

CITY OF YORKTON
REGULAR COUNCIL MEETING AGENDA
Monday, July 14, 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 23, 2025
5. **UNFINISHED BUSINESS**
6. **REPORTS OF COUNCIL COMMITTEES AND MATTERS REFERRED**
 - a. Protective Services Committee Meeting Minutes – March 11, 2025
 - b. Planning and Infrastructure Commission Meeting Minutes – May 21, 2025
7. **HEARING OF PETITIONS, PUBLIC NOTICES AND PRESENTATIONS**
 - a. Presentation – Habitat for Humanity – Request for Support (donation of vacant land, municipal funding for projects, waiver of utility hook-up costs, and participation in development discussions)
 - b. Resident of Riverside Terrace – Concerns re: Phase-in approach to tax increase , maintenance of the Riverside Terrace, & incentive caps
 - c. Public Hearing – 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
 - d. Public Hearing – 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
8. **BUSINESS ARISING OUT OF PETITIONS, PUBLIC NOTICES AND PRESENTATIONS**
 - a. Director of Planning, Building & Development
 - 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 [2nd & 3rd Readings]
 - 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 [2nd & 3rd Readings]
9. **CORRESPONDENCE**
 - a. Godfrey Dean Art Gallery – 2024 Audited Financial Statements and 2024 Year in Review
10. **BYLAWS**
 - a. Deputy Fire Chief
 - Bylaw No. 23/2025 Amendment to the Fire Prevention Bylaw No. 15/2010 for Rental Housing Inspections and Licensing
11. **ADMINISTRATIVE REPORTS**
 - a. Land Use Planner
 - Discretionary Use DU05-2025 – Veterinary Service, Type 1 in C-1 City Centre Commercial – Pet Adoption Centre at 12 Fourth Avenue North [Public Notice Authorization]
 - b. Director of Planning, Building & Development
 - Subdivision Application SD01-2025 – Cameron Way
 - Review of Accessory Building Regulations
12. **GIVING NOTICE OF MOTION**
13. **IN CAMERA SESSION**
14. **ADJOURNMENT**

Protective Services Committee

MINUTES

11, March 2025

7:00 AM

IN-PERSON/ZOOM

Attendees	Mayor Aaron Kienle, Councillor Dustin Brears, Larry Off, Michelle Goulden, Larry Pearen, Pat Taylor, Tereza Vaslyuk, Andrew Sedley, Bylaw & Safety Supervisor Nicole Baptist, CN Constable Hank Neumiller, Deputy Fire Chief Dallas D'Aoust, Fire Chief Trevor Morrissey, EMS Medavie Tianna Langelotz, BTAC Cathy Yaworski
Regrets	Staff Sgt. Burton Jones, Scott Robertson
Absent	Dr. Rasak Abdullahi, PSAR Dale Hintz
Recording	Nicole Baptist/Jen Prysliak
Call to order	7:03 a.m.
Adjourn	8:09 a.m.

Agenda Topics

Approval of Agenda

Motion 25-5	Pearen The agenda be approved as circulated. Carried.
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Approval of the January 23, 2025 Meeting Minutes

Discussion	Minutes from the January 23, 2025 meeting were circulated.
Motion 25-6	Goulden The minutes of January 23, 2025 meeting be approved as circulated. Carried.

Unfinished Business

Harm Reduction	<ul style="list-style-type: none">• Fire Chief Morrissey provides an update. Noting that the harm reduction work continues, but still looking to expand harm reduction beyond needle pick up.• Fire Chief Morrissey mentioned that there is an extra needle disposal bin available at the Fire Hall, and anyone who knows of a suitable location for it is encouraged to reach out.
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Voyent Alert	<ul style="list-style-type: none"> • Fire Chief Morrissey states that Voyent Alert registration continues to increase. • Fire Department doing extra communication pushes to get more users signed up.
Local Law Enforcement Signage	<ul style="list-style-type: none"> • Focusing on school zones – patrolling school zones, interview with CTV. Billboards to promote cross walk safety. • Highway signs – is there a grant available to purchase a sign? CN Constable Hank Neumiller to look into the SGI contact. • Search the monthly initiatives on the SGI website for enforcement ideas. We can follow their initiative. Change it monthly or quarterly.
Fire – EMS Responses	<ul style="list-style-type: none"> • Saskatchewan Health is not covering the training needed to be primary first responders to a medical call; City of Yorkton would be covering the emergency response rate. Funding from Saskatchewan Health would be ideal. RCMP are always on scene at cardiac arrests to assist, which is very helpful. • Steady EMS assist responses for the Fire Department, most lift assists within the community. Medavie has transfer units so there are not adequate units available. • Fentanyl responses are constant within the City of Yorkton. Deputy Chief D'Aoust to look into what other sizeable communities need for EMS training and how many EMS units they have, to compare. • Councillor Brears at SUMA Convention – Provide stats and information to make The Health Minister aware on March 31, 2025. Find data to provide for this event. • Fire Chief Morrissey notes that the Fire Department continues to assist with EMS responses and will continue investigating training options and have conversations with the Ministry of Health and EMS Partners.
Loose Dog in Logan Green Concern	<ul style="list-style-type: none"> • Complaint from resident regarding loose dogs on the Logan Green pathway. Dogs off leash in Logan Green park is an ongoing concern. • Bylaw solutions would be to send officers out, increase presence in the area, more enforcement. Run a Responsible Dog Communication Program to make people aware of the bylaws. Provided dog safety information to residents. Dogs on leash signs throughout the park for reminders. • Advertise the off leash dog park, show on a map. Provide resources to residents. Move signage to different locations, parks, dogs on leash, pick up after your dog. Draw attention to the signs being at different locations. Bylaw patrolling sign, add payable amount if bylaw violation to the signs. Create a video that plays comedy add to social media people will pay more attention. • Waiting for warmer summer months to put proper signage out.

Jennifer Prysliak arrives at 7:38 a.m.

New Business

GSSD-CTASP (Yorkton and Area Community Threat Assessment and Support Protocol) Video Link	<ul style="list-style-type: none"> Committee member explains the program to the Committee. The video link provides a good overview. Noted that Yorkton has a good collaboration with many organizations. Level II training is offered in April 2025.
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Department Updates

Fire Department	<ul style="list-style-type: none"> Call volume increase since 2023. 504 calls total in 2023. 522 calls in 2024. Rental Housing Inspections are starting to be scheduled for the safety of renters. The fire inspections are to ensure the rental units are following the fire code. Yorkton Fire Department currently is fully staffed. Fire Chief Morrissey shares the Barriers to Access Coordinator position has been filled and introduces candidate. Interagency sessions March 26 & 27th to address barriers facing those with addictions, mental health issues and houselessness. Deputy Chief D'Aoust provides update on upcoming heavy lift/equipment extrication training for the Department.
RCMP	<ul style="list-style-type: none"> District meetings commanders responsible mass casualty incidents in the city. Emergency services mock tabletop exercise. Full-scale mock emergency exercise to be completed in 2025. Receiving calls on mandatory alcohol screening, complaints to the RCMP as the law has changed. Do not need the reasonable question or suspicion to be tested on road side stops, it is automatic protocol. 9 Support Staff, 3 vacant member positions, 25 members out of 34 currently. Drug testing traffic services has a tester, many false positives issued. Monetary component instead of the criminal record and charging. Impaired driving charges has increased now due to the mandatory screening.
Bylaw	<ul style="list-style-type: none"> Brief update on communications plans for the responsible dog ownership campaign in the Spring and Summer. Also needle pickup advertisement on social media.
CN Police	<ul style="list-style-type: none"> Smith Street bushes and trees on CN property cleaned up from the City crews, as it was an issue for the unhoused. Pedestrian traffic on the rail tracks continue to be a focus as 300 individuals a year are struck by trains with 50% fatality rate. Call 1-

	800-465-9239 to report an unsafe situation.
PSAR	<ul style="list-style-type: none"> • Steady search and rescues within the province. • If you are stuck and walk away from the vehicle and get lost, it makes the search for you more difficult. The big concern is to get the word out there to stay with the vehicle, do not leave it. • PSAR did a local search and interacted with the houseless population. • Three new members. • Looking for a location to keep all equipment and search vehicles.
EMS	<ul style="list-style-type: none"> • Crestvue is short seven paramedics, gaining two new staff members in early April, summer staff will return. There are nearly 200 vacancies in the province currently. • Out of City, transfers are constant. Call volume is up this year 2.2% and receive approx. 10 calls a week and transfers in the area with 3-4 transfers a day. • No increase in overdoses, seen more unhoused in the last few weeks with health conditions due to the extreme cold temperatures.

Next Meeting

Tuesday May 13th, 2025 @ 7:00 a.m.

Adjournment

Motion 25-7	Pearen That the Protective Services Committee Meeting be adjourned at 8:17 a.m. Carried.
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X

Andrew Sedley

Andrew Sedley
Chairperson

X

Jen Prysliak

Jen Prysliak
Secretary

Planning and Infrastructure Commission

MINUTES

MAY 21ST, 2025

7:00 A.M.

MEETING ROOM A,
CITY HALL – SECOND FLOOR

Attendees	Chairperson: Jerry Kobyłka Councillors: Councillor Quinn Haider, Councillor Stephanie Ortynsky, Mayor Aaron Kienle Members: Eugene Fedorowich, Glen Tymiak, Corey Werner, Doug Forster
Staff	Carleen Koroluk – Land Use Planner Trysta Liebrecht – Administrative Assistant
Regrets	Councillors: Members: Eleanor Shumay, Mike Popowich Staff: Michael Eger – Director of Planning, Building and Development
Absent	Councillors: Members: Isabel O'Soup, Jan Morrison Staff:
Recording	Trysta Liebrecht
Call to order	7:05 a.m.

ADOPTION OF AGENDA

Discussion	Review of Agenda items.
Motion 19-2025	Werner That the agenda be approved as presented. Carried Unanimously

DECLARATION OF CONFLICT OF INTEREST

Discussion	Werner declared a conflict of interest to new business and excused himself from that portion of the meeting.
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APPROVAL OF MINUTES

Discussion	Minutes of the April 16 th , 2025 Planning and Infrastructure Commission Meeting were circulated with the Agenda Package.
Motion 20-2025	Fedorowich That the Minutes from the April 16 th , 2025 Planning and Infrastructure Commission Meeting be approved. Carried

OLD BUSINESS

Discussion	None.
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Werner exits the meeting at 7:07 AM

NEW BUSINESS

1. DU04-2025 – Pet Adoption Centre at 40 Second Avenue North – Discretionary Use Application

Discussion	<ul style="list-style-type: none">- Koroluk presented the administration's report- The Commission inquired whether overnight boarding is taking place at the facility. It was clarified that currently, only cats are staying overnight. Dogs are brought in solely for adoption days and do not stay overnight.- Inquiry regarding the condition of the building. Officials have visited the site and identified some concerns that need to be addressed. Both the owner and tenant are aware and are in agreement with completing the necessary updates.- Frequency of the dumpsters being emptied particularly in the summer months, noted as a concern- A question was raised about the possibility of using cameras to monitor animals and temperature in the facility during times when staff are not present.
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	<ul style="list-style-type: none"> - Letters requesting feedback have been sent out. As of the time of the meeting, no responses have been received. - Business plan hours structured in a way that aligns with and accommodates the hours of nearby businesses. - Discussed that they would need to follow all bylaws City and Provincial.
Motion 21-2025	Fedorowich The Planning and Infrastructure Commission recommends that Council approve Discretionary Use DU04-2025 which proposes a Pet Adoption Centre, categorized under land use Veterinary Service, Type 1, at 40 Second Avenue North. Carried

Werner re-entered the meeting at 7:28 AM
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BUSINESS FROM THE FLOOR

Discussion	- Dalebrooke Drive Phase 1 update
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NEXT MEETING

Wednesday, June 11 th , 2025 at 7:00 a.m. at City Hall Meeting Room A
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ADJOURNMENT

Motion 22-2025	Tymiak That the meeting be adjourned at 7:30 a.m. Carried
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SIGNATURE OF MINUTES

Chairperson	Jerry Kobylka _____ Chairperson
Recording Secretary	Trysta Liebrecht _____ Trysta Liebrecht

From: (noreply@esolutionsgroup.ca)
Sent: Wednesday, June 18, 2025 9:47 AM
To: Amanda Dietz (adietz@yorkton.ca)
Subject: New Response Completed for Request to Appear Before Council Form

Hello,

Please note the following response to Request to Appear Before Council Form has been submitted at Wednesday June 18th 2025 9:43 AM with reference number 2025-06-18-006.

- **First name:**
Kelsey
- **Last Name:**
Stewart
- **Committee/Organization name:**
Habitat for Humanity Saskatchewan
- **Address:**
1445 Park Street
- **City:**
Regina
- **Province:**
Saskatchewan
- **Postal code:**
S4N4C5
- **Name:**
Kelsey Stewart
- **Title:**
CEO
- **Daytime phone number:**
[REDACTED]
- **Email:**
[REDACTED]
- **Date of request:**
6/18/2025
- **Date of council meeting that the presenter is wishing to attend:**
6/23/2025
- **Topic being presented:**
Habitat for Humanity Saskatchewan Yorkton Chapter
- **Description of request: (Clearly state what is being asked of Council. Provide detailed information about why the information is being requested.)**
Purpose of Presentation:
Habitat for Humanity Saskatchewan is seeking the opportunity to present to the City of Yorkton City Council on June 23, 2025. The purpose of our request is to advocate for key measures that will enable us to continue and expand our work in providing affordable housing to low-income families in Yorkton.

What We Are Asking of Council:

Donation of Land: We respectfully request that the City of Yorkton consider donating land for new Habitat for Humanity builds. Our organization requires land in a safe, stable area that aligns with our mission to provide homes for families who need them most. If the city has vacant land that meets these criteria, this donation would be a major step toward addressing the community's housing needs.

Municipal Funding: We ask for municipal funding to be allocated to Habitat for Humanity projects, specifically a donation of \$15,000 per door, which is the amount provided by other municipalities in Saskatchewan. This funding will enable us to continue to build affordable homes for low-income families in the area, as it has in other municipalities.

Utility Hookups: We request that the City of Yorkton consider waiving utility hookup fees during the construction of Habitat homes. This will help reduce construction costs and enable us to focus on building more homes to serve our community.

Ongoing Involvement in City Development Conversations: We also ask to be included in the city's conversations regarding future urban

development and planning. Our involvement in these discussions will ensure that Habitat for Humanity's programs can align with the city's growth and development plans, particularly in areas where affordable housing is needed.

Why This Is Important to the Community: The need for affordable housing is critical in Yorkton. Habitat for Humanity Yorkton Chapter has already made significant contributions to the local housing market, completing our 10th new build in 2025. Over the past five years, Habitat for Humanity has accounted for 3 out of 8 new build permits in the city. This demonstrates not only the demand for affordable homes but also the direct impact Habitat is having on the city's growth and development.

Our work provides more than just homes; we offer a hand-up, not a hand-out. Habitat partner families are required to work 500 volunteer hours, which fosters a sense of community and belonging. This volunteer work contributes positively to the city, as families participate in building their own homes and supporting other local initiatives.

Moreover, Habitat for Humanity engages the local community through fundraising events and partnerships with local businesses, which further strengthens Yorkton's sense of community and encourages businesses to give back.

By supporting Habitat for Humanity's mission, the City of Yorkton will be investing in the long-term well-being of its residents, ensuring that affordable housing is available for generations to come.

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

From: (noreply@esolutionsgroup.ca)
Sent: Wednesday, July 2, 2025 9:07 AM
To: Amanda Dietz (adietz@yorkton.ca)
Subject: New Response Completed for Request to Appear Before Council Form

Hello,

Please note the following response to Request to Appear Before Council Form has been submitted at Wednesday July 2nd 2025 9:04 AM with reference number 2025-07-02-002.

- **First name:**
Randy
- **Last Name:**
Zimmer
- **Committee/Organization name:**
Riverside Terrace Residents
- **Address:**
[REDACTED]
- **City:**
Yorkton
- **Province:**
Saskatchewan
- **Postal code:**
[REDACTED]
- **Name:**
Randy
- **Title:**
.
- **Daytime phone number:**
[REDACTED]
- **Email:**
[REDACTED]
- **Date of request:**
7/2/2025
- **Date of council meeting that the presenter is wishing to attend:**
7/14/2025
- **Topic being presented:**
Phase in approach to the huge tax increase, maintenance of the Riverside terrace
- **Description of request: (Clearly state what is being asked of Council. Provide detailed information about why the information is being requested.)**
Description of requests to be discussed are outlined in the letter that was submitted to city council on behalf of the Riverside Terrace residence. Please include that letter that I had sent. Thank you

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

To: Yorkton City Council
From: Riverside Terrace Residents
Date: June 24, 2025

Subject: URGENT Request for immediate action and request to speak at City Council Meeting

We, the residents of Riverside Terrace, have convened as a cohesive community to formally request immediate action regarding several pressing issues that affect our neighbourhood.

First and foremost, we wish to bring to your attention the significant increase in property taxes within our area, which have risen by an average of \$1,500 per property. Several properties are now subjected to taxes exceeding \$10,000. This substantial increase is a matter of great concern, and we are seeking both immediate and sustained action resulting from these increases. In addition to tax concerns, we would like to address the declining state of maintenance in our city park.

The current condition is subpar, with overgrown grass, dead trees and dead grass in many areas, leading to an unkempt appearance and detracting from the park's overall aesthetic. Our efforts to communicate with the city regarding this issue have yielded insufficient responses, as promises of follow-up calls and improved service have not materialized.

Parks are vital for recreational use and contribute significantly to the aesthetic value of our community.

Below are specific points necessitating urgent attention:

- **Overgrown Grass:**

The grass is often several feet tall and seeding out in multiple areas, making it difficult to use for recreational purposes. This diminishes the enjoyment of the park.



(Photos attached)

- **Multiple Dead Trees:**

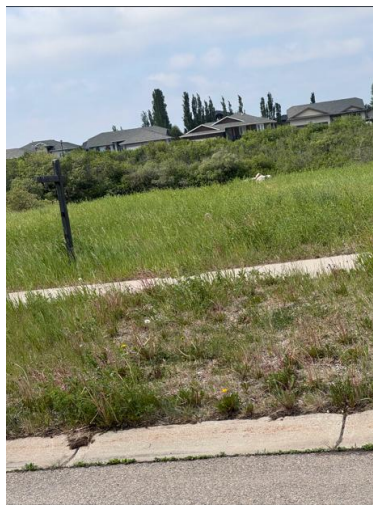
Numerous trees within the park have been dead for several years, and the health of other trees appears to be deteriorating



(photos attached)

- **Lack of Regular Mowing:**

It appears that mowing schedules are not being adhered to, resulting in consistent instances of overgrown grass. The weed management team has also neglected to address overgrown areas surrounding trees and poles for several weeks.



(Photos attached)

- **Inconsistent Maintenance:**

The occurrence of variable care throughout the park has resulted in unsightly patches of dead grass and invasive quack grass. While the city posted recently that effective lawn care would manage weeds, it is evident that no such maintenance efforts have been executed in our park. Furthermore, it is known that underground sprinkler systems were installed during the park's development, yet these have not functioned for years, contributing to the park's neglected state. The numerous holes and dips throughout the park render it unsuitable for leisure activities. One path has become completely overgrown, leading to a dead grass pathway that detracts from the overall aesthetic appeal.



(Photos attached)

Furthermore, the broken and disintegrating plywood sign advising of road closure has become a significant eyesore in our neighbourhood and should be replaced with proper signage.

In light of these issues, we propose the following actions to enhance park maintenance:

- **Replant the grass to ensure the lawn is lush, desirable and aesthetically pleasing**
- **Replace all dead and dying trees**
- **Increase the frequency of mowing, weed whacking**
- **Take care of the overgrown weeds growing in the cracks of our city street and city lots**
- **Repair and utilize the underground water sprinklers**
- **Proper and acceptable signages be posted**

BYLAW ENFORCEMENT

There are multiple properties and vacant lots within our neighbourhood that have not been adequately maintained and remain unfinished. It is inappropriate for residents to frequently contact bylaw enforcement in order to prompt property owners to address these issues. This situation is unacceptable and requires immediate attention.

DUST BARRIERS

The gravel road located behind our neighbourhood generates significant amounts of dust, which detracts from the quality of life for many residents. This dust not only affects the enjoyment of personal backyards but also contributes to the accumulation of dust on windows and homes. We formally request regular oiling of the gravel road behind Riverside Terrace.

STREET IMPROVEMENT

Our street is among the most unevenly surfaced roads within the Yorkton area, featuring numerous cracks that make it difficult to engage in recreational activities such as roller-blading and scootering. Given the substantial taxes we pay, these roads should be maintained in excellent condition with minimal defects.

TAX INCENTIVE and LOT SALE INCENTIVES

Residents have encountered misleading information regarding the tax incentive programs for an extended period. The arrangement allowing new home builders to receive a 50% reduction on lot prices, coupled with a five-year tax exemption, is unreasonable, particularly in our neighbourhood where most current residents will incur approximately \$50,000 in property taxes over the next five years.

If residents can afford to move to and build in our neighbourhood, they should contribute their fair share of taxes. This incentive predominantly benefits new home-building companies, which is manifestly unfair. We urge immediate action to eliminate this incentive.

Furthermore, we request that all new home builders be required to complete their home exteriors before taking up residence in any newly constructed homes in Riverside Terrace. This measure will help prevent additional incomplete homes in the area, as one currently exists and has remained unresolved for several years.

We request there be a cap on this as a one-time opportunity for a family to ensure citizens are not taking advantage of this offer and building/moving every 5 years to escape property tax.

Lastly, we propose a 3-4 year phase-in property tax increase for Riverside Terrace. The majority of houses on our neighbourhood had approximately an average of \$1300-2000.00 in an increase in property taxes this year. We request the city examine how they assist current Riverside Terrace residents to offset this substantial increase.

cc. Mayor Aron Kienle
Councilor Randy Goulden
Councilor Greg Litvanyi
Councilor Dustin Brears
Councilor Quinn Haider
Councilor Stephanie Ortynsy
Councilor Darcy Zaharia
Michael Edger, City planning

City of

Yorkton

tween

swim

night

\$2

admission

Friday, July 11th

9:00 p.m. to 11:00 p.m.

For ages 11 to 17

No pre registration required. Student passes not permitted.

YOUR 2025 TAX NOTICE IS IN THE MAIL!

THE DEADLINE TO PAY YOUR PROPERTY TAX IS JUNE 30, 2025

City of

Yorkton

Public Notice

Proposed Zoning Bylaw Amendment to Amend Text

Details: Yorkton City Council will consider Bylaw No. 20/2025, a text amendment to Bylaw No. 14/2003, to include Night Clubs as a Defined Land Use Category with Special Use Provisions.

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

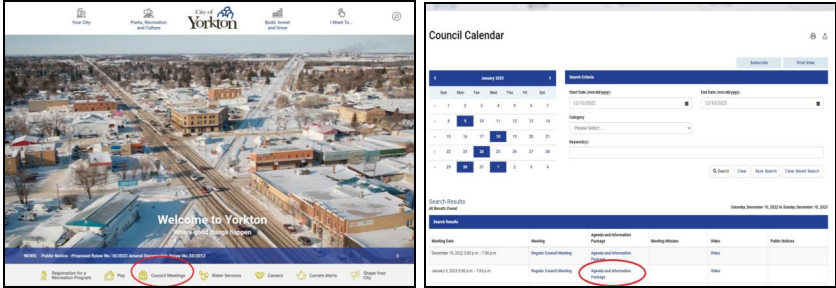
Public Hearing: City Council will hear all persons who are present and wish to speak to the proposed amendment and all written submissions will be read verbatim, unless the submitter is in attendance to speak on the submission, on **Monday, July 14, 2025 at 5:00 p.m. in City Hall Council Chambers, Yorkton, SK.**

Written Submissions: If you wish to provide written comments for Council's consideration, they must be submitted by 9:00 a.m. on Wednesday July 9, 2025. Written submissions must be directed to:

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

For More Information:

To see the full report on this application, and the proposed bylaw, please visit www.Yorkton.ca. Click or tap on the "Council Meetings" link and select "Agenda and Information Package" for the June 23, 2025 Regular Council Meeting. The report will be found in the Information Package that follows the Agenda.



Questions regarding the proposed bylaw may be directed to:

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

Public Notice

Proposed Zoning Bylaw Amendment to Amend Text

Details: Yorkton City Council will consider Bylaw No. 21/2025, a text amendment to Bylaw No. 14/2003, to include Truck Stops as a Defined Land Use Category with Special Use Provisions.

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

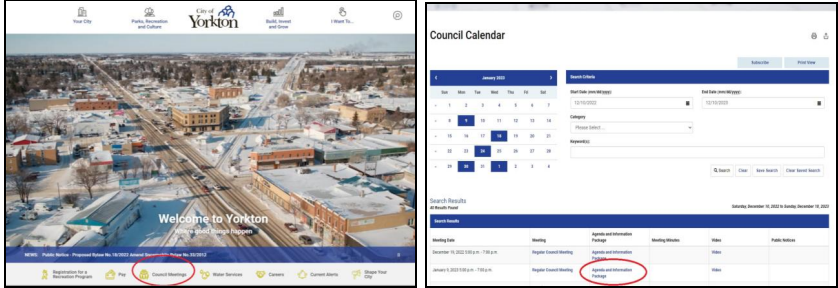
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 In Person: 37 Third Avenue North, Yorkton, SK
 Via Mail: Box 400, Yorkton, SK S3N 2W3
 Via Email: jmatsalla@yorkton.ca

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Questions regarding the proposed bylaw may be directed to:

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

Hello,

Please note the following response to Council Group Contact Form has been submitted at Wednesday June 25th 2025 6:30 AM with reference number 2025-06-25-001.

- **First Name:**
Anthony
- **Last Name:**
Mountjoy
- **Phone Number:**
306-708-0860
- **Email:**
tony.mountjoy@gmail.com
- **Message to Council**

Good morning! I hear you guys are thinking of bilaw changes to help develop a night club venue in Yorkton. Well please let me add my whole hearted support to this idea. Though I wont be able to attend the next council meeting in person I hope you will read my letter in as part of the record.

My nearby business is the Mountjoy Music Studio at 45 Betts and I want to help any efforts to develop the infrastructure for a local entertainment hub and broader music industry.

My studio can serve as a pre-production and recording facility for artists who perform at the club. I can also offer audio post-production for club events, podcast recording for club promotions, and mixing/mastering services for DJs and performers. And I am hoping to get more into talent management as more talent is available.

I'm more than happy to help with local technical set up needs, soundproofing, software, website, whatever the developers and council need to make this a success! I've built two music studios already, plus a few technical labs for developing advanced software in my previous career, so I'm sure I've got some advice to offer local builders who want to keep the noise tolerable beyond the venue.

I see huge potential here. Music is one of those timeless products with a built-in audience in literally every pair of shoes. A night club is not just a bar with a side stage... it's a temple to performance. If you were ever going to offer a tax reduction incentive for music companies(please, please, please) now is the time. Maybe 35% off property tax for those included in this growing local music industry

development initiative so we can attract even more music related companies into the area.

This stuff inspires my students to work harder on learning their instruments and forming/maintaining their bands because they see with their own eyes where it can go. And the night club could send a steady stream of artists my way who need to develop content for their shows.

What Regina is to film development, Yorkton should be to music development. Imagine if we started attracting legit music labels! Talent managers. Rock stars. Country maven crooners and orchestras touring the schools, churches, synagogues and temples for free to warm up for a big show at a top tier local venue! Because EVERYONE loves some kind of music. The economic and cultural benefits are too many to count!

In conclusion, though I could certainly gush about this all day, PLEASE INCLUDE ME IN YOUR PLANS! With Fuzztone a block to one side, and the CI a block to the other, and Taps a couple blocks away on the other side of the tracks, this area is a PERFECT fit for a new night club and there just happens to be a big empty lot right behind me. Hint, hint!

Thanks!
Anthony Mountjoy
Mountjoy Music Studio
45 Betts Ave.

