      | \$ 30,000            |                      |                      |                      | \$ 30,000             |
| Parks & Wayfinding Signage                      |                      | \$ 40,000            |                      |                      |                      | \$ 40,000             |
| Annual Allocation                               |                      | \$ 100,000           |                      |                      |                      | \$ 100,000            |
| Picnic Pads - Silver, Waterloo & SIGN Parks     |                      |                      | \$ 75,000            |                      |                      | \$ 75,000             |
| Logan Green Fit Park                            |                      |                      | \$ 150,000           |                      |                      | \$ 150,000            |
| Annual Allocation                               |                      |                      | \$ 100,000           |                      |                      | \$ 100,000            |
| Equipment Purchase - 2x 11' mowers, chipper     |                      |                      | \$ 350,000           |                      |                      | \$ 350,000            |
| Ukrainian Pioneer Park Playground               |                      |                      |                      | \$ 175,000           |                      | \$ 175,000            |
| Annual Allocation                               |                      |                      |                      | \$ 100,000           |                      | \$ 100,000            |
| Heritage Heights Outdoor Rink Board Replacement |                      |                      |                      | \$ 200,000           |                      | \$ 200,000            |
| Equipment Purchase - 11' mower, side by side    |                      |                      |                      | \$ 150,000           |                      | \$ 150,000            |
| Tupper Park Spray Pad                           |                      |                      |                      |                      | \$ 200,000           | \$ 200,000            |
| Annual Allocation                               |                      |                      |                      |                      | \$ 100,000           | \$ 100,000            |
| Weinmaster Outdoor Rink Board Replacement       |                      |                      |                      |                      | \$ 175,000           | \$ 175,000            |
| Equipment Purchase - side by side, 72" mower    |                      |                      |                      |                      | \$ 100,000           | \$ 100,000            |
| <b>Total Program Cost</b>                       | <b>\$ 1,610,500</b>  | <b>\$ 170,000</b>    | <b>\$ 675,000</b>    | <b>\$ 625,000</b>    | <b>\$ 575,000</b>    | <b>\$ 3,655,500</b>   |
| <b>Total Capital (Requiring Funding)</b>        | <b>\$ 22,992,025</b> | <b>\$ 12,231,000</b> | <b>\$ 11,300,000</b> | <b>\$ 10,730,000</b> | <b>\$ 18,635,000</b> | <b>\$ 75,888,025</b>  |
| <b>Total City Capital - 5 Year Plan</b>         | <b>\$ 32,041,234</b> | <b>\$ 27,499,845</b> | <b>\$ 18,060,000</b> | <b>\$ 25,930,000</b> | <b>\$ 81,335,000</b> | <b>\$ 184,866,079</b> |

|   |   |
|---|---|
| <b>TITLE:</b><br><b>Heritage Heights Court Expansion Project Capital Funding Request</b>          | <b>DATE OF MEETING: March 24, 2025</b>                                    |
|   | <b>REPORT DATE: March 20, 2025</b>  |
| <b>CLEARANCES:</b>  | <b>ATTACHMENTS:</b><br><br>1. Signed Pickleball Yorkton Funding Agreement |
| Presented by: Taylor Morrison, Director of Recreation & Community Services<br><br>Taylor Morrison |   |
| Reviewed by: Jessica Matsalla, City Clerk<br><br>Jessica Matsalla                                 |   |
| Approved by: Brad Hvidston, City Manager<br><br>Brad Hvidston                                     |   |

### **BACKGROUND**

The Heritage Heights Court Expansion Project was originally approved during the 2023/2024 capital budget process with a budget of \$220,000.00. The scope of the project includes:

- The expansion of the existing court area to accommodate additional pickleball courts, resulting in two multi-use tennis/pickleball courts, and three dedicated pickleball courts.
- Complete re-surfacing of the entire court area with Sport Court surfacing.
- Installation of new anchors and nets for the expanded pickleball courts.
- Additional lighting for the expanded area installed on existing poles.
- Fencing and wind slats to enclose the court area.

Initial quotes received for the project during the 2024 year came back over budget, and as such a request for an additional \$100,000.00 was made as part of the 2025/2026 capital budget process. During budget discussions, it was identified that additional funding could be made available for the project, but would be conditional on funding partnerships with Pickleball Yorkton. Approved in the 2025/2026 capital budget was \$50,000.00 towards the projects, with the additional \$50,000.00 contingent on partnerships.

