

CITY OF YORKTON
REGULAR COUNCIL MEETING AGENDA
Monday, June 23, 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 – June 3, 2025
5. **UNFINISHED BUSINESS**
6. **REPORTS OF COUNCIL COMMITTEES AND MATTERS REFERRED**
 - a. Development Appeals Board Meeting Minutes – October 3, 2024
 - b. Environmental Committee Meeting Minutes – March 27, 2025
 - c. Planning and Infrastructure Commission Meeting Minutes – April 16, 2025
 - d. Economic Development Committee Meeting Minutes – May 8, 2025
 - e. Mayor Kienle – Appointment to Community Futures Ventures Board - City Rep
7. **HEARING OF PETITIONS, PUBLIC NOTICES AND PRESENTATIONS**
8. **BUSINESS ARISING OUT OF PETITIONS, PUBLIC NOTICES AND PRESENTATIONS**
9. **CORRESPONDENCE**
 - a. City Controller – Year End Write-Offs
 - b. Yorkton Chamber of Commerce – Letters re: Fire Protection Fees and Property Tax Increases
10. **BYLAWS**
 - a. Land Use Planner
 - Bylaw No. 20/2025 – Amendment to Zoning Bylaw No. 14/2003 – Text Amendment to include Night Clubs as a Defined Land Use Category with Special Use Provisions
 - Bylaw No. 21/2025 – Amendment to Zoning Bylaw No. 14/2003 – Text Amendment to include Truck Stops as a defined Land Use Category with Special Use Provisions
11. **ADMINISTRATIVE REPORTS**
 - a. Director of Finance
 - Preliminary 2024 Year-End Report
 - b. City Manager
 - Not for Profit Rent Relief Program/Community Contribution Rental Support Policy No. 10.130
 - c. Director of Public Works
 - Residential Recycling Blue Cart Collection Program
12. **GIVING NOTICE OF MOTION**
 - a. Councillor Ortynsky
 - Fire Prevention Bylaw No. 15/2010 Rental Housing Amendments
 - b. Councillor Litvanyi
 - Fire Prevention Bylaw No. 15/2010 Emergency Response Charge Amendments
13. **IN CAMERA SESSION**
14. **ADJOURNMENT**

**CITY OF YORKTON
SASKATCHEWAN**

**PUBLIC MINUTES OF THE DEVELOPMENT APPEALS BOARD
October 3, 2024**

Minutes of the Development Appeals Board Meeting held on Thursday, October 3, 2024 in City Hall Council Chambers.

Members Present: Scott Sharpe, Jerome Niezgoda, and Sheldon Stechyshyn

Others Present: Jessica Matsalla – City Clerk, Amanda Dietz – Secretary, Carleen Koroluk – Land Use Planner - Respondent, Brian Eisner – Appellant

Regrets: Greg Litvanyi

Absent: None

Recording: Amanda Dietz - Secretary

CALL TO ORDER

A quorum being present, Chairman Sharpe called the meeting to order at 4:59 p.m.

APPROVAL OF AGENDA

R23-2024

Moved by Jerome Niezgoda

That the agenda for October 3, 2024 be approved as presented.

Carried Unanimously.

APPROVAL OF MINUTES

R24-2024

Moved by Sheldon Stechyshyn

That the minutes of the August 22, 2024 Development Appeals Board meeting be approved as presented.

Carried Unanimously.

HEARINGS

A. DEVELOPMENT APPEAL NO. 9/2024

An appeal application was considered regarding the subject property 71 Pheasant Cove, Lot 29, Block 9; Plan 102022232 requesting variance to the City of Yorkton's Zoning Bylaw No. 14/2003 to allow for an accessory building (shed) with a different roofing material and exterior finish than that of the principal dwelling.

Brian Eisner – Appellant, and Carleen Koroluk – Land Use Planner, appeared before the Board with respect to the appeal.

IN CAMERA SESSION

R25-2024

Moved by Jerome Niezgoda

That this Meeting move to an In Camera Session to deliberate a decision for Appeal No. 9/2024 – 5:15 pm.

Carried Unanimously.

Chairman Sharpe called a brief recess to clear Council Chambers at 5:15 p.m.

Chairman Sharpe called the In-Camera session to order at 5:20 p.m.

Members Present: Scott Sharpe, Jerome Niezgoda, and Sheldon Stechyshyn

Others Present: Amanda Dietz – Secretary

R26-2024

Moved by Sheldon Stechyshyn

That members rise and report to the regular scheduled meeting agenda – 5:50 p.m.

Carried Unanimously.

RESOLUTIONS RESULTING FROM IN CAMERA SESSION

R27-2024

Moved by Sheldon Stechyshyn

That Development Appeals Board Appeal No. 9/2024 for variance to the Zoning Bylaw No. 14/2003 regarding subject property 71 Pheasant Cove, Lot 29, Block 9; Plan 102022232 be granted for the reasons set forth in the Record of Decision of the Board.

Carried Unanimously

ADJOURNMENT

R28-2024

Moved by Jerome Niezgoda

That this Regular Meeting adjourn at 5:51 p.m.

Carried Unanimously.

Approved this 29th day of May A.D., 2025

Scott Sharpe

Chairperson

Amanda Dietz

Secretary

Environmental Committee

MINUTES

THU, MAR 27, 2025 7:30 A.M.

QUEEN ST WTP, STAFF ROOM

Members Present	Chair Shannon Erickson, Vice Chair Kris Gendall, Sandra Bilan (by phone), Dustin Brears, Darcy Zaharia, Jason Signarowski, Rong Lu, Rick Sheichuk
Absent	Stefan Bymak, Connor Hunt
City Staff	Aron Hershmiller, Lyndon Hicks
Presentation	
Recording	Val Fatteicher
Call to order	7:37 a.m.
Adjourn	8:49 a.m.
1. Declaration of Conflict of Interest	
Declaration	No declaration of conflict of interest was made.
2. Approval of Agenda	
Discussion	Review of agenda items for discussion.
Motion 04-25	Jason Signarowski That the agenda be approved as presented. CARRIED.
3. Minutes of the January 21, 2025 Meeting	
Motion 05-25	Darcy Zaharia That the minutes of January 21, 2025 be approved as presented. CARRIED.
4. Strategic Plan Finalize-Approval	
Discussion	Final strategic plan presented for approval by the committee.
Motion 06-25	Dustin Brears That the Strategic Plan be approved as presented. CARRIED.
5. Residential Organics Program Update	
Discussion	Organic carts are planned to be distributed to residents next week along with program information. Rick Sheichuk arrived at meeting 7:51 am Twenty-four comments received from program information provided through Facebook posts. Most have been positive. Comments included:

	<ul style="list-style-type: none"> • not needing a cart due to xeriscaping methods used for landscaping • impact on garbage collection frequency • introduction of blue cart recycling service • availability for residential compost • inclusion of food waste products <p>Thirty-three comments from program information sent with water bills, also with most in support. Comments include:</p> <ul style="list-style-type: none"> • xeriscaping practice, no use for cart • storage of cart • clarity needed on cost to resident for program • may already utilize composting/mulching of grass clippings but would make use of cart in spring and end of fall for yard cleanup. <p>The program cost is an additional \$3/month to residents but with a decrease to the current recycling levy of \$1, the actual monthly increase applicable to residents is \$2/month.</p> <p>Collected materials will be processed at the city's commercial compost area at the landfill. Volumes will be monitored throughout the season. Contamination will also be observed but will not cause significant impact for the end use of the material which is intended as capping material for decommissioning the old landfill cell. Residents are permitted to use compostable bags.</p> <p>Grass clippings/leaves will continue to be accepted at no charge at the landfill.</p> <p>Accommodations were made for multi-unit homes with suites that are not applicable for organics collection (e.g. basement suite).</p> <p>Carts will remain on the assigned property all year. Program collection expected to run from mid-April to first week of November annually.</p> <p>Camera equipment on collection vehicles could assist with monitoring program concerns with contamination. City staff resources may be used to help educate residents if required.</p> <p>Program participation may be voluntary but residents will not be permitted to opt out of the applicable program levy.</p>
6. Residential Recycling – Curbside Collection Program	
Discussion	<p>Recycling program funding previously distributed by MMSW (Multi Material Stewardship Western) has transitioned to SK Recycles.</p> <p>Program is transitioning under the model created in BC for municipalities greater than 5,000. Expect the program transition over the next three years. Program costs are expected to be similar to our current rates for recycling services.</p>

	<p>Current collection and processing of recyclable materials for residents is provided by Sask Abilities. There is an RFQ by SK Recycles advertised for Sask Depots to submit for the provision of these services.</p> <p>The City would establish a contract with the collector only. SK Recycles would be responsible for the handling and marketing of the collected recycling materials.</p> <p>Under the new full EPR program, producers would be required to cover the cost of paper and packaging used for products they sell.</p> <p>Sask Abilities currently operates the HHW program for City residents. The cost of this service is included in the current recycling program levy. Sask Abilities contracts recycling collection and material sorting with additional staff provisions from Prairie Harvest Employment.</p> <p>SK Recycles now collecting products that weren't acceptable previously (plastic film, Styrofoam, glass). Penalties will be applied to municipalities for contamination in recycling material loads. Their goal is to work to improve the recycling product streams collected to recover revenue for certain valued products. Funding provided by SK Recycles to municipalities is intended to offset recycling program costs.</p> <p>Sask Abilities operations may be impacted by the RFQ selection being done by SK Recycles. A cart collection program will need resources for proper sorting and reducing contamination. Manual resources vs robotics equipment used for sorting will impact cost for services. Sask Abilities in Yorkton along with another industry in Saskatoon have a social impact for providing these services.</p> <p>Sask Abilities will be submitting an RFQ to SK Recycles to continue providing these services to City residents. Results of the selection are expected to be announced sometime in May.</p> <p>Aron Hershmillier left meeting at 8:37 am</p>
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7. Next Meeting Date – The April meeting will be cancelled due to limited committee member availability.

Next meeting has been scheduled for Thursday, May 29, 2025 at 7:30 am

8. Next Meeting Agenda Items

- Spring Clean Up Week Program/Community Clean Up
- Statistics from site visit traffic for Recycle Coach, City Website, Voyent Alerts, Facebook

9. Adjournment

Motion 07-25

Darcy Zaharia

That the Environmental Committee Meeting be adjourned. CARRIED.

These minutes have been approved by members of the Environmental Committee on May 29, 2025.

Shannon Erickson

Chair

Val Fatteicher

Recording Secretary

Planning and Infrastructure Commission

MINUTES

APRIL 16TH, 2025

7:00 A.M.