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 #2 – 2nd & 3rd Readings	DATE OF MEETING: July 14, 2025
	REPORT DATE: July 8, 2025
CLEARANCES:	ATTACHMENTS: 1. June 23, 2025 Report to Council
Written by: Michael Eger – Director of Planning, Building & Development Michael Eger	
Reviewed by: Jessica Matsalla – City Clerk Jessica Matsalla	
Approved by: Brad Hvidston – City Manager Brad Hvidston	

Summary of History/Discussion:

At their June 23, 2025 meeting, Council granted 1st Reading and approved public notice for Bylaw No. 20/2025. The Bylaw proposes to include Night Clubs as a defined land use category and to make them Discretionary Uses in the C-1 City Centre Commercial, C-2 Arterial Commercial, C-3 Highway Commercial, CMI-1 Commercial-Industrial Transitional and MXURB Mixed-Use Residential Business zoning districts. Attached for reference is the June 23, 2025 Report to Council, providing rationale for the changes, along with the draft bylaw.

Planning and Infrastructure Commission:

The application was referred to the Planning and Infrastructure Commission for review at their July 2, 2025 meeting.

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

As part of their review and discussion, the Commission noted that:

- noise concerns from loud music could also be associated with other uses, such as musical instrument and instructional businesses, and audio-visual retailers/installers, and to be mindful of those regulations or potential loopholes;
- to consider other factors beyond noise which may make a site more suitable for the intended use;
- as part of the public notice process, it would be helpful for applicants to have an opportunity to work with potential complainants to mitigate concerns; and
- larger cities have centralized entertainment nodes where nightclubs are encouraged and are thusly allowed as permitted uses – Yorkton lacks these distinct areas so incorporating Night Clubs as a Discretionary Use across most commercial zones should continue to create opportunity while also mitigating incompatible uses.

The Commission subsequently carried a unanimous motion that the Bylaw be recommended for approval to City Council.

Public Notice

The proposed Bylaw was advertised in the local newspaper, at City Hall and on the City website. Any written responses received by the City Clerk's office prior to the deadline will be included in the Council package. Any persons wishing to respond to the proposed bylaw will have the opportunity to present during the Public Hearing, which will occur prior to consideration of 2nd Reading.

Council Options:

1. Approve Bylaw No. 20/2025 for 2nd and 3rd Readings.
2. Deny the amendment with specified reasons.
3. Defer 2nd Reading of the bylaw to the August 11, 2025 regular Council meeting in order to consider responses received as part of the public hearing.
4. Provide alternate directives for Administration.

Administrative Recommendation:

1. 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 given 2nd Reading this 14th day of July, A.D., 2025; and
2. 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 given 2nd Reading this 14th day of July, 2025, A.D., and entered in the City of Yorkton bylaw registry.

Attachment 1 – June 23, 2025 Report to Council



REPORT TO COUNCIL

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 – 1 st Reading & Public Notice	DATE OF MEETING: June 23, 2025
	REPORT DATE: June 19, 2025, 9:51 AM
CLEARANCES: Michael Eger Michael Eger, Director of Planning, Building & Development	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

Bylaw No. 20/2025 – Text Amendment – Night Clubs
1st Reading & Public Notice
Page 1 of 5

Attachment 1, continued

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.

Bylaw No. 20/2025 – Text Amendment – Night Clubs
1st Reading & Public Notice
Page 2 of 5

Attachment 1, continued

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, continued

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

Bylaw No. 20/2025 – Text Amendment to Zoning Bylaw No. 14/2003 – Night Clubs
Page 1 of 2

Bylaw No. 20/2025 – Text Amendment – Night Clubs
1st Reading & Public Notice
Page 4 of 5

Attachment 1, continued

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.

Bylaw No. 20/2025 – Text Amendment to Zoning Bylaw No. 14/2003 – Night Clubs
Page 2 of 2

Bylaw No. 20/2025 – Text Amendment – Night Clubs
1st Reading & Public Notice
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<p>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</p> <p>Council Report #2 – 2nd & 3rd Readings</p>	<p>DATE OF MEETING: July 14, 2025</p> <p>REPORT DATE: July 8, 2025</p>
<p>CLEARANCES:</p> <p>Rene Richard</p> <p>René Richard - Director of Engineering & Asset Management</p>	<p>ATTACHMENTS:</p> <p>1. June 23, 2025 Report to Council</p>
<p>Written by: Michael Eger – Director of Planning, Building & Development</p> <p>Michael Eger</p>	
<p>Reviewed by: Jessica Matsalla – City Clerk</p> <p>Jessica Matsalla</p>	
<p>Approved by: Brad Hvidston – City Manager</p> <p>Brad Hvidston</p>	

Summary of History/Discussion:

At their June 23, 2025 meeting, Council granted 1st Reading and approved public notice for Bylaw No. 21/2025. The Bylaw proposes to include Truck Stops as a defined land use category and to make them Discretionary Uses in the C-3 Highway Commercial, MI-1 Light Industrial and MI-2 Heavy Industrial zoning districts. Attached for reference is the June 23, 2025 Report to Council, providing rationale for the changes, along with the draft bylaw and map showing the Heavy Vehicle and Dangerous Goods Route from the Traffic Bylaw.

Planning and Infrastructure Commission:

The application was referred to the Planning and Infrastructure Commission for review at their July 2, 2025 meeting.

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

As part of their review and discussion, the Commission noted that:

- there are several vacant properties along provincial highways where prospective Truck Stop uses would likely seek to operate; and
- this type of use would be better suited to lands that are not in close proximity to residential areas.

The Commission subsequently carried a unanimous motion that the Bylaw be recommended for approval to City Council.

Public Notice

The proposed Bylaw was advertised in the local newspaper, at City Hall and on the City website. Any written responses received by the City Clerk's office prior to the deadline will be included in the Council package. Any persons wishing to respond to the proposed bylaw will have the opportunity to present during the Public Hearing, which will occur prior to consideration of 2nd Reading.

Council Options:

1. Approve Bylaw No. 21/2025 for 2nd and 3rd Readings.
2. Deny the amendment with specified reasons.
3. Defer 2nd Reading of the bylaw to the August 11, 2025 regular Council meeting in order to consider responses received as part of the public hearing.
4. Provide alternate directives for Administration.

Administrative Recommendation:

1. 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 given 2nd Reading this 14th day of July, A.D., 2025; and
2. 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 given 3rd Reading this 14th day of July, A.D., 2025, entered in the City of Yorkton bylaw registry.

Attachment 1 – June 23, 2025 Report to Council



REPORT TO COUNCIL

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 – 1 st 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.”

Bylaw No. 21/2025 – Text Addition – Truck Stops
1st Reading & Public Notice
Page 1 of 6

Attachment 1, continued

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.

Attachment 1, continued

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, continued

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

Bylaw No. 21/2025 to Amend Zoning Bylaw No. 14/2003 – Truck Stops
Page 1 of 2

Bylaw No. 21/2025 – Text Addition to Zoning Bylaw No. 14/2003 – Truck Stops
1st Reading & Public Notice
Page 4 of 6

Attachment 1, continued

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.

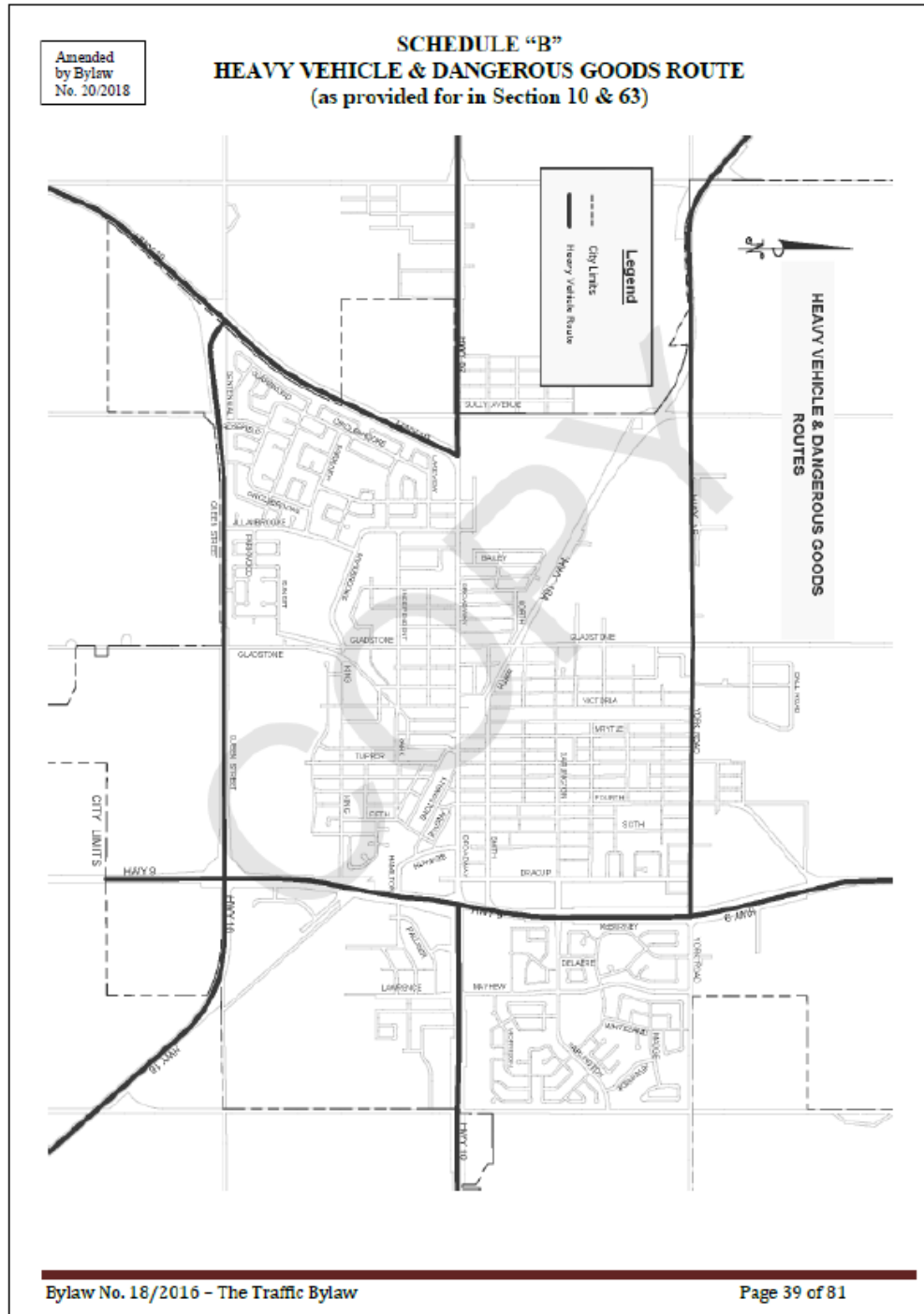
Read a second time this ____ day of _____, A.D., 2025.

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

Bylaw No. 21/2025 to Amend Zoning Bylaw No. 14/2003 – Truck Stops
Page 2 of 2

Bylaw No. 21/2025 – Text Addition to Zoning Bylaw No. 14/2003 – Truck Stops
1st Reading & Public Notice
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Attachment 2 – Heavy Vehicle & Dangerous Goods Route



Godfrey Dean Art Gallery Inc.

FINANCIAL STATEMENTS

Year Ended December 31, 2024

Godfrey Dean Art Gallery Inc.

Yorkton, Saskatchewan

December 31, 2024

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Independent Auditors' Report

To the Board of Directors
Godfrey Dean Art Gallery Inc.

Qualified Opinion

We have audited the financial statements of Godfrey Dean Art Gallery Inc., (the organization), which comprise the Statement of Financial Position as at December 31, 2024 and the Statements of Operations, Changes in Net Assets and Cash Flow for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, except for the possible effects of the matter described in the Basis for Qualified Opinion section of our report, the accompanying financial statements present fairly, in all material respects, the financial position of the organization as at December 31, 2024, and results of its operations and its cash flow for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Basis for Qualified Opinion

Canadian Auditing Standard 550 requires auditors to obtain an understanding of the entity's related party relationships. We were unable to obtain the information required to fulfill this standard as such we were unable to satisfactorily audit the related party transactions of the organization.

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditors' Responsibilities for the Audit of the financial statements section of our report. We are independent of the organization in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our qualified opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the organization's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the organization or to cease operations, or has no realistic alternative but to do so.

The Board of Directors is responsible for overseeing the organization's financial reporting process.



Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the organization's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the organization's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditors' report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditors' report. However, future events or conditions may cause the organization to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Baker Tilly SK LLP


Baker Tilly SK LLP

Yorkton, SK
April 30, 2025

Godfrey Dean Art Gallery Inc.
Yorkton, Saskatchewan
Statement of Financial Position as at December 31, 2024

	2024	2023 (Note 8)
Assets		
Current Assets		
Cash and cash equivalents	22,418	83,585
Accounts receivable - note 4	2,674	1,606
Prepaid expenses	1,393	1,393
	<u>26,485</u>	<u>86,584</u>
Capital Assets - note 5		
Furniture, fixtures and equipment	1,340	1,008
Computer equipment	1,335	2,756
	<u>2,675</u>	<u>3,764</u>
	<u>\$ 29,160</u>	<u>\$ 90,348</u>
Liabilities and Net Assets		
Current Liabilities		
Accounts payable and accrued liabilities	697	11,936
Deferred revenue - note 7	21,494	81,233
	<u>22,191</u>	<u>93,169</u>
Net Assets		
Internally-restricted net assets	15,000	15,000
Unrestricted net assets	(8,031)	(17,821)
	<u>6,969</u>	<u>(2,821)</u>
	<u>\$ 29,160</u>	<u>\$ 90,348</u>

Approved on behalf of the board:



Godfrey Dean Art Gallery Inc.
Statement of Changes in Net Assets
For the year ended December 31, 2024

	Internally- Restricted Net Assets	Unrestricted Net Assets	2024	2023 (Note 8)
Balance (deficit), beginning of year	15,000	(17,821)	(2,821)	524
Excess (deficiency) of revenue over expenses for the year	<u> </u>	<u>9,790</u>	<u>9,790</u>	<u>(3,345)</u>
Balance (deficit), end of year	<u>\$ 15,000</u>	<u>\$ (8,031)</u>	<u>\$ 6,969</u>	<u>\$ (2,821)</u>

*The notes to financial statements are an integral
part of these financial statements.*

Godfrey Dean Art Gallery Inc.

Statement of Operations

For the year ended December 31, 2024

	2024	2023 (Note 8)
Revenue		
Grants		
Saskatchewan Arts Board - Prof. Arts Organization program	46,130	45,000
Community initiatives		800
City of Yorkton - fee for service contract	63,000	40,000
City of Yorkton - rental grant	28,215	28,215
University of Regina	57,077	103,981
Sask. Culture - Cultural Initiatives Fund		45
Painted Hand Community Development Corporation	942	3,768
Canada Council	1,786	
Donations	417	920
Workshops		150
Memberships	1,480	260
Materials sold	2,049	79
Sponsorships		500
Interest	875	1,107
Other	125	368
	<u>202,096</u>	<u>225,193</u>
Expenses		
Advertising and promotion	9,274	11,186
Amortization	1,707	1,916
Audience development programming	9,704	17,078
Bank charges	169	80
Exhibitions	52,539	70,507
Insurance	2,668	2,528
Memberships	1,053	945
Office	1,193	2,607
Professional fees	5,115	4,477
Rent	27,544	27,544
Telephone	1,367	1,417
Wages and benefits	79,973	88,253
	<u>192,306</u>	<u>228,538</u>
Excess (Deficiency) of Revenue Over Expenses for the Year	<u>\$ 9,790</u>	<u>\$ (3,345)</u>

*The notes to financial statements are an integral
part of these financial statements.*

Godfrey Dean Art Gallery Inc.Statement of Cash Flow
For the year ended December 31, 2024

	2024	2023 (Note 8)
Cash Provided By (Used In):		
Operations		
Excess (deficiency) of revenue over expenses for the year	9,790	(3,345)
Add items not requiring cash resources		
Amortization	1,707	1,916
Net change in working capital	<u>(72,045)</u>	<u>1,012</u>
	(60,548)	(417)
Investing activities		
Capital asset purchases	<u>(619)</u>	<u>0</u>
Net Cash Increase (Decrease) for the Year	(61,167)	(417)
Cash position, beginning of year	<u>83,585</u>	<u>84,002</u>
Cash Position, End of Year	<u>\$ 22,418</u>	<u>\$ 83,585</u>
Represented By:		
Cash and cash equivalents	<u>\$ 22,418</u>	<u>\$ 83,585</u>
Net change in working capital consists of:		
Decrease (increase) - accounts receivable	(1,067)	(531)
Increase (decrease) - accounts payable and accrued liabilities	(11,239)	10,749
- other current liabilities	<u>(59,739)</u>	<u>(9,206)</u>
	<u>\$(72,045)</u>	<u>\$ 1,012</u>

Godfrey Dean Art Gallery Inc.

Notes to Financial Statements

For the year ended December 31, 2024

1. Nature of Operations

The organization was incorporated under the Non-Profit Corporations Act of Saskatchewan. The Godfrey Dean Art Gallery Inc. provides visual arts programming for the City of Yorkton and surrounding communities. The organization, as a registered charity, is not subject to income tax.

2. Significant Accounting Policies

These financial statements are the responsibility of management and have been prepared in accordance with Canadian accounting standards for not-for-profit organizations (ASNFPO) using the accounting policies as summarized below:

(a) Fund accounting

The accounts of the organization are maintained in accordance with the principles of fund accounting. For financial reporting purposes, accounts with similar characteristics have been combined into the following major funds:

(i) Unrestricted Net Asset fund

The unrestricted net asset fund reflects the primary operations of the organization, including unrestricted revenues received in forms of grants and services. Expenses consist of general operations including amortization of capital assets and interest expense.

(ii) Internally-Restricted Net Asset fund

Internally-restricted net asset fund is comprised of funds specifically reserved to be used for large capital expenditures.

(b) Cash and cash equivalents

Cash and cash equivalents represents cash on hand and cash held in banks, net of bank overdrafts.

(c) Capital assets

Capital assets are recorded at cost less accumulated amortization.

The assets are amortized on a straight-line basis at the following rates:

Furniture, fixtures and equipment	3-20 years
Computer equipment	5 years

In the year of purchase and disposition, capital assets are not amortized.

Godfrey Dean Art Gallery Inc.
Notes to Financial Statements
For the year ended December 31, 2024

2. Significant Accounting Policies - continued

(d) Revenue

The organization follows the deferral method of accounting for contributions. Restricted contributions, subject to external stipulations, are recognized as revenue in the year in which the related expenses are incurred. Restricted contributions for which the related restrictions remain unfulfilled are accumulated as deferred contributions. Unrestricted contributions are recognized as revenue when received or receivable if the amount can be reasonably estimated and collection is reasonably assured.

The amount reported in these financial statements as grant revenue from the Saskatchewan Arts Board is made up of a combination of Lottery and Non-Lottery funding. This is made possible through the Partnership Agreement between the Saskatchewan Arts Board and SaskCulture Inc., which is the Trustee for the Culture Section of Saskatchewan Lotteries Trust Fund for Sport, Culture and Recreation. Under the terms of this agreement for the applicable period, SaskCulture Inc. allocated a specified amount of Lottery funds to the Saskatchewan Arts Board as a portion of the total envelope of funds available for the program through which this grant was adjudicated and approved.

Workshop revenue is recognized when the services have been completed.

Service and rental revenue is recognized at the end of the rent term when performance has been completed.

Membership fees are set annually by the board of directors and are recognized as revenue proportionately over the fiscal year to which they relate.

Donation of materials are valued at their fair market and recorded as revenue.

(e) Donated materials and services

The organization benefits from the donation of services. These financial statements do not reflect the value of donations-in-kind received in the year.

(f) Estimates

The preparation of financial statements in accordance with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amount of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amount of revenues and expenses during the reported period. These estimates are reviewed periodically and, as adjustments become necessary, they are reported in the statement of operations in the period in which they became known.

Godfrey Dean Art Gallery Inc.
Notes to Financial Statements
For the year ended December 31, 2024

2. Significant Accounting Policies - continued

(g) Financial instruments

Measurement of financial instruments

The organization initially measures its financial assets and liabilities at fair value. Financial assets and liabilities originated or exchanged in related party transactions are initially measured at cost.

The organization subsequently measures all its financial assets and liabilities at cost or amortized cost, except for investments in equity instruments that are quoted in an active market, which are measured at fair value.

Financial assets measured at amortized cost using the straight line method include cash and accounts receivable (excluding those from related parties). Amounts receivable from related parties are measured at cost. Equity investments are measured at fair value. Changes in fair value are recognized in excess of revenue over expenses in the period they are incurred.

All financial liabilities are measured at amortized cost, except amounts payable to related parties which are measured at cost.

Impairment

Financial assets measured at cost are tested for impairment when there are indicators of impairment. The amount of the write-down is recognized in excess of revenue over expenses. The previously recognized impairment loss may be reversed to the extent of the improvement, directly or by adjusting the allowance account, provided it is no greater than the amount that would have been reported at the date of the reversal had the impairment not been recognized previously. The amount of the reversal is recognized in excess of revenue over expenses.

3. Risks Arising from Financial Instruments

The organization is not exposed to significant risks through its financial instruments.

4. Accounts Receivable

Accounts receivable are comprised of the following item:

	2024	2023
Taxes receivable	\$ 2,674	\$ 1,606

Godfrey Dean Art Gallery Inc.
Notes to Financial Statements
For the year ended December 31, 2024

	2024	2023
5. Capital Assets		
Cost		
Furniture, fixtures and equipment	5,733	5,969
Computer equipment	<u>20,553</u>	<u>20,553</u>
	<u>26,286</u>	<u>26,522</u>
Accumulated amortization		
Furniture, fixtures and equipment	4,393	4,961
Computer equipment	<u>19,218</u>	<u>17,797</u>
	<u>23,611</u>	<u>22,758</u>
Net book value	<u>\$ 2,675</u>	<u>\$ 3,764</u>

6. Operating Loan

The organization has an authorized overdraft limit available to a maximum of \$5,000 with the Cornerstone Credit Union. Interest is payable monthly at the rate of prime plus 2% per annum.

7. Deferred Revenue

Deferred revenue is comprised of the following items:

	Balance, Beginning of Year	Less Amount Recognized	Plus Amount Received	Balance, End of Year
Saskatchewan Arts Board	32,291	46,130	13,839	
University of Regina	25,662	57,077	31,415	
Canada Council for the Arts	<u>23,280</u>	<u>1,786</u>		<u>21,494</u>
	<u>\$ 81,233</u>	<u>\$ 104,993</u>	<u>\$ 45,254</u>	<u>\$ 21,494</u>

Godfrey Dean Art Gallery Inc.
Notes to Financial Statements
For the year ended December 31, 2024

8. Comparative Figures

The comparative financial statements have been restated to correct the revenue recognition of grant funds received from the U of R. As a result, the comparative statement of operations for the year ending December 31, 2023 has been restated as follows:

Line Item	As Restated	As Previously Stated	Difference
Revenues			
University of Regina	103,981	62,915	<u>41,066</u>
			41,066
Expenses			
Adjustment to excess (deficiency) of revenue over expenses			41,066
Balance of net assets/fund balances, end of year, as previously stated			<u>(43,887)</u>
Balance of net assets/fund balances, end of year, as restated			<u>\$(2,821)</u>

The comparative statement of financial position as at December 31, 2023 has been restated as follows:

Line Item	As Restated	As Previously Stated	Difference
Deferred Revenue	\$ 81,233	\$ 122,299	\$(41,066)



2024
YEAR IN REVIEW

MESSAGE FROM THE CHAIR

2024 was another year of transition at the gallery. We began the year with a search for a new Director after the departure of Jeff Morton, who moved on into a new position with Canada Council for the Arts.

We were fortunate to hire Doreen Girard as the new Artistic Director of the gallery. Doreen was welcomed as Curator in April, and promoted to Artistic Director in May. She brought her artistic and creative experiences from the city of Winnipeg, as she now resides near Yorkton. She continues to infuse the Godfrey Dean Art Gallery with her experience in the arts via her connections, knowledge and creativity.

Kelly Litzenberger had solely managed the gallery operations in the first half of the year, during the gap between Directors, and continues to serve as Gallery Manager. Gallery Facilitator, Karen Sarafincian, one of the gallery's part-time employees, had also moved on during this time.

Despite all the change, the gallery showcased numerous new exhibitions, GDAG also supported the conclusion of the gallery's special collaboration with UofR / SPHERU dementia project, *Belong Where You Find Yourself*. In 2024 the project showcased community sessions that included the presentation of the BWYFY film as well as released a project booklet.

The Board welcomed new Directors Justin Shauf, Stephanie Newsham, and Faith Rae. However, in December 2024 Tonia Vermette resigned as Board chair after moving away from the City of Yorkton. The Board Chair position has since been filled by myself, Curtis Sarafincian, for the last 3 months. Unfortunately my tenure on the Board will be coming to an end in April, as I have served on the board for 6 consecutive years.

As the gallery Board of Directors, we continue to do our best to support the Gallery and look forward to welcoming new members. We have confidence in Doreen's ability as the Artistic Director to continue to bring new ideas to the gallery with her dedication to the arts, along with the support of Kelly the Gallery Manager.



Curtis Sarafincian
Godfrey Dean Art Gallery, Chairperson

MESSAGE FROM THE ARTISTIC DIRECTOR

Despite navigating the challenges of the post-pandemic renewal phase, the Godfrey Dean Art Gallery (GDAG) successfully delivered a succinct year of programs. Like many institutions in the visual arts sector, GDAG continues to prioritize reconnecting with its stakeholders—artists, curators, sector partners, members, and the broader public. This commitment to dynamic engagement underscored the gallery's resilience and adaptability during a period of significant transition.

At this time last year, I began working as GDAG's Artistic Director, spending the majority of my first year learning about the community, developing relationships, and generating new programs and funding streams that will begin to come to fruition this year. At the tail end of 2024, our Board Chair, Tonia Vermette, moved away from Yorkton and resigned her position. We continued to actively recruit new members to ensure a variety of highly-skilled voices are represented in our governance operations. Godfrey Dean Art Gallery is committed to developing a diverse and representative Board of Directors that includes engagement and experience in terms of contemporary art, organizational resilience, and responsible governance.

The Godfrey Dean Art Gallery remains committed to offering free admission to exhibitions and most workshops, rooted in the belief that art should be universally accessible. To sustain this mission, GDAG implemented strategic revenue-generating initiatives, including expanding paid membership tiers and cultivating targeted donor support for exhibitions and events. While the 2024 fiscal year presented financial constraints that necessitated streamlined community programming, GDAG has launched an active fundraising strategy for 2025/26. This multifaceted approach prioritizes forging community partnerships, securing sponsorships, and amplifying grant-writing efforts to ensure long-term stability and expanded outreach.

Thank you for being part of the community at Godfrey Dean Art Gallery and entrusting us in our mission to celebrate contemporary art from Saskatchewan and beyond!

A handwritten signature in blue ink, consisting of a series of loops and a trailing line.

Doreen Girard
Artistic Director

UNVAULTED: A SILENT AUCTION EXHIBITION

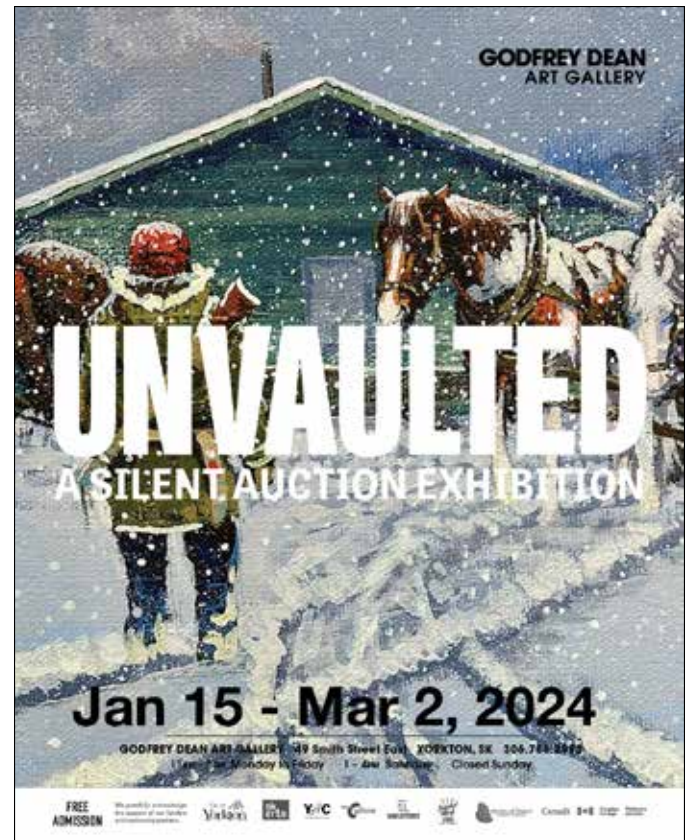
JANUARY 15 — MARCH 2, 2024

EXHIBITION STATEMENT

We cleared out our vault for an art collection fundraiser.