### **DISCUSSION/ANALYSIS/IMPACT**

Following budget approval, the Recreation & Community Services department met with the City's liaison from Pickleball Yorkton to outline the required partnership and contribution to the court expansion project. Following a recent Pickleball Yorkton board meeting, the Club has committed to providing \$50,000.00 to the project. However, the Club noted that they do not have the working capital to provide this funding in one lump sum, and worked with the RCS department to enter into a funding agreement for their contribution to be split up as \$10,000.00 per year over five years. The signed funding agreement has been included as Attachment 1 for reference.

To ensure the project can be completed during the 2025 construction season, Administration is requesting that the additional \$50,000.00 that is contingent on partnerships be approved by Council, understanding that it will be repaid by Pickleball Yorkton over the next five years.

Pickleball Yorkton has committed to continued fundraising efforts through their programming (tournaments, clinics, league play, etc.) which will be put towards their project contribution. Additionally, the RCS department will continue to support Pickleball Yorkton as they apply for grant funding to put towards the court expansion project.

### **FINANCIAL IMPLICATIONS**

The City does have the financial capacity to increase the additional funding request for the project to \$100,000.00 to complete the project this year.

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

As this funding is provided internally to an existing capital project, no public notice or borrowing bylaw is required.

If the additional capital funding is approved, work on the expansion project would occur this summer with notice provided to court users in advance of the construction work, as well as by regular updates to social media and the Shape Your City platform.

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

This project meets the Community Development priority of the 2020 strategic Plan which includes the objective that the City will “Develop and maintain facilities that offer a diverse range of sports and recreational opportunities for youth to seniors including, spray parks, playgrounds, bike trails, walking paths and organized sports.”

Outdoor courts, and specifically pickleball courts, were identified as needing increased supply as part of the Parks and Recreation Master Plan.

### **OPTIONS**

1. That Council approve the funding request and authorize \$50,000.00 towards the Heritage Heights Court Expansion Project.
2. That Council deny the funding request.
3. That Council provide other direction to Administration.

### **RECOMMENDATION**

**That Council direct Administration to proceed with the Heritage Heights Court Expansion project as approved in budget (\$220,000 + \$100,000), with the condition of Pickleball Yorkton entering an agreement to contribute \$50,000 over the next five (5) years as reimbursement for their funding commitment for the project.**



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March 13, 2025

Anne Stupak, City Liaison  
Pickleball Yorkton

Sent via email to [REDACTED]

**RE: Funding Agreement – Heritage Heights Pickleball Expansion Project**

Dear Anne,

Further to the February 18, 2025 meeting with staff from the Recreation & Community Services department, and in follow up to the Heritage Heights Pickleball Expansion Project, this letter shall serve as the funding agreement between the City of Yorkton and Pickleball Yorkton, as it relates to the Expansion Project. For clarity, during budget discussions City Council indicated:

*That the 2025 capital budget include additional funding for the Heritage Heights Pickleball Expansion Project, on the condition that Pickleball Yorkton contribute \$50,000.00 to the project. Noting that Pickleball Yorkton may not have the financial capital to cover this investment in one lump sum, City Council is prepared to front the \$50,000.00 contribution provided Pickleball Yorkton enters into a funding agreement with the City to pay back the amount over a set period of time.*

The following items outline the details of the funding agreement between the City of Yorkton and Pickleball Yorkton for the Heritage Heights Pickleball Expansion Project (the “Project”):

**1. General Conditions**

1.1. For the purpose of the Project and this Agreement:

- a) Anne Stupak, City Liaison for Pickleball Yorkton shall represent Pickleball Yorkton to the City.
- b) Taylor Morrison, Director of Recreation & Community Services shall represent the City of Yorkton to Pickleball Yorkton.
- c) The City of Yorkton shall remain responsible for the oversight and implementation of the project.
- d) Jessica Resler, Recreation Services Manager, and Matt Charney, Parks Manager, shall act as the City’s designated leads on the project.





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## 2. Finance & Payment Arrangements

- 2.1. The City of Yorkton has allocated \$220,000.00 for the project through the 2024 capital budget. However, additional funding is required based on quotes received.
- 2.2. The City has allocated an additional \$50,000.00 towards the projects through the 2025 capital budget on the condition that Pickleball Yorkton also contribute \$50,000.00.
- 2.3. Pickleball Yorkton agrees to contribute \$50,000.00 towards the project, paid in \$10,000.00 installments over a five (5) year term.
- 2.4. The City of Yorkton will invoice Pickleball Yorkton annually for this amount.
- 2.5. Early payments will be accepted with no penalty.
- 2.6. Lump sum payments will be accepted should Pickleball Yorkton be successful in obtaining grant funding for this project.
- 2.7. Naming rights may be considered as part of this funding agreement. Pickleball Yorkton will direct any requests for naming rights to the City of Yorkton to coordinate should they be approached for contributions towards the project, or as part of any grant or fundraising initiatives.