MEETING ROOM A,
CITY HALL – SECOND FLOOR

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

ADOPTION OF AGENDA

Discussion	Review of Agenda items.
Motion 15-2025	Tymiak That the agenda be approved as presented. Carried Unanimously

DECLARATION OF CONFLICT OF INTEREST

Discussion	None.
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APPROVAL OF MINUTES

Discussion	Minutes of the March 26 th , 2025 Planning and Infrastructure Commission Meeting were circulated with the Agenda Package.
Motion 16-2025	Fedorowich That the Minutes from the March 26 th , 2025 Planning and Infrastructure Commission Meeting be approved. Carried

OLD BUSINESS

Discussion	None.
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NEW BUSINESS

1. DU03-2025 – Dog Grooming at 12 First Avenue North – Discretionary Use Application	
Discussion	<ul style="list-style-type: none">- Koroluk presented the administration's report- The commission discussed whether the size of the building is sufficient to accommodate the proposed business plan.- A question was raised regarding complaints from local business owners. Only one complaint had been received from the building owner, who expressed concern about potential odor.- The commission inquired whether there had been any complaints from home-based dog groomers to be considered, none have been reported.- Any sort of restrictions to animals being downtown- Parking discussion, more than enough parking space behind the building to meet demand.- Business hours were discussed, and it was noted that services are by appointment only.- The commission discussed and agreed that dog grooming is a service currently needed within the city.
Motion 17-2025	Morrison That the Planning and Infrastructure Commission recommends that Council approve Discretionary Use DU03-2025 which proposes a dog grooming business, categorized under land use Veterinary Service, Type 1, at 12 First Avenue North. Carried

BUSINESS FROM THE FLOOR

Discussion	<ul style="list-style-type: none">- Broadway and Gladstone corner inquiry- Dalebrooke Drive update- Lot on Broadway across from Fas Gas- McDonalds plan for the water sitting on site- Heartland and truck line up on sale days
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NEXT MEETING

	Wednesday, April 30 th , 2025 at 7:00 a.m. at City Hall Meeting Room A
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ADJOURNMENT

Motion 18-2025	Shumay That the meeting be adjourned at 7:23 a.m. Carried
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SIGNATURE OF MINUTES

Chairperson	Mike Popowich _____ Chairperson
Recording Secretary	Trysta Liebrecht _____ Trysta Liebrecht

Economic Development Committee

MINUTES

MAY 8, 2025

7:00 A.M CITY HALL – COUNCIL CHAMBERS

Attendees	Chairperson: Bob Knox Councillors: Councillor Dustin Brears, Councillor Darcy Zaharia Members: Don Reed, Ajay Tadi, Gwen Machnee, Marty Sveinbjornson, Corey Werner Greg Haas
Invited Guests	Councillor Stephanie Ortynsky Kaitlyn Kitzan, Yorkton Business Improvement District
Staff	Jennifer Brooker, Business Liaison; Michael Eger, Director of Planning, Building & Development; Brad Hvidston, City Manager
Regrets	Guests: Juanita Polegi, Chamber of Commerce
Absent	Councillors: Members:
Recording	Jennifer Brooker
Call to Order	7:01 am
Adjourn	8:42 am

ADOPTION OF AGENDA

Discussion	Review of agenda items for discussion.
Motion 13-25	Greg Haas That the agenda be approved as presented with the addition of item E.a. The Round House Subdivision. Carried

MINUTES OF APRIL 10, 2025

Discussion	Minutes from the April 10, 2025 meeting of the Committee were circulated.
Motion 14-25	Marty Sveinbjornson That the minutes of the April 10, 2023 meeting be approved as presented. Carried

Economic Development Priorities:

Hotel Development	Not discussed at this meeting.
Promote Housing Development	Jennifer gave an up-date on the Housing Development Incentives recently approved by Council. A few non-local developers are looking a building spec modular homes. As per the <i>Residential Construction Incentive Policy</i> , they would not qualify for the 5-year tax abatement. The Committee discussed the <i>Residential Construction Incentive Policy</i> , modular home construction, and the York Landing Subdivision.
Motion 15-25	DON REED That the Economic Development Committee recommends that Council review the Residential Construction Incentive Policy to include all new homes build in Yorkton, including modular home and RTMs build outside of the planning district. Carried
Motion 16-25	COREY WERNER

	That the Economic Development Committee recommends that Council look at options to improve the saleability of lots in the York Landing Subdivision by upgrading access points and amenities. Carried
Vacant Commercial Buildings	Jennifer requested the committee review Motion 08-25 and 12-25 before the Vacant Commercial Building Tax Abatement Program is reviewed with Council for budget review. The Committee Tabled this item and will review next meeting.
Improve the Narrative that Yorkton is "open for business"	Jennifer gave a brief up-date on the LAMP pages on the Economic Development sub page.
Recruitment and retention of medical/dental professionals	Not discussed at this meeting.
Develop Regional Econ Dev Group	The Industry Cluster group funding by SEDA, Eastern Saskatchewan Agri-Processors (ESAP) is developing some working groups and looking for members in the community. The Central Prairie Development Alliance (CPDA) has similar goals and is asking participants to join these working groups.
Action Item	Jennifer will send registration to the committee with information for EDC members or their business/employees to register for a subcommittee, if interested.

New Business

Round House Commercial Subdivision	The committee briefly discussed the Round House Commercial Subdivision and how to promote the sale of the 2 acre lots. Some suggestions are to: <ul style="list-style-type: none"> • Discount the land and then use taxes to repay the land fund opposed to a tax abatement. • Offer a "first-in" discount. • Offering a loan on the land. • Working with First Nations to create a joint development/project.
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NEXT MEETING	Thursday, June 12, 2025 at 7:00 a.m. at City Hall.
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ADJOURNMENT	The Economic Development Committee Meeting was adjourned at 8:42 a.m.
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Bob Knox

CHAIRPERSON
Bob Knox

Jennifer Brooker

RECORDING SECRETARY
Jennifer Brooker



June 23, 2025

Memorandum to: Members of Yorkton City Council

Re: Voting Representative to the Community Futures Ventures Special
Meeting of Members June 26, 2025

As a member, the City of Yorkton may appoint a voting representative to the Community Futures Ventures Special Meeting of Members, and I would like to recommend the following:

RECOMMENDATION:

That the Council of the City of Yorkton appoint Jennifer Brooker as the Voting Representative to the Community Futures Ventures Special Meeting of Members on June 26, 2025.

Respectfully submitted,


Aaron Kienle

MAYOR AARON KIENLE

May 27, 2025

Attention: Jennifer Brooker
City of Yorkton
Box 400
Yorkton, SK S3N 2W3

Dear Jennifer:

RE: SPECIAL MEETING OF MEMEBERS

The Membership of Community Futures Ventures is comprised of the Towns, Villages, Rural Municipalities, First Nations Reserves and one City within our service area. As a member, the City of Yorkton may appoint a voting representative to our Special Meeting of Members that is to be held:

Date: Thursday, June 26, 2025
Location: Community Futures Ventures
#3 84 Broadway Street East
Yorkton, Saskatchewan


Please find enclosed the agenda, representative Appointment form, Special Meeting notice, Special Resolution to amend Articles of Corporation, a copy of the Articles of Amendment, Special Resolution to amend Bylaws, and a copy of the Bylaws.

We encourage your support in appointing a voting representative as only one vote per member may be cast. The participation of our Membership is vital to the operation and overall success of Community Futures Ventures.

Please complete the attached Representative Appointment Form and return to our office by June 19, 2025. If you have any questions, please do not hesitate to contact our office at (306) 782-0255 or [REDACTED]

Best Regards,

**VENTURES COMMUNITY FUTURES
DEVELOPMENT CORPORATION**



Priya Timiri
General Manager

/PT
Enclosure

Growing communities one idea at a time.



Prairies Economic
Development Canada

Développement économique
Canada pour les Prairies



SPECIAL MEETING OF MEMBERS JUNE 26, 2025
at 5pm

AGENDA

- 5:00 PM Light Supper
- 5:30 PM 1.Approval of Amendment to the Articles of
Corporation
- 2.Approval of Amendment to the Bylaws
- 6:00 PM Meeting Adjourned (Approximately)

*****Immediately following the Special Meeting of Members there will be a regular Board Meeting with the Board of Directors.***



**SPECIAL MEETING OF MEMBERS JUNE 26, 2025
At 5pm**

Representative Appointment Form
Ventures Community Futures Development Corporation
Special Meeting of Members

The City of Yorkton appoints _____
(Representative Name & Address)

as their representative to vote at Community Futures Ventures Special Meeting of Members June 26, 2025.

Please return this portion by June 19, 2025, to:

COMMUNITY FUTURES VENTURES
#3 84 Broadway Street East
Yorkton, SK S3N 0K9
Phone: (306) 782-0255



*For more information on Community Futures Ventures
and the Community Futures Program visit:*

www.cfsask.ca/ventures



DATE: June 13, 2025

TO: City Council

FROM: Amber Matechuk – City Controller

TOPIC: Account Write-offs for 2024

TYPE OF INFORMATION REQUESTED FROM MAYOR/COUNCILLOR:

Correspondence for June 23 Regular Council Meeting – to receive and file.

ADMINISTRATIVE RESPONSE:

Annually, Administration is required to bring a report to Council detailing all City account write-offs incurred during the fiscal year, which can include:

- a) Building permits, Business licenses, and Planning and Engineering accounts*
- b) Recreation accounts including Deer Park and rec facility leases*
- c) Gallagher Centre accounts for all services and rentals*
- d) Public Works and Waterworks accounts regarding custom work*
- e) Utility Billing and Tax accounts*
- f) Administration accounts including miscellaneous/general losses*
- g) Land Fund accounts including leases and the Mobile Home Park*

Under the City Administration Bylaw No. 17/2017, the City Manager has discretion to write-off any uncollectible accounts not exceeding \$7,500. Any account in excess of this limit requires Council approval. All individual write-offs in the 2024 year were below the \$7,500 limit. Therefore, this report is for informational purposes only.

The total write-offs for 2024 is \$12,101.07. This primarily includes various utility accounts where the customer has left the City (detailed listing of accounts attached); and one AR account.

Write-off Summary 2024:

Environmental Services

AR account #GLOC – water meter tampering \$533.15

Utility Billing

Various accounts (Memo dated June 10/25) \$11,567.92

Total **\$12,101.07**

For the water utility write-offs, we maintain these records for at least 7 years. Our current policy stipulates that if any of these individuals request water service in the future, service will not be provided until their outstanding balance is paid. Therefore, while the accounts are written off, the debts are not forgotten.

The summary of write-offs for 2024 by department is:

2024 Write-offs by Dept

Department	Revenues	Bad Debts	%
Taxes & Interest	31,606,487		0.000%
Grants, Surcharges, Other	7,210,456		0.000%
Land Fund	1,029,051		0.000%
Administration	50,345		0.000%
Protective Services (inc grants)	1,178,273		0.000%
Parks, Recreation, Deer Park	1,884,610		0.000%
Gallagher Centre	1,928,834		0.000%
Airport/Planning/Engineering	3,524,579		0.000%
Public Works	175,578		0.000%
Environmental (Landfill)	2,292,469		0.000%
Waterworks/Garbage/Recycling	14,135,072	\$ 12,101	0.086%
	\$ 65,015,754	\$ 12,101	0.019%

* Total is less than 1/10th of 1%

Considering the total revenues are in excess of \$65 million, the 0.019% of uncollectible amounts are considered extremely reasonable.

For comparison purposes, the following is a summary of write-offs from prior years:

Year	Accounts > \$7,500	Accounts < \$7,500	Total
2023	\$27,760	\$20,065	\$47,825
2022	\$12,133	\$24,667	\$36,800
2021	\$7,714	\$18,269	\$25,983

FINANCIAL IMPLICATIONS:

The annual budget allows \$40,000 for account write-offs, which historically is not used in full. The reasonably low write-off volume is indicative of active follow up of accounts by all departments. Accounts are only written off after all means of collection have been exhausted, including use of a collection agency.

In 2024, write-offs are lower than the \$40,000 annual budget; therefore the remaining amount stays in the allowances for bad debts account for future years. All allowance accounts are reviewed on an annual basis in conjunction with our auditors to ensure any potential large losses will be covered.

The only losses that would not appear in this report are those related to property (land fund sales at less than cost recovery) or tax title property. As per the *Tax Enforcement Act*, if a loss is incurred upon the sale of a tax title property, both the City and School Division share respectively in those losses.

Finance Department

To: Mr. Brad Hvidston, City Manager

From: Water Billing Department

Date: June 10, 2025

Re: Outstanding Utility Accounts

The attached list of outstanding utility accounts was referred to the Credit Bureau for collection with no results. Administration requests your permission to write off these outstanding amounts totaling \$11,567.92. With water revenues of \$13,866,020.27 a 1% loss would be \$138,660.20 the total to write off is less than 08/100 of 1% of that amount.

Our current policy stipulates if any of these individuals request water service in the future, service will not be provided until their outstanding balance is paid. Although the amounts are written off, we keep them on file for 7 years. In the last year, we collected over \$18,511.78 from connection fees, reconnection fees and collecting credit bureau accounts, which will help offset the amount to be written off.

For comparison purposes, the previous year's write-offs are as follows:

2017	\$ 6,207.85
2018	\$ 9,000.09
2019	\$10,350.46
2020	\$ 8,851.71
2021	\$18,268.55
2022	\$22,668.35
2023	\$11,947.88

RECOMMENDATION: That the City Manager Grants Administration authority to write-off the attached list of outstanding utility accounts totaling \$11,567.92.