Dating back to the early 1960s, the collection of artwork on display was donated to, and purchased by, the Yorkton Arts Council. When GDAG was formed, the collection was split between the two organizations. Since then, small number of works have been donated and added to GDAG's vault. Additional pieces of the original collection can be viewed at Yorkton Public Library and the YAC office.

Among the artworks available for bidding were original works by Micheal Lonechild, Dean Bouche, Tom O'Flanagan, Mary Spice Kerr, and many others. If you find a piece of artwork you enjoy, GDAG staff will be happy to help you register a bid.



IN THE WEEDS | ON THE FARM: BRUCE ANDERSON & VAL MORHART

MARCH 9 — MAY 18, 2024

EXHIBITION STATEMENT

A two-artist exhibition with Bruce Anderson and Val Morhart.

This show isn't collaborative—Val and Bruce only met for the first time last year when we started planning this exhibition. The two artists have had different experiences growing up in and around farms and agriculture in Saskatchewan, and they have their own style and approaches to visual art. The differences are striking, and also there is something shared in their expression of rural life, memory, and place.

Bruce and Val reveal their individual interests and inspirations. By showing these artworks alongside one another, in effect, there are two exhibitions, two perspectives, two voices speaking. At the same time, there is another presence in the gallery: an invitation for us to consider what we share in common here—the land—and the inspiration that we can feel when we look at the place we live, its history written in the environment, and the stories we create within it.



ALL CONDITIONED THINGS JARED BOECHLER & NIC WILSON:

FEBRUARY 6 — MARCH 20, 2024

EXHIBITION STATEMENT

The exhibition All Conditioned Things presents the work of Saskatchewan artists, Jared Boechler and Nic Wilson, whose subject matter is embedded with symbolism or signifiers to explore concepts of mortality and impermanence. Both artists present mundane objects within their compositions, objects of domesticity, consumption and memorialization, many that are linked historically to traditional vanitas or memento mori paintings - including candles, ceramic vessels and flowers - that represent the passage of time, aging, decay, the transience of life, the futility of pleasure, and the certainty of death. Their compositions explore the values and narratives that these objects come to symbolize.

Saskatchewan artist, Jared Boechler (he/his) works and exhibits internationally, including in New York, Asia, and Europe. He has recently been awarded working fellowships at Serlachius Museum, Finland, Sheen Center for Thought + Culture in New York, USA and Art Biotop, Japan. Boechler was recognized at the Governor General History Awards for his work, presided over by the Honourable Governor General of Canada, as well as presenting as the youngest exhibiting artist at NordArt, Germany. He is based in Saskatoon, SK, Treaty Six Territory.

Nic Wilson (he/they) is an artist and writer who was born in the Wolastoqiyik territory now known as Fredericton, NB in 1988. They graduated with a BFA from Mount Allison University, Mi'kmaq territory, in 2012, and an MFA



from the University of Regina, Treaty Four Territory, in 2019 where he was a SSHRC graduate fellow. He has shown work across Canada and internationally at Third Space Gallery, Art Mûr, the Remai Modern, Modern Fuel, and Venice International Performance Art Week. Their work often engages time, queer lineage, and the distance between art practice and literature. Their writing has appeared in publications such as BlackFlash Magazine, Headlights Anthology, Peripheral Review, Border Crossings, and PUBLIC.



LOCAL ARTIST SHOW 2024

JUNE 1 - JUNE 29, 2024

EXHIBITION STATEMENT

GDAG is excited to present our annual members' exhibition — Local Artist Show 2024!

Members of all ages and artistic abilities respond to our invitation to participate by submitting art in a variety of mediums and styles, reflecting the diversity of creativity and expression in the GDAG community.

Local Artist Show 2024! is a community favourite, offering members a chance to experiment, create, and share new work with an enthusiastic audience.

Art making is something that everyone can participate in, and we all benefit from sharing in a creative, supportive, and welcoming community.



TINY STORIES: TWILA NAPOLEONI & SHANNON ERICKSON

JULY 15 — AUGUST 28, 2024

EXHIBITION STATEMENT

Tiny Stories is a concept of weaving your stories amidst a beautiful fairyland. This exhibition is a collaboration of three local artists, Shannon Erickson, Twila Napoleoni and YOU.

In this exhibition there are two steps, one; where the artist Twila Napoleoni facilitates a workshop for making fairy houses and a second step, where artist Shannon Erickson facilitates a photography workshop where people of all ages can take pictures of the atrium and toys in the fairyland! We already have our fairyland set with these beautiful fairy houses.

About the artists:

Shannon Erickson has love of macro photography and captures her photographs on her Nikon D850 DSLR camera. Shannon is inspired by how much beauty there is in the detail of creation all around us. She finds joy in capturing this beauty through macro photography. Her images invite the viewer into a meditative moment to quietly contemplate the natural wonders found in the tiniest details. She enjoys helping showcase the unique stories that can be captured through macro photography.

Twila Napoleoni, who wears multiple hats, is a local artist, educator, and mother of three awesome kids! She has had the pleasure of working with individuals both young and old, in many parts of the world, reminding them of their innate desire and ability to create. She enjoys bringing wonder and creativity to her community.

TINY STORIES

Twila Napoleoni & Shannon Erickson



July 15 - August 28, 2024

Yorkton Public Library
93 Broadway St W, Yorkton, SK | (306) 783 3523

Godfrey Dean Art Gallery
49 Smith St E, Yorkton, SK | (306) 786 1750





JULY 20 – OCTOBER 5, 2024

Tuan, Yi-Fu. *Space and Place: The Perspective of Experience*. Minneapolis: U of Minnesota P, 1977.



BETWEEN US: KELLY LITZENBERGER & HANNA YOKOZAWA FARQUHARSON

OCTOBER 7 — DECEMBER 21, 2024

EXHIBITION STATEMENT

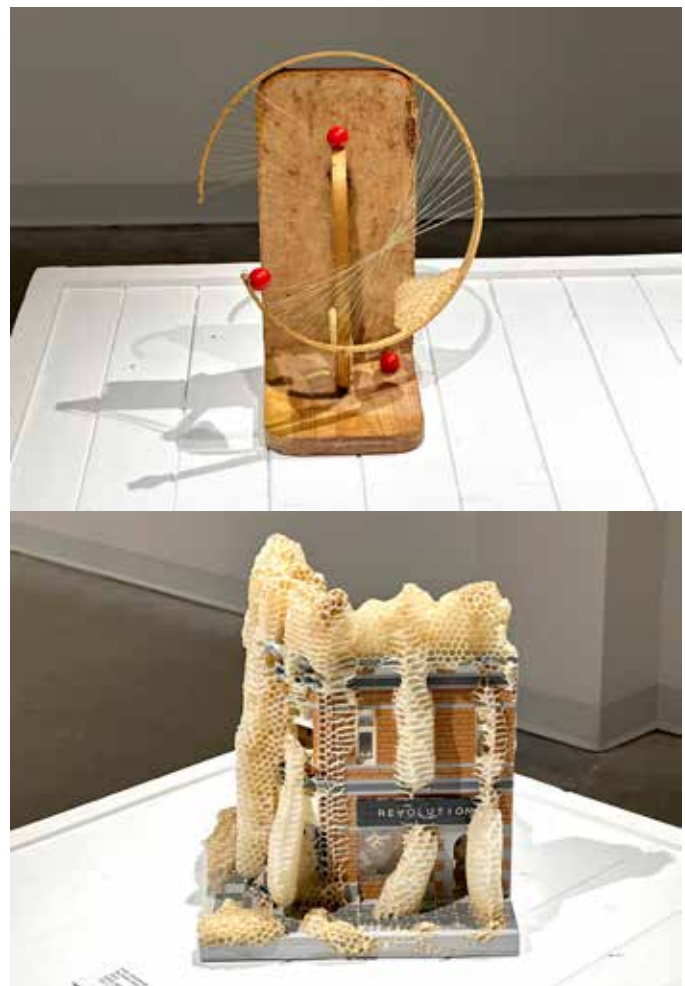
Are bees artists? Can people and bees make art together? Over two 'bee seasons' in summer 2021 and 2022, Hannah Yokozawa Farquharson and Kelly Litzenberger and 10 other artists attempted to answer these questions as participants in *Between Us*, a project connecting senior artist Aganetha Dyck with local artists, beekeepers, and honeybees in Regina, Yorkton, Swift Current, Estevan and Prince Albert, Saskatchewan, in a long-term community-engaged art and mentorship project.

Between Us refers to the distances and differences between us, especially evident during social isolation due to COVID-19. *Between Us* developed relationships of mutual learning and respect between disciplines and species through multisensory artistic partnership. Aganetha cannot travel or have direct contact with bees, so from the start, we conceived *Between Us* as a collaboration from a distance.

Over two "bee seasons," artists created and prepared artworks, with Aganetha's guidance, to be altered by honeybees, while their contact with honeybees was supervised by experienced professional beekeepers. Under the nurturing attention of beekeepers, the bees transformed the objects placed in the hive, augmenting it with frills, bridging gaps and mending cracks with their golden wax. The surprises emerging from artists, bees, and beekeepers working together were essential to the creative outcomes of *Between Us*.

All the methods and materials employed by artists involved in the project *Between Us* are safe for bees. Precautions taken to avoid harming bees included educating the artists about materials and behaviours that may disturb bees.

GDAG was proud to partner with the Art Gallery of Regina for this project, which is supported by the Canada Council for the Arts, SK Arts, City of Regina, City of Yorkton, SaskCulture, Government of Canada, and other sponsors and partners. Thank you to the AGR for its leadership and direction on this project, and to all of the partner galleries for their contributions. Special thanks to Geoff Wilson, Provincial Apiculture Specialist.



REMAINDER: TIM MOORE

NOVEMBER 25, 2024 — MARCH 1, 2025

EXHIBITION STATEMENT

An exhibition that presents the work of Treaty 6-based Métis artist Tim Moore, *REMAINDER* casts a spotlight on Moore's studio practice, featuring a mix of figurative and sculptural elements including collage, resin, found objects, textiles, and leather, employing repurposed materials to disclose truths excluded from their original purpose. Moore's work adopts a dry sense of humour to incorporate symbols of Indigenous and Métis erasure and discriminatory policies to create collage, mixed media and sculpture embellished with hunting motifs, vintage wool blankets, and North American souvenirs.

The numerous works in the exhibit are also a testament to Moore's ability to detect signs of cultural absurdity, ingenuity and inequity, highlighting issues of housing insecurity, as portrayed by a padded tarpaulin shack, a tribute to Moore's grandparents who moved dozens of times; and declining cultural practices, as depicted in Moore's recurrent imagery of the Hunter, inspired by traditional Métis hunting customs. The innate symbolism of his observations are broadly identified with autobiographical sources and a deeply exploratory approach to art making and story-telling.

GODFREY DEAN
ART GALLERY

TIM MOORE
Remainder



Nov 25 - March 1, 2025

GODFREY DEAN ART GALLERY 49 Smith Street East YORKTON, SK 306.786.2992
11AM - 5PM Monday to Friday 1 - 4PM Saturday Closed Sunday

FREE
ADMISSION

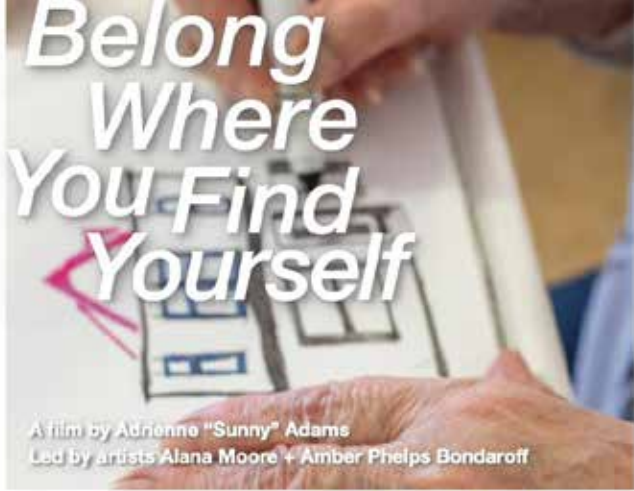
We gratefully acknowledge
the support of our donors
and community partners.





COMMUNITY PRESENTATIONS: BELONG WHERE YOU FIND YOURSELF







MAY 8, MAY 11, JUNE 14 & JUNE 15, 2024

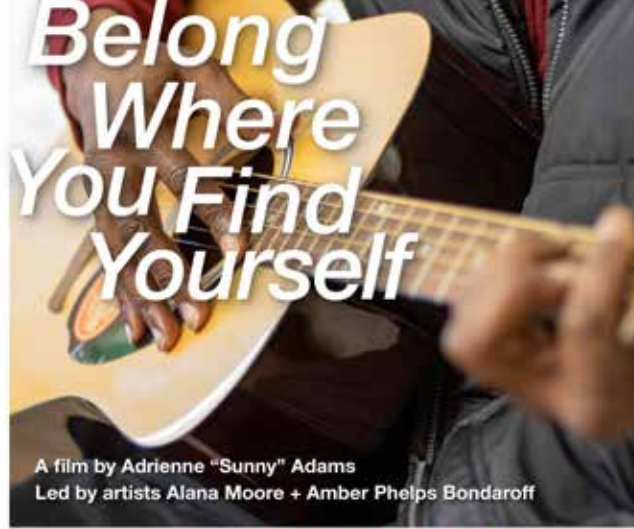


**Belong
Where
You Find
Yourself**

A film by Adrienne "Sunny" Adams
Led by artists Alana Moore + Amber Phelps Bondaroff

WEDNESDAY, MAY 8, 1:30 - 3:30 PM
UNIVERSITY OF REGINA COLLEGE AVENUE CAMPUS
MULTIPURPOSE ROOM 139 - MAIN FLOOR
2155 COLLEGE AVE, REGINA, SK







     

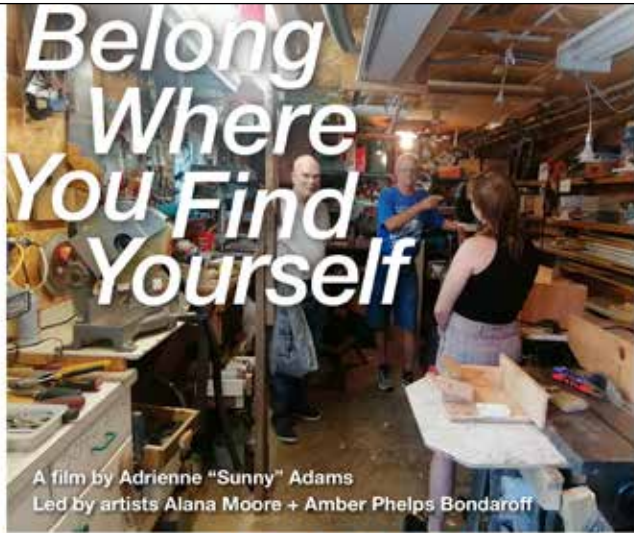


**Belong
Where
You Find
Yourself**

A film by Adrienne "Sunny" Adams
Led by artists Alana Moore + Amber Phelps Bondaroff

SATURDAY, MAY 11, 1:30 - 3:30
SHERBROOKE COMMUNITY CENTRE
401 ACADIA DR. SASKATOON, SK







     

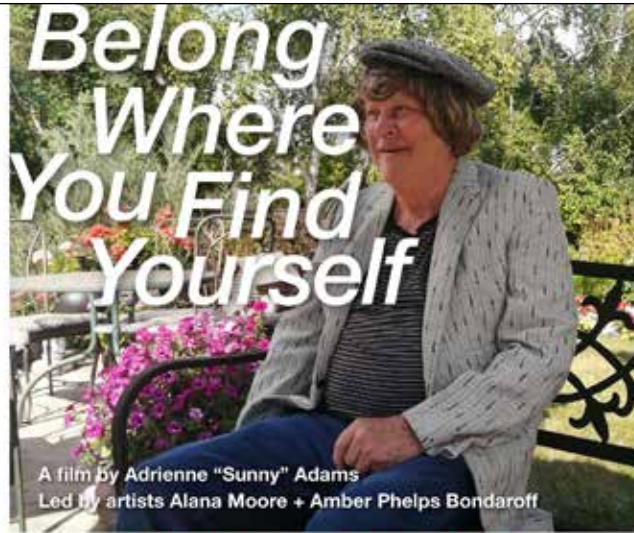


**Belong
Where
You Find
Yourself**

A film by Adrienne "Sunny" Adams
Led by artists Alana Moore + Amber Phelps Bondaroff

FRIDAY, JUNE 14, 2-4 PM
YORKTON & DISTRICT NURSING HOME - CHAPEL
200 BRADBROOKE DR. YORKTON, SK







     



**Belong
Where
You Find
Yourself**

A film by Adrienne "Sunny" Adams
Led by artists Alana Moore + Amber Phelps Bondaroff

SATURDAY, JUNE 15, 2-4 PM
YORKTON PUBLIC LIBRARY
93 BROADWAY ST. W. YORKTON, SK

WORKSHOP: BOTANICAL SILK DYE WITH MELANIE MONIQUE ROSE

SEPTEMBER 26, 2024



SPECIAL EVENT: OPEN HOUSE

DECEMBER 18, 2024



TITLE: Bylaw No. 23/2025 – Amendment to the Fire Prevention Bylaw No. 15/2010 for Rental Housing Inspection and Licensing Fees	DATE OF MEETING: July 14, 2025
	REPORT DATE: July 9, 2025
CLEARANCES:	ATTACHMENTS: <ol style="list-style-type: none"> Draft Bylaw June 23, 2025 Notice of Motion and May 12, 2025 Council Report. Current Fire Prevention Bylaw No. 15/2010
Written by: Jessica Matsalla, City Clerk, Presented by: Harry Wilkins, Deputy Fire Chief Jessica Matsalla Harry Wilkins	
Approved by: Brad Hvidston, City Manager Brad Hvidston	

PURPOSE/BACKGROUND

The *Fire Prevention Bylaw No. 15/2010* has been the subject of review over the course of the past year. Amendments have resulted, addressing topics such as safe outdoor living (directed at the unhoused issue in the community), as well as emergency response charge updates, and rental housing inspections and licensing. Upon further stakeholder feedback, it was determined that further amendments were necessary. A sensible progression (process-wise) for contemplation of these topics is to separate them for consideration. This report is in response to Council support of a Notice of Motion filed at the June 23, 2025 Regular Council Meeting (Attachment 2) and will address the Rental Housing Inspection and Licensing portion of the previously discussed amendments.

DISCUSSION/ANALYSIS/IMPACT

Citing the information from the May 12, 2025 Council report on this matter:

The following are the suggested or potential amendments for the Fire Prevention Bylaw.

- 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.*
- 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.*
- 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*

FINANCIAL IMPLICATIONS

Amendments made in September 2024, were focused on cost-recover for the Fire Department. The changes noted above address safety over revenue.

COMMUNICATION PLAN/PUBLIC NOTICE

Again, as cited from the May 12, 2025 report, work will be ongoing with the Landlords' Association regarding the safety of rental properties in our city.

STRATEGIC PRIORITIES/OCP/COMMITTEE RECOMMENDATION(S)

Under the "Health Community" pillar of our Strategic Plan 2020 one objective is to provide a safe community by maintaining public safety and security through a focus on strategic prevention activities and timely emergency services,

OPTIONS

1. That Bylaw No. 23/2025, A Bylaw in the City of Yorkton in the Province of Saskatchewan to amend the Fire Prevention Bylaw No. 15/2010 for rental housing inspections and licensing, be introduced and unanimously given three readings at this meeting.
2. That Bylaw No. 1. 23/2025, A Bylaw in the City of Yorkton in the Province of Saskatchewan to amend the Fire Prevention Bylaw No. 15/2010 for rental housing inspections and licensing be defeated.
3. Other direction of Council.

ADMINISTRATIVE RECOMMENDATION(S)

1. That Bylaw No. 23/2025, A Bylaw in the City of Yorkton in the Province of Saskatchewan to amend the Fire Prevention Bylaw No. 15/2010 for rental housing inspections and licensing, be introduced and given 1st reading this 14th day of July, 2025;
2. That Bylaw no. 23/2025 be given second reading this 14th day of July, A.D., 2025;
3. That with the unanimous consent of Council, that Bylaw No. 23/2025 proceed to third reading at this meeting.
4. That Bylaw No. 23/2025, A Bylaw in the City of Yorkton in the Province of Saskatchewan to amend the Fire Prevention Bylaw No. 15/2010 for rental housing inspections and licensing, be given 3rd and final reading this 14th day of July, 2025, and entered in the City of Yorkton Bylaw Register.

**City of Yorkton
Saskatchewan**

Bylaw No. 23/2025

**A Bylaw of the City of Yorkton in the Province of Saskatchewan to amend the Fire Prevention
Bylaw No. 15/2010 for rental housing and inspection fees**

WHEREAS, pursuant to Section 8 of *The Cities Act* authorizes a Council enact Bylaws for the safety, health and welfare of people and the protection of people and property;

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

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

That Bylaw No. 15/2010 be amended as follows:

1. That the following sentence be inserted in subsection 9.4 after the first sentence: “Burn permit must be purchased or letter of approval provided by property owner.”
2. That subsection 4 be added under “1. Inspection Fees” in Schedule “A”:

Rental Housing Inspection	
(a) Initial inspection	\$ No charge (N/C)
(b) 1 st Deficiencies Follow up inspection	\$ 50.00
(c) Subsequent follow up inspections for non-compliance	\$ 100.00/inspection
3. That subsection 2 be added under “5. Permit Fees (Non-Refundable) in Schedule “A”:

(a) Rental Housing Licence	\$No charge (N/C)
(i) Rental Housing License provided with inspection	
4. That the word “Treasurer” be struck from subsection 22(4)(a) and that within that subsection, “18.3 be replaced with “22(3)”.
5. That the words the words “the office of the City Treasurer” be struck from subsection 22(4)(c)(iii).

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.

NOTICE OF MOTION

Date: June 18, 2025

Notice To: Yorkton City Council

From: Councillor 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

TITLE: Bylaw No. 19/2025 Amend the Fire Prevention Bylaw No. 15/2010	DATE OF MEETING: May 12, 2025
	REPORT DATE: May 1, 2025
CLEARANCES:	ATTACHMENTS: <ol style="list-style-type: none"> 1. Draft Bylaw No. 19/2025 to Amend the Fire Prevention Bylaw No. 15/2010 2. Draft Fire Prevention Bylaw with changes included
Written by: Trevor Morrissey, Fire Chief Trevor Morrissey	
Reviewed by: Jessica Matsalla, City Clerk Jessica Matsalla	
Approved by: Brad Hvidston, City Manager Brad Hvidston	

PURPOSE/BACKGROUND

At the December 16, 2024 Council Meeting, Council directed Administration to bring back the Fire Prevention Bylaw Amendments as approved at the September 9, 2024 Council Meeting. On December 16, 2024, the Yorkton Landlords Association made a presentation to council opposing the bylaw changes. At that time administration committed to working with the association to find common ground. After several attempts to align schedules we were able to meet in April to develop a plan that satisfied the intent of both parties.

This Bylaw amendment follows a review of the Fire Prevention Bylaw amendments that were made in September 9, 2024.

DISCUSSION/ANALYSIS/IMPACT

The following are the suggested or potential amendments for the Fire Prevention Bylaw. All changes are highlighted in Attachment 2.

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.
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.
3. 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.
4. 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

FINANCIAL IMPLICATIONS

Since the amendments listed in this revision are included to recover City costs for various services provided by the Fire Department, they should have a positive impact to the department's budget.

COMMUNICATION PLAN/PUBLIC NOTICE

Administration will continue to work with the landlords association regarding the safety of rental properties in our city, as well as homeowners and the insurance community in regards to Fire Suppression charges.

OPTIONS

1. That Bylaw No. 19/2025, A Bylaw in the City of Yorkton in the Province of Saskatchewan to amend the Fire Prevention Bylaw No. 15/2010 to Clarify Fee Structure be introduced and unanimously given three readings at this meeting.
2. That Bylaw No. 19/2025 A Bylaw in the City of Yorkton in the Province of Saskatchewan to amend the Fire Prevention Bylaw No. 15/2010 to Clarify Fee Structure be defeated.
3. Other direction of Council.

ADMINISTRATIVE RECOMMENDATION(S)

1. That Bylaw No. 19/2025, A Bylaw in the City of Yorkton in the Province of Saskatchewan to amend the Fire Prevention Bylaw No. 15/2010 to Clarify Fee Structure be introduced and given first reading this 12th day of May, A.D., 2025; and
2. That Bylaw No. 19/2025 be given second reading.
3. That with unanimous consent of Council that Bylaw No. 19/2025 proceed to third reading.
4. That Bylaw No. 19/2025, A Bylaw in the City of Yorkton in the Province of Saskatchewan to amend the Fire Prevention Bylaw No. 15/2010 to Clarify Fee Structure be given third and final reading this 12th day of May, A.D., 2025, and entered in the City of Yorkton Bylaw Register.

**City of Yorkton
Saskatchewan**

Bylaw No. 19/2025

**A Bylaw of the City of Yorkton in the Province of Saskatchewan to amend the Fire Prevention
Bylaw No. 15/2010 to Clarify Fee Structure.**

WHEREAS, pursuant to Section 8 of *The Cities Act* authorizes a Council enact Bylaws for the safety, health and welfare of people and the protection of people and property;

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

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

That Bylaw No. 15/2010 be amended as follows:

1. That the following sentence be inserted in subsection 9.4 after the first sentence: “Burn permit must be purchased or letter of approval provided by property owner.”
2. That subsection 4 be added under “1. Inspection Fees” in Schedule “A”:
Rental Housing Inspection
 - (a) Initial inspection \$ No charge (N/C)
 - (b) 1st Deficiencies Follow up inspection \$ 50.00
 - (c) Subsequent follow up inspections for non-compliance \$ 100.00/inspection
3. That under “3. Emergency Response, subsection 2. Fire Suppression” in Schedule “A” that subsections (a) (i),(ii), and (iii) be added:
 - (a) Apparatus
 - (i) First arriving apparatus (With minimum 4 Members) \$ No charge (N/C)
 - (ii) Additional apparatus (With 4 minimum Members) \$ 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
4. That subsection 2 be added under “5. Permit Fees (Non-Refundable) in Schedule “A”:
 - (a) Rental Housing Licence \$No charge (N/C)
 - (i) Rental Housing License provided with inspection
5. That the word “Treasurer” be struck from subsection 22(4)(a) and that within that subsection, “18.3 be replaced with “22(3)”.
6. That the words the words “the office of the City Treasurer” be struck from subsection 22(4)(c)(iii).

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.