## 3. Project Details

- 3.1. The scope of the project includes:
  - a) The expansion of the existing court area at Heritage Heights Parks to accommodate additional pickleball courts, resulting in two (2) multi-use tennis/pickleball courts, and three (3) dedicated pickleball courts.
  - b) Complete re-surfacing of the entire court area with Sport Court surfacing.
  - c) Installation of new anchors and nets for the expanded pickleball courts.
  - d) Additional lighting for the expanded area installed on existing poles.
  - e) Fencing and wind slats to enclose the court area.
- 3.2. Additional amenities will be considered as budget and project funding allows.
- 3.3. A proposed project location drawing is attached to this letter as Schedule A.

If you are in agreement with the terms and conditions outlined above, please indicate your acceptance by signing and dating this letter in the space provided below. Once signed this agreement will be retained on file with a copy provided for your files.

Sincerely,

Taylor Morrison  
Director of Recreation & Community Services  
City of Yorkton

cc: Jessica Resler, Recreation Services Manager  
Matt Charney, Parks Manager  
Ashton Kingdon, RCS Administrative Coordinator  
City of Yorkton Finance Department



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## PICKLEBALL YORKTON'S AGREEMENT

I have read, understood, and agree with the terms and conditions contained within this funding agreement. Further, I affirm that I have the authority to enter into this agreement on behalf of Pickleball Yorkton.

Gina Resler

Printed Name

Signed by:  
Gina Resler  
EC392CE63AEE4EF

Signature

President Yorkton Pickleball

Title

3/13/2025

Date

Anne Stupak

Printed Name

Signed by:  
Anne Stupak  
000174DE060B405...

Signature

Secretary

Title

3/13/2025

Date

Marlene Schrader

Printed Name

Signed by:  
Marlene Schrader  
1FDF8DC33F21401...

Signature

Treasurer

Title

3/13/2025

Date

**Schedule A**  
**Proposed Site Location**



|   |  |
|---|--|
| <b>TITLE:</b><br><b>Water Park UV &amp; Filtration Replacement Project Tender Award</b>           | <b>DATE OF MEETING: March 24, 2025</b> |
|   | <b>REPORT DATE: March 20, 2025</b>     |
| <b>CLEARANCES:</b>  | <b>ATTACHMENTS:</b>                    |
| Presented by: Taylor Morrison, Director of Recreation & Community Services<br><br>Taylor Morrison |  |
| Reviewed by: Jessica Matsalla, City Clerk<br><br>Jessica Matsalla                                 |  |
| Approved by: Brad Hvidston, City Manager<br><br>Brad Hvidston                                     |  |

## **BACKGROUND**

The Access Communications Water Park was significantly upgraded during the Gallagher Centre renovation project in the early 2000's. The renovation saw the addition of the wave pool, lazy river, water slide, and improvement to the hot areas including the hot tub, sauna, and steam room. Additionally, the mechanical and filtration systems were upgraded to accommodate the additional water amenity systems.

Up until late 2024, the bulk of the water treatment was completed via ozone, which regularly cleaned and sanitized the almost 1,000,000 liters of water within the water park. Standard pool chemicals such as chlorine, hydrochloric acid, soda ash, and other materials were still used, but at lower levels than other facilities that do not utilize ozone treatment. Over recent years the maintenance costs for the ozone generator continued to rise, as parts became harder to source and in some cases were unavailable all together. In later 2024 the ozone system went offline and was unable to be repaired. This has resulted in an increase to the pool chemicals used to meet Public Health requirements for water treatment, resulting in increased operational costs.

There has been a shift in the aquatic industry away from ozone filtration, moving more towards ultra violet light (UV) to achieve the same results. UV has been in use in pool facilities across British Columbia for a number of years, with that trend also moving eastward across Alberta and into Saskatchewan. Recently, UV filtration was installed in the new aquatic centre in Prince Albert, as well as the new outdoor centre in Regina, and is also planned for the future indoor facility in Regina as well.