Ashley Stradeski
Director of Finance Concurrence



Brad Hvidston
City Manager's Approval

2024-05-31	<u>002-0000030-006</u>	\$249.49
2024-03-22	<u>002-0000890-006</u>	\$120.12
2024-10-01	<u>005-0000300-001</u>	\$481.39
2023-10-31	<u>008-0000110-005</u>	\$49.61
2024-01-15	<u>010-0000530-014</u>	\$154.78
2024-06-10	<u>010-0000660-001</u>	\$14.18
2024-04-01	<u>011-0000510-002</u>	\$87.93
2024-03-26	<u>011-0000600-003</u>	\$15.40
2023-11-03	<u>011-0001380-011</u>	\$248.98
2024-03-18	<u>012-0000680-003</u>	\$67.76
2024-07-31	<u>013-0000250-001</u>	\$53.20
2024-07-01	<u>013-0000900-002</u>	\$95.83
2024-05-08	<u>013-0000990-001</u>	\$162.44
2024-01-31	<u>014-0000400-001</u>	\$106.25
2024-01-01	<u>014-0000510-003</u>	\$158.10
2024-06-30	<u>014-0000510-005</u>	\$29.94
2024-06-07	<u>014-0001260-001</u>	\$59.11
2024-04-12	<u>016-0000460-004</u>	\$265.64
2024-02-06	<u>016-0000530-008</u>	\$163.43
2024-04-15	<u>016-0000590-008</u>	\$375.74
2024-10-03	<u>016-0000920-001</u>	\$1,014.65
2024-05-01	<u>016-0001220-001</u>	\$99.37
2024-05-22	<u>017-0000160-008</u>	\$546.74
2024-02-08	<u>017-0000220-005</u>	\$352.46
2024-10-02	<u>017-0000400-001</u>	\$344.17
2024-03-01	<u>019-0000450-003</u>	\$546.89
2024-06-28	<u>019-0001120-004</u>	\$1,715.22
2023-11-20	<u>019-0001130-005</u>	\$235.62
2024-02-12	<u>019-0001200-002</u>	\$22.79
2024-08-30	<u>019-0001850-001</u>	\$55.89
2024-07-19	<u>020-0000280-003</u>	\$175.48
2024-04-19	<u>023-0000250-004</u>	\$109.51
2024-02-29	<u>024-0001410-006</u>	\$77.76
2024-01-12	<u>026-0000330-009</u>	\$62.42
2024-02-14	<u>026-0000370-009</u>	\$137.69
2024-08-01	<u>027-0001050-001</u>	\$145.06
2024-06-03	<u>028-0000720-001</u>	\$32.32
2024-04-30	<u>028-0000800-004</u>	\$91.10
2024-05-13	<u>030-0001640-001</u>	\$54.91
2023-11-30	<u>030-0001640-018</u>	\$121.38

2024-07-31	<u>030-0001700-002</u>	\$73.86
2023-12-31	<u>030-0001790-014</u>	\$93.53
2024-06-30	<u>030-0001840-001</u>	\$19.21
2024-04-30	<u>031-0000050-001</u>	\$132.65
2024-02-06	<u>031-0000380-003</u>	\$547.34
2024-04-12	<u>033-0000250-012</u>	\$85.62
2024-07-07	<u>033-0000910-004</u>	\$223.04
2024-05-31	<u>050-0000065-002</u>	\$232.18
2024-07-12	<u>050-0000305-001</u>	\$319.10
2024-05-06	<u>090-0000430-001</u>	\$192.51
2024-04-30	<u>091-0000130-001</u>	\$180.33
2024-02-16	<u>091-0000470-008</u>	\$263.07
2024-06-01	<u>091-0000540-001</u>	\$163.41
2024-01-02	<u>093-0000030-012</u>	\$141.32
Date	Number	Owing
		\$11,567.92



YORKTON

CHAMBER of COMMERCE

Junction #9 & #16 • P.O. Box 1051 Yorkton, Sask. S3N 2X3 • Phone: (306) 783-4368 Fax: (306) 786-6978
Website: www.yorktonchamber.com • email: info@yorktonchamber.com

June 12, 2025

Mayor Aaron Kienle
Councillors Brears, Goulden, Haider, Litvanyi, Ortynsky and Zaharia
City of Yorkton

RE: Emergency Response Charges – Fire Suppression

Dear Mayor Kienle and Members of Council:

Following discussions with some insurance brokers with regards to the proposed Bylaw No. 19/2025 Amend the Fire Prevention Bylaw No. 15/2010 (which had been previously amended by Bylaw No. 9/2024), the Chamber has some serious concerns about certain aspects of this proposed Bylaw.

- 1) It has been said, although not stated in the proposed Bylaw, that any residence without fire protection insurance would have the fire suppression fees waived. Why are those who have this insurance be expected to pay those fees via their insurance resulting in potential future increased premiums, while those without insurance basically “get off, scot-free”?
- 2) Why are service fees even being entertained when 7.92 cents of every tax dollar spent is dedicated to fire protection services?
- 3) Why are **ALL businesses expected to pay the full amount** for fire suppression services? Why is there no cap on the amount a business would have to pay to call the fire department to a fire?
- 4) Further, is it not true that Yorkton attracted some of the industrial businesses that are now located here **because it has a full time professional fire department?**
- 5) Businesses have been purchasing their insurance knowing that they have fire protection coverage provided by the City. What will this do to premiums once the insurance industry learns that the business community in Yorkton will now have to purchase additional fire protection?
- 6) How does a business know how much additional fire protection coverage it needs to purchase? As the coverage increases, the premiums increase.

.... Page 2

- 7) Once a business has a claim for fire protection, its future premiums are likely to increase. An increase on top of the 7.92 cents per tax dollar collected.

The Board of Directors of the Yorkton Chamber of Commerce strongly urges Council to **repeal those sections of Bylaw No. 9/2024 – namely 3. *Emergency Response Charges* 2) *Fire Suppression* - that enables the City to charge residents and businesses when the Fire Department responds to a fire**

The burden of fire protection services must be fair and not borne by the business community.

Sincerely,



Sunil Shah, CPA CA
President



YORKTON

CHAMBER of COMMERCE

Junction #9 & #16 • P.O. Box 1051 Yorkton, Sask. S3N 2X3 • Phone: (306) 783-4368 Fax: (306) 786-6978
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June 12, 2025

Mayor Aaron Kienle
Councillors Brears, Goulden, Haider, Litvanyi, Ortynsky and Zaharia
City of Yorkton

RE: Business Property Tax Increases

Dear Mayor Kienle and Members of Council:

The Yorkton Chamber of Commerce has received complaints from some of its members upon the arrival of the 2025 tax notices.

As you are aware, as a result of the re-assessment, some businesses are seeing their 2025 property tax bills increase anywhere from 15% to 43% to 59% from 2024. This translates into annual increases ranging between nearly \$10,000 to in excess of \$50,000!

To say the least, these businesses are overwhelmed by the increase!

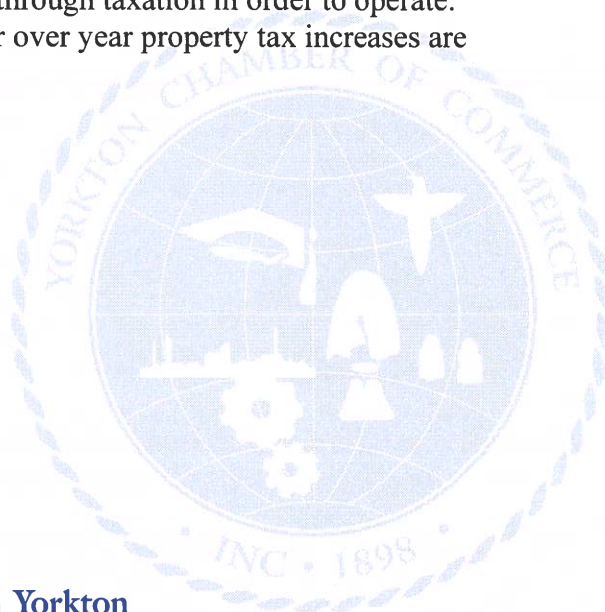
Is there a way Council can work with these businesses to find a way to phase-in these tax increases over time? If there is, how will this be communicated to the businesses most affected? How might the Chamber be of assistance in communicating this information?

The Chamber appreciates that the city requires revenue through taxation in order to operate. However, the burden must be shared equally. Huge year over year property tax increases are detrimental to growth and potential expansion.

Sincerely,


Sunil Shah

Sunil Shah, CPA CA
President



TITLE: Bylaw No. 20/2025 – Amendment to Zoning Bylaw No. 14/2003 – Text Amendment to include Night Clubs as a Defined Land Use Category with Special Use Provisions Council Report #1 – 1st Reading & Public Notice	DATE OF MEETING: June 23, 2025
CLEARANCES: Michael Eger Michael Eger, Director of Planning, Building & Development	REPORT DATE: June 19, 2025, 9:51 AM ATTACHMENTS: 1. Bylaw No. 20/2025
Written by: Carleen Koroluk – Planner Carleen Koroluk	
Reviewed by: Jessica Matsalla – City Clerk Jessica Matsalla	
Approved by: Brad Hvidston – City Manager Brad Hvidston	

Summary of History/Discussion:

The Planning Department has recently received inquiries relating to suitable locations for a Night Club use within the City. Under Zoning Bylaw No. 14/2003 (the Zoning Bylaw), Night Clubs currently fall under the land use definition for Entertainment/Drinking Establishment:

An enclosed establishment in which a fee is charged to the public for the provision of a performance, or a minimum fee is charged for admission to the facility or sale of any item, food or beverages therein, which includes the provision of a performance and, without limiting the generality of the foregoing, may include movie theatres, live theatres, and night clubs, but does not include casinos, or bingo halls.

Entertainment/Drinking Establishments are listed as permitted uses in all commercial zoning districts. However, night clubs are typically associated with loud music and late-night hours, which may negatively affect neighbouring properties, especially in areas where buildings share close proximity or common walls. In consideration of this, and in light of a recent decision to deny an incompatible discretionary use in the C-1 City Centre Commercial zoning district, specifically relating to concerns over noise, Administration feels that it is prudent to review regulations for night clubs.

Administrative Review

In an effort to ensure compatible land uses *The Planning and Development Act, 2007 (the Act)* allows municipalities to designate Permitted and Discretionary Uses in their Zoning Bylaws. Permitted Uses are land uses that are allowed in specific zoning districts without needing special

permission or approval from Council. Discretionary uses are land uses that are not automatically permitted under zoning regulations, but can be allowed at the discretion of Council. *The Act* prescribes that Discretionary Use applications must comply with all zoning requirements and that Council cannot approve applications in contravention of the Zoning Bylaw. Unlike Permitted Uses, bylaw requirements cannot be appealed to the Development Appeals Board.

While specific uses may align with the purpose of a zoning district, they may have a more significant impact on surrounding properties and may not be suitable everywhere. They often require a more in-depth assessment and public input on a case by case basis to determine suitability. Discretionary Use permits provide flexibility within a zoning district while still maintaining a level of control and ensuring that potential impacts on the community are considered.

The City's Official Community Plan (*Our City, Our Future – Official Community Plan – Section 8.10.3.2*) states that when considering applications to amend zoning regulations or standards, Council shall consider such proposals within the context of the need to foster a rational pattern of relationships among all forms of land use and protect all forms of land use from harmful encroachments by incompatible uses.

Due to the inherent nature of Night Clubs, Bylaw No. 20/2025 (see Attachment 1) proposes to remove them from the land use Entertainment/Drinking Establishments and create a separate land use category as follows:

“A facility used to provide amplified music for patron entertainment and dancing, such as a dance hall, dance club, or disco and where food and beverages may be served.”

In addition the bylaw proposes to assign Special Use Provisions for Night Clubs to address and mitigate common challenges as outlined below:

Noise Management

Night Clubs locations will be strategically considered in locations that preserve the character of existing adjacent businesses, the zoning district as a whole and residential uses if applicable.

Economic Impact

The development of Night Clubs is positioned to boost local economic activities through job creation, enhanced tourism and entertainment appeal as well as the potential to increase revenue for surrounding businesses like food vendors and retailers.