**CITY OF YORKTON
SASKATCHEWAN**

BYLAW NO. 16/2025

**A BYLAW OF THE CITY OF YORKTON IN THE PROVINCE OF SASKATCHEWAN
PROVIDING FOR THE PREVENTION AND EXTINGUISHMENT OF FIRES AND FOR
THE PRESERVATION OF LIFE AND PROPERTY FROM DESTRUCTION BY FIRE**

WHEREAS, Part II 8(1) of *The Cities Act*, makes provision for the passing of a bylaw to provide for the prevention and extinguishment of fires;

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

1. This bylaw shall be known and may be cited as the City of Yorkton Fire Prevention Bylaw.

2. **DEFINITIONS**

For the purposes of this Bylaw, the expressions:

- (a) "Authority Having Jurisdiction" means the Fire Chief of the Fire Department of the City of Yorkton and any person authorized by the Fire Chief under *The Fire Prevention Act* or any succession to that act as a Fire Inspector;
- (b) "City" means the City of Yorkton;
- (b)-1 "Converted Dwelling" means a single family dwelling that is converted to accommodate multiple families or renters and also refers to a single family dwelling that is being rented as a whole home and no longer occupied by the owner;
- (c) "Council" means the Council of the City of Yorkton;
- (c)-1 "Encampment" means any group of two or more temporary structures or tents in a 100m area;
- (d) "Enforcing Authority" means the Fire Chief of the Fire Department of the City of Yorkton and any person authorized by the Fire Chief under *The Fire Prevention Act* to act as a Fire Inspector;
- (e) "Fire Inspector" means a person who is employed by the City and authorized by the Fire Chief under *The Fire Prevention Act* or any succession to that act to act as a Fire Inspector;
- (f) "National Fire Code" means the *National Fire Code of Canada, 2015* also referred to

as NRCC. No. 47667 adopted pursuant to Section 3;

- (g) "Fire Official" means the Fire Chief of the City of Yorkton Fire Department appointed by the Council of the City of Yorkton or such other person designated by the Fire Chief to carry out the provisions of this bylaw;
- (h) "Life Safety Systems" means the systems installed in buildings to protect people and buildings from fires. This includes, but not limited to, sprinkler systems, fire alarms, etc.
- (i) "Rental Housing Unit" means a building or part of a building with residential dwelling units used or intended to be used as rented residential premises, but shall not include:
 - (i) Apartment buildings, meaning a building or existing non-residential building that is divided with fire separation horizontally and/or vertically into residential dwelling units but does not include a converted dwelling;
 - (ii) A dwelling where the principal owner resides with immediate family members occupying the other unit or units;
 - (iii) A motel, hotel or inn;
 - (iv) Any personal care home, assisted living facility or other similar care facilities;
- (j) "Supplemental Heat" means a temporary heat source provided, other than the buildings primary heating system or source.
- (k) "Temporary Shelter" means a shelter or temporary structure made of any material that is designed to provide cover for a short time and is capable of being dismantled and moved; and further, is not permanent or permitted through the City of Yorkton Building Services Division;
- (l) "Tent" means a portable shelter made of fabric, supported by one or more poles and stretched by ropes or cords fixed to the ground.

3. ADOPTION OF THE NATIONAL FIRE CODE OF CANADA

It is hereby declared that the *National Fire Code of Canada 2015*; issued by the Canadian Commission on Building and Fire Codes National Research Council of Canada, Ottawa, (N.R.C.C. No. 30621), as amended from time to time or any subsequent National Fire Code of Canada which may be enacted is hereby adopted.

4. NOTIFYING THE FIRE DEPARTMENT

Whenever an unwanted fire occurs in any building or on any premises of any kind, the owner, occupant or any person in control of such building or premises, upon discovery of an unwanted fire, even though it has been apparently extinguished, shall immediately cause the existence of such fire, circumstances of same, and location thereof be given to the Fire Department. This requirement shall not be construed to forbid the owner, manager or other person in control of the building or premises from using all diligence necessary to extinguish such fire prior to the arrival of the Fire Department.

5. REPORTING HAZARDOUS CONDITIONS

Any person, upon discovering evidence of spontaneous heating or other abnormal heating of any merchandise, commodity, cargo, shipment or other material of any kind in any building, appliance, apparatus, tank or open stack or pile or any person, upon discovering or being apprised of an uncontrollable hazardous gas leak or hazardous spill, shall immediately notify the Fire Department.

6. AUTHORITY TO COMBAT FIRES AND REGULATE EMERGENCIES

- (a) The Fire Chief shall have authority to pull down or demolish buildings or other erections when considered necessary to prevent the spread of fire and providing compensation for loss or damage sustained by reason of the pulling down or demolishing in any amount equal to the amount of insurance to which the owner would have been entitled had the building been burned.
- (b) The Fire Official conducting operations in connection with the extinguishment and control of any fire, explosion or other emergency shall have full power and authority to direct all operations of fire extinguishment or control and to take the necessary precautions to save life, protect property, and operations, including the investigation of the cause and origin of such emergency.
- (c) The Fire Official may control or prohibit the approach to the scene of such emergency, by any vehicle or thing and all persons.
- (d) No person except a person authorized by the Fire Official in charge of any emergency scene shall remove, unlock, destroy, or tamper with or otherwise molest in any manner any locked gate, door, barricade, chain, enclosure, sign, tag, or seal that has been lawfully installed by the Fire Department or by its order or under its control.

7. INSTALLATION OF STORAGE TANKS

- (a) Any person installing or causing the installation of an underground or above ground storage tank designed or intended for the storage of flammable or combustible liquids, or modifying or causing the modification of such tank already installed, shall notify, in writing, the Fire Chief of the Fire Department of the City of Yorkton before proceeding with the installation.
- (b) The notice required in subsection (7)(a) shall include:
 - (i) the location and address of the place intended or used for the installation of the container;
 - (ii) a description in writing or by drawing, or both, of the work proposed to be carried out;
 - (iii) the name of the person or company proposed to carry out the installation or modification; and

- (iv) the name of the person or company responsible for the container.

8. ROOFING KETTLES

This section shall apply to portable equipment, either with or without wheels, used for heating tar, pitch asphalt, or other such similar substances for application on roofs, streets, floors, pipes or other objects. The following are minimum requirements:

- (a) Lids that can be gravity operated shall be provided on all roofing kettles.
- (b) Fuel containers, burners and related appurtenances of roofing kettles in which liquefied petroleum gas is used for heating shall comply with all requirements of N.F.P.A. 58, "Standard for the Storage and Handling of Liquefied Petroleum Gas".
- (c) Open flame in a roofing kettle while in transit is prohibited.
- (d) There shall be at least one 40:BC rated portable fire extinguisher within a 9.14m horizontal travel distance of every roofing kettle at all times while the same is in operation.
- (e) All improved streets shall be protected from burning by use of sand or other noncombustible materials under roofing kettles.

9. OPEN-AIR FIRES

9.1 Open-air fires shall not be set unless the following measures are taken to limit their spread:

- (a) Fires must be contained in a non-combustible receptacle constructed of cement, brick or sheet metal with a minimum 18-gauge thickness.
- (b) Any Receptacle constructed of brick, or cement must be constructed so as not to allow embers to pass between bricks or mortar.
- (c) Any receptacle constructed of sheet metal must be free from signs of decay.
- (d) Grass and vegetation must be kept free from over growth minimum 48" (1220mm) from receptacle in all directions.
- (e) A receptacle may not be placed within 118" (3000mm) of any combustible construction, including but not limited to decks, garages, fences, or residential homes (regardless of the outside finish), unless a greater clearance is required by the manufacturer of the appliance, in such case the greater clearance will be observed.
- (f) A receptacle placed on a combustible surface will have non-combustible protection beneath the receptacle extending no less than 18" (46mm) beyond the receptacle.
- (g) In the case of certified appliances, the manufacturer's specifications will be followed. If the manufacturer does not list these clearances, see 9.1(e) of this document.
- (h) Fuel as defined in Section 9.2.2 of this document shall be kept a minimum 72" (1830mm) from receptacle.

- (i) A receptacle must be covered with a heavy gauge metal screen with openings not exceeding 13 millimeters; and
- (j) the size of the fire box of any receptacle shall not exceed .61 cubic meters (21.54 cubic ft).
- (k) Care should be exercised not to have smoke entering soffits or open windows, as this could create unsafe levels of carbon monoxide in living spaces.

9.2.1 The fuel for open-air fires may consist only of charcoal or cut, seasoned wood.

9.2.2 The burning of the following material is prohibited:

- (i) rubbish;
- (ii) garden & lawn refuse;
- (iii) manure;
- (iv) livestock or animal carcasses;
- (v) any material classified as a dangerous good by the *National Fire Code as adopted in section 3* of this document; and any material which when burned will generate black smoke or an offensive odor including insulation from electrical coring or equipment, asphalt roofing materials, hydrocarbons, plastics, rubber materials, creosoted wood, treated wood or any similar material.
- (vi) Open-air fires must be supervised so as to prevent their spread.
- (vii) Open-air fires must not be set in windy conditions conducive to creating a running fire or a nuisance to another person.
- (viii) If smoke from an open-air fire causes an unreasonable interference with the use and enjoyment of another person's property, the fire must be extinguished immediately.

9.3 The Fire Chief or discretionary designate assigned by them, may at any time revoke or limit the ability to burn open air fires within the City of Yorkton for reasons of public safety, weather conditions or past non-compliance with this Bylaw.

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.**

10. LEAKING FLAMMABLE LIQUID TANKS OR PIPING

Whenever flammable liquids or vapors are suspected to emanate from underground or above-ground tanks or piping and in the opinion of the Fire Chief could create a hazardous condition, he may order the owner, tenant, occupant or agent responsible to drill test holes, to test tanks and piping, to excavate the tanks and piping and to carry out other procedures necessary in order to expose and replace, repair or correct hazardous conditions.

11. HAZARDOUS, FLAMMABLE OR CHEMICAL DISCHARGES

No person, industry, or manufacturer shall discharge or permit to be discharged into any sanitary sewer, storm sewer, sewer connection, catch basin, ditch, lane, or street, any flammable liquid or hazardous chemical either by itself or in combination with any other

liquid or solid. An Enforcing Authority may make such orders as are deemed necessary in order to eliminate the said discharge, and to temporarily shut down any activity or operation suspected of being the source of the discharge.

12. INSPECTION, TESTING AND MAINTENANCE OF PORTABLE FIRE EXTINGUISHERS

- (a) In accordance with Article 6.2.4.1 of *The National Fire Code as adopted in Section 3*, all portable fire extinguishers shall be inspected, tested and maintained in conformance with NFPA 10, “Portable Fire Extinguishers”.
- (b) Inspection, testing and maintenance of portable fire extinguishers shall be performed by properly trained and qualified persons.
- (c) Any person who intends to inspect, test or maintain portable fire extinguishers shall submit proof of proper training to the Department before carrying out any inspections, testing or maintenance.
- (d) Upon proof of proper training, the Department shall issue to the person a permit to inspect, test and maintain portable fire extinguishers in the City, which permit shall be valid for the term specified on the permit.
- (e) No person shall inspect, test or maintain portable fire extinguishers without a valid permit from the Department.
- (f) In addition to the permit under subsection (12)(d), the City shall issue to the person an identification number. Any label affixed to an extinguisher after a hydrostatic pressure test or any tag attached to an extinguisher after maintenance or recharge shall, in addition to the information required by Articles of *The National Fire Code as adopted in Section 3*, contain the identification number of the person who performed the test or maintenance on the extinguisher.

13. INSPECTION AND MAINTENANCE OF COMMERCIAL COOKING EQUIPMENT

- (a) In accordance with sentence 2.6.1.9(2) of *The National Fire Code as adopted in Section 3*, the inspection and maintenance of commercial cooking equipment exhaust and fire protection systems shall be in conformance with NFPA 96, “Ventilation Control and Fire Protection of Commercial Cooking Equipment”.
- (b) Inspection and maintenance of commercial cooking equipment exhaust and fire protection systems shall be performed by properly trained and qualified persons.
- (c) Any person who intends to inspect or maintain commercial cooking equipment exhaust and fire protection systems shall submit proof of proper training to the Department before carrying out any inspections or maintenance.

- (d) Upon proof of proper training, the Department shall issue to the person a permit to inspect and maintain commercial cooking equipment exhaust and fire protection systems in the City, which permit shall be valid for the term specified on the permit.
- (e) No person shall inspect or maintain commercial cooking equipment exhaust and fire protection systems without a valid permit from the Department.
- (f) In addition to the permit under subsection (13)(d), the City shall issue to the person an identification number. Any label or tag affixed to a commercial cooking equipment exhaust and fire protection system after inspection or maintenance shall, in addition to the information required by *The National Fire Code as adopted in Section 3*, contain the identification number of the person who performed the inspection or maintenance of the system.

14. INSPECTION AND MAINTENANCE OF SPRINKLER AND STANDPIPE SYSTEMS

- (a) Inspection and maintenance of sprinkler and standpipe systems shall be performed by properly trained and qualified persons.
- (b) Any person who intends to inspect or maintain sprinkler and standpipe systems shall submit proof to the Department that the person holds a journeyperson's certificate in the sprinkler systems installer trade or that the person is a fourth year apprentice in the sprinkler systems installer trade.
- (c) Upon proof of the matters referred to in subsection (14)(b), the Department shall issue to the person a permit to inspect and maintain sprinkler and standpipe systems in the City, which permit shall be valid for the term specified on the permit.
- (d) No person shall inspect or maintain sprinkler and standpipe systems without a valid permit from the Department.
- (e) In addition to the permit under subsection (14)(c), the Department shall issue to the person an identification number. Any label or tag affixed to a sprinkler or standpipe system shall, in addition to the information required by *The National Fire Code as adopted in Section 3*, contain the identification number of the person who performed the inspection or maintenance on the sprinkler or standpipe system.

15. RENTAL HOUSING LICENCES AND INSPECTIONS

- (a) No person shall own or operate rental housing units without obtaining a Rental Housing Licence from Fire Protective Services.
- (b) No person shall provide false or misleading information to the City or Fire Official at any time, including when applying for a Rental Housing Licence or renewing the Rental Housing Licence.
- (c) A Rental Housing Licence is valid for a duration of four years, with its expiration on December 31st of the fourth year.
- (d) An inspection must be arranged with Fire Protective Services to inspect the premises. A minimum of two weeks' notice must be provided to arrange an inspection.

- (e) No person shall fail to comply with an Order to remedy deficiencies identified through a rental housing inspection.
- (f) Licences are not transferrable.
- (g) A Fire Official may refuse to issue a licence or revoke a licence if it is determined that deficiencies need to be remedied.

16. LIFE SAFETY SYSTEMS OUT OF SERVICE

- (a) No person who owns or operates a property shall fail to notify Fire Protective Services when life safety systems are out of service, where life safety systems are installed. This does not include periods where testing or maintenance are done by a qualified technician.
- (b) Every property owner or operator shall obtain a permit from Fire Protective Services for the period that life safety systems are out of service.

17. SUPPLEMENTAL HEAT

- (a) No person who owns or operates a rental property shall fail to notify Fire Protective Services when supplemental heat is being provided to tenants or instructed to be used by a landlord due to insufficient heating in a building.
- (b) Every property owner or operator shall obtain a permit from Fire Protective Services for the period that the supplemental heat is being used.

18. INSPECTION, TESTING AND MAINTENANCE OF FIRE ALARM SYSTEMS

- (a) In accordance with article 6.3.1.2 of *The National Fire Code as adopted in Section 3*, the inspection, testing and maintenance of fire alarm systems shall be in conformance with CAN/ULC-S536-M, "Inspection and Testing of Fire Alarm Systems".
- (b) Inspection, testing and maintenance of fire alarm systems shall be performed by properly trained and qualified persons.
- (c) No person shall inspect, test or maintain a fire alarm system without first obtaining a valid permit issued by the Department.
- (d) Any person who wishes to obtain a permit to inspect, test or maintain fire alarm systems shall submit proof satisfactory to the Department that the person:
 - (e) is, or the person's employer is, a member in good standing of the Canadian Fire Alarm Association or the National Fire Protection Association; and,
 - (f) has at least one of the following qualifications:
 - (i) a certificate from a recognized alarm manufacturer that the person is a factory trained installer and serviceperson; or
 - (ii) a certificate that the person has successfully completed the Canadian Fire Alarm Association "Fire Alarm Technology" program, and has worked as an apprentice to a person who holds a permit under this section for a period of not less than one year; or

- (iii) a certificate that the person has successfully completed the journeyman electrician trade's upgrading course entitled "Fire Alarm and Protection Systems".
- (g) For purposes of this section "Addressable Fire Alarm System" means a fire alarm system that consists of initiating devices and central appliances and that is capable of individually identifying and controlling discrete components and functions of the system.
 - (i) Only authorized factory trained personnel may service addressable fire alarm systems.
 - (ii) Any person who wishes to obtain a permit to test, inspect or maintain addressable fire alarm systems shall submit proof satisfactory to the Department that the person:
 - a. is, or the person's employer is, member in good standing of the Canadian Fire Alarm Association or the National Fire Protection Association; and
 - b. possesses appropriate factory training in servicing addressable fire alarm systems.
- (h) Upon proof of the matters referred to in subsections (18)(d) and (18)(g)(ii), the Department shall issue to the person the appropriate permit to inspect, test and maintain fire alarm systems in the City, which permit shall be valid for the period specified on the permit.
- (i) The Department may, at its discretion, cancel, revoke or suspend the permit of any person who in the opinion of the Department has contravened any of the provisions of this bylaw.
- (j) In addition to the permit under subsections (18)(d) and (18)(g)(ii), the Department shall issue to the person an identification number. Any label or tag affixed to a fire alarm system shall, in addition to the information required by *The National Fire Code as adopted in Section 3*, contain the identification number of the person who performed the inspection, test or maintenance on the fire alarm system.

19. CORRECTION OF IMMEDIATE HAZARDS

- (a) Whenever the Enforcing Authority finds in a church, school, rink, apartment block, hotel, motel, restaurant, night club, bingo parlor or other building used by the public as a resort or place of public amusement, that any entrance doors or any emergency exit doors are blocked, barred, bolted, or locked in any manner other than with standard panic hardware or a form of quick-acting hardware during the time when the building is being publicly used, he may order the owner, tenant or occupant responsible to immediately remove all such blockages, bars, bolts, padlocks, chains or other devices so that the doors can be readily opened from the interior.
- (b) Whenever a Fire Official finds combustible or explosive material, flammable liquids or hazardous chemicals being used, stored or kept in such a manner as to constitute a threat to persons or property, he may, verbally or in writing, order the owner, tenant occupant or agent responsible to remove the combustible or flammable liquid, or explosive material or hazardous chemical immediately from the building or premises.

- (c) Whenever a Fire Official finds a building, structure or premises or part of a building, structure or premises which is unoccupied and which, in his opinion, is not being kept in a safe condition to guard against fire or the risk of fire or other dangerous risk or accident, he may order the owner, tenant, occupant or agent responsible to remedy the dangerous condition and to secure the building, structure or premises or part of the building, structure or premises in such a manner as to prevent any unauthorized entry of the building, structure or premises or part of a building, structure or premises by any person while it is unoccupied.
- (d) In the event of an immediate hazard if the owner, tenant, occupant or agent responsible refuses and/or neglects to comply with the order of a Fire Official to remedy the hazardous condition or if the owner, tenant, occupant or agent responsible for the building cannot be located, a Fire Official may take such action as is appropriate, without notice and at the expense of the owner, tenant, occupant or agent responsible for the building.
- (e) Without limiting the generality of the foregoing, when measures must be taken to avoid an imminent danger of fire or risk of accident, a Fire Official may cause the evacuation of any building or area, and he may order that the building remain evacuated until the hazard is removed, and may call upon the Police and the Fire Prevention authorities to assist him in this regard.

20. UNSAFE OUTDOOR LIVING

- (1) No person may erect an encampment, temporary shelter or tent on City owned or public property:
 - (a) On or within 100 meters of a school or daycare centre;
 - (b) On or within 100 meters of a playground, pool, or spray park;
 - (c) On or within 100 meters of an occupied residential or commercial property;
 - (d) On or within five meters of any street, sidewalk, boulevard, or pathway;
 - (e) On or within 50 meters of any sports field as designated by the Recreation and Community Services Department;
 - (f) Within any fenced-in off-leash dog park;
 - (g) On any cemetery, including its roads or lanes within the cemetery;
 - (h) On or within any entrance, exit or doorway to a building or structure, and including, without limiting the generality of the foregoing, an area adjacent to such entrances or exits required in the event of a fire or emergency;
 - (i) Against, under, or be attached or tied to any building or permanent structure.
- (2)
 - (a) No more than five tents or temporary shelters are permitted to be in a 100 square meter area.
 - (b) No tent or temporary shelter may be within four meters of an entrance or exit of another tent or temporary shelter.
- (3) Notwithstanding Subsections 20(1) and 20(2), at the discretion of a Fire Official or Community Safety Officer, the following fire safety or life safety conditions may cause an encampment, temporary shelter or tent to be deemed unsafe outdoor living:

- (a) Combustible nature of materials used;
 - (b) Open fires;
 - (c) Proximity of structures/shelters to each other and to other combustible structures;
 - (d) Improvised heating sources being used including candles, fires, and propane heat in close proximity/within the entrance of the shelter;
 - (e) Heaters not used for intended design;
 - (f) Accumulation of material and debris that could impede the egress of residents from their shelter/structure and promote the spread of fire to another shelter in the event of an emergency.
- (4) If an encampment, temporary shelter or tent is deemed unsafe outdoor living, a Fire Official may order the encampment, temporary shelter or tent to be removed or the unsafe conditions to be remedied.
- (5) Notwithstanding Section 20(3) and 20(4), where there is no shelter accommodations available in the City, a houseless person may, without permission from the City, take up temporary shelter, tent or encampment on City owned property provided the person removes the temporary shelter, tent or encampment during the daytime and abides by other provisions of this Bylaw.

21. FEES FOR SERVICE

The Yorkton Fire Department is authorized to charge the applicable fees for the various services, tests and emergency responses as listed in Schedule "A" attached to and forming part of this bylaw.

22. OFFENCES AND PENALTIES

- (1) No person shall:
- (a) tamper with fire exit doors, portable or fixed extinguishing systems, automatic sprinkler systems, manual or automatic fire alarms or any other fire safeguards installed in a building or premises; or
 - (b) without reasonable cause, make or cause to be made a false alarm of fire or other dangerous risk.
- (2) Everyone commits an offence who:
- (a) blocks an exit or access to an exit in any building;
 - (b) neglects to maintain in operating condition a fire exit door or fire exit hardware on a fire exit door in any building;
 - (c) neglects to maintain portable fire extinguishers in any building in conformance with the *National Fire Code of Canada as adopted in section 3*;
 - (d) neglects to maintain an automatic sprinkler system, special extinguishing

system or fire alarm system in any building so required in conformance with the *National Fire Code of Canada as adopted in section 3*;

- (e) permits combustible waste materials to accumulate in or around any building in quantities or locations that will constitute an undue fire hazard;
- (f) stores flammable liquid or compressed liquids in any building structure or open space except in the manner provided in the *National Fire Code of Canada as adopted in section 3*;
- (g) blocks or wedges open a door, shutter, wired glass or glass block in a fire separation in any building;
- (h) contravenes the provisions of Section 9 of this bylaw regarding the setting of open-air fires;
- (i) drives any vehicle over any hose while in use or about to be used at any fire or which has been laid to be used at a fire or a fire practice;
- (j) hinders or obstructs any Firefighter, or other person who shall be assisting at the extinguishment of any fire or emergency, or who may be engaged in other duties connected therewith or disobey any lawful command of the Fire Official in charge of the emergency, or any part thereof, or the order of a Police Officer assisting the Fire Department;
- (k) obstructs, hinders or delays any fire apparatus while the same is proceeding to a fire or other emergency;
- (l) fails to yield the right of way, while travelling, riding, or driving on any street or place along which any fire apparatus is proceeding to a fire or other emergency;
- (m) dispenses or allows to be dispensed, a flammable or combustible liquid into the fuel tank of a motor vehicle while its engine is running;
- (n) fails to maintain a clear and unobstructed exit or means of egress as required by the National Fire Code;
- (o) fails to ensure exterior passageways and exterior exit stairs serving occupied buildings are maintained clear of ice and snow accumulations as required by the National Fire Code;
- (p) obscures or obstructs a fire Department connection as required by the National Fire Code;
- (q) fails to post an occupant load sign as required by the National Fire Code;
- (r) fails to maintain a clearance of 45 cm (18 inches) between sprinkler heads and products as required by the National Fire Code;

- (s) operates a rental housing unit without obtaining a Rental Housing Licence from Fire Protective Services;
 - (t) provides false or misleading information to the City or Fire Official at any time, including when applying for a Rental Housing Licence or renewing the Rental Housing Licence;
 - (u) fails to comply with an Order to remedy deficiencies identified through a rental housing inspection;
 - (v) fails to notify Fire Protective Services of life safety systems out of service;
 - (w) fails to notify Fire Protective Services of supplemental heat used.
- (3) Everyone who commits an offence under this section is guilty of a summary offence and liable to a fine of \$300.00.
- (4) The following procedure shall apply for offences committed under this section:
- (a) a Fire Official or any member of the Fire Department may issue a Notice of Bylaw Violation to every person committing an offence under this section of the bylaw. This notice shall require the person to pay ~~to the City Treasurer of Yorkton~~ the amount named in Section ~~18.322(3)~~;
 - (b) a Community Safety Officer or Bylaw Enforcement Officer may issue a Notice of Violation to every person committing an offence under subsection 20(2)(h) of the bylaw. The notice shall require the person to pay the amount listed in Section 22(3).
 - (c) the fine may be paid:
 - (i) in person, during regular working hours, to the cashier located at City Hall, Yorkton, Saskatchewan;
 - (ii) by deposit at the depository located at the main entrance to City Hall, Yorkton, Saskatchewan; or
 - (iii) by mail, post marked within the prescribed 14 day period, to ~~the office of the City Treasurer, City of Yorkton~~ City Hall, Box 400, Yorkton, Saskatchewan, S3N 2W3.
 - (d) if payment of the fine as provided in this section is made prior to the date when the person contravening the bylaw is required to appear in court to answer the charge, the person shall not be liable for prosecution of that offence.
23. Every person who contravenes any provision of this Bylaw for which no other penalty is specifically provided is guilty of an offence and liable on summary conviction to a fine of not more than:

- (a) \$2000.00 in the case of an individual;
- (b) \$5000.00 in the case of a corporation;

or, in default of payment by an individual, by imprisonment for a term of not more than ninety (90) days.

- (c) No person who is convicted of an offence for non-compliance with an order of a Fire Inspector is relieved from compliance with the order, and the convicting Provincial Magistrate or Justice of the Peace shall, in addition to any fine, order that person to do, within a specified period of time, any act or work necessary to remedy the non-compliance.
 - (d) Any person who fails to comply with the order of a Judge made pursuant to subsection (c) is liable to a further fine of not more than \$200.00 for each day during which he fails to comply.
24. If the owner, tenant or occupant responsible for the building or premises refuses or neglects to do any matter or thing required to be done by him hereunder by the Enforcing Authority, the matter or thing may be done by the City of Yorkton at the expense of the person in default, and the City of Yorkton may recover the expenses of doing so with costs by adding the expenses to, and thereby form part of the taxes on the land on which or with respect to which the work is done.

25. ENFORCEMENT PROCEEDING

- (1) The Fire Official or Fire Inspector shall enforce the provisions of this Bylaw, exercising all the powers and duties conferred on them by *The Fire Prevention Act*, or any successor to that Act.
- (2) A Community Safety Officer shall only enforce Section 9, Section 20 and Section 22 of this Bylaw.

26. APPEAL FROM DECISION OF THE ENFORCING AUTHORITY

Where a Fire Inspector exercises the authority conferred under the National Fire Code or this bylaw to allow or deny any action, use or thing, any person aggrieved by the decision may appeal to the Fire Commissioner of the Province of Saskatchewan as set out in Schedule "B" attached to and forming part of this bylaw.

27. SEVERABILITY

If any section, subsection, sentence, clause, phrase or other portion of this bylaw is for any reason held invalid or unconstitutional by any Court of competent jurisdiction, that portion shall be deemed a separate, distinct and independent provision and the holding of the Court shall not affect the validity of the remaining portions of the bylaw.

28. REPEAL OF BYLAW

Bylaw No. 41/96 passed on the 21st day of October, 1996 providing for the prevention and extinguishment of fires and for the preservation of life and property from destruction by fire and all amendments thereto are hereby repealed.

29. EFFECTIVE DATE OF BYLAW

This Bylaw shall come into force and take effect on the day of the final passing thereof.

MAYOR

CITY CLERK

Introduced and read a first time this 31st day of May, A.D., 2010.

Read a second time this 31st day of May, A.D., 2010.

Read a third time and adopted this 14th day of June, A.D., 2010.

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 |
| | (iii) 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
- | | | |
|-----|--------------|--------------------|
| (3) | Non-Resident | Per SGI Fixed Rate |
| (4) | 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 |

SCHEDULE "B"

APPEAL PROCEDURE

1. APPEALS

- (1) A person who is aggrieved by an order made by the Fire Official or Fire Inspector may, within 20 days of being served with an order, appeal the order to the Fire Commissioner of the Province of Saskatchewan.
- (2) An appeal pursuant to this section shall be made by filing a written notice of appeal setting out the reasons for the appeal on the Fire Commissioner and serving a copy of the appeal on the Fire Official or Inspector.
- (3) The Fire Commissioner shall consider the appeal and may confirm, modify or revoke the order appealed from or substitute his or her own order for the order being appealed from.
- (4) The Fire Commissioner shall cause a copy of his decision to be served on:
 - (a) the appellant;
 - (b) the Fire Official or Inspector; and
 - (c) any other persons whom the Fire Commissioner considers may be interested in the decision.
- (5) An appeal taken pursuant to this section does not operate as a stay of the decision appealed from unless the Fire Commissioner, on an application by the appellant, decides otherwise.