Prior to being sanitized, the water passes through six media filters which remove particulates from within the water. Having been installed roughly 20 years ago, these systems are now in need of replacement. This filtration process remains the primary system to remove particulates from within the water. Understandably, there is some debris that enters the water system within pool facilities. This includes

skin cells, hair, Band-Aids, etc. The purpose of the filtration system is to collect these items and filter them out before the water continues on through the system. These filters need to be cleaned regularly, and the media (currently we use sand) needs to be removed and replaced with new material. Similar to the ozone generator, the filters have reached the end of their life expectancy and need to be replaced, as breakdowns and repairs are becoming more prevalent, which risks the water park not meeting the Public Health requirements for operation.

## DISCUSSION/ANALYSIS/IMPACT

The Water Park UV and Filtration Replacement Project was approved through the 2024/2025 capital budget with an estimated budget of \$1,485,000.00. In addition to the purchase and installation of the UV and filter systems, the project involves numerous other aspects including structural design, system controls and related electrical components, plumbing revisions, and consulting fees.

On February 25, 2025, the Invitation to Tender for the project was advertised on the City's e-bidding platform, Biddingo, as well as SaskTenders for a period of two weeks and with a closing date of March 13, 2025. The bid was accessed by 21 different firms, with eight companies attending the mandatory site meeting on March 4, 2025. Ultimately, one bid was received for the project:

| <b>Bidder</b>           | <b>Bid Amount</b><br>(excluding taxes) |
|-------------------------|--|
| Ful-Flo Industries Ltd. | \$1,164,764.92                         |

The bid was complete and within the estimated budget for the project.

## FINANCIAL IMPLICATIONS

Some pre-tender consulting and design work has been completed and put through the project budget already. A breakdown of the project budget is provided below. PST has been included as a direct cost to the project, with GST being excluded as those costs are returned back to the City.

|                         |  |
|-------------------------|--|
| Project Budget          | \$1,485,000.00                         |
| <u>Expenses</u>         |  |
| Costs to Date           |  |
| Consulting Fees         | (\$30,739.12)                          |
| Bid Price               | (\$1,164,764.92)                       |
| Bid PST                 | (\$69,885.89)                          |
| Budget Remaining        | \$208,090.36                           |
| Remaining Costs         |  |
| Consulting Fees         | (\$25,000.00)                          |
| Project Contingency     | (\$180,000) *only if required          |
| <b>Remaining Budget</b> | <b>\$3,090.36</b>                      |
|                         | \$183,090.36 if no contingency is used |

## **COMMUNICATION PLAN/PUBLIC NOTICE**

As only one bid was received through the tender process, Ful-Flo Industries will be sent a letter indicating they are the successful firm. Additionally, the identity of the successful bidder along with the total bid amount will be posted on the Biddingo platform.

This work is scheduled to occur during the regular, bi-annual maintenance shutdown occurring at the water park this year in addition to other shutdown work such as tile replacement, preventative maintenance on pumps and plumbing equipment, deep cleaning of surfaces, and other regular maintenance work within the pool facility. However, due to the scope of the filtration project, the shutdown is planned to be a little bit longer than the usual closure. Shutdown is currently scheduled to start on July 28<sup>th</sup>, with the first day back in the pool being October 3<sup>rd</sup>, barring any delays or issues that arise as part of the project. Ful-Flo Industries has indicated that they are able to meet this shutdown timeline.

Advance notice to patrons and users will begin this spring with our spring swimming lesson session. Notice will continue through the summer up to the last day of swimming in July. These notices will come through using our newsletter, social media platforms, and facility posters. A Shape Your City project page will also be developed so that people can stay informed on the progress of the filtration project, and other aspects of the regular shutdown program.

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

This project meets the Infrastructure priority identified in the 2020 Strategic Plan, which states that Yorkton will be “A community with a comprehensive, integrated and sustainable infrastructure plan and programs that meet current and future needs.”

This project also speaks to the Community Development priority of the 2020 Strategic Plan which includes the objective that the City will “Develop and maintain facilities that offer a diverse range of sports and recreational opportunities for youth to seniors including, spray parks, playgrounds, bike trails, walkingpaths and organized sports.”

## **OPTIONS**

1. That Council direct Administration to proceed with the Water Park UV and Filtration Replacement Project and award the tender to Ful-Flow Industries Ltd. for \$1,164,764.92, plus applicable taxes, and further that the Mayor and City Clerk be authorized to execute the contract.
2. That Council provide other direction.

## **RECOMMENDATION**

**That Council direct Administration to proceed with the Water Park UV and Filtration Replacement Project and award the tender to Ful-Flow Industries Ltd. for \$1,164,764.92, plus applicable taxes, and further that the Mayor and City Clerk be authorized to execute the contract.**