Community Compatibility

Night Clubs will be considered as Discretionary Uses only in the C-1 City Centre Commercial, C-2 Arterial Commercial, C-3 Highway Commercial and MXURB Mixed Use Residential-Business zoning districts. This zoning approach facilitates appropriate site selection while ensuring minimal disruption to community lifestyles.

Regulatory Compliance

On-site parking calculations for Night Clubs will align with Section 5.0 ensuring adequate spaces based on the zoning district.

The above considerations ensure that the integration of Night Clubs supports the Official Community Plan and its strategic planning objectives by effectively managing potential impacts through careful regulatory and operational planning.

Public Notice

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

If authorized to proceed, the bylaw amendment will be referred to the Planning and Infrastructure Commission prior to Council's review and decision in line with the scheduled Public Hearing.

Conclusion

In conclusion, should Council wish to proceed with the amendment and give the Bylaw 1st Reading, a Public Hearing will be set for the July 14, 2025 Council Meeting allowing sufficient time for public notification, after which Council may proceed with 2nd and 3rd Reading if desired.

Council Options:

1. Approve Bylaw No. 20/2025 for 1st Reading and authorize the Public Notice Process.
2. Deny the amendment with specified reasons.
3. Provide alternate directives for Administration.

Administrative Recommendation:

That Bylaw No. 20/2025, a bylaw of the City of Yorkton in the Province of Saskatchewan to amend Zoning Bylaw No. 14/2003 to include Night Clubs as a defined land use category with special provisions, be introduced and given 1st Reading this 23rd day of June A.D., 2025, and that Administration be authorized to initiate the Public Notice process.

Attachment 1 – Bylaw No 20/2025

City of Yorkton
Saskatchewan

Bylaw No. 20/2025

A Bylaw of the City of Yorkton in the Province of Saskatchewan to Amend Zoning Bylaw No. 14/2003 to include Night Clubs as a Defined Land Use Category with Special Use Provisions.

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:

1. Within Land Use Definitions – Section 2.2.2 Entertainment/Drinking Establishment - removing “and night clubs”.

And adding:

1. Land Use Definitions – Section 2.2.2

Night Club: A facility used to provide amplified music for patron entertainment and dancing, such as a dance hall, dance club, or disco, and where food and beverages may be served.

2. Table of Contents – Part B – “Section 7.15 – Night Clubs”
3. Section 7.15 – Night Clubs

Where listed as Discretionary Uses, Night Clubs shall be more favourably considered where it can be demonstrated that:

- A. The character of adjacent residential uses, if applicable, shall be protected and maintained through the provision of buffer areas, separation distances and screening.
 - B. The location will have a minimal impact on the surrounding adjacent areas, particularly as it relates to the anticipated level of noise created by the use;
 - C. The use shall have a minimal impact on the amenity of the surrounding zoning district and adjacent areas and these areas shall not be reasonably compromised.
 - D. The use shall comply with all applicable Municipal, Provincial and Federal regulations.
 - E. On site parking shall comply with Section 5.0 and required parking spaces shall be calculated as per those of Entertainment/Drinking Facilities.
4. 15.1.2.13 – Night Clubs (Section 7.15) as a Discretionary Use in C-1 City Centre Commercial
 5. 16.1.2.10 – Night Clubs (Section 7.15) as a Discretionary Use in C-2 Arterial Commercial
 6. 17.1.2.12 – Night Clubs (Section 7.15) as a Discretionary Use in C-3 Highway Commercial

Attachment 1 - Bylaw 20/2025 – continued

7. 28.1.2.25 – Night Clubs (Section 7.15) as a Discretionary Use in CMI-1 Commercial-Industrial Transitional
8. 30.1.2.9 – Night Clubs (Section 7.15) as a Discretionary Use in MXURB Mixed Use Residential-Business

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

MAYOR

CITY CLERK

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

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

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

TITLE: Bylaw No. 21/2025 – Amendment to Zoning Bylaw No. 14/2003 – Text Amendment to include Truck Stops as a defined Land Use Category with Special Use Provisions Council Report #1 – 1st Reading & Public Notice	DATE OF MEETING: June 23, 2025
	REPORT DATE: June 19, 2025
CLEARANCES: Michael Eger Michael Eger, Director of Planning, Building & Development Rene Richard Rene Richard, Director of Engineering & Asset Management	ATTACHMENTS: 1. Bylaw No. 21/2025 2. Heavy Vehicle & Dangerous Goods Route
Written by: Carleen Koroluk – Planner Carleen Koroluk	
Reviewed by: Jessica Matsalla – City Clerk Jessica Matsalla	
Approved by: Brad Hvidston – City Manager Brad Hvidston	

Summary of History/Discussion:

Administration has recently received multiple inquiries regarding development of a truck stop within the city. Currently, Zoning Bylaw No. 14/2003 lacks provisions to properly contemplate Truck Stops as a use. Therefore, Administration proposes to amend the bylaw by including the land use category of “Truck Stops”, along with special use provisions for this category. This inclusion aims to better regulate and manage development, avoiding potential issues like noise and traffic congestion.

Administrative Review

The proposed zoning amendment, Bylaw No. 21/2025 (see Attachment 1) aims to strategically incorporate Truck Stops into the existing regulatory framework to balance economic growth with community wellbeing through the addition of a land use definition for Truck Stop as follows:

“A facility that provides services for agricultural and commercial heavy trucks including fuel stations, convenience stores, restaurants, showers, laundry facilities, car/truck wash stations and dedicated parking areas and which may also provide such services for consumer vehicles.”

Provisions to address and mitigate common challenges within the proposed bylaw are outlined below.

Noise Management:

Truck Stops will be strategically located to preserve the character of adjacent residential areas. Noise levels will be controlled through buffer zones and separation distances to minimize disruptions.

Traffic and Infrastructure Considerations:

To ensure safety and efficiency, sites for Truck Stops will be located near, or on, existing Heavy Vehicle & Dangerous Goods Routes as per Bylaw No. 18/2016, commonly referred to as the Traffic Bylaw (see Attachment 2). This minimizes traffic congestion and enhances access for commercial vehicles.

Future infrastructure improvements, such as reconstruction of Sully Avenue (north of York Road) may allow for expansion of the prescribed Heavy Vehicle routes, creating more options for Truck Stop development.

Environmental Management:

Truck Stops will require design elements that enable storm water management systems to counteract runoff and contamination risks. Landscaping strategies employing native plantings aim to enhance aesthetic value while supporting local biodiversity.

Truck Stops will adhere to all relevant Municipal, Provincial, and Federal regulations regarding emissions and waste management.

Economic Impact:

The development of Truck Stops is positioned to boost local economic activities by attracting commercial traffic, which in turn enhances secondary business zones. This aligns with broader municipal objectives of job creation and tax base expansion.

Community Compatibility:

Truck Stops will be considered within C-3 Highway Commercial and within the MI-1 Light Industrial districts as a Discretionary Use and in MI-2 Heavy Industrial district as a Permitted Use. This zoning approach facilitates appropriate site selection while ensuring minimal disruption to community lifestyles.

Regulatory Compliance:

On-site parking calculations for Truck Stops will align with Section 5.0, ensuring adequate spaces based on a combination of uses such as service station, convenience store, restaurant, etc. This ensures a holistic parking strategy that supports diverse vehicular types.

The above considerations ensure that the integration of Truck Stops into the Zoning Bylaw supports the Official Community Plan and its strategic planning objectives by effectively managing potential impacts through careful regulatory and operational planning.

Public Notice

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

If authorized to proceed, the bylaw amendment will be referred to the Planning and Infrastructure Commission prior to Council's review and decision in line with the scheduled Public Hearing.

Conclusion

In conclusion, should Council wish to proceed with the amendment and give the Bylaw 1st Reading, a Public Hearing will be set for the July 14, 2025 Council Meeting to allow sufficient time for public notification, after which Council may proceed with 2nd and 3rd Reading if desired.

Council Options:

1. Approve Bylaw No. 21/2025 for 1st Reading and authorize the Public Notice process.
2. Deny the amendment with specified reasons.
3. Provide alternate directives for Administration.

Administrative Recommendation:

That Bylaw No. 21/2025, a bylaw of the City of Yorkton in the Province of Saskatchewan to amend Zoning Bylaw No. 14/2003 to include Truck Stops as a defined land use category with special provisions, be introduced and given 1st Reading this 23rd day of June, A.D., 2025, and that Administration be authorized to initiate the Public Notice process.

Attachment 1 – Bylaw No 21/2025

City of Yorkton Saskatchewan

Bylaw No. 21/2025

A Bylaw of the City of Yorkton in the Province of Saskatchewan to Amend Zoning Bylaw No. 14/2003 to include Truck Stops as a Defined Land Use Category with Special Provisions.

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

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

1. Land Use Definitions – Section 2.2.2

Truck Stop: A facility that provides services for agricultural and commercial heavy trucks including fuel stations, convenience stores, restaurants, showers, laundry facilities, car/truck wash stations and dedicated parking areas and which may also provide such services for consumer vehicles.

2. Table of Contents – Part B - Section 7.16 – Truck Stops

3. Section 7.16 – Truck Stops

For all Truck Stops:

- A. The character of adjacent residential uses, if applicable, shall be protected and maintained through the provision of buffer areas, separation distances and screening;
- B. The location will have a minimal impact on the surrounding adjacent areas, including, but not limited to:
 - the anticipated levels of noise and odours created by the use;
 - the anticipated increased level or types of vehicle traffic, unsafe conditions or situations for vehicles, cyclists or pedestrians;
- C. The use shall have a minimal impact on the amenity of the surrounding zoning district and adjacent areas and these areas shall not be reasonably compromised;
- D. On site parking shall comply with Section 5.0 and required parking spaces shall be calculated based on Section 5.5.7 using the C2 – C4 Districts and furthermore shall be the combined total of all uses, ie service station + convenience store + restaurant.

Where listed as a Discretionary Uses:

- A. Truck Stops shall be more favourably considered where it can be demonstrated that their location is adjacent to the Heavy Vehicle & Dangerous Good Routes as identified in the City's current Traffic Bylaw.

4. 17.1.2.12 – Truck Stop (Section 7.16) as a Discretionary Use in C-3 Highway Commercial

Attachment 1 – Bylaw No 21/2025 continued

- 5. 19.1.2.6 – Truck Stop (Section 7.16) as a Discretionary Use in MI-1 Light Industrial
- 6. 20.1.1.41 – Truck Stop (Section 7.16) as a Permitted Use in MI-2 Heavy Industrial