CITY OF YORKTON BYLAW NO. 15/2010

**A BYLAW OF THE CITY OF YORKTON IN THE
PROVINCE OF SASKATCHEWAN PROVIDING
FOR THE PREVENTION AND EXTINGUISHMENT
OF FIRES AND FOR THE PRESERVATION OF LIFE
AND PROPERTY FROM DESTRUCTION BY FIRE**

Disclaimer:

This information has been provided solely for research convenience. Official bylaws are available at the Office of the City Clerk and must be consulted for purposed of interpretation and application of the law.

**CITY OF YORKTON
SASKATCHEWAN**

BYLAW NO. 15/2010

**A BYLAW OF THE CITY OF YORKTON IN THE PROVINCE OF SASKATCHEWAN
PROVIDING FOR THE PREVENTION AND EXTINGUISHMENT OF FIRES AND FOR
THE PRESERVATION OF LIFE AND PROPERTY FROM DESTRUCTION BY FIRE**

WHEREAS, Part II 8(1) of *The Cities Act*, makes provision for the passing of a bylaw to provide for the prevention and extinguishment of fires;

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

1. This bylaw shall be known and may be cited as the City of Yorkton Fire Prevention Bylaw.

2. **DEFINITIONS**

For the purposes of this Bylaw, the expressions:

(a) "Authority Having Jurisdiction" means the Fire Chief of the Fire Department of the City of Yorkton and any person authorized by the Fire Chief under *The Fire Prevention Act* or any succession to that act as a Fire Inspector;

(b) "City" means the City of Yorkton;

(b)-1 "Converted Dwelling" means a single family dwelling that is converted to accommodate multiple families or renters and also refers to a single family dwelling that is being rented as a whole home and no longer occupied by the owner;

(c) "Council" means the Council of the City of Yorkton;

(c)-1 "Encampment" means any group of two or more temporary structures or tents in a 100m area;

(d) "Enforcing Authority" means the Fire Chief of the Fire Department of the City of Yorkton and any person authorized by the Fire Chief under *The Fire Prevention Act* to act as a Fire Inspector;

(e) "Fire Inspector" means a person who is employed by the City and authorized by the Fire Chief under *The Fire Prevention Act* or any succession to that act to act as a Fire Inspector;

(f) "National Fire Code" means the *National Fire Code of Canada*, ~~2015~~2005 also referred to as NRCC. No. 47667 adopted pursuant to Section 3;

- (g) "Fire Official" means the Fire Chief of the City of Yorkton Fire Department appointed by the Council of the City of Yorkton or such other person designated by the Fire Chief to carry out the provisions of this bylaw;
- (h) "Life Safety Systems" means the systems installed in buildings to protect people and buildings from fires. This includes, but not limited to, sprinkler systems, fire alarms, etc.
- (i) "Rental Housing Unit" means a building or part of a building with residential dwelling units used or intended to be used as rented residential premises, ~~with two or more units~~, but shall not include:
- (i) Apartment buildings, meaning a building or existing non-residential building that is divided with fire separation horizontally and/or vertically into residential dwelling units but does not include a converted dwelling;
 - (ii) A dwelling where the principal owner resides with immediate family members occupying the other unit or units;
 - (iii) A motel, hotel or inn;
 - (iv) Any personal care home, assisted living facility or other similar care facilities;
- (j) "Supplemental Heat" means a temporary heat source provided, other than the buildings primary heating system or source.
- (k) "Temporary Shelter" means a shelter or temporary structure made of any material that is designed to provide cover for a short time and is capable of being dismantled and moved; and further, is not permanent or permitted through the City of Yorkton Building Services Division;
- (l) "Tent" means a portable shelter made of fabric, supported by one or more poles and stretched by ropes or cords fixed to the ground.

3. ADOPTION OF THE NATIONAL FIRE CODE OF CANADA

It is hereby declared that the *National Fire Code of Canada* ~~2015~~~~2005~~; issued by the Canadian Commission on Building and Fire Codes National Research Council of Canada, Ottawa, (N.R.C.C. No. 30621), as amended from time to time or any subsequent National Fire Code of Canada which may be enacted is hereby adopted.

4. NOTIFYING THE FIRE DEPARTMENT

Whenever an unwanted fire occurs in any building or on any premises of any kind, the owner, occupant or any person in control of such building or premises, upon discovery of an unwanted fire, even though it has been apparently extinguished, shall immediately cause the existence of such fire, circumstances of same, and location thereof be given to the Fire Department. This requirement shall not be construed to forbid the owner, manager or other person in control of the building or premises from using all diligence necessary to extinguish such fire prior to the arrival of the Fire Department.

5. REPORTING HAZARDOUS CONDITIONS

Any person, upon discovering evidence of spontaneous heating or other abnormal heating of any merchandise, commodity, cargo, shipment or other material of any kind in any building, appliance, apparatus, tank or open stack or pile or any person, upon discovering or being apprised of an uncontrollable hazardous gas leak or hazardous spill, shall immediately notify the Fire Department.

6. AUTHORITY TO COMBAT FIRES AND REGULATE EMERGENCIES

- (a) The Fire Chief shall have authority to pull down or demolish buildings or other erections when considered necessary to prevent the spread of fire and providing compensation for loss or damage sustained by reason of the pulling down or demolishing in any amount equal to the amount of insurance to which the owner would have been entitled had the building been burned.
- (b) The Fire Official conducting operations in connection with the extinguishment and control of any fire, explosion or other emergency shall have full power and authority to direct all operations of fire extinguishment or control and to take the necessary precautions to save life, protect property, and operations, including the investigation of the cause and origin of such emergency.
- (c) The Fire Official may control or prohibit the approach to the scene of such emergency, by any vehicle or thing and all persons.
- (d) No person except a person authorized by the Fire Official in charge of any emergency scene shall remove, unlock, destroy, or tamper with or otherwise molest in any manner any locked gate, door, barricade, chain, enclosure, sign, tag, or seal that has been lawfully installed by the Fire Department or by its order or under its control.

7. INSTALLATION OF STORAGE TANKS

- (a) Any person installing or causing the installation of an underground or above ground storage tank designed or intended for the storage of flammable or combustible liquids, or modifying or causing the modification of such tank already installed, shall notify, in writing, the Fire Chief of the Fire Department of the City of Yorkton before proceeding with the installation.
- (b) The notice required in subsection (7)(a) shall include:
 - (i) the location and address of the place intended or used for the installation of the container;
 - (ii) a description in writing or by drawing, or both, of the work proposed to be carried out;
 - (iii) the name of the person or company proposed to carry out the installation or modification; and
 - (iv) the name of the person or company responsible for the container.

8. ROOFING KETTLES

This section shall apply to portable equipment, either with or without wheels, used for heating tar, pitch asphalt, or other such similar substances for application on roofs, streets, floors, pipes or other objects. The following are minimum requirements:

- (a) Lids that can be gravity operated shall be provided on all roofing kettles.
- (b) Fuel containers, burners and related appurtenances of roofing kettles in which liquefied petroleum gas is used for heating shall comply with all requirements of N.F.P.A. 58, "Standard for the Storage and Handling of Liquefied Petroleum Gas".
- (c) Open flame in a roofing kettle while in transit is prohibited.
- (d) There shall be at least one 40:BC rated portable fire extinguisher within a 9.14m horizontal travel distance of every roofing kettle at all times while the same is in operation.
- (e) All improved streets shall be protected from burning by use of sand or other noncombustible materials under roofing kettles.

9. OPEN-AIR FIRES

9.1 Open-air fires shall not be set unless the following measures are taken to limit their spread:

- (a) Fires must be contained in a non-combustible receptacle constructed of cement, brick or sheet metal with a minimum 18-gauge thickness.
- (b) Any Receptacle constructed of brick, or cement must be constructed so as not to allow embers to pass between bricks or mortar.
- (c) Any receptacle constructed of sheet metal must be free from signs of decay.
- (d) Grass and vegetation must be kept free from over growth minimum 48" (1220mm) from receptacle in all directions.
- (e) A receptacle may not be placed within 118" (3000mm) of any combustible construction, including but not limited to decks, garages, fences, or residential homes (regardless of the outside finish), unless a greater clearance is required by the manufacturer of the appliance, in such case the greater clearance will be observed.
- (f) A receptacle placed on a combustible surface will have non-combustible protection beneath the receptacle extending no less than 18" (46mm) beyond the receptacle.
- (g) In the case of certified appliances, the manufacturer's specifications will be followed. If the manufacturer does not list these clearances, see 9.1(e) of this document.
- (h) Fuel as defined in Section 9.2.2 of this document shall be kept a minimum 72" (1830mm) from receptacle.

- (i) A receptacle must be covered with a heavy gauge metal screen with openings not exceeding 13 millimeters; and
- (j) the size of the fire box of any receptacle shall not exceed .61 cubic meters (21.54 cubic ft).
- (k) Care should be exercised not to have smoke entering soffits or open windows, as this could create unsafe levels of carbon monoxide in living spaces.

9.2.1 The fuel for open-air fires may consist only of charcoal or cut, seasoned wood.

9.2.2 The burning of the following material is prohibited:

- (i) rubbish;
- (ii) garden & lawn refuse;
- (iii) manure;
- (iv) livestock or animal carcasses;
- (v) any material classified as a dangerous good by the *National Fire Code as adopted in section 3* of this document; and any material which when burned will generate black smoke or an offensive odor including insulation from electrical coring or equipment, asphalt roofing materials, hydrocarbons, plastics, rubber materials, creosoted wood, treated wood or any similar material.
- (vi) Open-air fires must be supervised so as to prevent their spread.
- (vii) Open-air fires must not be set in windy conditions conducive to creating a running fire or a nuisance to another person.
- (viii) If smoke from an open-air fire causes an unreasonable interference with the use and enjoyment of another person's property, the fire must be extinguished immediately.

9.3 The Fire Chief or discretionary designate assigned by them, may at any time revoke or limit the ability to burn open air fires within the City of Yorkton for reasons of public safety, weather conditions or past non-compliance with this Bylaw.

9.4 An outdoor burning permit is required for each calendar year, and shall be obtained from the Yorkton Fire protective Services.

~~9.3 — Everyone who commits an offence under this section is guilty of a summary offence and liable to a fine of \$300.00.~~

10. LEAKING FLAMMABLE LIQUID TANKS OR PIPING

Whenever flammable liquids or vapors are suspected to emanate from underground or above-ground tanks or piping and in the opinion of the Fire Chief could create a hazardous condition, he may order the owner, tenant, occupant or agent responsible to drill test holes, to test tanks and piping, to excavate the tanks and piping and to carry out other procedures necessary in order to expose and replace, repair or correct hazardous conditions.

11. HAZARDOUS, FLAMMABLE OR CHEMICAL DISCHARGES

No person, industry, or manufacturer shall discharge or permit to be discharged into any

Amended
by Bylaw
No.9/2024

sanitary sewer, storm sewer, sewer connection, catch basin, ditch, lane, or street, any flammable liquid or hazardous chemical either by itself or in combination with any other liquid or solid. An Enforcing Authority may make such orders as are deemed necessary in order to eliminate the said discharge, and to temporarily shut down any activity or operation suspected of being the source of the discharge.

12. INSPECTION, TESTING AND MAINTENANCE OF PORTABLE FIRE EXTINGUISHERS

- (a) In accordance with Article 6.2.4.1 of *The National Fire Code as adopted in Section 3*, all portable fire extinguishers shall be inspected, tested and maintained in conformance with NFPA 10, “Portable Fire Extinguishers”.
- (b) Inspection, testing and maintenance of portable fire extinguishers shall be performed by properly trained and qualified persons.
- (c) Any person who intends to inspect, test or maintain portable fire extinguishers shall submit proof of proper training to the Department before carrying out any inspections, testing or maintenance.
- (d) Upon proof of proper training, the Department shall issue to the person a permit to inspect, test and maintain portable fire extinguishers in the City, which permit shall be valid for the term specified on the permit.
- (e) No person shall inspect, test or maintain portable fire extinguishers without a valid permit from the Department.
- (f) In addition to the permit under subsection (12)(d), the City shall issue to the person an identification number. Any label affixed to an extinguisher after a hydrostatic pressure test or any tag attached to an extinguisher after maintenance or recharge shall, in addition to the information required by Articles of *The National Fire Code as adopted in Section 3*, contain the identification number of the person who performed the test or maintenance on the extinguisher.

13. INSPECTION AND MAINTENANCE OF COMMERCIAL COOKING EQUIPMENT

- (a) In accordance with sentence 2.6.1.9(2) of *The National Fire Code as adopted in Section 3*, the inspection and maintenance of commercial cooking equipment exhaust and fire protection systems shall be in conformance with NFPA 96, “Ventilation Control and Fire Protection of Commercial Cooking Equipment”.
- (b) Inspection and maintenance of commercial cooking equipment exhaust and fire protection systems shall be performed by properly trained and qualified persons.
- (c) Any person who intends to inspect or maintain commercial cooking equipment exhaust and fire protection systems shall submit proof of proper training to the Department before carrying out any inspections or maintenance.

- (d) Upon proof of proper training, the Department shall issue to the person a permit to inspect and maintain commercial cooking equipment exhaust and fire protection systems in the City, which permit shall be valid for the term specified on the permit.
- (e) No person shall inspect or maintain commercial cooking equipment exhaust and fire protection systems without a valid permit from the Department.
- (f) In addition to the permit under subsection (13)(d), the City shall issue to the person an identification number. Any label or tag affixed to a commercial cooking equipment exhaust and fire protection system after inspection or maintenance shall, in addition to the information required by *The National Fire Code as adopted in Section 3*, contain the identification number of the person who performed the inspection or maintenance of the system.

14. INSPECTION AND MAINTENANCE OF SPRINKLER AND STANDPIPE SYSTEMS

- (a) Inspection and maintenance of sprinkler and standpipe systems shall be performed by properly trained and qualified persons.
- (b) Any person who intends to inspect or maintain sprinkler and standpipe systems shall submit proof to the Department that the person holds a journeyperson's certificate in the sprinkler systems installer trade or that the person is a fourth year apprentice in the sprinkler systems installer trade.
- (c) Upon proof of the matters referred to in subsection (14)(b), the Department shall issue to the person a permit to inspect and maintain sprinkler and standpipe systems in the City, which permit shall be valid for the term specified on the permit.
- (d) No person shall inspect or maintain sprinkler and standpipe systems without a valid permit from the Department.
- (e) In addition to the permit under subsection (14)(c), the Department shall issue to the person an identification number. Any label or tag affixed to a sprinkler or standpipe system shall, in addition to the information required by *The National Fire Code as adopted in Section 3*, contain the identification number of the person who performed the inspection or maintenance on the sprinkler or standpipe system.

15. RENTAL HOUSING LICENCES AND INSPECTIONS

- (a) No person shall own or operate rental housing units without obtaining a Rental Housing Licence from Fire Protective Services.
- (b) No person shall provide false or misleading information to the City or Fire Official at any time, including when applying for a Rental Housing Licence or renewing the Rental Housing Licence.
- (c) A Rental Housing Licence is valid for a duration of four years, with its expiration on December 31st of the fourth year.
- (d) An inspection must be arranged with Fire Protective Services to inspect the premises. A minimum of two weeks' notice must be provided to arrange an inspection.

- (e) No person shall fail to comply with an Order to remedy deficiencies identified through a rental housing inspection.
- (f) Licence fees are non-refundable and licences are not transferrable.
- (g) A Fire Official may refuse to issue a licence or revoke a licence if it is determined that deficiencies need to be remedied.

16. LIFE SAFETY SYSTEMS OUT OF SERVICE

- (a) No person who owns or operates a property shall fail to notify Fire Protective Services when life safety systems are out of service, where life safety systems are installed. This does not include periods where testing or maintenance are done by a qualified technician.
- (b) Every property owner or operator shall obtain a permit from Fire Protective Services for the period that life safety systems are out of service.

17. SUPPLEMENTAL HEAT

- (a) No person who owns or operates a rental property shall fail to notify Fire Protective Services when supplemental heat is being used in a building.
- (b) Every property owner or operator shall obtain a permit from Fire Protective Services for the period that the supplemental heat is being used.

~~15~~18. INSPECTION, TESTING AND MAINTENANCE OF FIRE ALARM SYSTEMS

- (a) In accordance with article 6.3.1.2 of *The National Fire Code as adopted in Section 3*, the inspection, testing and maintenance of fire alarm systems shall be in conformance with CAN/ULC-S536-M, "Inspection and Testing of Fire Alarm Systems".
- (b) Inspection, testing and maintenance of fire alarm systems shall be performed by properly trained and qualified persons.
- (c) No person shall inspect, test or maintain a fire alarm system without first obtaining a valid permit issued by the Department.
- (d) Any person who wishes to obtain a permit to inspect, test or maintain fire alarm systems shall submit proof satisfactory to the Department that the person:
 - (i) is, or the person's employer is, a member in good standing of the Canadian Fire Alarm Association or the National Fire Protection Association; and,
 - (ii) has at least one of the following qualifications:
 - (i) a certificate from a recognized alarm manufacturer that the person is a factory trained installer and serviceperson; or
 - (ii) a certificate that the person has successfully completed the Canadian Fire Alarm Association "Fire Alarm Technology" program, and has worked as an apprentice to a person who holds a permit under this section for a period of not less than one year; or

- (iii) a certificate that the person has successfully completed the journeyman electrician trade's upgrading course entitled "Fire Alarm and Protection Systems".
- (g) For purposes of this section "Addressable Fire Alarm System" means a fire alarm system that consists of initiating devices and central appliances and that is capable of individually identifying and controlling discrete components and functions of the system.
 - (i) Only authorized factory trained personnel may service addressable fire alarm systems.
 - (ii) Any person who wishes to obtain a permit to test, inspect or maintain addressable fire alarm systems shall submit proof satisfactory to the Department that the person:
 - a. is, or the person's employer is, member in good standing of the Canadian Fire Alarm Association or the National Fire Protection Association; and
 - b. possesses appropriate factory training in servicing addressable fire alarm systems.
- (h) Upon proof of the matters referred to in subsections ~~(4518)~~(d) and ~~(4518)~~(g)(ii), the Department shall issue to the person the appropriate permit to inspect, test and maintain fire alarm systems in the City, which permit shall be valid for the period specified on the permit.
- (i) The Department may, at its discretion, cancel, revoke or suspend the permit of any person who in the opinion of the Department has contravened any of the provisions of this bylaw.
- (j) In addition to the permit under subsections ~~(4518)~~(d) and ~~(4518)~~(g)(ii), the Department shall issue to the person an identification number. Any label or tag affixed to a fire alarm system shall, in addition to the information required by *The National Fire Code as adopted in Section 3*, contain the identification number of the person who performed the inspection, test or maintenance on the fire alarm system.

~~4619.~~ CORRECTION OF IMMEDIATE HAZARDS

- (a) Whenever the Enforcing Authority finds in a church, school, rink, apartment block, hotel, motel, restaurant, night club, bingo parlor or other building used by the public as a resort or place of public amusement, that any entrance doors or any emergency exit doors are blocked, barred, bolted, or locked in any manner other than with standard panic hardware or a form of quick-acting hardware during the time when the building is being publicly used, he may order the owner, tenant or occupant responsible to immediately remove all such blockages, bars, bolts, padlocks, chains or other devices so that the doors can be readily opened from the interior.
- (b) Whenever a Fire Official finds combustible or explosive material, flammable liquids or hazardous chemicals being used, stored or kept in such a manner as to constitute a threat to persons or property, he may, verbally or in writing, order the owner, tenant occupant or agent responsible to remove the combustible or flammable liquid, or explosive material or hazardous chemical immediately from the building or premises.

- (c) Whenever a Fire Official finds a building, structure or premises or part of a building, structure or premises which is unoccupied and which, in his opinion, is not being kept in a safe condition to guard against fire or the risk of fire or other dangerous risk or accident, he may order the owner, tenant, occupant or agent responsible to remedy the dangerous condition and to secure the building, structure or premises or part of the building, structure or premises in such a manner as to prevent any unauthorized entry of the building, structure or premises or part of a building, structure or premises by any person while it is unoccupied.
- (d) In the event of an immediate hazard if the owner, tenant, occupant or agent responsible refuses and/or neglects to comply with the order of a Fire Official to remedy the hazardous condition or if the owner, tenant, occupant or agent responsible for the building cannot be located, a Fire Official may take such action as is appropriate, without notice and at the expense of the owner, tenant, occupant or agent responsible for the building.
- (e) Without limiting the generality of the foregoing, when measures must be taken to avoid an imminent danger of fire or risk of accident, a Fire Official may cause the evacuation of any building or area, and he may order that the building remain evacuated until the hazard is removed, and may call upon the Police and the Fire Prevention authorities to assist him in this regard.

20. UNSAFE OUTDOOR LIVING

- (1) No person may erect an encampment, temporary shelter or tent on City owned or public property:
 - (a) On or within 100 meters of a school or daycare centre;
 - (b) On or within 100 meters of a playground, pool, or spray park;
 - (c) On or within 100 meters of an occupied residential or commercial property;
 - (d) On or within five meters of any street, sidewalk, boulevard, or pathway;
 - (e) On or within 50 meters of any sports field as designated by the Recreation and Community Services Department;
 - (f) Within any fenced-in off-leash dog park;
 - (g) On any cemetery, including its roads or lanes within the cemetery;
 - (h) On or within any entrance, exit or doorway to a building or structure, and including, without limiting the generality of the foregoing, an area adjacent to such entrances or exits required in the event of a fire or emergency;
 - (i) Against, under, or be attached or tied to any building or permanent structure.
- (2)
 - (a) No more than five tents or temporary shelters are permitted to be in a 100 square meter area.
 - (b) No tent or temporary shelter may be within four meters of an entrance or exit of another tent or temporary shelter.
- (3) Notwithstanding Subsections 20(1) and 20(2), at the discretion of a Fire Official or Community Safety Officer, the following fire safety or life safety conditions may cause an encampment, temporary shelter or tent to be deemed unsafe outdoor living:

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- (a) Combustible nature of materials used;
 - (b) Open fires;
 - (c) Proximity of structures/shelters to each other and to other combustible structures;
 - (d) Improvised heating sources being used including candles, fires, and propane heat in close proximity/within the entrance of the shelter;
 - (e) Heaters not used for intended design;
 - (f) Accumulation of material and debris that could impede the egress of residents from their shelter/structure and promote the spread of fire to another shelter in the event of an emergency.
- (4) If an encampment, temporary shelter or tent is deemed unsafe outdoor living, a Fire Official may order the encampment, temporary shelter or tent to be removed or the unsafe conditions to be remedied.
- (5) Notwithstanding Section 20(3) and 20(4), where there is no shelter accommodations available in the City, a houseless person may, without permission from the City, take up temporary shelter, tent or encampment on City owned property provided the person removes the temporary shelter, tent or encampment during the daytime and abides by other provisions of this Bylaw.

1821. FEES FOR SERVICE

The Yorkton Fire Department is authorized to charge the applicable fees for the various services, tests and emergency responses as listed in Schedule "A" attached to and forming part of this bylaw.

1822. OFFENCES AND PENALTIES

- (1) No person shall:
- (a) tamper with fire exit doors, portable or fixed extinguishing systems, automatic sprinkler systems, manual or automatic fire alarms or any other fire safeguards installed in a building or premises; or
 - (b) without reasonable cause, make or cause to be made a false alarm of fire or other dangerous risk.
- (2) Everyone commits an offence who:
- (a) blocks an exit or access to an exit in any building;
 - (b) neglects to maintain in operating condition a fire exit door or fire exit hardware on a fire exit door in any building;
 - (c) neglects to maintain portable fire extinguishers in any building in conformance with the *National Fire Code of Canada as adopted in section 3*;
 - (d) neglects to maintain an automatic sprinkler system, special extinguishing

system or fire alarm system in any building so required in conformance with the *National Fire Code of Canada as adopted in section 3*;

- (e) permits combustible waste materials to accumulate in or around any building in quantities or locations that will constitute an undue fire hazard;
- (f) stores flammable liquid or compressed liquids in any building structure or open space except in the manner provided in the *National Fire Code of Canada as adopted in section 3*;
- (g) blocks or wedges open a door, shutter, wired glass or glass block in a fire separation in any building;
- (h) contravenes the provisions of Section 9 of this bylaw regarding the setting of open-air fires;
- (i) drives any vehicle over any hose while in use or about to be used at any fire or which has been laid to be used at a fire or a fire practice;
- (j) hinders or obstructs any Firefighter, or other person who shall be assisting at the extinguishment of any fire or emergency, or who may be engaged in other duties connected therewith or disobey any lawful command of the Fire Official in charge of the emergency, or any part thereof, or the order of a Police Officer assisting the Fire Department;
- (k) obstructs, hinders or delays any fire apparatus while the same is proceeding to a fire or other emergency;
- (l) fails to yield the right of way, while travelling, riding, or driving on any street or place along which any fire apparatus is proceeding to a fire or other emergency;
- (m) dispenses or allows to be dispensed, a flammable or combustible liquid into the fuel tank of a motor vehicle while its engine is running;
- (n) fails to maintain a clear and unobstructed exit or means of egress as required by the National Fire Code;
- ~~(o) fails to maintain a fire exit door or fire exit hardware as required by the National Fire Code;~~
- (p) fails to ensure exterior passageways and exterior exit stairs serving occupied buildings are maintained clear of ice and snow accumulations as required by the National Fire Code;
- (q) obscures or obstructs a fire Department connection as required by the National Fire Code;
- (r) fails to post an occupant load sign as required by the National Fire Code;

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(s) fails to maintain a clearance of 45 cm (18 inches) between sprinkler heads and products as required by the National Fire Code;

~~(t) contravenes any of the provisions relating to open air fires Fire Pits and Outdoor Fireplaces as required by this Bylaw;~~

(u) operates a rental housing unit without obtaining a Rental Housing Licence from Fire Protective Services;

(v) provides false or misleading information to the City or Fire Official at any time, including when applying for a Rental Housing Licence or renewing the Rental Housing Licence;

(w) fails to comply with an Order to remedy deficiencies identified through a rental housing inspection;

(x) fails to notify Fire Protective Services of life safety systems out of service;

(y) fails to notify Fire Protective Services of supplemental heat used.

(3) Everyone who commits an offence under this section is guilty of a summary offence and liable to a fine of \$300.00.

(4) The following procedure shall apply for offences committed under this section:

(a) a Fire Official or any member of the Fire Department may issue a Notice of Bylaw Violation to every person committing an offence under this section of the bylaw. This notice shall require the person to pay ~~to the City Treasurer of Yorkton~~ the amount named in Section ~~18.322(3)~~;

(b) ~~a Community Safety Officer or Bylaw Enforcement Officer may issue a Notice of Violation to every person committing an offence under subsection 20(2)(h) of the bylaw. The notice shall require the person to pay the amount listed in Section 22(3).~~

(c) the fine may be paid:

- (i) in person, during regular working hours, to the cashier located at City Hall, Yorkton, Saskatchewan;
- (ii) by deposit at the depository located at the main entrance to City Hall, Yorkton, Saskatchewan; or
- (iii) by mail, post marked within the prescribed 14 day period, to ~~the office of the City Treasurer, City of Yorkton~~ City Hall, Box 400, Yorkton, Saskatchewan, S3N 2W3.

(d) if payment of the fine as provided in this section is made prior to the date when the person contravening the bylaw is required to appear in court to answer the charge, the person shall not be liable for prosecution of that offence.

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~~19~~23. Every person who contravenes any provision of this Bylaw for which no other penalty is specifically provided is guilty of an offence and liable on summary conviction to a fine of not more than:

- (a) \$2000.00 in the case of an individual;
- (b) \$5000.00 in the case of a corporation;

or, in default of payment by an individual, by imprisonment for a term of not more than ninety (90) days.

- (c) No person who is convicted of an offence for non-compliance with an order of a Fire Inspector is relieved from compliance with the order, and the convicting Provincial Magistrate or Justice of the Peace shall, in addition to any fine, order that person to do, within a specified period of time, any act or work necessary to remedy the non-compliance.
- (d) Any person who fails to comply with the order of a Judge made pursuant to subsection (c) is liable to a further fine of not more than \$200.00 for each day during which he fails to comply.

~~20~~24. If the owner, tenant or occupant responsible for the building or premises refuses or neglects to do any matter or thing required to be done by him hereunder by the Enforcing Authority, the matter or thing may be done by the City of Yorkton at the expense of the person in default, and the City of Yorkton may recover the expenses of doing so with costs by adding the expenses to, and thereby form part of the taxes on the land on which or with respect to which the work is done.

~~21~~25. ENFORCEMENT PROCEEDING

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(1) The Fire Official or Fire Inspector shall enforce the provisions of this Bylaw, exercising all the powers and duties conferred on them by *The Fire Prevention Act*, or any successor to that Act.

(2) A Community Safety Officer shall only enforce Section 9, Section 20 and Section 22 of this Bylaw.

~~22~~26. APPEAL FROM DECISION OF THE ENFORCING AUTHORITY

Where a Fire Inspector exercises the authority conferred under the National Fire Code or this bylaw to allow or deny any action, use or thing, any person aggrieved by the decision may appeal to the Fire Commissioner of the Province of Saskatchewan as set out in Schedule "B" attached to and forming part of this bylaw.

~~23~~27. SEVERABILITY

If any section, subsection, sentence, clause, phrase or other portion of this bylaw is for any reason held invalid or unconstitutional by any Court of competent jurisdiction, that portion shall be deemed a separate, distinct and independent provision and the holding of the Court

shall not affect the validity of the remaining portions of the bylaw.

2428. REPEAL OF BYLAW

Bylaw No. 41/96 passed on the 21st day of October, 1996 providing for the prevention and extinguishment of fires and for the preservation of life and property from destruction by fire and all amendments thereto are hereby repealed.

2529. EFFECTIVE DATE OF BYLAW

This Bylaw shall come into force and take effect on the day of the final passing thereof.

MAYOR

CITY CLERK

Introduced and read a first time this 31st day of May, A.D., 2010.

Read a second time this 31st day of May, A.D., 2010.

Read a third time and adopted this 14th day of June, A.D., 2010.

SCHEDULE "A"

Fees ~~for Service~~

1. Inspection Services

- | | | |
|-----|--|--|
| (1) | Third party requests for business premises required for a Provincial or Federal grant or license | \$50.00 \$125.00/hour |
| (2) | File Search | \$50.00 |
| (3) | Requested site inspection (other than rental housing licence inspection) | \$50.00 /hour \$125.00/hour |
| (4) | 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 | \$1,000.00/hour per unit |
| | (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

- | | | |
|-----|--------------|--------------------|
| (3) | Non-Resident | Per SGI Fixed Rate |
|-----|--------------|--------------------|

(4) Resident Per SGI Fixed Rate

5. Permit Fees (Non-Refundable) ~~\$20.00~~

- | | | |
|-----|------------------------------------|------------------|
| (1) | Open Air Burn Permit | \$20.00 annually |
| (2) | Rental Housing Licence | \$100.00/bedroom |
| (3) | Life Safety Systems Out of Service | No charge |
| (4) | Supplemental Heat | No charge |

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SCHEDULE "B"

APPEAL PROCEDURE

1. APPEALS

- (1) A person who is aggrieved by an order made by the Fire Official or Fire Inspector may, within 20 days of being served with an order, appeal the order to the Fire Commissioner of the Province of Saskatchewan.
- (2) An appeal pursuant to this section shall be made by filing a written notice of appeal setting out the reasons for the appeal on the Fire Commissioner and serving a copy of the appeal on the Fire Official or Inspector.
- (3) The Fire Commissioner shall consider the appeal and may confirm, modify or revoke the order appealed from or substitute his or her own order for the order being appealed from.
- (4) The Fire Commissioner shall cause a copy of his decision to be served on:
 - (a) the appellant;
 - (b) the Fire Official or Inspector; and
 - (c) any other persons whom the Fire Commissioner considers may be interested in the decision.
- (5) An appeal taken pursuant to this section does not operate as a stay of the decision appealed from unless the Fire Commissioner, on an application by the appellant, decides otherwise.

TITLE: Discretionary Use DU05-2025 Veterinary Service, Type 1 in C-1 City Centre Commercial – Pet Adoption Centre at 12 Fourth Avenue North Council Report #1 – Public Notice Authorization	MEETING DATE: July 14, 2025
CLEARANCES: Michael Eger - Director of Planning, Building & Development Michael Eger	REPORT DATE: July 8, 2025 ATTACHMENTS: 1. Aerial View 2. Summary of Discretionary Use Application Process 3. Business Plan 4. Floor Plan
Written by: Carleen Koroluk - Land Use Planner Carleen Koroluk	
Reviewed by: Jessica Matsalla - City Clerk Jessica Matsalla	
Approved by: Brad Hvidston - City Manager Brad Hvidston	

Summary of History/Discussion:

This report is in response to a Development Permit application for a pet adoption centre at 12 Fourth Avenue North (See Attachment 1). A Discretionary Use application for the proposed use at 40 Second Avenue North, was recently denied by Council due to incompatible use with an adjacent business and the applicant has found this new location which they believe is suitable for their use.

As previously reported to Council, pet adoption centres are not specifically defined as a land use in Zoning Bylaw No. 14/2003 (the Bylaw) and Section 2.2.2 notes:

2.2.2.1 – The typical uses which may be listed in the definitions are not intended to be exclusive or restrictive. Reference should be made to the definition of the use class in determining whether or not a use is included within a particular use class.

2.2.2.2 – Where a specific use does not conform to the wording of any use class definition or generally conforms to the wording of two or more use class definitions, Council may deem that the use conforms to and is included in that use class which they consider to be the most appropriate in character and purpose.

It is Administration's interpretation that pet adoption centres in conjunction with pet-centric retail sales items such as food, toys, treats, bowls, beds and blankets, generally conforms to and is deemed to be included in the land use Veterinary Service, Type 1, defined as:

Veterinary Service – a facility for the care and treatment of animals involving outpatient care and medical procedures involving hospitalization.

Veterinary Service, Type 1 – a veterinary service for small animals, including indoor, overnight accommodation and the sale of products related to veterinary services, but not including the keeping of animals in outdoor pens.

Veterinary Service, Type 1 is listed as a Discretionary Use in the C-1 City Centre Commercial zoning district and, under *The Planning and Development Act, 2007*, requires Council authorization to proceed (see Attachment 2).

Administrative Review:

As noted on the applicant's website, they are a non-profit organization comprised solely of volunteers and has been in operation for approximately ten years. The organization rescues, provides medical care, rehabilitation and rehoming of abused, abandoned and homeless animals and is funded in part by donations and through adoption fees.

The website also notes that all animals that come through the organization are examined by a veterinarian prior to adoption. Ideally, animals are placed in temporary foster care, to allow time to assess each animal's individual's needs, to provide time to adapt to their new environment and to receive individual attention such as training and socializing when required. Fostering most commonly involves dogs and puppies, although cats and kittens are also fostered.

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

- 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;
- the use will have a minimal impact on the amenity of the surrounding zoning district and adjacent areas and that these areas will not be reasonably compromised; and
- the character of adjacent residential uses, if applicable, shall be protected and maintained through the provision of buffer areas, separation distances and screening.

To support the application the applicant has provided a detailed business plan (see Attachment 3) and significant points to address the above considerations include:

- the location provides a stand alone building, buffered by parking areas on the north and south sides;
- there is ample on-site parking to accommodate both the adoption centre and the landlord's current staff parking for their business at 44 Fourth Avenue North;
- the building is large enough to provide adequate space for the proposed use (see Attachment 4);
- confirmation that dogs will only be on site during adoption days and that only cats will be housed at the location;
- confirmation of processes to ensure cleanliness and mitigate odors.

Conclusion:

The proposed use is deemed to comply with Zoning Bylaw requirements and at this time, Administration proposes to initiate the public notice process, including advertisement in the local newspaper, at City Hall and on the City website, and circulation to property owners within 75 m of the subject property.

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

Council's Options:

1. That Administration be authorized to proceed with Public Notification for Discretionary Use application DU05-2025 which proposes a Veterinary Service, Type 1 use at 12 Fourth Avenue North and that the application be brought back to a future meeting of Council for its review and decision;
2. That Public Notification for Discretionary Use application DU05-2025, which proposes a Veterinary Service, Type 1 use at 12 Fourth Avenue North, be denied for reasons as listed by Council;
3. That Administration be provided with alternative direction.

Administration's Recommendation:

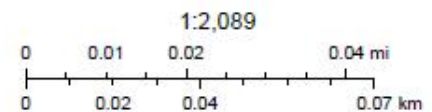
That Administration be authorized to proceed with Public Notification for Discretionary Use application DU05-2025 which proposes a Veterinary Service, Type 1 use at 12 Fourth Avenue North and that the application be brought back to a future meeting of Council for its review and decision.

ATTACHMENT 1 – 12 FOURTH AVENUE NORTH – AERIAL VIEW

12 Fourth Ave N



July 7, 2025



Esri Community Maps Contributors, Esri Canada, Esri, TomTom, Garmin, SafeGraph, GeoTechnologies, Inc, MET/NASA, USGS, EPA, US Census Bureau, USDA, NRCan, Parks Canada, Sources: Esri, Maxar, Airbus DS, USGS, NGA, NASA, CGIAR, N Robinson, NCEAS, NLS, OS, NMA, Geodatastyrelsen, Rijkswaterstaat, GSA, Geoland, FEMA, Intermap, and the

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ATTACHMENT 2 – SUMMARY OF DISCRETIONARY USE APPLICATION PROCESS

Summary of Discretionary Use Application Process:

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

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

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

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

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

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

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

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

ATTACHMENT 3 – BUSINESS PLAN

Re: Location 12- 4th ave north, Yorkton for Paws and Claws Adoption Center

Hours of operation: (These are our current workable hours)

--Adoption Center

Saturdays 11.00am-4.00pm (At most, our hours fluctuate)

Sundays 12.00pm-4.00pm (At most, our hours fluctuate)

Monday-Friday 5.00pm-8.00pm (We are hoping to have some evening adoption events with this location)

--Birthday Parties, Animal Yoga & appointment-based visits. (An appointment could be anytime between these hours – most appointments are less than 2 hours in length)

(Possible, very rare special appointment-based visits during the day)

Saturdays 8.00am-8.00pm (not during an adoption event)

Sundays 12:00-6:00pm (not during an adoption event)

Location (why it is appropriate and beneficial for the rescue as an adoption center)

--The location is downtown and has a walk score rating of 88, a walk score is a rating out of 100, which indicates how walkable a location is. It measures the ease of getting around by foot, considering factors like the distance to amenities, population density, and street design. This location is ideal for the walk up of public to support our location.

-- There is ample parking at this location with little to no disruption of the neighbouring businesses. This building is used by our landlords staff for parking of his neighbouring business monday-friday from 8am-4pm. It has a 20 space parking lot on the northside and multiple parking spots on the south side.

--The square footage of this building gives the rescue appropriate space, which is needed to set our adoption center up where all animals can be secured safely. We will be able to set our dog area and cat areas in different places in the building.

Impact on surrounding business

After research, we believe there will be little if any impact on the neighbouring businesses. Since this building is free standing and has no adjoining walls to another business there should be little to no noise nuisance for other businesses during our adoption center open hours.

We acknowledge that odor and cleanliness may be a concern. Dogs and puppies who are taken for a walk are provided with a poop bag and are cleaned up after. If they make a mess in the dog runs, they are cleaned up after. Litter boxes are cleaned, and urine and feces are in sealed bags and containers before they are thrown away. We will have a dumpster out back and we will have the dumpster dumped weekly or as needed in the summer months and when needed in the winter months. (As there will be no odor when it is frozen) We do a walk around the property after adoption events for a one last check to make sure no messes were missed. (We have come on a Sunday after a Saturday adoption event and have had dog messes where we know 100% was not there when we left the day before, we clean those up too)

ATTACHMENT 3 CONTINUED – BUSINESS PLAN

In general, the impact of our presence in the downtown location will have minimal impact. The increase in traffic isn't enough to cause any change in how safe or unsafe the conditions are. Not everyone comes at the same time, adopters and supporters come and leave at different times.

Animals in location

Dogs and Puppies

- Dogs and puppies will be present during adoption events. Dogs and Puppies are secured in dog runs or on leashes during adoption events. We have multiple 10'x10' dog runs this way we can safely separate any animals who may not get along. There could be 1 –10 dogs/puppies in each run, there for we could potentially have over 40 puppies and/or dogs at an adoption event. The more puppies that are in a dog run the smaller they generally are. Dogs and puppies are never left overnight in the location.

- Puppies will be present during Puppy Yoga (This will be at most 1-2 litters of puppies depending on the number of puppies in a litter and the amount of people attending the event. Approx 5-10 puppies)

- Puppies will be present for a Puppy Birthday Party (Approx 5-10 Puppies)

- Dogs or Puppies will be present for special meet and greets. (When someone is interested in meeting a certain animal and they schedule a meet and greet)

Cat and Kittens

- Cats and kittens will be present at adoption events. We currently have 10 4'x4' cat hutches and 10+ Extra Large Crates we use as adoption crates and 2 Catio's set up. The 4'x4' hutches and the Catio's are generally used for the resident cats who are housed at the adoption center and the Extra-Large Crates are used for the cats/kittens who come temporarily for the hours of the adoption event. Generally, there are 20+ Cats and Kittens at adoption days. This number fluctuates.

- Cats and kittens will be present at Kitty Yoga. (Probably the resident cats or a litter of kittens)

- Cats and Kittens will be present at Kitty Birthday Parties.

- Cats and Kittens who will stay at the adoption center. The 4'x4' hutches can house 1-2 adult cats comfortably. The Catio's can house a mom and kittens (which an average litter is 5 kittens) or the same as the hutches. With the 10 4x4 hutches and the 2 catio's potentially the capacity we can comfortably and safely house is up to 30 cats and kittens. (We have never had close to that amount) Our fosters also take the animals from the adoption center into their foster home when their current foster(s) are adopted.

Care for the cats and kittens who stay at the adoption center

- Huts and catio's where cats stay overnight are cleaned daily. Volunteers clean the litter boxes and give fresh food and water daily. (95% of the time this is done twice, once in the morning and once in the evening. Never less than once) Blankets are inspected daily and changed if dirty, usually changed minimum of every 2 days. Huts are vacuumed daily and disinfected if needed or when a new animal is being housed in a hut. We use tidy cats' litter because it is 99.9% dust free and would use none clumping litter if we had to house small kittens for safety reasons. The food we normally feed is Whiskas or whatever brand is donated. Water for our rescue animals is donated from Penguin Refrigeration Ltd. We do let the cats out to run around in the location when we are not open to play and stretch. (Usually when we are cleaning out their kennels) We never let them out together if they don't get along, we don't let them fight.

ATTACHMENT 3 CONTINUED – BUSINESS PLAN

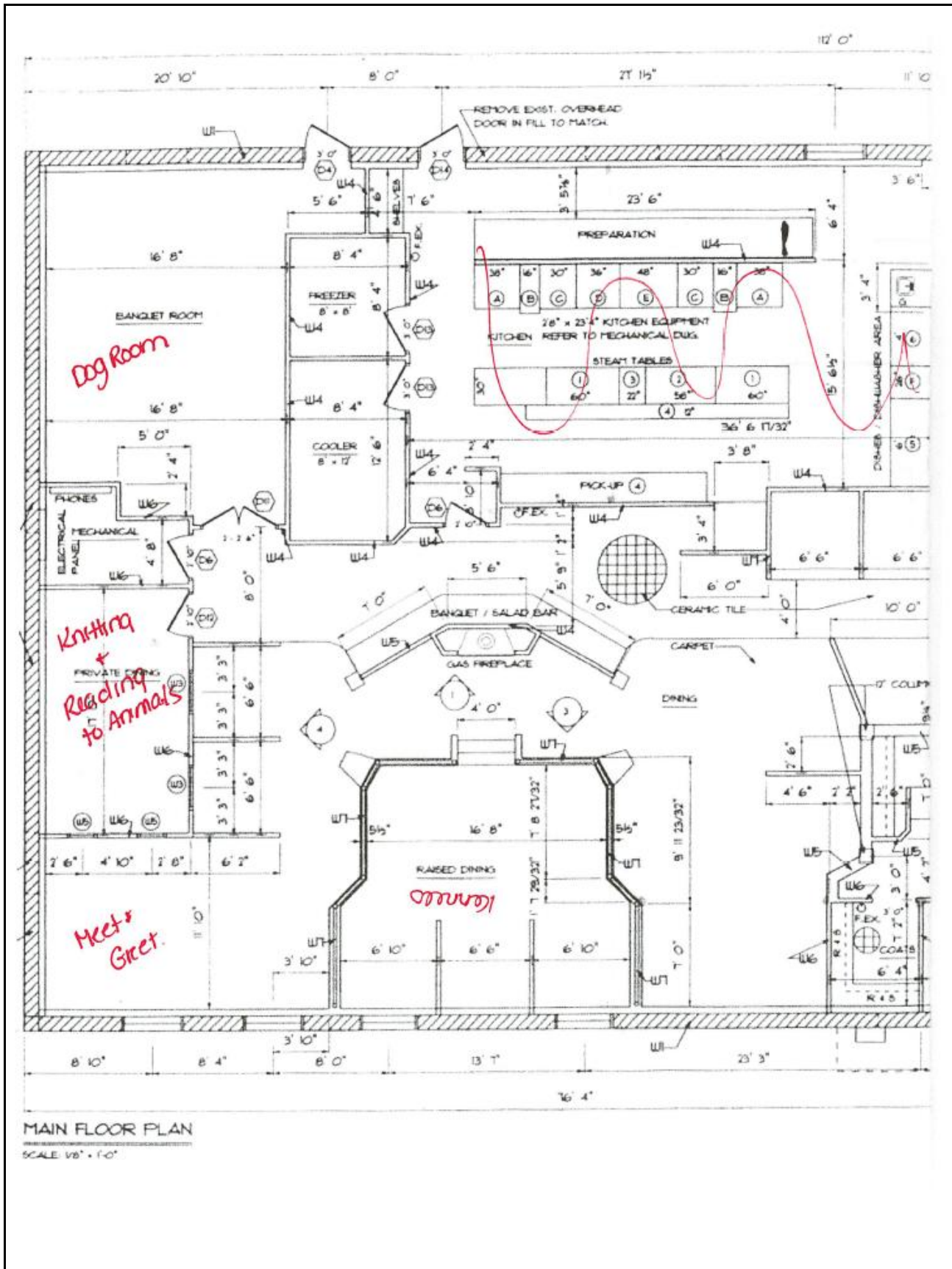
Growth of our organization

- Our organization has been helping animals in the area for the past 10 years and we have been very successful. We have successfully found homes for thousands of animals. We have often been asked if we have a set location and we always had to say, "We don't have set location, all of our animals are in foster homes" We could never tell anyone a time and location we would easily send them too. We have been so much busier and needed a stable location. We have had a lot of positive feedback since we have had a set location and are saddened with our application being denied and having to move from our current location due to some complications. We are very much hoping to be approved for this location so that we are not left with nowhere to go.

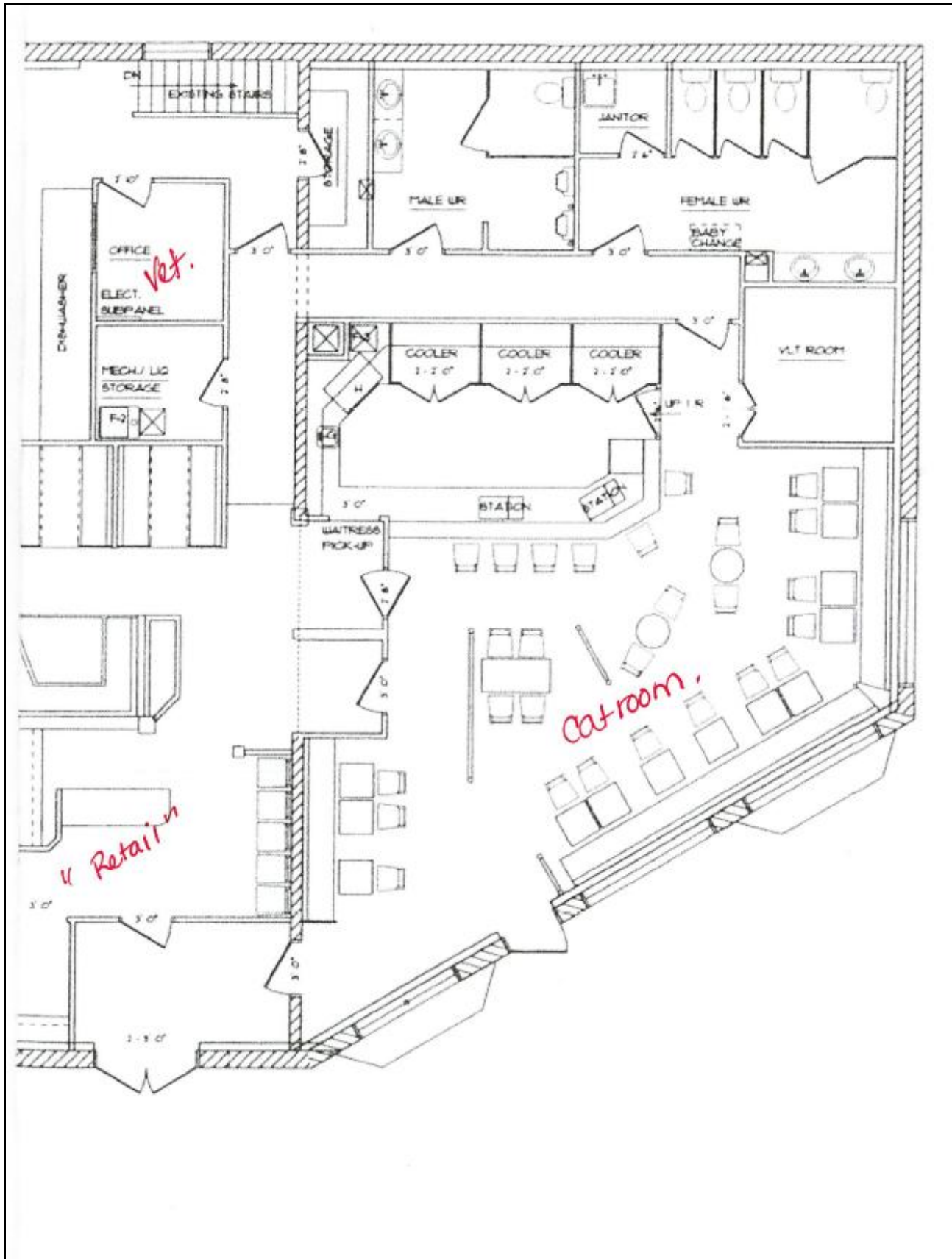
Thank you for your consideration

Paws and Claws Animal Rescue

ATTACHMENT 4 – FLOOR PLAN



ATTACHMENT 4 CONTINUED – FLOOR PLAN



TITLE: Subdivision Application SD01-2025 – Cameron Way	MEETING DATE: July 14, 2025
	REPORT DATE: July 8, 2025
CLEARANCES:	ATTACHMENTS: <ol style="list-style-type: none"> 1. Aerial View 2. Subdivision Application Process 3. Plan of Proposed Subdivision 4. Condo Plan
Written by: Michael Eger - Director of Planning, Building & Development Michael Eger	
Reviewed by: Jessica Matsalla - City Clerk Jessica Matsalla	
Approved by: Brad Hvidston - City Manager Brad Hvidston	

Summary of History/Discussion:

This report is in response to a subdivision application affecting Condominium Plan 102085231 (see Attachment 1). The Condo Plan to create 38 bareland condominium lots, and a private roadway (Cameron Way) was approved by Council in 2011. To date, seven single detached dwellings and two semi-detached dwellings have been constructed on the east side of the plan. The developer is now requesting to subdivide the west portion of the plan to create two new parcels, with the east side remaining as a condo plan. The request has been made to allow for the sale and development of the west side for the purpose of multi-unit residential development.

In accordance with *The Planning and Development Act, 2007*, and Subdivision Bylaw No. 26/2001, the subdivision application process (see Attachment 2) requires Council approval for a subdivision application where it proposes to re-align or create property line boundaries where two or more properties are legally altered or created.

Administrative Review:

Administration has been involved in ongoing discussions relating to the proposed development of the condo plan. At this time, the purchasers of the two western parcels (A & B) have provided preliminary plans for multi-unit residential development with construction in two phases starting with Parcel A as early as this summer. Administration is satisfied that the subdivision will provide adequate setbacks, parking spaces and amenity space for the proposed development.

The Cameron Way roadway and water and sanitary sewer infrastructure running directly under the roadway are privately owned by the Condo Corporation and as such, three way cross access and shared servicing agreements are required for the proposed subdivision.

The *Subdivision Regulations* require that the City consider any concerns identified by Crown Utility companies before rendering a decision on the subject application. Referral notices allowing for responses within 40 days were sent on June 5, 2025. As of the date of this report responses from Sask Power and Sask Energy have been received and note no concerns. Sask Tel and Access Communications have yet to respond.

Public Notification

Public Notification, other than direct circulation to Crown Utility companies, is not required for subdivision applications.

Planning & Infrastructure Commission

The application was referred to the Planning and Infrastructure Commission at their July 2, 2025 meeting. The Commission plays an important part in civic government by providing representation from a broad spectrum of the community to assist City Council in their decision making. City Administration provides recommendations for the Commission to consider which are based on sound land use planning practices, including relevant policies and procedures.

The Commission, however, is not bound by the Administrative recommendation and is free to carry any motion they see fit, including recommendations either to approve, to approve with conditions, or to deny applications.

As part of their review, the Commission questioned:

- the evolution of development plans on the property;
- the building design;
- the availability of sufficient parking spaces for multi-unit development;
- whether there would be an ability to pave Cameron Street or improve pedestrian infrastructure along Fifth Avenue South; and
- how shared servicing would be dealt with.

In response, Administration noted that:

- The lands were initially acquired from the Public School Division, with intentions for two-storey row houses. That failed to gain traction, and plans switched to the single-unit dwellings which are constructed on the east side of the property. Those failed to sell, and under a Provincial housing program, semi-detached two-unit dwellings were built near the middle of the property. Those too failed to sell, and ownership group has sought partners or successors to develop the remnant lands. In consideration of recent plans, the City updated zoning regulations to better allow for the multi-unit dwellings proposed by the purchaser.
- The City does not have architectural controls for buildings in the R-3 Medium Density zoning district.
- Parking requirements have been a focal point of the proposed development, and Administration is satisfied that there will be sufficient parking to meet minimum requirements.
- As part of the first subdivision in 2011, the City and Developer agreed to cost share off-site infrastructure improvements, including paving of Cameron Street, resurfacing of Fifth Avenue South and a sidewalk along Fifth Avenue South. The City would perform this work and initiate when capital budget became available. However, as time passed, the Developer's inability to sell units led to their requesting a relaxation from work. It has since been confirmed that, in 2017, Council waived requirements to improve Fifth Avenue South and will not require cost-sharing of Cameron Street upgrades until the

entire property is built-out. There was an alternate option to allow the Developer to buy-out their obligations via cash settlement. Therefore, the terms of the Servicing Agreement, as relaxed by the 2017 Council resolution, remain outstanding and will be required upon sale of the final condo lot, or upon mutual settlement between the City and the developer.

The Commission subsequently carried a unanimous motion that the subdivision be recommended for approval to City Council, conditional to completing required agreements.