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

MAYOR

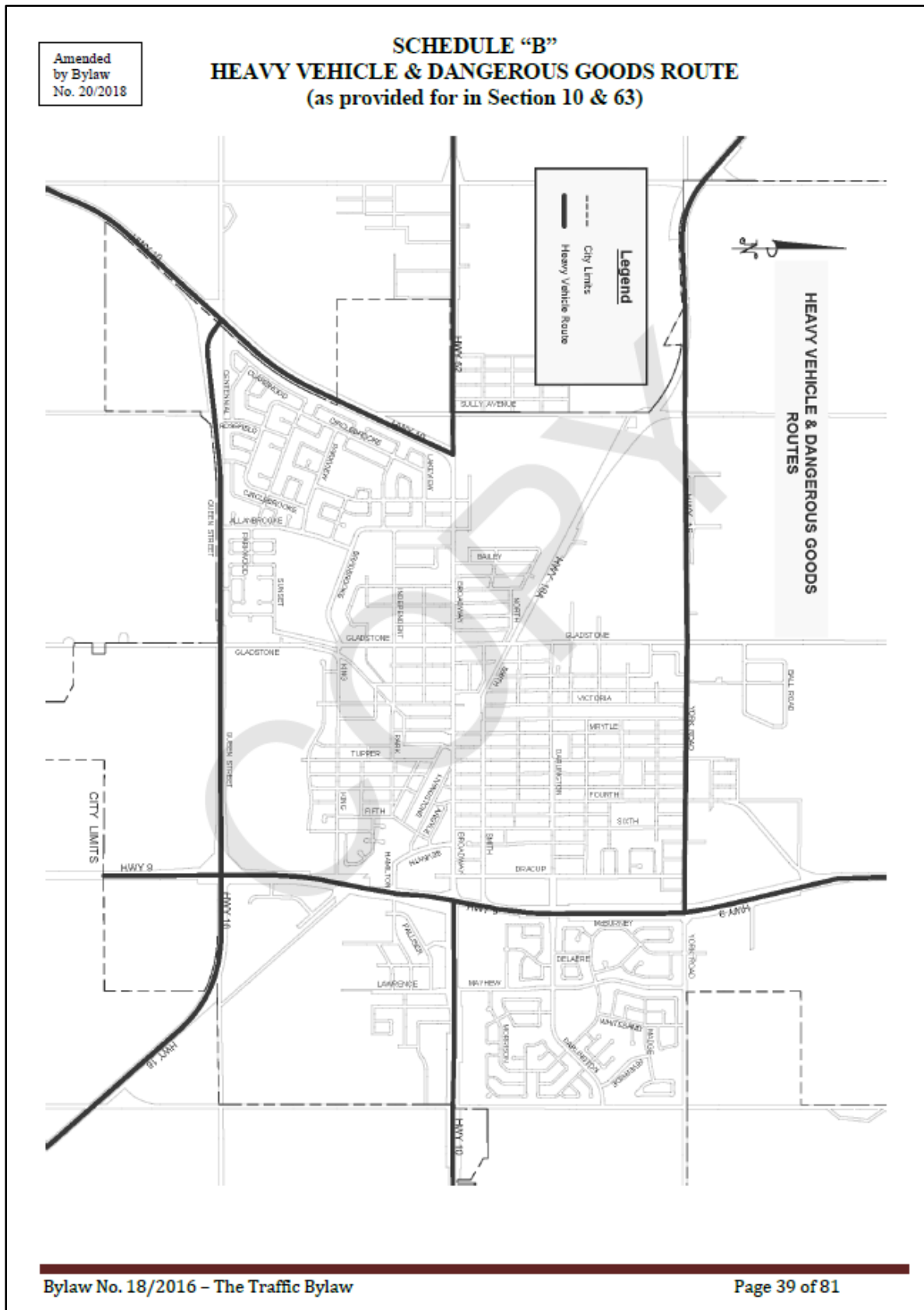
CITY CLERK

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.

Attachment 2 – Heavy Vehicle & Dangerous Goods Route



TITLE: Preliminary 2024 Year-End Report	DATE OF MEETING: June 23, 2025
	REPORT DATE: June 19, 2025
CLEARANCES:	ATTACHMENTS: 1. December 2024 Exceptions to Budget
Written by: Ashley Stradeski - Director of Finance Ashley Stradeski	
Reviewed by: Jessica Matsalla - City Clerk Jessica Matsalla	
Approved by: Brad Hvidston – City Manager Brad Hvidston	

BACKGROUND

Audit work on the 2024 year-end is still progressing. We will have the final audit report to Council in August. With that, however, we have come to our preliminary estimate of our 2024 year-end departmental surplus / deficits.

DISCUSSION

The 2024 year saw interesting opportunities and challenges for the City, continuing the trend seen over the past few years with regards to increased construction and inflation costs, but also a higher interest rate environment.

While the Bank of Canada interest rate began declining, it started off the year at a 20-year high and continues to be higher than any point prior to the increases in the last decade. This hits the City in different ways – both on our interest income on cash and short term investments, as well as on our borrowing costs.

Further, there were various ups and downs in different departments in the City, some of which detracted from our financial position and some of which added to it.

The end result of the year is that the City of Yorkton had a surplus to budget of **\$1,666,908**, the second year of high surpluses in a row. The breakdown of the departmental surplus / deficits is below:

Revenue:	Surplus (Deficit) to Budget	
Taxes	222,086	
Crown Surcharges	25,360	
Interest Income and Tax Penalties	1,196,229	
Municipal Operating Grant	58,096	1,501,771
Net Departmental Operating Budgets:		
Council / Corporate Services / Bylaw	(434,291)	
Fire / RCMP	(30,244)	
Recreation & Community Services	(137,784)	
Water Park & Gallagher Centre	(142,524)	
Engineering & Asset Management	47,669	
Planning, Building & Development	574,254	
Public Works	223,408	
Environmental Services (Waterworks & Landfill)	-	100,489
Capital & Debt		24,358
Net Surplus to Budget		1,626,619
Budgeted Surplus		40,289
2024 Surplus to Budget Realized		1,666,908
Less: Capital Surplus		(24,358)
Operating Surplus		1,642,549

The City's operating surplus is **\$1,642,549**. As can be seen from the above, much of this is from increased revenue sources, with the net departmental budgets coming in at a small surplus of \$100,489 despite some significant over budget and under budget items. We will explore the more in depth breakdowns further below.

Highlighted Budget Variance Explanations

1. Tax & Grant Revenue - \$1,501,771 surplus

- Tax growth amounted to about \$222,000 more than anticipated, mostly from new commercial builds and renovations. There were also no tax losses in 2024, as there were zero appeals on assessment.
- Interest income had the largest surplus to budget of nearly \$1,250,000; this was caused mainly by our interest earnings on our short term deposits and bank balance, with interest starting the year at a 20-year high. While interest rates began to drop halfway through the year, they still remain at 10-year highs, and well above where they had been on average.

2. Legislative & Council, Corporate Services and Bylaw - \$434,291 deficit – Recommend shortfall come from general revenue surplus

- Legislative and Council expenses were practically on budget, which is actually a good news story as the election costs were included in this for the current year, with small savings in training and travel, promotional materials and other supplies offsetting the full costs of the election.
- Corporate services, however, was over budget by nearly \$440,000. The biggest contributing factor to this was salary costs related to severance pay that was not budgeted, for nearly \$350,000.

Other Corporate Services departments had minor variances to budget, however our software maintenance fees continue to rise in excess of budget increases, costing an extra \$80,000. Further, our share of costs from Sask Housing on various housing units contributed another \$50,000 of extra costs that were not anticipated.

3. Protective Services - \$30,244 deficit

- The Fire department came in very close to budget, with a small surplus of \$8,000 to budget. While salaries ran a bit higher than anticipated (full staff complement), there were offsets in increased revenues via the charge out to neighbouring RMs.
- RCMP costs were net over budget this year, though not significantly. There was a \$38,000 deficit to budget, caused by lower than budgeted court fines and revenues.

4. Recreation and Community Services - \$137,784 deficit

- The Cemetery, Library, and Recreation Administration & Programs were all fairly close to budget, with no significant variances.
- Deer Park has a deficit to budget of \$56,000.

Revenues did exceed budget by nearly \$40,000 at the course, as well as savings on insurance and other administrative costs of \$23,000.

Offsetting this unfortunately were clubhouse and course costs that exceeded budgeted amounts by \$88,000 and \$28,000, respectively. The largest chunk of these was some back utility costs for the clubhouse, which had not been charged appropriately by SaskPower. Fencing, fertilizer and irrigation costs drove up the course costs.

- Rec Facilities has a deficit to budget of \$27,000. This is almost entirely on the revenue side, with lower than average rentals at the Kinsmen Arena. There were cost savings that slightly offset this, and the future budget year has reduced revenues due to the shutdown for the repair work.
- Parks was relatively close to budget with a small surplus of \$25,000. The majority of the savings were small amounts in staffing, materials, and other administrative costs.

- Transit is showing a large deficit of \$74,000. This is an area we know the costs are rising, and work is being done in conjunction with upcoming budgets to reduce cost overruns in this area. The cost increases are mostly incurred from increased operating costs with our contractor SaskAbilities.

5. Water Park & Gallagher Centre - \$142,524 deficit

- The Access Communications Waterpark was under budget by approximately \$57,000. Revenues exceeded budget, which is a positive sign and in fact were the highest they have been particularly with relation to our programming, classes and the like. The operating costs were all within budgetary estimations, resulting in the surplus to budget at the water park.
- For the rest of the Gallagher Centre, revenues were fairly close to budget, being under by \$42,000 (which is approximately 3% short). Catering revenues were down, however sponsorship revenues were up, offsetting some of this.
- Gallagher Centre administration costs were on budget, with some extra concert advertising costs being offset by partial position vacancies throughout the year.
- Gallagher Centre operating expenses were over budget in several areas, totaling \$158,000, or around 5% overbudget.
- Areas with significant variance include:
 - Flexi-hall – The naming rights review added some extra costs
 - Utilities – there was some back pay in regards to a SaskPower issue that added a sizeable unexpected cost. This item would have provided savings in the past, however, as we were under-paying
 - Additional repairs, including stage parts for concerts and heater replacements at the Ag Pavilion, have added some costs as well
- The net deficit to budget for the Gallagher Centre (aside from the waterpark) is **\$200,000**

6. Engineering & Asset Management – \$47,669 surplus

- Engineering was over its budget by \$49,000, with slightly higher salaries than anticipated as there was some crossover in positions during turnover
- Traffic & Street Lighting was right on budget
- Facilities had savings of nearly \$99,000. These savings came from maintenance and repairs, as well as insurance, which went down for a number of facilities in 2024 (and up for some others, unfortunately)
- Fleet services (not shown, as the department is a net zero) was within \$5,000 of budget. While parts and supplies continue to rise in excess of budget, savings on

lower average fuel costs from past years has helped offset this.

7. Planning, Building & Development - \$574,254 surplus – Recommend deposit \$42,000 to airport reserves and \$466,000 to development reserves

- Planning & Building Services had a large surplus of \$466,000. The expenditures within the department were all very close to budget, but the building permit revenue was the driver of this surplus. There was some very large industrial development happening that added to these revenues during the year.
- Economic Development had a surplus to budget as well (\$66,000), driven in large part to partial vacancies in the year resulting in salary savings as well as operational spending gaps while positions were vacant.
- The airport had a small surplus to budget of nearly \$42,000. Revenues were close to budget, and there were savings with regards to equipment costs (both fuel and repairs).

8. Public Works - \$223,408 surplus – recommend \$110,000 to snow removal reserves

- Public Works operational budgets fluctuate with some areas being over and some under, as resources are allocated on a best estimate in the budget but actual conditions and work may vary.
- Overall salary savings were seen due to vacancies in positions from turnover or leaves of absence, being under budget by \$186,000. While this saves the City money, it limits the amount and quality of work completed.
- There was also significantly less spent on drainage work this year, as the bulk of the work done here was in relation to the York Road project and thus classified as capital spending.
- Snow removal costs were significantly higher than anticipated with early snowfalls in the 2024/2025 winter, exceeding budget estimates by over \$340,000. However, as more staff and equipment time goes to snow removal, less is allocated to other areas so the majority of other areas see less spending than anticipated.

9. Environmental Services - \$0 – Self-sufficient operations

- **Landfill** – Revenues were right on budget, indicating steady usage at the landfill.

Overall costs were under budget, with about \$300,000 in fewer costs due to supplies and materials coming in under budget, as well as changes to how we classify our accounting estimates for post-closure costs.

- **Garbage Collection/Recycling** – Our solid waste collection costs and revenues were both on budget, with no major discrepancies. These are fairly standard as they refer

to the collection contracts and monthly revenues from utility bills.

- **Water & Sewer**

- Total water/sewer revenues were higher than budget by just over \$1,000,000. This increase is in entirety from industrial water sales, with a major water user having expanded and come online partway through the year.
- Overall costs were higher than anticipated, but more than offset by the increased revenues. Water treatment supplies and utilities, hydrant work, and general administration costs exceeded budget, but were more than outweighed by the new revenues.
- \$3.8 million will be going to various Waterworks reserves. These are needed to fund upcoming capital projects, including the Park Street Pump Station, work on the wells, and design towards the new Water Pollution Control Plant.

In previous years, we would typically recommend to transfer 50% of any departmental surpluses to reserves, depending upon which departments had net savings. We would conversely recommend that any departments that had deficits do the reverse – pull 50% of the deficit from reserves, if those reserves are available. The purpose of this strategy is to encourage accountability for all departments, ultimately trying to avoid the “use it or lose it” mentality by incentivizing positive outcomes to budget and allowing departments to utilize savings towards future projects.