Council Options:

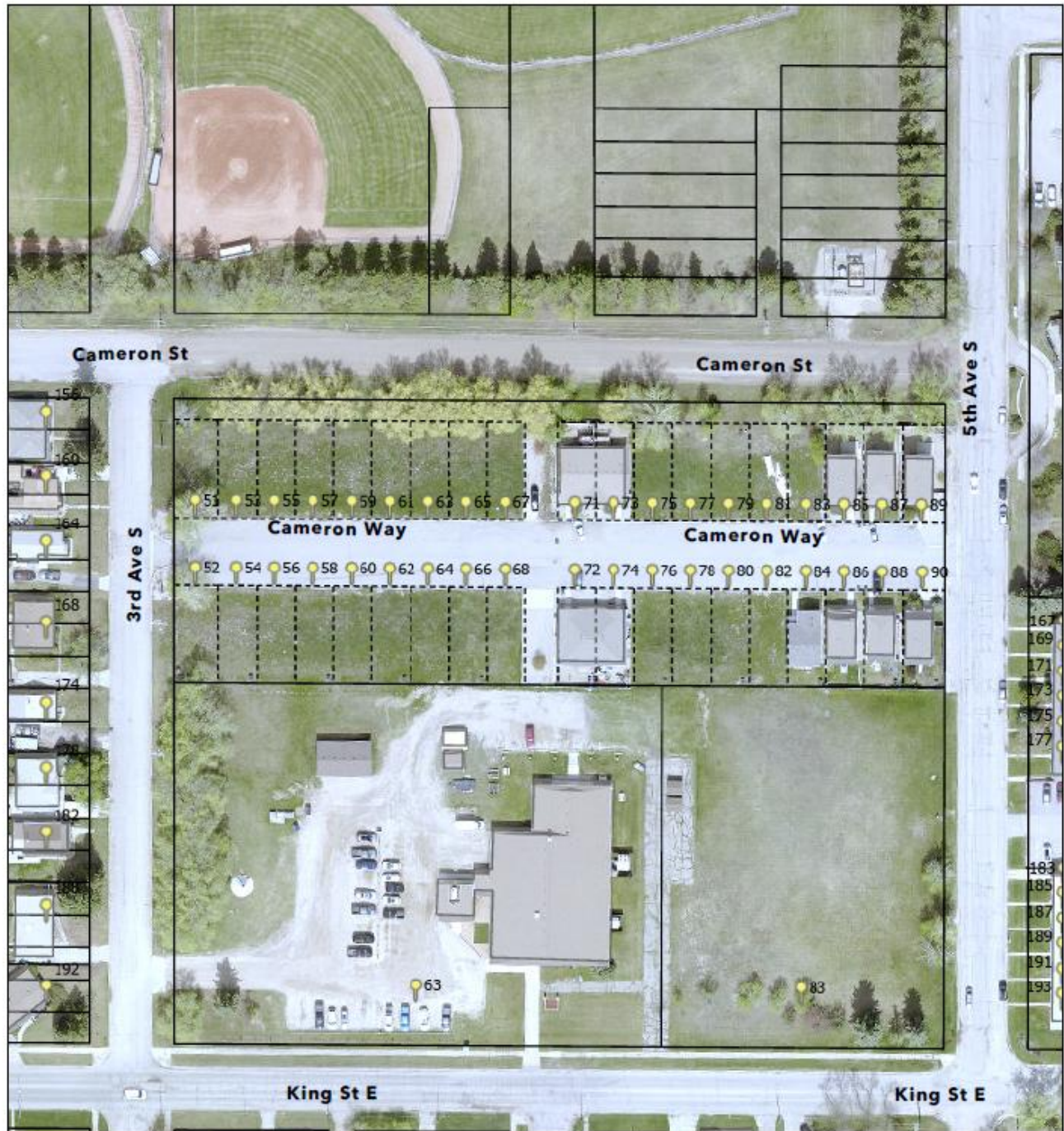
1. That subdivision application SD01-2025, affecting the Cameron Way Condominium Plan, be approved conditional to Council resolution R00287-2017 which addresses outstanding servicing agreement requirements and, that the three parcel owners enter into cross access and shared servicing agreements;
2. That subdivision application SD01-2025 be refused for reasons as listed by Council;
3. That Administration be provided with alternative direction.

Administrative Recommendation:

1. That subdivision application SD01-2025 affecting Cameron Way Condominium Plan 102085231, NE ¼ Sec 35, Twp 25, Rge 4, W2 Mer be approved and that the Mayor and City Clerk be authorized to execute the Plans of Proposed Subdivision and issue Certificates of Approval conditional to outstanding servicing agreement requirements as per Council resolution R00287-2017 and, that the three parcel owners enter into cross access and shared servicing agreements.

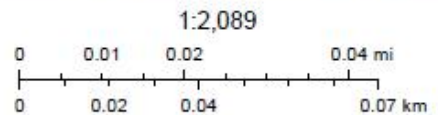
ATTACHMENT 1 – AERIAL VIEW

Cameron Way



June 10, 2025

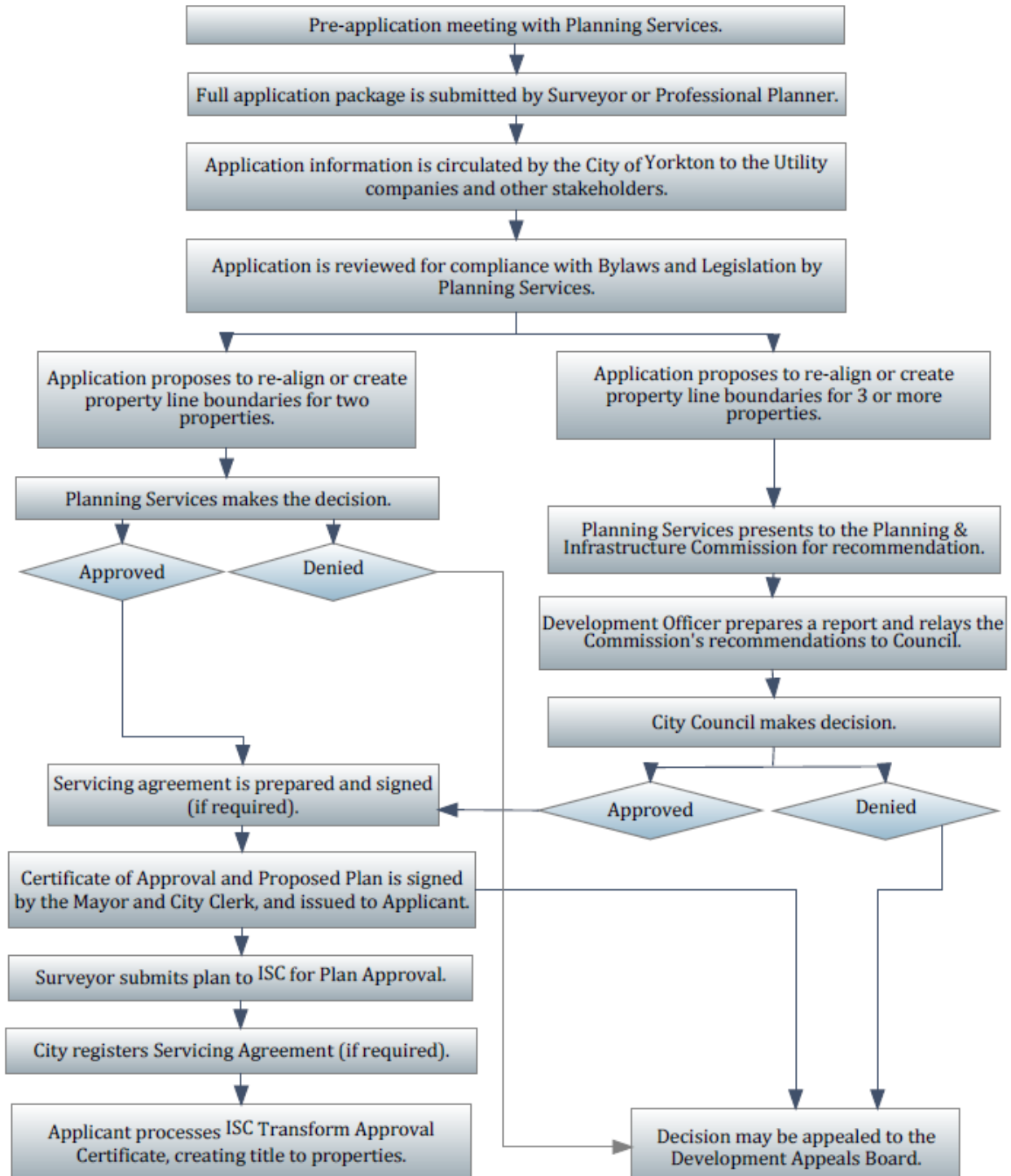
Condo Plan 102085231 Ext 0



Esri Community Maps Contributors, Esri Canada, Esri, TomTom, Garmin, SafeGraph, GeoTechnologies, Inc, METVNAS, USGS, EPA, US Census Bureau, USDA, NRCAN, Parks Canada, Sources: Esri, Maxar, Airbus DS, USGS, NASA, NASA, CGIAR, N Robinson, NCEAS, NLS, OS, NMA, Geodastysreisen, Rijkswaterstaat, GSA, Geoland, FEMA, Intermap, and the

© City of Yorkton 3/13/2025 Data provided herein is derived from sources with varying levels of accuracy, completeness, and currency. This is not a survey product.

Subdivision Application Process



[illegible]

**PLAN OF PROPOSED SUBDIVISION
OF PART OF
CONDOMINIUM PLAN 102085231
NE1/4 SEC 35, TWP 25, RGE 4, W2 Mer
YORKTON, SASKATCHEWAN
2025**

CLERK OF THE LOCAL AUTHORITY

Measurements are in metres and decimals thereof. Some distances are approximate and may differ from the final plan of survey by as much as 1.0 metre. Areas to be approved is outlined by a heavy dashed line and contains 0.58 ha (1.44 ac).

May 16th, 2025
Date

S. Ferguson
Saskatchewan Land Surveyor



MIDWEST SURVEYS INC
405 MAXWELL CRESCENT
REGINA, SK
S4N 5X9
TEL. 306-525-8706

No.	DATE	REVISION / ISSUED	JOB No.	Page / of 1
1	FEB 26, 2025 MAY 16, 2025	PLAN REVISION REVISE PARCELS	RC-003-25 RC-003-25	1
SURVEYED BY: N/A		CALCD BY: SR	DRAWN BY: DJS	REVISION RC-003-25-2-PROG

ATTACHMENT 4 – CONDO PLAN

SHEET 1 OF 1

UNIT FACTOR & PARKING SCHEDULE

Unit Number	Unit Type	Assigned Area	Assigned Parking Space(s)	Other(s)
1	SOA (and) SOA	234	P1, P2	
2	SOA (and) SOA	235	P3, P4	
3	SOA (and) SOA	236	P5, P6	
4	SOA (and) SOA	237	P7, P8	
5	SOA (and) SOA	238	P9, P10	
6	SOA (and) SOA	239	P11, P12	
7	SOA (and) SOA	240	P13, P14	
8	SOA (and) SOA	241	P15, P16	
9	SOA (and) SOA	242	P17, P18	
10	SOA (and) SOA	243	P19, P20	
11	SOA (and) SOA	244	P21, P22	
12	SOA (and) SOA	245	P23, P24	
13	SOA (and) SOA	246	P25, P26	
14	SOA (and) SOA	247	P27, P28	
15	SOA (and) SOA	248	P29, P30	
16	SOA (and) SOA	249	P31, P32	
17	SOA (and) SOA	250	P33, P34	
18	SOA (and) SOA	251	P35, P36	
19	SOA (and) SOA	252	P37, P38	
20	SOA (and) SOA	253	P39, P40	
21	SOA (and) SOA	254	P41, P42	
22	SOA (and) SOA	255	P43, P44	
23	SOA (and) SOA	256	P45, P46	
24	SOA (and) SOA	257	P47, P48	
25	SOA (and) SOA	258	P49, P50	
26	SOA (and) SOA	259	P51, P52	
27	SOA (and) SOA	260	P53, P54	
28	SOA (and) SOA	261	P55, P56	
29	SOA (and) SOA	262	P57, P58	
30	SOA (and) SOA	263	P59, P60	
31	SOA (and) SOA	264	P61, P62	
32	SOA (and) SOA	265	P63, P64	
33	SOA (and) SOA	266	P65, P66	
34	SOA (and) SOA	267	P67, P68	
35	SOA (and) SOA	268	P69, P70	
36	SOA (and) SOA	269	P71, P72	
37	SOA (and) SOA	270	P73, P74	
38	SOA (and) SOA	271	P75, P76	
39	SOA (and) SOA	272	P77, P78	
40	SOA (and) SOA	273	P79, P80	
41	SOA (and) SOA	274	P81, P82	
42	SOA (and) SOA	275	P83, P84	
43	SOA (and) SOA	276	P85, P86	
44	SOA (and) SOA	277	P87, P88	
45	SOA (and) SOA	278	P89, P90	
46	SOA (and) SOA	279	P91, P92	
47	SOA (and) SOA	280	P93, P94	
48	SOA (and) SOA	281	P95, P96	
49	SOA (and) SOA	282	P97, P98	
50	SOA (and) SOA	283	P99, P100	
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52	SOA (and) SOA	285	P103, P104	
53	SOA (and) SOA	286	P105, P106	
54	SOA (and) SOA	287	P107, P108	
55	SOA (and) SOA	288	P109, P110	
56	SOA (and) SOA	289	P111, P112	
57	SOA (and) SOA	290	P113, P114	
58	SOA (and) SOA	291	P115, P116	
59	SOA (and) SOA	292	P117, P118	
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61	SOA (and) SOA	294	P121, P122	
62	SOA (and) SOA	295	P123, P124	
63	SOA (and) SOA	296	P125, P126	
64	SOA (and) SOA	297	P127, P128	
65	SOA (and) SOA	298	P129, P130	
66	SOA (and) SOA	299	P131, P132	
67	SOA (and) SOA	300	P133, P134	
68	SOA (and) SOA	301	P135, P136	
69	SOA (and) SOA	302	P137, P138	
70	SOA (and) SOA	303	P139, P140	
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74	SOA (and) SOA	307	P147, P148	
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77	SOA (and) SOA	310	P153, P154	
78	SOA (and) SOA	311	P155, P156	
79	SOA (and) SOA	312	P157, P158	
80	SOA (and) SOA	313	P159, P160	
81	SOA (and) SOA	314	P161, P162	
82	SOA (and) SOA	315	P163, P164	
83	SOA (and) SOA	316	P165, P166	
84	SOA (and) SOA	317	P167, P168	
85	SOA (and) SOA	318	P169, P170	
86	SOA (and) SOA	319	P171, P172	
87	SOA (and) SOA	320	P173, P174	
88	SOA (and) SOA	321	P175, P176	
89	SOA (and) SOA	322	P177, P178	
90	SOA (and) SOA	323	P179, P180	
91	SOA (and) SOA	324	P181, P182	
92	SOA (and) SOA	325	P183, P184	
93	SOA (and) SOA	326	P185, P186	
94	SOA (and) SOA	327	P187, P188	
95	SOA (and) SOA	328	P189, P190	
96	SOA (and) SOA	329	P191, P192	
97	SOA (and) SOA	330	P193, P194	
98	SOA (and) SOA	331	P195, P196	
99	SOA (and) SOA	332	P197, P198	
100	SOA (and) SOA	333	P199, P200	

(Signature of Clerk of the Local Authority)
(City of Regina)

OWNER

YORKTERRA DEVELOPMENT GP INC.

MARCH 14, 2025

DATE

S. Rajakumar
S. RAJAKUMAR
SASKATCHEWAN LAND SURVEYOR

(offic seal here)

(offic seal here)



FIFTH AVENUE ESTATES

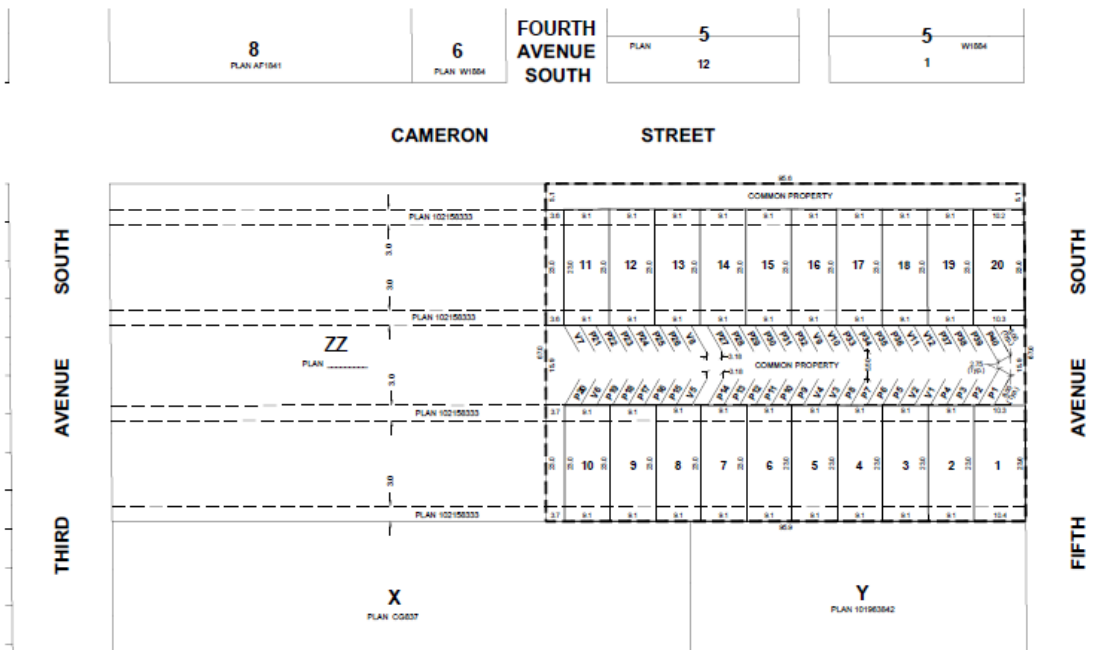
PROPOSED PLAN
SHOWING SURFACE
BARE LAND CONDOMINIUM
PARCEL Z, PLAN 102081114
NE 1/4 SEC 35, TWP 25, RGE 4, W2 Mer
YORKTON, SASKATCHEWAN
BY: S. RAJAKUMAR, S.L.S.
DATE: MARCH, 2025

LEGEND:

Area to be approved is outlined with a heavy dashed line and contains 0.54 ha (1.35 ac).
Measurements are in metres and decimals thereof.
All parcels within the line of approval have an extension 0 unless otherwise shown.

NOTE:

- Unit numbers are as shown 1, 2, 3, etc. on the within plan.
- All areas not designated with a unit number are common property.
- Parking spaces are identified on the Parking Plan as P1, P2, etc. and are designated for exclusive use, as per Section 11(1)(a) of the Condominium Property Act.
- Vehicle parking spaces shown on the plan are non-exclusive use common property and are designated V1, V2, etc.
- Some Land units have interior angles of 90° unless otherwise shown.
- Some measurements may differ from the final plan of survey by as much as ±0.1 metres.



FILE NO. R000925-0000-1 REV0

REPORT TO COUNCIL

TITLE: Review of Accessory Building Regulations	DATE OF MEETING: July 14, 2025
	REPORT DATE: July 9, 2025
CLEARANCES: Connor Hunt – Director of Environmental Services Connor Hunt	ATTACHMENTS: <ol style="list-style-type: none"> 1. May 27, 2025 Notice of Motion – Councillor Litvanyi 2. Pages 1-5 of May 14, 2018 Report to Council – Accessory Building/Use Regulations (2nd & 3rd Readings) 3. Pages 1-5 of April 23, 2018 Report to Council - Accessory Building/Use Regulations (1st Reading)
Presented by: Michael Eger – Director of Planning, Building & Development Michael Eger	
Reviewed by: Jessica Matsalla – City Clerk Jessica Matsalla	
Approved by: Brad Hvidston – City Manager Brad Hvidston	

BACKGROUND:

At their June 3, 2025 meeting, Council carried resolution R00196-2025 as follows:

That Council direct Administration to bring a report regarding the review of accessory structure regulations in the Zoning Bylaw No. 14/2003, as indicated in the Notice of Motion filed by Councillor Litvanyi at the June 3, 2025 Regular Council Meeting.

The Notice of Motion, which proposes to increase maximum accessory structure (residential garage) square footage and building wall height, and to allow washroom facilities within accessory structures, is included in this report as Attachment 1. Additional Council discussion regarding Garage Suites is also contemplated within the report.

EXECUTIVE SUMMARY:

- Zoning regulations are in place to broadly protect the amenity of property, the well-being of residents and property values of neighbouring properties;
- Limiting the floor area and height of accessory buildings mitigates incompatible uses in residential areas, preserves neighbourhood aesthetics, protects privacy, and reduces the impact of sun-shadowing;
- Yorkton’s regulations were reviewed and updated in 2018, increasing the maximum area of a single accessory building from 802 to 936 ft, and the combined area of all accessory buildings (to a maximum of three) from 802 to 1,036 sq ft;
- Compared to our peers, Yorkton possesses relatively lenient accessory regulations;

- An appeal mechanism exists to allow for larger garages on a case-by-case basis and, since 2010, has been a successful option for 89% of applicants;
- Allowing washrooms in garages could lead to instances of substandard living conditions and it is very difficult for the City to prove habitation, let alone take meaningful action to stop it or relocate inhabitants to more suitable accommodations;
- Garage washrooms would increase convenience and opportunity for disposal of hazardous substances in our wastewater system, straining our ability to properly treat effluent and ultimately increase costs;
- While there are positives to allowing Garage Suites, we do not provide rear lane snow clearing or maintenance services to accommodate rear lane development;
- Increased assessment would not generate enough tax revenue to enhance infrastructure or improve maintenance; and
- Changes in the way garages are regulated would affect several departments – if Council wishes to see any changes, it would be prudent to have them adopt this item as a formal priority, and for efficiency, separate each component so that one item is not tied to another.

Administration would not, at this time, recommend any changes to accessory building regulations as contemplated, and therefore recommends only that this report be received and filed.

ADMINISTRATIVE REVIEW:

Accessory Building regulations were last reviewed and amended in 2018. The corresponding Reports to Council are attached for Council's reference (redundant pages have been removed for efficiency).

An “accessory building or use” is defined in the Zoning Bylaw as a facility or use that:

- (A) is subordinate to and serves the principal building or principal use;
- (B) is subordinate in area, extent, and purpose to the principal building or principal use served;
- (C) contributes to the comfort, convenience or necessity of occupants of the principal building or principal use served; and,
- (D) is located on the same site as the principal building or principal use served.

Maximum Size

The purpose of limiting accessory building floor area and building height is to satisfy parts (A) and (B) of the definition. Limiting size also helps to mitigate the likelihood and potential for residential garages to be used for business purposes. Limiting height is important as accessory buildings have reduced setback regulations which allow them to be placed on a larger envelope than the principal dwelling, and are more likely to cause concerns over sun-shadowing and reduced back yard privacy.

As part of the 2018 zoning amendment, the maximum floor area for a single accessory building was increased from 802 sq ft to 936 sq ft, provided that the structure was not larger in size than the principal dwelling. This increase was in consideration of appeals granted by the Development Appeals Board and allows for a generous three-car garage layout without contradicting the accessory building definition.

The amendment also increased the maximum roof height from 17.2 ft to 18 ft above grade, but reduced the maximum wall height from 13.1 ft to 10 ft. This change was intended to reduce building mass and sun-shadowing caused by tall walls near neighbouring property lines. This 18 ft maximum roof height could still accommodate car lifts which could be made even more functional by incorporating vaulted ceilings in the building design. A two-storey accessory building is permitted provided it is not taller than the dwelling and can be accessed via a paved street or paved lane.

Following the 2018 amendments, Yorkton had amongst the largest allowable garage sizes compared to its peers. An updated comparison illustrates that accessory buildings are regulated in a wide variety of ways, and that Yorkton still allows relatively large accessory buildings:

Community	Maximum Area	Combined Maximum Area	Maximum Wall Height	Maximum Roof Height	Maximum Lot Coverage
Brandon	Must be less than dwelling	Must be less than dwelling	N/A	13 ft 1 in	50%, including dwelling
Estevan	1,184 sq ft	1,184 sq ft	N/A	13 ft 1 in	50%, including dwelling
Martensville	lesser of 915 sq ft or dwelling area	lesser of 915 sq ft or dwelling area	N/A	N/A	50%, including dwelling
Melfort	no specific size - must be subordinate to the dwelling	11% of site area	N/A	lesser of principal building height or 23 ft	11%
Melville	N/A	N/A	N/A	18 ft	N/A
Moose Jaw	lesser of 900 sq ft or 35% or rear yard	lesser of 83.61 sq m (900 sq ft) or 35% or rear yard	N/A	5.5 m (18')	35% of rear yard
North Battleford	969 sq ft	1076 sq ft	lesser of principal building wall height or 10 ft	Less than principal building	lesser of 10.4% or 1,076 sq ft
Prince Albert	600 sq ft	N/A	N/A	max pitch of 5/12	15%
Regina	861 sq ft	861 sq ft	N/A	13 ft 1 in (being measured at the mid point between peak and eave)	15%
Saskatoon	greater of main floor area or 581 sq ft Under no circumstance > 936 sq ft	shall not exceed the above grade floor area of the principal building	13 ft	16 ft 5 in	small lots = 50% of rear yard large lots = 30% of rear yard
Swift Current	no specific size - must be subordinate to the dwelling	N/A	12 ft	N/A	small lots = 50% of rear yard large lots = 30% of rear yard
Warman	no specific size - must be subordinate to the dwelling	50% of rear yard	13 ft	20 ft	50% rear yard
Weyburn	936 sq ft	40% of rear yard	8 ft	13 ft	40% of rear yard
Yorkton	936 sq ft	1036 sq ft	10 ft	18 ft (2 stories in certain circumstances)	Zone specific – typically 40%, including dwelling

None of the comparable communities have clear zoning regulations with respect to washroom facilities. They do, however, similarly restrict accessory buildings from being used for human habitation. As is the case in Yorkton, the allowance of washrooms would likely be regulated by combination of different bylaws.

Opportunity for Appeal

While floor area and building height are restricted by the Zoning Bylaw, a legislated appeal mechanism exists which has proven favourable for a vast majority of appellants. In considering an appeal, the *Planning and Development Act, 2007* requires that the Development Appeals Board must ensure its decisions: conform with the Official Community Plan; conform to land uses and densities established in the zoning bylaw; are consistent with provincial land use policies; and that they clear what are known as the three bars of variance. To that end, the decision cannot:

1. Amount to a special privilege inconsistent with the restrictions of the neighbouring properties in the same zoning district;
2. Amount to relaxation so as to defeat the intent of the zoning bylaw; and
3. Injurious affect the neighbouring properties.

While some view the appeal process as an imposition, it serves as a useful planning tool to contemplate irregular development matters not adequately addressed in the Zoning Bylaw, while also providing a formal opportunity for neighbourhood input.

Since the Development Appeal Board was re-established in 2010, it has considered eighteen requests for over-sized garages, denying only two. Fifteen of the appeals occurred prior to increasing the maximum size in 2018, and only three have occurred since.

In one of the refusals, the proposed garage would have been 1,501 sq ft and 255 sq ft larger than any other garage approved by the Board. In the other refusal, the proposed 1,040 sq ft garage would have been larger than the dwelling and would have been the second over-sized garage on the lot. Neighbours also commented in opposition, stating that the property was being used for business purposes by a stucco contractor, to which they objected due to concerns of equipment and materials storage, excessive traffic on the rear lane, and employees frequently parking in front of other homes on the block.

Through the appeals process, it has been observed that neighbours are most frequently concerned about:

- garage height and corresponding sun-shadowing;
- potential for business activities and associated occurrence of equipment or materials which create nuisance in excess of normal hobby use;
- the garage having a more imposing size than the dwelling or neighbouring buildings; and
- the garage creating or worsening property drainage issues.

The nature of going through the appeal process puts more pressure on the applicant to design their proposed structure in a way to minimize concerns from their neighbours.

Washroom Facilities

Admittedly, current bylaws do not specifically contemplate the allowance of washroom facilities in a private garage, but regulations have been interpreted that way by current Administration. While the City had previously allowed for washrooms in private garages, we have discontinued this practice for two main reasons: firstly, to mitigate potential for individuals to inhabit unsuitable structures; and secondly, to reduce opportunity and convenience for illegal dumping of chemicals into the City's sanitary system.