Our recommendations for these transfers are included in the department comments above. Given that there are a few departments without significant reserves remaining, the recommendations to pull any departmental deficits from reserves are fewer this year; with the surplus on the interest income, these relatively minor amounts can be absorbed by this. The remainder is an amount that is available that we would typically deposit into “Rainy Day” reserves, which has allowed Council the flexibility to tackle additional, unbudgeted projects that may arise during the year.

For estimation purposes, as of the date of this report and based on the above recommended amounts, we are forecasting the following transfers:

Estimated Net Departmental Surplus	1,642,549
<u>Deposit to reserves:</u>	
Airport	(46,000)
Planning & Building Services	(466,000)
Public Works	<u>(110,000)</u>
Net deposit to “Rainy Day” reserves	1,020,549

The 2024 year is similar to the prior year in one significant way – higher interest rates drove revenues higher than anticipated, resulting in a second year of significant surplus.

The question for the remainder of the year will be “what to do with our surplus?” This can either come back to Council at a strategic planning session, or be part of next year’s budget deliberations.

FINANCIAL IMPLICATIONS

The beginning balance in the “Rainy Day” fund is \$2,404,590, net of projects allocated. By depositing \$1,020,549 to this, we will end the year with a balance of \$3,425,139.

OPTIONS & RECOMMENDATION

1. That Council authorize Administration to make the 2024 year-end transfers to reserves in conjunction with net departmental results depicted as follows:

Estimated Net Departmental Surplus	1,642,549
<u>Deposit to reserves:</u>	
Airport	(46,000)
Planning & Building Services	(466,000)
Public Works	<u>(110,000)</u>
Net deposit to “Rainy Day” reserves	1,020,549

And further that Administration bring a final report back to Council noting the transfers and the remaining surplus for Council’s consideration in conjunction with the year-end audit results and financial statements.

2. Other direction as Council deems appropriate.

RECOMMENDATION

1. That Council authorize Administration to make the 2024 year-end transfers to reserves in conjunction with net departmental results depicted as follows:

Estimated Net Departmental Surplus	1,642,549
<u>Deposit to reserves:</u>	
Airport	(46,000)
Planning & Building Services	(466,000)
Public Works	<u>(110,000)</u>
Net deposit to “Rainy Day” reserves	1,020,549

And further that Administration bring a final report back to Council noting the transfers and the remaining surplus for Council’s consideration in conjunction with the year-end audit results and financial statements.

December 31, 2024 Exceptions to Budget

	<i>Actual 2024</i>	<i>Budget 2024</i>	<i>Difference surplus (deficit)</i>
Revenue			
Taxes including GIL properties	29,266,107	29,042,649	223,458
YBID Levy & Grant	(114,372)	(113,000)	(1,372)
Crown Surcharges - Incentives	3,385,360	3,360,000	25,360
Interest and Penalties	1,716,229	520,000	1,196,229
Municipal Operating Grant	3,825,096	3,767,000	58,096
Other	-	-	-
Total Tax & Grant Revenue	38,078,420	36,576,649	1,501,771

	<i>Actual 2024</i>	<i>Budget 2024</i>	<i>Difference surplus (deficit)</i>
Department General			
Legislative/Council	889,113	882,106	(7,007)
Corporate Services	4,083,313	3,646,043	(437,270)
Bylaw	320,128	330,114	9,986
Subtotal	5,292,554	4,858,263	(434,291)

Protective Services			
Fire	2,956,805	2,964,900	8,095
RCMP	5,750,013	5,711,674	(38,339)
Subtotal	8,706,818	8,676,574	(30,244)

Recreation and Community Services			
Cemetery	52,213	37,772	(14,441)
Deer Park	335,136	279,350	(55,786)
Library	598,387	605,483	7,096
Recreation Admin & Programs	570,941	571,953	1,012
Recreation Facilities	398,233	371,618	(26,615)
Recreation Outdoor & Parks	1,768,360	1,793,765	25,405
Transit	538,472	464,017	(74,455)
Subtotal	4,261,742	4,123,958	(137,784)

WaterPark	719,084	776,485	57,401
Gallagher Centre	1,697,443	1,497,518	(199,925)
Subtotal	2,416,527	2,274,003	(142,524)

Engineering			
Engineering & Asset Mgmt	853,884	804,680	(49,204)
Facilities	32,164	131,133	98,969
Traffic & Street Lighting	692,391	690,295	(2,096)
Subtotal	1,578,439	1,626,108	47,669

Planning, Building & Development			
Planning & Building Services	(92,022)	374,249	466,271
Economic Development	351,793	418,190	66,397
Airport	166,011	207,597	41,586
Subtotal	425,782	1,000,036	574,254

Public Works	4,868,880	5,092,288	223,408
Subtotal	4,868,880	5,092,288	223,408

Environmental Services			
Landfill/Garbage	-	-	-
Refuse Collecion	-	-	-
Water	-	-	-
Subtotal	-	-	-

TOTAL ALL DEPARTMENTS	27,550,741	27,651,230	100,489
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NET BEFORE DEBT/CAPITAL	10,527,679	8,925,419	1,602,260
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Debt			
Gallagher Centre Debt	1,151,254	1,151,254	-
Fire Hall Debt	637,233	648,789	11,556
Dracup Debt	695,596	696,198	602

Capital & Reserves			
All Other Capital & Reserves	5,188,245	5,188,245	-
City Operations Center	1,476,523	1,476,523	-
To Reserves	705,000	705,000	-
CCBF Grant	(993,080)	(980,879)	12,201
TOTAL DEBT/CAPITAL	8,860,772	8,885,130	24,358

NET SURPLUS/(DEFICIT)	<u>1,666,908</u>	40,289	1,626,619
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TITLE: Not-for-Profit Rent Relief Program/ Community Contribution Rental Support Policy No. 10.130	DATE OF MEETING: June 3, 2025
	REPORT DATE: June 3, 2025
CLEARANCES: Taylor Morrison, Director of Recreation & Community Services Taylor Morrison Ashley Stradeski, Director of Finance Ashley Stradeski	ATTACHMENTS: 1. Draft Community Contribution Rental Support Policy No. 10.130
Reviewed by: Jessica Matsalla, City Clerk Jessica Matsalla	
Written & Approved by: Brad Hvidston, City Manager Brad Hvidston	

PURPOSE/BACKGROUND

Historically the Kinsmen Club of Yorkton has had free use of the “Blue Room” in the Kinsmen Arena as a recognition for their contribution towards the construction of the Kinsmen Arena (1974 or ’75?). They continued their dedication towards the Kinsmen Arena in 2024/25 with a \$220,000 donation towards the new boards.

In 2024 the Kinsmen Club of Yorkton purchased a building, which would require the Club to begin paying taxes to the City of Yorkton. They also continue to use the Blue Room in the Kinsmen Arena at no cost.

On February 26, 2024 Council passed a resolution to refer a tax exemption request from the Kinsmen Club to administration for more information.

On March 18, 2024 Council passed a resolution to deny the request for tax abatement from the Kinsmen Club.

At September 23, 2024 Council Priorities Meeting “Kinsmen Clubhouse Tax Break” was added to the Council Priority Chart, but not in the top 5 or next 5 category.

On October 21, 2024 Council directed Administration to explore options for not for profit grant policy including caps and criteria for adjudication as well as passing a resolution to continue to apply property taxes to all taxable properties (this would include the Kinsmen Club building).

A tax break for the Kinsmen or a not-for-profit grant policy was not included in the Priority Chart in December 9, 2024, January 23, 2025 or April 9, 2025. It was discussed at the Budget meeting, however was not included in the 2025 budget.

April 28, 2025 the Kinsmen Tax Break was re-introduced as an item in camera, where Council indicated they were not in favor, however would be more in favor of a grant or rent-in-kind option for the Kinsmen.

Since this was a Council directive and not an Administrative directive, the City Manager discussed with Councillor Haider bringing forward a Notice of Motion in this regard to which was agreed, and he discussed his Notice of Motion on May 12th in camera. May 12th, 2025 Council again discussed this in camera and was not in favor of a tax break or a not for profit grant policy.

May 12, 2025 Council directed Administration to bring forward a report to Council to allow a rent-in-lieu program for the Kinsmen Club for the Perogy Cup as well as the Lions Club for the use of the campground for their Wonders of Winter event.

DISCUSSION/ANALYSIS/IMPACT

Criteria for eligibility:

1. Strengthened Community Infrastructure

- **Direct Investment:** Clubs that benefit from the policy are required to donate a significant portion of their funds to local infrastructure. This creates a sustainable feedback loop of reinvestment in parks, arenas, or community centers.
- **Reduced Strain on Municipal Budget:** Supplementary donations from clubs can reduce the pressure on the City to fully fund maintenance and upgrades.

2. Increased Community Engagement and Participation

- **More Events, More Access:** Reduced rental costs allow clubs to host more events, workshops, or recreational activities, increasing public participation and improving quality of life.
- **Inclusive Programming:** Events funded or hosted by non-profits often serve diverse groups, including youth, seniors, newcomers, and low-income families.

3. Support for Local Volunteerism and Civic Pride

- **Volunteer Empowerment:** These clubs are typically volunteer-driven. Supporting them encourages civic engagement, leadership, and collaboration.
- **Community Ownership:** When residents see their efforts directly benefiting public facilities, it fosters a stronger sense of ownership and pride in shared spaces.

4. Economic Ripple Effects

- **Boost for Local Economy:** Events and activities generate foot traffic that supports nearby businesses (e.g., restaurants, hotels, shops).
- **Reduced Costs for Other Non-Profits:** Collaborating organizations can share resources and space, lowering operational costs across the board.

FINANCIAL IMPLICATIONS

It is anticipated that the estimated that the total annual revenue loss will be \$5,000-\$10,000 initially, which would be budgeted for in Legislative grants going forward. However this cost will be more than offset by the positive community economic impact of the events and donations received from the Not-For-Profits.

COMMUNICATION PLAN/PUBLIC NOTICE

Communication will be sent to the clubs informing them of the decision.


STRATEGIC PRIORITIES/OCP/COMMITTEE RECOMMENDATION(S)

OPTIONS

1. That Council approve the Community Contribution Rental Support Policy No. 10.310 as presented.
2. That Council deny the Community Contribution Rental Support Policy No. 10.310 .
3. Other direction as recommended.

ADMINISTRATIVE RECOMMENDATION(S)

That Council approve the Community Contribution Rental Support Policy No. 10.310, as presented.

 <h1 style="text-align: center;">City of Yorkton</h1>			
POLICY TITLE Community Contribution Rental Support Policy for Not-for-Profit Clubs Contributing to Community Infrastructure		ADOPTED BY City Council	POLICY NO. 10.130
ORIGIN/AUTHORITY City Council	JURISDICTION City of Yorkton	EFFECTIVE DATE June 23, 2025	PAGE # 1 of 2

1. **PURPOSE:**

To support not-for-profit clubs and organizations that contribute to the development and maintenance of community infrastructure and services by providing up to \$5,000 annually in free facility rental from the City of Yorkton.

2. **POLICY:**

The City of Yorkton recognizes the valuable contributions of not-for-profit organizations that reinvest in community facilities and infrastructure. To encourage and support these efforts, the City will provide free facility rentals for one event, up to a maximum of **\$5,000 per year per organization**, subject to the eligibility criteria outlined below.

a. **Eligibility Criteria**

Organizations must meet **all** of the following criteria to qualify for the benefit:

- i. **Non-Profit Status:** Must be a registered not-for-profit organization or charity.
- ii. **Local Impact:** Must be based in Yorkton or provide direct services that significantly benefit Yorkton residents.
- iii. **Community Reinvestment:** Must donate significant funds annually toward the maintenance, improvement, or development of Yorkton community infrastructure (e.g., parks, community centers, arenas).
- iv. **Public Benefit:** Activities or events must be open to the public or provide substantial public benefit.
- v. **Financial Transparency:** Must provide a year-end financial statement or fundraising report showing the amount raised and how it was allocated or donated, upon request of the City of Yorkton.

b. **Eligible Facilities**

The policy applies to City-owned rental facilities, including but not limited to:

- i. Gallagher Centre

POLICY TITLE	POLICY NO.	PAGE #
		2 of 2

ii. Gloria Hayden Community Centre

iii. City Campground

iv. Kinsmen Arena

c. Approval Process

i. Not-For-Profits shall submit to the City of Yorkton a Letter of Request to become part of the Community Contribution Rental Support Program.