To the first point, it is very difficult for the City to prove human habitation in a non-compliant structure and therefore very difficult to properly address, enforce and improve the situation. Further, there is no policy consensus as to what components are required for a dwelling unit – while a dwelling unit requires a combination of kitchen, sleeping and washing facilities, there are several ways in which to provide those amenities. Modern kitchen appliances, such as induction burners, air fryers, and mini-fridges are smaller, easier to move, cheaper and more convenient than classic kitchen appliances such as ovens and refrigerator-freezers. Sleeping facilities can be created with a cot or fold-out couch. But washing facilities require access to water. Accordingly, the presence of a washroom facility, especially one with a flushing toilet, perhaps becomes the most important characteristic of a dwelling unit. Because the City is both invested in and, obligated to, ensure its residents' wellbeing and safety, requiring proper living conditions and restricting them to conventional dwelling units is therefore of paramount consideration. This is especially the case for rental properties, where tenants may feel they have limited rental options or recourse to address substandard living conditions.

To the second point, Bylaw No. 2125 prohibits dumping of certain substances, including petroleum oils, solvents and other toxic chemicals, yet we still receive considerable quantities in our sanitary system. These instances of illegal dumping test our ability to treat our wastewater, risking non-compliance and enforcement through the Provincial regulator. This could lead to increased costs for waste handling, potential for fines, enhanced monitoring from regulators, and could trigger more robust and expensive treatment infrastructure as part of the waste water treatment plant replacement. Oils and grease of all types also can lead to clogs in our pipe network, creating potential for sewage backups, especially in basements.

Instances of illegal dumping are very difficult to monitor and enforce, so reducing their potential for occurrence is perhaps the best option. However, if a garage were to be connected to the sanitary system, Bylaw No. 2125 (Section 4.2) would require installation of a grease, oil and sand separator. If the garage floor drain is also connected to the City's sanitary system, it must include a two-chamber interceptor with each chamber no less than six feet deep, by three feet by three feet. This interceptor must also be located downstream of all garage plumbing drains to eliminate convenient bypass. Branch connections to a garage are not permitted, so the sewage outlet would require a new connection to the main.

Increased Property Value

Councillor Litvanyi notes that proposed changes could benefit the City by increasing property values and subsequently increase property tax revenue. At a contemporary construction cost of \$80 per square foot, we could see the cost of a new 1,200 sq ft garage be \$21,120 greater than a currently-permitted 936 sq ft garage. Though construction cost does not exactly correlate to assessed value, this could theoretically lead to a \$16,896 taxable value increase, and \$148 in additional City property taxes per year.

GARAGE SUITES:

A few Councillors have also mentioned that they would be interested in allowing Garage Suites. National Codes allow for Garage Suites, but the current Zoning Bylaw, which was adopted in 2003, does not. Garage Suites were contemplated in 2018 through an intensive amendment to the accessory building regulations, but remain prohibited. Allowing Garage Suites could create an opportunity to increase housing supply and, theoretically, improve affordability for both buyers and renters. They would also help to meet density goals in our Official Community Plan by more efficiently using existing infrastructure. However, there are some concerns with allowing them, which is why we have not previously supported their implementation.

Snow Removal Concerns

The City clears residential streets as a low priority, and only a select number of residential lanes (which are adjacent to higher density residential or commercial properties) are cleared at all. Given current funding allocations, this is unlikely to improve. Lack of seasonal lane access creates response concerns for emergency services providers and forces tenant access from the front or side street.

If more cars are relying on City streets for parking, this would worsen an existing problem – the City is already inundated with snow clearing complaints relating to driveway and sidewalk access, on-street parking and roll-out bin collection – if a vehicle is parked too close to a bin, OSS will not empty it – and this problem is likely to worsen this winter when the City switches to roll-out recycling bins. These factors are aggravated in neighbourhoods with combined curb and sidewalks where front yard driveways are the standard and snow-storage options are limited.

Lane Maintenance

Increased use of gravelled lanes will inevitably create more dust and potholes, and lead to complaints. Without a use-specific levy, assessment and tax increases from Garage Suites would not be enough to fund lane maintenance and would only generate a small fraction of funds needed to more permanently resolve these problems by installing asphalt pavement.

Cost of Servicing

The National Building Code requires all dwelling units to be connected to municipal water and sewer, where available. This is supported by the City as it ensures adequate amenities for inhabitants, creating safe and clean living conditions. While other options (septic, cistern) could be considered, concerns would certainly arise where landlords are not properly ensuring working systems. And this could be considered inevitable, as there is a large gap between policy and enforcement when it comes to ensuring safe and healthy living conditions.

If we stick with the requirement to fully service Garage Suites with City water and sewer, costs may become impractical and service installs may even be infeasible. This is especially so in our harsh climate, where frost depths require deep excavations (minimum 8.5 feet with 10 feet preferred). That depth can make it impossible to achieve positive grades when draining sanitary sewer connections, or put existing foundations and neighbouring properties in jeopardy of collapse if trenches are not properly stabilized.

Affordability

While supply-and-demand logic would indicate that Garage Suites would improve housing affordability, there is conflicting evidence to support this notion. This is because the cost to install and the potential to generate income increases the value of property to a point where it may not be more affordable than it was before the creation of the suite. This is true of Canada and USA's largest centres, where single-unit housing costs, including those in zoning districts which allow Garage Suites and secondary suites, continue to escalate beyond the reach of many, especially first-time homebuyers. Similarly, rent increases in these jurisdictions continue to outpace wage inflation.

“Not-in-my-back-yard” mentality (“NIMBYism”)

Yorkton currently offers flexible housing density options, with zoning regulations allowing for:

- secondary suites in all single-unit dwellings (aside from Riverside Terrace);
- two-unit dwellings in all residential zones, aside from the R-4 High Density Residential zone (and from properties in the Riverside Terrace subdivision); and

- (three or more) multi-unit dwellings in all but the R-1 General Residential, R-1A Small Lot Residential and R-6 Manufactured Home Residential zones.

But this flexibility is not without problems – NIMBYism is very prevalent where existing single and two-unit neighbourhoods are faced with increased density. This is typically caused by the fear of: increased traffic, noise and dust; reduced on-street parking availability; loss of privacy; reduced property maintenance associated with rental properties; and sun-shadowing. As noted above, we have also received complaints related to roll-out bins as it relates to pick-up, parking availability and snow removal.

While some of the concerns can be addressed through better site and building design, monitoring and enforcing use and maintenance of property is very challenging and pushes available resources beyond current capacity. Additionally, the City does not currently have plans to improve service levels and it could be expected that these concerns and complaints would intensify if garage suites are allowed.

Comparison to Other Cities

Most of the other communities which have allowed for Garage Suites are predominantly large or newly-developed cities whose residents are more accustomed to living in higher-density settings and are generally less car dependent. Garage Suites in those communities are also more favourably considered where this is access to an existing, paved laneway – it is typically easier to fund paved lanes in new subdivisions and in larger cities where higher lot prices are commensurate with servicing costs.

OPTIONS:

1. That the July 14, 2025 Report to Council, titled “Review of Accessory Building Regulations”, be received and filed;
2. That Council provide direction to amend size and height maximums allowed in the Zoning Bylaw;
3. That Council provide direction to amend the Zoning Bylaw and the Sewer Bylaw to allow for washroom facilities in accessory buildings; or
4. Alternative direction from Council.

RECOMMENDATION:

1. That the July 14, 2025 Report to Council, titled “Review of Accessory Building Regulations”, be received and filed.



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City of Yorkton

NOTICE OF MOTION

Date: May 27, 2025

Memorandum to: Yorkton City Council

From: Councillor Litvanyi

Re: Amendment to Zoning Bylaw No. 14/2003 (Last consolidated May 2025)

I would like to make a motion to direct Administration to prepare an amendment to Zoning Bylaw No. 14/2003 Part C Section 4.5.4.J and 4.5.4.K to allow for a secondary structure to be a maximum of 1200 ft², and;

Bylaw currently reads:
4.5.4

In any Residential zoning district, IN, MXURB, or C-4 zoning district, detached accessory buildings or structures shall not:

- J) have a singular floor area which is greater than either 87 m² (936 sq ft) or the main floor area of the principal dwelling, excluding the area of any attached garage(s);
- K) have a combined floor area greater than either 96.3 m² (1,036 sq ft) or the main floor area of the principal dwelling, excluding the area of any attached garage(s);

Further to remove 4.5.4 subsection Q:

Bylaw currently reads:
4.5.4

In any Residential zoning district, IN, MXURB, or C-4 zoning district, detached accessory buildings or structures shall not:

- Q) have a building height or wall height greater than that of the principal building; or

This will allow the development of garages on any property in the City to be a maximum of 1200 ft². This bylaw is also meant to allow for full washroom facilities within the detached structure.

The rationale behind this decision is to allow for the multiple requests to build a large three car garage on individual properties. This increases the value of the property, increases the value of the neighbourhood, and increases our tax revenue. The interpretation of 4.5.4.A that it not be used for human habitation is not impacted with a washroom. That interpretation should be applied with the addition of a kitchen and sleeping rooms which meets the definition of human habitation.

Attachment 1 – Notice of Motion from Councillor Litvanyi

OPTIONS:

1. Support Councillor Litvanyi's motion.
2. Other Direction as per Council.

Respectfully,
Greg Litvanyi

Greg Litvanyi
Councillor

Attachment 2 - May 14, 2018 Report to Council (Pages 1-5)



REPORT TO COUNCIL

TITLE: Proposed Bylaw No. 9/2018 – Amendment to Zoning Bylaw No. 14/2003 – Accessory Building/Use Regulations & Non-Ancillary Uses 2 nd and 3 rd Readings	DATE OF MEETING: May 14, 2018 REPORT DATE: May 7, 2018, 4:58 PM
CLEARANCES:	ATTACHMENTS: <ol style="list-style-type: none"> 1. April 23, 2018 Council Report 2. Proposed Bylaw No. 9/2018, as Amended
<div style="text-align: center;"> Michael Eger </div>	<div style="text-align: center;"> May 7, 2018 </div>
Prepared by: Director of Planning, Building & Development	Date
<div style="text-align: center;"> Lonnie Kaal </div>	<div style="text-align: center;"> May 8, 2018 </div>
City Manager	Date

Summary of History/Discussion:

Council passed 1st Reading and approved public notice for proposed Bylaw No. 9/2018 at their April 23, 2018 meeting. The full report is included as Attachment 1.

In consideration of 1st Reading, Council expressed concerns related to:

- Second storey height limitations applying to play structures; and
- Increasing setbacks because newly developed residential properties are smaller than most of the older lots.

Public Notice & Hearing:

The proposed Bylaw was advertised for three consecutive weeks in the local newspaper, on the City's website, and at City Hall. Written submissions and persons wishing to speak to the proposed amendment have the opportunity to present to Council during the Public Hearing.

Through this process, Council advised Administration of concerns from residents in regard to the height of play structures. No other comments have been received as of the date of this report.

Planning & Infrastructure Commission:

The proposed Bylaw was presented to the Planning & Infrastructure Commission at their May 2nd, 2018 meeting. Discussion was largely in consideration of the absence of regulations relating specifically to fabric covered structures, allowing garages and play structures to a maximum height of two storeys rather than one, and allowing residential use within accessory buildings.

Accordingly, the Commission carried a motion to recommend approval of the Bylaw, conditional to:

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- a. Exempting play structures from the maximum one-storey height requirement; and
- b. Allowing for development of a second storey within a detached garage, provided that vehicular access could be provided directly to a street, the building be connected to the City's water and sewer infrastructure (regardless of use), and the building height not exceed the height of the principal dwelling.

Additional Considerations:

Administration identified that the proposed regulations were silent to fabric covered structures. The proposed requirement for accessory buildings to "be designed to complement the appearance and exterior finishing of the principal building" would essentially prohibit fabric covered structures.

Proposed Amendments:

In consideration of Council and Commission feedback, Administration proposes the following amendments to the proposed Bylaw (included as [Attachment 2](#), with amendments in red font):

1. Due to affordability, ease of installation and popularity, that fabric covered structures no larger than 22.3 m² (240 sq ft) be allowed. If the vehicle access is not to a street or lane, these structures would share the same 0.6 m (2 ft) setback requirement of garden sheds. These structures would also count towards the maximum of three accessory buildings and maximum area of 1,036 sq ft.
2. That play structures be exempted from the single storey height limitation. Under the proposed definition, this would only apply to those play structures that are CSA approved, or to those that are otherwise professionally designed (by an Engineer or Architect). DIY structures, therefore, would not be exempt unless the design is stamped and approved by a professional engineer or architect.
3. That accessory buildings be permitted to have second storey development. Administration had previously not been in support of this over concerns related to privacy, residential occupancy, difficulty/expense of servicing with City water and sewer connections, back alley maintenance, and barriers to emergency response. As such, it is proposed that a height exemption allow for second storey development, provided that:
 - a. Minimum setbacks of the principal dwelling are applied to the accessory building;
 - b. Maximum height does not exceed either two stories or the height of the principal dwelling;
 - c. Distance to the principal dwelling be increased from 1.2 metres to 4 metres;
 - d. Second storey windows, decks or balconies be oriented to minimize overlook into adjacent properties;
 - e. Vehicle access be provided directly to a hard-surfaced (paved) street or lane; and
 - f. Home-based business be prohibited from occupying any portion of the second storey.

Administration is not, at this time, prepared to support the Planning Commission's recommendation to allow residential occupancy of accessory structures. This is because:

- As we have experienced with the proliferation of secondary suites, increasing density in existing areas can have negative impacts on neighbours, typically due to increases in traffic, increased demand for on-street parking and reduced privacy;
- Access to rear yards by emergency responders may be limited by obstructions such as deep snow, fences and decks;
- Emergency responders may not be aware that an accessory structure is being used for human habitation;
- Increased expectation for lane maintenance (snow removal, grading, drainage and dust suppression);
- Since 2012, private market rental vacancies have been consistently above 3%, the point at which is deemed "healthy" by the Canadian Mortgage and Housing Corporation (CMHC); and
- There have been relatively high hotel and bed and breakfast vacancies and it may not be in the City's best interests to support development that better caters to those owners looking to operate vacation accommodations from their residential property.

The Planning Commission also recommended that two-storey accessory buildings be required to connect to City water and sewer services. As Administration is not currently in support of residential use, however, it would seem extraneous and could push owners to seek commercial or residential rental revenue to recover such a costly undertaking.

Options:

1. That the proposed Zoning Bylaw Amendment be approved for 2nd Reading, as amended, and for 3rd Reading.
2. That the proposed Zoning Bylaw Amendment be denied for reasons as listed by Council.
3. That Administration be provided with alternative direction.

Recommendations:


1. That Bylaw No. 9/2018, a Bylaw of the City of Yorkton in the Province of Saskatchewan to Amend Zoning Bylaw No. 14/2003 and its Amending Bylaw No. 3/2012 by Revising Accessory Building/Use Regulations, and to amend Zoning Bylaw No. 14/2003 by deleting text for Residential Zone Non-Ancillary Uses, be read a 2nd time.
 - 1.1 That Bylaw No. 9/2018, a Bylaw of the City of Yorkton in the Province of Saskatchewan to Amend Zoning Bylaw No. 14/2003 and its Amending Bylaw No. 3/2012 by Revising Accessory Building/Use Regulations, and to amend Zoning Bylaw No. 14/2003 by deleting text for Residential Zone Non-Ancillary Uses be amended as follows:

- i) In Section 2.1, insert the definition Fabric Covered Structure to read “A fabric or membrane covered structure, designed and constructed in accordance with the Canadian Standards Association and/or a licensed professional designer”;
- ii) In Section 2.1, insert the definition Play Structure, Residential to read “An accessory structure, designed and constructed in accordance with the requirements of the Canadian Standards Association and/or a licensed professional designer, for play or recreation, often containing equipment such as slides and swings”;
- iii) In Section 4.5.3, insert the words “Except for fabric covered structures,” before the words “accessory buildings or structures shall be designed to complement the appearance and exterior finishing of the principal building”;
- iv) In Section 4.5.4, insert the words “be used for human habitation” as clause A);
- v) In Section 4.5.4 G), insert the words “fabric covered structures and” before the words “buildings or structures less than 9.29 m² in floor area, be situated less than 0.6 metres from a side or rear site line”;
- vi) In Section 4.5.4, L) insert the words “in the case of a fabric covered structure, have a floor area greater than 22.3 m² (240 sq ft)”;
- vii) In Section 4.5.4 N) “, except in the case of a residential play structure or as permitted in Section 4.5.5” after the words “be more than one storey in height above grade”;
- viii) In Section 4.5.4 O), delete the word “either”, and insert the words “, except as permitted in Section 4.5.5” after the words “have a building height greater than 5.5 metres (18 ft)”;
- ix) In Section 4.5.4 P) insert the words “, except as permitted in Section 4.5.5” after the words “have a wall height greater than either 3.05 metres (10 ft)”;
- x) In Section 4.5.4 Q) insert the words “or wall height” after the words “have a building height” and add the word “that” after the words “have a building height or wall height greater than”;
- xi) Add Section 4.5.5 to read:
Exceptions to the maximum height regulations in Section 4.5.4. N), O) and P) may be granted, provided that, in addition to meeting all other requirements of this Bylaw:
 - A) The minimum side yard setback for the accessory building shall be the same as the current setback requirement of the principal dwelling;
 - B) The maximum building height shall not exceed two stories;
 - C) The minimum distance between the accessory building and the principal dwelling shall be 4 metres;
 - D) Second storey windows, decks, or balconies within or adjacent to the accessory building shall be oriented to minimize overlook into adjacent properties;
 - E) Vehicular access to the accessory building shall be provided directly to a street or hard-surfaced lane; and

- F) Home-based Businesses shall not occupy any portion of the second storey.
2. That Bylaw No. 9/2018, a Bylaw of the City of Yorkton in the Province of Saskatchewan to Amend Zoning Bylaw No. 14/2003 and its Amending Bylaw No. 3/2012 by Revising Accessory Building/Use Regulations, and to amend Zoning Bylaw No. 14/2003 by deleting text for Residential Zone Non-Ancillary Uses, be read a 2nd time, as amended, this 14th day of May, A.D., 2018; and
 3. That Bylaw No. 9/2018, a Bylaw of the City of Yorkton in the Province of Saskatchewan to Amend Zoning Bylaw No. 14/2003 and its Amending Bylaw No. 3/2012 by Revising Accessory Building/Use Regulations, and to amend Zoning Bylaw No. 14/2003 by deleting text for Residential Zone Non-Ancillary Uses, be read a 3rd time this 14th day of May, A.D., 2018, and be entered in the Bylaw Register of the City of Yorkton.



REPORT TO COUNCIL

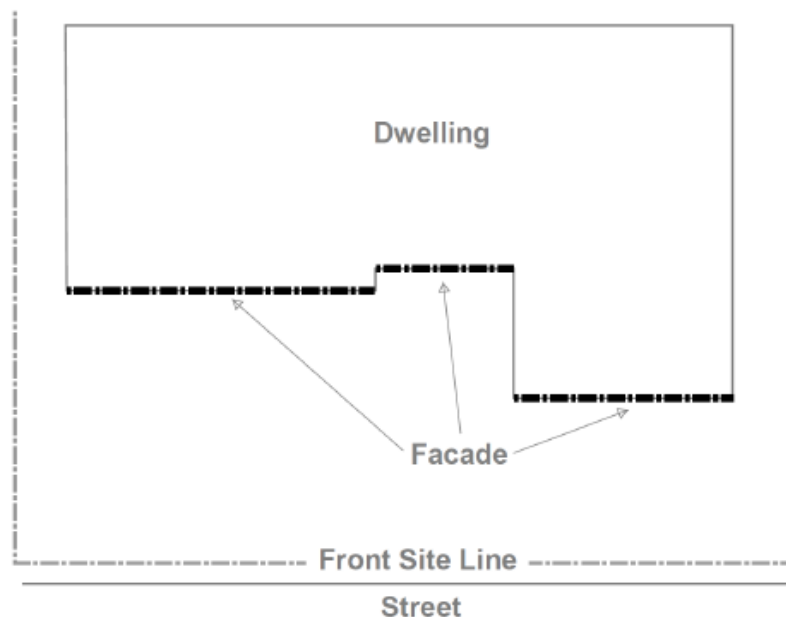
TITLE: Proposed Bylaw No. 9/2018 – Amendment to Zoning Bylaw No. 14/2003 – Accessory Building/Use Regulations & Non-Ancillary Uses Introduction & First Reading	DATE OF MEETING: April 23, 2018 REPORT DATE: April 18, 2018, 11:35 AM
CLEARANCES:	ATTACHMENTS: 1. Public Notice 2. Proposed Bylaw No. 9/2018
 Michael Eger	April 18, 2018
Prepared by: Director of Planning, Building & Development	Date
Lonnie Kaal	April 18, 2018
City Manager	Date

SUMMARY OF HISTORY/DISCUSSION:

Accessory regulations apply to any structure or use which supports the principle building or use. A typical example would be a detached garage or storage shed which is used in support of a residential dwelling. Administration has been carrying out an ongoing review of these regulations as part of a complete Zoning Bylaw update. While the enormity of the Zoning Bylaw update has prevented it from proceeding through the Council process, the need to update Accessory regulations has become more pressing. This has resulted from increased appeals of maximum garage sizes, widespread drainage issues, and changes to the National Building Code. As such, Administration is proposing a revision to the current Zoning Bylaw Accessory regulations. A explanation of the proposed changes is as follows:

1. Remove Accessory regulations created by amending Bylaw No. 3/2012.
 - ➔ This Bylaw also created regulations for parking, detached garages and attached garages within the R-1A zoning district which will remain in place. Deleting regulations created in the Accessory regulations section will improve clarity and remove redundancy.
2. Revise permit exemption from buildings 10 m² (107.6 sq ft) and under to 9.29 m² (100 sq ft) and under.
 - ➔ Aligns with the Uniform Building and Accessibility Standards (UBAS) Act which exempts this size of building from complying with National Building Code requirements.
 - ➔ Exempted by City from taxation.
3. Require design of buildings to complement the appearance and exterior finishing of the principal dwelling.

- ➔ Currently there is nothing to prevent a person from finishing their garage or shed in galvanized steel or other industrial finish, or from installing a pre-fabricated metal structure that does not compliment the existing dwelling.
 - ➔ This rule would encourage similar colours, finishing materials and roof lines, and generally improve neighbourhood aesthetics.
4. Limit the maximum number of accessory buildings on a site to three.
- ➔ There is currently no maximum, which has allowed some property owners to have as many as ten garden/storage sheds, while still complying with other regulations.
5. Prevent a detached garage or shed from being constructed nearer to a site line than any portion of the principal dwelling's facade.
- ➔ Refines wording to ensure that accessory buildings cannot be placed in any portion of a front yard. This would also apply to corner lots where the house is oriented to the side (flanking) street.
 - ➔ Façade would be determined as follows:



6. Increase the setback of an eave from 0.15 m (0.5 ft) to 0.45 m (1.5 ft).
- ➔ This is triggered by National Building Code changes which now prohibits eaves within 0.45 m (1.5 ft) of the property line.
7. For buildings 9.29 m² (100 sq ft) or larger, increase the typical setback to property line from 0.3 m (1 ft) to 1.2 m (4 ft).

- ➔ A 1.5 m (5 ft) setback would still be required for a garage that opens to a lane, while 3.0 m (10 ft) would still be required for a garage that opens to a side (flanking) street.
 - ➔ To prevent the spread of fire, the National Building Code now prohibits vented soffits within 0.6 m (2 ft) of the property line and also requires walls within 0.6 m (2 ft) of a property line to be fire-rated.
 - ➔ Administration is proposing a further increase to 1.2 m (4 ft) in order to:
 - Improve drainage between properties by removing obstructions and allowing sufficient space to achieve proper grading;
 - Ensure there is a sufficient eave constructed to shelter exterior building walls from premature weather damage; and
 - Improve access around buildings to ensure maintenance of the buildings themselves, and also fences and landscaping in close proximity.
 - ➔ Would standardize our setbacks with other cities who are experiencing similar issues.
8. For buildings smaller than 9.29 m² (100 sq ft), increase typical setback to property line from 0.3 m (1 ft) to 0.6 m (2 ft).
- ➔ Difficult to regulate because they can quickly be erected and easily moved.
 - ➔ Creates more flexible site placement options for residents than is being proposed for larger structures.
9. Increase the maximum allowable floor area for a single detached garage from 74.5 m² (802 sq ft) to 87 m² (936 sq ft). The garage would still not be permitted to be larger than the main floor area of the dwelling on site.
- ➔ The Development Appeals Board has granted several appeals to the current size limitation. While indoor storage is preferred for resident's personal belongings, Administration cautions against increasing the maximum size too much in order to mitigate garage use for commercial purposes.
 - ➔ Proposed maximum area is larger than average of comparable municipalities.
 - ➔ For example, this would allow for large 26 ft wide by 36 ft deep double-car garage, or 36 ft wide by 26 ft deep triple car garage. A typical attached double-car garage is approximately 24 ft x 24 ft.
10. Increase the maximum allowable floor area for all accessory buildings on site from 74.5 m² (802 sq ft) to 96.3 m² (1,036 sq ft). The buildings would still not be permitted to be larger than the main floor of the dwelling on site.

- Intended to allow for a full-sized garage and one or two additional sheds.
- 11. Limit buildings to only one storey above grade.
 - Current regulations imply this but do not explicitly state as such.
 - Attic space limited to storage use only.
 - Discourages unlawful human habitation.
 - Two-storey or raised play structures/tree houses are not regulated by the National Building Code and pose a safety concern which could put the City in a liability position.
- 12. Increase maximum allowable roof height from 5.25 m (17.2 ft) to 5.5 m (18 ft) while reducing maximum wall height from 4 m (13.1 ft) to 3.05 m (10 ft).
 - Reduce building mass by reducing wall heights.
 - Steeper pitched roofs may result, which are more aesthetically pleasing.
- 13. Require that garages be oriented to ensure vehicular access to a developed lane or street.
 - Formalizes recent practice where Administration has denied permits for residents who can only gain access from adjacent parks or buffers.
 - Protects park use for recreation purposes.
 - Protects physical condition of City-maintained grass and trees.
- 14. Remove regulation to limit rear yard site coverage to maximum of 40%.
 - Has been seldom more restrictive than current total site coverage maximums, which range from 40 to 50% in Residential zoning districts.
 - Rear yard site coverage maximum often difficult for residents to understand and calculate.
 - Appears not to have been consistently enforced since inception in 2003.
- 15. Remove regulations relating to Non-Ancillary Uses created by amending Bylaw No. 39/2003.
 - The previous amending bylaw affected Zoning regulations for both Accessory and Commercial vehicle use in residential districts. Because proposed Bylaw No. 9/2018 will replace the language created under the previous amendment, and because Commercial vehicle use in residential areas is now regulated by the Property Standards Bylaw No. 18/2017, it is proposed to repeal Bylaw No. 39/2003 in its entirety.

PUBLIC NOTICE:

If Council is in favour of the recommended zoning changes, Administration will initiate the public notice process including advertisement in the local newspaper, at City Hall and on the City website. The proposed amendment will also be referred to the Planning & Infrastructure Commission before Council considers 2nd and 3rd Reading in conjunction with the Public Hearing.

CONCLUSION:

Building and Planning Services have already incorporated National Building Code and setback requirements into the guidelines forming part of the Building Services' "Building a Detached Garage?" brochure. We have also been consistent in application of these setback rules since the summer of 2016. As the Zoning Bylaw update continues to experience delays, we are in favour of formalizing regulatory changes.

If approved, the new regulations will: improve safety by limiting the spread of fire; mitigate future residential drainage issues; and allow for easier maintenance of accessory buildings, fences and yards. The proposed bylaw would also help reduce the number of accessory building appeals to, and granted by, the City's Development Appeals Board.

It is noted that these rules would only apply to new structures/additions, and that existing structures will be grandfathered until they are removed, replaced or destroyed.

OPTIONS:

1. That the proposed Zoning Bylaw Amendment be approved for 1st Reading and for public notice.
2. That the proposed Zoning Bylaw Amendment be denied for reasons as listed by Council.
3. That Administration be provided with alternative direction.

RECOMMENDATION:

That Bylaw No. 9/2018, a Bylaw of the City of Yorkton in the Province of Saskatchewan to Amend Zoning Bylaw No. 14/2003 and its Amending Bylaw No. 3/2012 by Revising Accessory Building/Use Regulations, and to amend Zoning Bylaw No. 14/2003 by deleting text for Residential Zone Non-Ancillary Uses, be given 1st Reading this 23rd day of April A.D., 2018, and further that Administration be authorized to proceed with the public notice process.