1. Required Documents (if requested):

2. Proof of non-profit status

3. Event or activity description

4. Prior year's financial report (if applicable)

v. Description and documentation of previous community donations. Applications will be reviewed by City Administration and subject to final approval by the City Manager.

vi. Not-For-Profit groups will not require to re-submit each year for the program. They will be automatically renewed each year, until such time as the City Manager provides notice in writing that they will be removed from the program.

d. Conditions

i. Funding is **not transferable** between organizations.

ii. Any unused balance **does not carry over** to the next calendar year.

iii. Organizations abusing the policy may be disqualified from future consideration.

iv. City reserves the right to cap annual total expenditures under this policy for budgetary reasons.

v. The subsidy will be for a single event only.

vi. The applicant will be required to enter an agreement with the city.

vii. All normal rental conditions, rules, regulations and stipulations apply in accordance with existing rental policies

3. **RESPONSIBILITY:**

This policy and any amendments shall be approved by City Council.

TITLE: Residential Recycling Blue Cart Collection Program	DATE OF MEETING: June 23, 2025
	REPORT DATE: June 19, 2025
CLEARANCES: Ashley Stradeski – Director of Finance Ashley Stradeski	ATTACHMENTS:
Written by: Aron Hershmiller – Director of Public Works Aron Hershmiller	
Reviewed by: Jessica Matsalla, City Clerk Jessica Matsalla	
Approved by: Brad Hvidston - City Manager Brad Hvidston	

PURPOSE/BACKGROUND

The City's Public Works department is continually evaluating the programs and services they offer and Solid Waste Management is one of those services. Solid Waste Management is comprised of Refuse (garbage), Recycling and Organics collection and removal via curbside pick-up options.

For the purpose of this report we will be focusing on Recycling. Recycling in Yorkton started in 1994 with a six month federally funded trial program. This recycling initiative has since diverted approximately two million kilograms (2,000 tonnes) per year of recyclable material from the landfill (material from both residential and businesses). SaskAbilities, an organization who works with people of varying abilities to enhance their independence and participation in the community, currently operates the recycling facility. This facility processes materials from the three residential big blue bins around the City, the recycling cages at SaskAbilities, plus the material from the curbside collection program. Our current curbside collection program is operated by Prairie Harvest Employment Program (PHEP); a non-profit, community based organization that creates valuable job opportunities for youth at risk and individual's with barriers to employment.

Since 1996 Yorkton residents have been contributing to a recycling levy. The levy was set at \$1/month/household for paper and cardboard recycling. In 1999 the program expanded to include tin, glass and plastic; this increased the levy to \$2/month/household. The curbside collection program (clear bag) was introduced in 2005, increasing the levy to \$4/month/household. In 2006, council formed the Solid Waste Management Committee (now the Environmental Committee) with a mandate to have zero waste to the landfill by 2026. This committee introduced new landfill rates and a recycling penalty at the landfill for loads that have excessive recycling material. In 2010, the cost to operate the curbside program increased and the

levy was raised to \$5/month/household. In 2015 the levy increased to \$6 per month and in 2025 we reduced the rate to \$5.

Recycling Changes in SK

The Household Packaging and Paper Stewardship Program Regulations, 2023 was released and came into effect on March 31, 2023. This requires the transition to a full extended producer responsibility (EPR) model, whereby producers assume operational and financial responsibility for collecting and recycling household packaging and paper products (PPP) in Saskatchewan. In May 2024, the Saskatchewan Ministry of Environment approved the Household Packaging and Paper Stewardship Plan (Program Plan) submitted by Multi-Material Stewardship Western (now SK Recycles) on behalf of producers.

SK Recycles will be working with Municipalities in Saskatchewan to better manage recyclable products. In order to continue to access recycling funding, municipalities must transition into a contract with SK Recycles by December 1, 2027. Entering into a contract with SK Recycles is necessary for the City to keep recycling services affordable for residents. Under the new program the city would not be responsible for any aspect of recyclable material after it is collected. After collection SK Recycles will be responsible for the sorting and marketing of material. SK Recycles is looking into a 'Post-Collection Agreement' with SK Abilities, however until these details are finalized there is some uncertainty with fee structure because of potential contamination and volume related penalties.

Along with provincial regulation changes, this spring's provincial budget resulted in PHEP's provincial grant funding being cut. PHEP who currently does the curbside collection for SaskAbilities, lost their funding and therefore is no longer in a financially viable position to remain as a collector without a significant increase to their budget from the City and/or SaskAbilities.

DISCUSSION/ANALYSIS/IMPACT

With the recent roll-out of the new Curbside Organics Program (green carts) in April 2025, many residents have inquired about blue recycling collection carts as well. Solid waste surveys completed in both 2019 and 2021 resulted with similar feedback – residents asking about a potential residential blue cart curbside recycling program.

Proposed new program changes:

Scope of the project: Introducing a NEW Residential *Blue Cart Curbside Collection Program*.

Duration: Bi-weekly annually (26 collections)

Number of homes: City wide (7474 households) including:

- 5997 - (1-4 unit households to receive blue recycle carts)
- 1477 - (5+ multi-family units that shall participate in the program with larger bins made available at their place of residence)

Cart Size: blue 95 gallon/360 liter (same size as our current black & green carts)

FINANCIAL IMPLICATIONS

Program costs will largely depend on the collection program chosen. One significant cost for implementing this program is the initial investment for the blue carts. We have proposed the initial cart investment be purchased through our recycling reserves in an effort to keep the levy as affordable as possible for this new program. The estimated cost to purchase the carts would be approximately \$620,000.

Current Levy Structure:

*** 2025 Solid Waste Programs:

- Garbage - \$13.00 for 1-4 residents
 - \$11.00 for 5+ units
- Recycling - \$5.00 per - residential unit
- Organics - \$3.00 for 1-2 unit residents

Total Solid Waste Levy:

- 1-2 units (\$21.00 /unit / month)
- 2 unit basement suite & 3-4 units (\$18.00 / unit/ month)
- 5 and more units (\$16.00 / unit / month)

This spring in 2025, we saw program changes, with the Green Cart Organics Collection program that was approved and rolled out to residents within 1-2 dwelling units. Council elected to go with the option below.

Weekly Garbage Carts (*52 pick ups per year*)

Weekly Compost Carts (*30 pick ups per year, starting 2nd week of April to November*)

Collection cost increase to the COY for the addition of the green carts equated to **\$4.16 /residential unit /month**. ***This cost is strictly collection cost to the COY and not the direct cost to the resident as there are other factors that make up the entire Solid Waste Management Levy. Residents experienced a \$3.00 increase but a \$1.00 recycle decrease for an overall \$2.00 /unit/ month increase.*

Recycling Collection Cost Proposals (OSS):

**** NOTE:** The following proposals are NOT levy increases, they are proposed collection cost increases for the new blue cart service.

Current Program as of April 1, 2025 home/month (134 pick-ups)

- a. Weekly Summer Organics (30 pick-ups) OSS
- b. Weekly garbage (52 – pick-ups) - OSS
- c. Weekly recycling (52 – pick-ups) PHEP / SK Abilities

1. **Proposal A - \$3.94 increase /home/month (108 pick-ups)**
 - d. Weekly Summer Organics (30 pick-ups)
 - e. Weekly garbage (52 pick-ups)
 - f. Bi-weekly recycling (26 pick-ups)
2. **Proposal B - \$3.94 increase /home/month (108 pick-ups)**
 - a. Weekly Summer Organics (30 pick-ups)
 - b. Bi-weekly garbage (26 pick-ups)
 - c. Weekly recycling (52 pick-ups)
 - d.
3. **Proposal C - \$0 increase /home/month (82 pick-ups)**
 - a. Weekly Summer Organics (30 pick-ups) - OSS
 - b. Bi-weekly garbage (26 – pick-ups) - OSS
 - c. Bi-weekly recycling (26 – pick-ups) - OSS.
4. **Proposal D - \$7.88 increase /home/month (134 pick-ups)**
 - a. Weekly Summer Organics (30 pick-ups)
 - b. Weekly garbage (52 pick-ups)
 - c. Weekly recycling (52 pick-ups)

Recommended Proposed New Program:

- Proposal A. - \$3.94 increase/home/month (108 pick-ups)**
- a. Weekly Summer Organics (30 pick-ups)
 - b. Weekly garbage (52 pick-ups)
 - c. Bi-weekly recycling (26 – pick-ups)

*The new program would eventually be shown as a single line item on the water bill as Solid Waste Management Charge. This charge will include all associated fees with refuse, organics and recycling collection services. The proposed change would take effect November 1, 2025 and would have **no levy increases to residents.**

Listed levy charges below are under the assumption that initial blue bin purchase be made through recycling reserves

Resident Levy Breakdown by Unit Type:

- a. Low density residential dwelling (1 unit) – for the purposes of the bylaw includes homes and buildings with up to and including one (1) self-contained residential dwelling units.
 - i. **\$21.00 per month** for each residential unit – (1) Refuse Collection (Black Cart), (1) Organics Collection (Green Cart) and (1) Recycling Collection (Blue Cart)

- b. Low density residential (2 unit - duplex) – for the purposes of the bylaw includes homes and buildings with up to and including two (2) self-contained residential dwelling units.
 - i. **\$21.00 per month** for each residential unit – (1) Refuse Collection (Black Cart), (1) Organics Collection (Green Cart) and (1) Recycling Collection (Blue Cart)
- c. Low density residential (2 unit – basement suite) – for the purposes of the bylaw includes homes and buildings with up to and including two (2) self-contained residential dwelling units, one on the main floor and one in the basement.
 - i. **\$21.00 per month** for the mainfloor residential unit – (1) Refuse Collection (Black Cart), (1) Organics Collection (Green Cart) and (1) Recycling Collection (Blue Cart)
 - ii. **\$16.00 per month** for the basement residential unit – (1) Refuse Collection (Black Cart), and (1) Recycling Collection (Blue Cart)
- d. Low density residential (3 - 4 units) – for the purposes of this bylaw includes homes and buildings with (3) – (4) self-contained residential dwellings.
 - i. **\$16.00 per month** for each residential unit – (1) Refuse Collection (Black Cart), and (1) Recycling Collection (Blue Cart)
- e. High density residential (5+ units) – for the purposes of this bylaw includes homes and buildings with (5+) self-contained residential dwellings.
 - i. **\$16.00 per month** for each residential unit – Refuse Collection and Recycling Collection

The table below is a solid waste management cost comparison for single family dwellings.

Monthly Single Dwelling - Solid Waste (Garbage, Recycling, Organics) curbside collection / and removal cost comparison -11 communities (levy)						
Community	Monthly Cost	Refuse Collection	Recycling Collection	Organics Collection	Number of Collections	\$ Cost per Collection
Melville	\$31.53	Bi-weekly	Bi-weekly	No	52	\$7.27
North Battleford	\$26.51	Bi-weekly	Bi-weekly	Optional via Loraas bi-weekly (\$12.50)	65	\$4.89
Saskatoon	\$25.34	Bi-weekly	Bi-weekly	Bi-weekly	78	\$3.89
Martensville	\$25.00	Bi-weekly	Bi-weekly	Optional via Loraas bi-weekly (\$12.50)	65	\$4.61
Regina	\$23.78	Bi-weekly	Bi-weekly	Weekly (April – Oct) Bi-weekly (Nov– April)	93	\$3.07
Lloydminster	\$22.36	Weekly	Weekly	Weekly (May – Oct) Bi-weekly (Nov– April)	142	\$1.89
Melfort	\$22.00	Bi-weekly	Bi-weekly	No	52	\$5.07
Yorkton	\$21.00	Weekly	Bi-weekly	Weekly (Apr – Nov)	108	<u>\$2.33</u>
Estevan	\$16.00	Weekly	Bi-weekly	No	78	\$2.66
Swift Current	\$15.50	Weekly	No	No	52	\$3.57
Moose Jaw	\$15.73	Bi-weekly June-Sept -Weekly	Bi-weekly	No	58	\$2.57
Average	\$22.25					\$3.86

COMMUNICATION PLAN/PUBLIC NOTICE

Public communication for the new program/service changes will occur on all city communication venues including Shape Your City, City website, using the city's marketing plan and social media platforms, newspaper and Mayor's Weekly Radio Segment. We will also explore the option of including program change information with water bill mail-outs.

Project Communication Timelines:

- Notification letter on program changes – August, 2025
- Cart deployment - completed by Oct 31, 2025
- First collection November 3, 2025

STRATEGIC PRIORITIES/OCP/COMMITTEE RECOMMENDATION(S)

The project has the support of the Environmental Committee. At their recent meeting on June 10, 2025, the committee made the motion to proceed with a Residential Blue Cart Recycling Curbside Collection program and support the City to purchase the carts from recycling reserves and furthermore, support a weekly garbage collection schedule. The committee felt that by moving to a blue cart program we will see an increase of recyclable material and that the carts have the capacity to be collected on a bi-weekly basis, plus by keeping garbage on a weekly schedule this will reduce the level of contamination within the recycling and organic carts.

Motion 10-25	Jason Signarowski The Environmental Committee supports the proposed change in residential recycling collection to curbside cart service and further supports the required purchase of the necessary supply of blue recycling carts. CARRIED.
Motion 11-25	Jason Signarowski The Committee supports the continuation of weekly residential refuse collection service. CARRIED.

OPTIONS:

1. Proposal A

Weekly garbage collection (52 collections/year)

NEW Blue Carts - Bi-weekly Recycling Collection (26 collections /year)

Weekly organics collection (30 collections/year (April – November)

- 1-2 Residents total solid waste collection levy (garbage, compost and recycling) will stay the same at \$21.00/month collectively,
- 2 unit basement suite stay the same at \$18.00 / unit / month
- 3-4 unit stay the same at \$18.00 / unit /month
- 5+ units stay the same at \$16.00 / unit per month
- Administration to proceed with the purchase of Blue Recycle Carts through the current garbage /organics collection contractor in the amount of up to \$620,000 from Recycling Reserves for a projected November 1, 2025 program roll-out.
- Plus eventually combine the levy charges on the water bill to one (1) solid waste management line item.
- Bylaw changes and Levy changes will be further assessed and future changes will be brought to council.

2. Proposal B

Weekly garbage collection (52 collections/year)

NEW Blue Carts - Bi-weekly Recycling Collection (26 collections /year)

Weekly organics collection (30 collections/year (April – November)

- 1-2 Residents total solid waste collection levy (garbage, compost and recycling) will stay the same at \$21.00/month collectively,

- 3-4 units see a \$2.00 price drop to \$16.00 / unit/ month
- 5+ units stay the same at \$16.00/ unit/ month
- Levy changes not to come into effect until July 1, 2026
- Administration to proceed with the purchase of Blue Recycle Carts through the current garbage /organics collection contractor in the amount of up to \$620,000 from Recycling Reserves for a projected November 1, 2025 program roll-out.
- Plus eventually combine the levy charges on the water bill to one (1) solid waste management line item.
- Bylaw changes and Levy changes will be further assessed and future changes will be brought to council.

3. **Proposal C**

Bi-weekly garbage collection (26 collections/year)

New Blue Carts - Bi-weekly garbage collection (26 collections / year)

Weekly organics collection (30 collections/year (April – November)

- 1-2 Residents total waste collection levy (garbage, compost and recycling) decrease to \$18.50 / month collectively.
- 3-4 unit decrease to \$13.50 / unit / month
- 5+ units stay the same at \$16.00/ unit /month
- Administration to proceed with the purchase of Blue Recycle Carts through the current garbage /organics collection contractor in the amount of up to \$620,000 from Recycling Reserves for a projected November 1, 2025 program roll-out.
- Plus eventually combine the levy charges on the water bill to one (1) solid waste management line item.
- Bylaw changes and Levy changes will be further assessed and future changes will be brought to council.

4. **Proposal D**

Weekly garbage Black Carts collection (52 collections/year)

Weekly New Blue Carts collection (52 collections / year)

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

Residents total waste collection levy (garbage, compost and recycling) could expect a \$3.00 / month increase on their levy, - \$24.00/month collectively.

- 1-2 Residents total waste collection levy (garbage, compost and recycling) increase to \$24.00 / month collectively.
- 3-4 unit increase to \$21.00 / unit / month
- 5+ units increase to \$19.00/ unit /month
- Administration to proceed with the purchase of Blue Recycle Carts through the current garbage /organics collection contractor in the amount of up to \$620,000 from Recycling Reserves for a projected November 1, 2025 program roll-out.
- Plus eventually combine the levy charges on the water bill to one (1) solid waste management line item.
- Bylaw changes and Levy changes will be further assessed and future changes will be brought to council.

5. Option 5.

Council to provide other direction to administration.

ADMINISTRATIVE RECOMMENDATION(S)

- 1. That Council approve the purchase and implementation of the Residential Recycling Blue Cart Collection Program - Proposal A - Weekly garbage collection (52 collections/year), new blue carts - Bi-weekly Recycling Collection (26 collections/year). Weekly organics collection (30 collections/year (April – November)**
 - 1-2 Residents total solid waste collection levy (garbage, compost and recycling) will stay the same at \$21.00/month collectively,**
 - 2 unit basement suite stay the same at \$18.00 / unit / month**
 - 3-4 unit stay the same at \$18.00 / unit /month**
 - 5+ units stay the same at \$16.00 / unit / month**
 - Administration to proceed with the purchase of Blue Recycle Carts through the current garbage /organics collection contractor in the amount of up to \$620,000 from Recycling Reserves for a projected November 1, 2025 program roll-out.**
 - Plus eventually combine the levy charges on the water bill to one (1) solid waste management line item.**
 - Bylaw changes and levy changes will be further assessed and future changes will be brought to Council.**

NOTICE OF MOTION

Date: June 18, 2025

Notice To: Yorkton City Council

From: Councillor Stephanie Ortynsky

Re: Fire Prevention Bylaw Amendment – Rental Housing Inspections/Licenses

Description/Summary/Reasoning

In September 2024, the Fire Prevention Bylaw underwent some changes focusing on a number of areas, including refining Fire Protective Service's management of rental housing inspections. Much discussion and feedback was garnered from impacted stakeholders resulting in preparation of further amendments, which were presented in May of 2025 to Council. As Council was desirous for further work and review to be done on gathering information for one area of the bylaw, it was determined that we should renew our efforts/start fresh to prepare a separate bylaw amendment for each matter.

Council was satisfied with the work done regarding the rental housing inspection portion of the bylaw (contained in the attached enclosure), therefore in order to activate that change and I move the following:

MOTION:

That Council direct Administration to prepare an amendment to *Bylaw 15/2010 the Fire Prevention Bylaw*, which would apply changes to the rental housing inspection portion of the bylaw as initially contained in the report from May 12, 2025, which highlighted the focus on safety over revenue, to the July 14, 2025 Regular Council Meeting.

OPTIONS:

- 1. Support Councillor Ortynsky's motion.**
- 2. Other Direction as per Council.**

Respectfully,

Stephanie Ortynsky

Stephanie Ortynsky, Councillor
(Enclosure – May 12 Summary Rental Housing amendments)

Summary of changes regarding rental housing inspections from the May 12, 2025
Council Meeting Bylaw Report – changes in red text:

1. Under Section 9 relating to open-air fires (fire pits), protections for landlords requiring landlord approval for purchase of burning permit at rental properties.
 - Subsection 9.4 ‘An outdoor burning permit is required for each calendar year, and shall be obtained from the Yorkton Fire protective Services. **Burn permit must be purchased or letter of approval provided by property owner.**’
2. Schedule “A” regarding Rental Housing Inspection Fees has been reviewed and updated. Fees have been reduced to highlight our focus on safety over revenue.
 - See changes below in red under subsection 1(4)
3. Schedule “A” regarding Rental Housing License Fees has been reviewed and updated. Fees have been reduced to no charge (N/C) to further highlight our focus on safety over revenue
 - See changes below in red text under subsection 5(2)

SCHEDULE “A”

Fees

1. Inspection Services

(1)	Third party requests for business premises required for a Provincial or Federal grant or licence	\$125.00/hour
(3)	Requested site inspection (other than rental housing licence inspection)	\$50.00 /hour \$125.00/hour
(4)	Rental Housing Inspection	
	(i) Initial inspection	\$ N/C
	(ii) 1 st Deficiencies Follow up inspection	\$ 50.00
	(i) Subsequent follow up inspections for non-compliance	\$100.00/per inspection
(5)	Underground tank Removal or Installation Inspection	\$50.00 /hour \$125.00/hour
2. Hydrant Flow Test \$~~100.00~~ \$325.00/Hydrant
3. Emergency Response Charges

(1)	Dangerous Goods Response	
(a)	Rail Carrier	\$500.00 \$1,200.00/hour
(b)	Highway Carriers	
	(i) Out of City Response	\$500.00 \$1,200.00 per unit plus clean-up plus staffing costs plus disposables
	(ii) In City Non Resident Carrier	\$450.00 \$1,200.00 per unit plus clean-up plus staffing costs plus disposables
(2)	Fire Suppression	
(a)	Apparatus	
	(i) First Arriving apparatus	\$ N/C
	(ii) Additional apparatus	\$1,000.00 /hour per unit
	(iii) Command Units	\$ No charge (N/C)
	*\$ 5,000.00 Maximum cumulative charge of all units per incident for residential properties	
	(b) Consumables	
	(i) Fire Hose	\$250.00/50' length
	(ii) Foam	\$350.00/20 litres used
	(iii) Tools	at replacement cost
(3)	Investigation	
(a)	Scene Security	\$75.00/hour per member
(b)	Materials	at cost
4.	Rescue Response	
(1)	Highway Rescue/Jaws of Life	SGI Rate
(2)	Out of City Rescue/Standby	SGI Rate
4.	Motor Vehicle Accident	
(1)	Non-Resident	Per SGI Fixed Rate
(2)	Resident	Per SGI Fixed Rate
5.	Permit Fees (Non-Refundable)	\$20.00
(1)	Open Air Burn Permit	\$20.00 annually
(2)	Rental Housing Licence	\$ No charge (N/C)
	i. Rental Housing Licence provided with inspection	
(3)	Life Safety Systems Out of Service	\$ No charge
(4)	Supplemental Heat	\$ No charge

NOTICE OF MOTION

Date: June 18, 2025

Notice to: Yorkton City Council

From: Councillor Greg Litvanyi

Re: Fire Prevention Bylaw Amendment – Emergency Response Charges

Description/Summary/Reasoning

In September 2024, the Fire Prevention Bylaw underwent some changes focusing on a number of areas, including incorporation of additional /tiered/refined emergency response charges to assist with cost recovery on certain responses/calls. Much discussion and feedback was garnered from impacted stakeholders resulting in preparation of further amendments, which were presented in May of 2025 to Council, as noted below:

Schedule “A” regarding Emergency Response Charges has been reviewed and updated. Fees have been structured to better serve residential fire response cost recovery, with minimal to no impact on insurance rates. Rates reflect inclusion of staffing at no additional charge, and elimination of Command Unit charges.

Council defeated the presented changes at the June 3 Council meeting, where concerns were raised regarding privacy when accessing insurance policies, and strategy in to fairly pursue insurance for cost recovery, acknowledging variation in policy holders. Strengthening communication when implementation of any changes was also cited as a focus for this matter. Therefore, it is felt that Council has appetite for further review on this section as the current state of the bylaw is still unsatisfactory, and I move the following:

MOTION:

That Council refer the matter of Emergency Response Charges as contained in *Bylaw 15/2010 the Fire Prevention Bylaw*, to the next Committee of the Whole Council meeting for discussion.

OPTIONS:

- 1. Support Councillor Litavnyi’s motion.**
- 2. Other Direction as per Council.**

Respectfully,

Greg Litvanyi

Greg Litvanyi, Councillor