

CITY OF YORKTON
REGULAR COUNCIL MEETING AGENDA
Tuesday, September 2, 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. Committee of the Whole Council Meeting Minutes – August 11, 2025
 - b. Regular Council Meeting Minutes – August 11, 2025
5. **UNFINISHED BUSINESS**
6. **REPORTS OF COUNCIL COMMITTEES AND MATTERS REFERRED**
 - a. Planning and Infrastructure Commission Minutes – June 11, 2025
 - b. Planning and Infrastructure Commission Minutes – July 2, 2025
7. **HEARING OF PETITIONS, PUBLIC NOTICES AND PRESENTATIONS**
8. **BUSINESS ARISING OUT OF PETITIONS, PUBLIC NOTICES AND PRESENTATIONS**
9. **CORRESPONDENCE**
 - a. Mayor Kienle – Report on Mayor’s Summer School at the University of Regina
10. **BYLAWS**
 - a. Fire Chief
 - Proposed Bylaw No. 24/2025 – Safe Public Spaces (Street Weapons) Opt-in Bylaw
11. **ADMINISTRATIVE REPORTS**
 - a. Director of Environmental Services
 - Hopkins Lake Revitalization Project – Contract #1 Engineering Design Tender Award
 - b. Assistant City Clerk
 - Council Calendar 2026
 - c. Director of Legislation and Procedures (City Clerk)
 - Recommendations from the Committee of the Whole – August 11, 2025
12. **GIVING NOTICE OF MOTION**
13. **IN CAMERA SESSION**
14. **ADJOURNMENT**

Planning and Infrastructure Commission

MINUTES

JUNE 11TH, 2025

7:00 A.M.

**MEETING ROOM A,
CITY HALL – SECOND FLOOR**

Attendees	Chairperson: Mike Popowich Councillors: Councillor Quinn Haider, Councillor Stephanie Ortynsky, Members: Eugene Fedorowich, Glen Tymiak, Corey Werner, Doug Forster, Jerry Kobylka, Eleanor Shumay, Jan Morrison
Staff	Brad Hvidston – City Manager Michael Eger – Director of Planning, Building and Development Carleen Koroluk – Land Use Planner Trysta Liebrecht – Administrative Assistant
Regrets	Councillors: Members: Staff:
Absent	Councillors: Members: Isabel O’Soup Staff:
Recording	Trysta Liebrecht
Call to order	6:59 a.m.

ADOPTION OF AGENDA

Discussion	Review of Agenda items.
Motion 23-2025	Shumay That the agenda be approved as presented. Carried Unanimously

DECLARATION OF CONFLICT OF INTEREST

Discussion	None
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APPROVAL OF MINUTES

Discussion	Minutes of the May 21 st , 2025 Planning and Infrastructure Commission Meeting were circulated with the Agenda Package.
Motion 24-2025	Werner That the Minutes from the May 21 st , 2025 Planning and Infrastructure Commission Meeting be approved. Carried Unanimously

OLD BUSINESS

Discussion	<ul style="list-style-type: none">- Pet adoption proposal was presented to council and, despite having a favourable recommendation from the Commission, was not approved after receiving concerns as part of the public notice process. Ideally, this feedback would be collected before bringing applications to the Commission, but the City combines these processes to reduce wait times for applicants.
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NEW BUSINESS

1. Discussion Topics Introduced by Corey Werner	
Discussion	<p>Topics and questions raised by Corey Werner were provided in the agenda package:</p> <ul style="list-style-type: none">- Eger began the presentation by reviewing the Official Community Plan (OCP), emphasizing that it must comply with provincial requirements. Additionally:<ul style="list-style-type: none">▪ Any community seeking planning autonomy is required by the province to have an Official Community Plan (OCP) and a certified planner.▪ The OCP outlines cities growth spanning a 25-year horizon and a 36,000 population, and the City still has adequate lands and utilities to reach that threshold.- A brief discussion took place regarding the wastewater treatment plant and the potential to reuse treated water. Eger directed the Commission to the "Shape Your City" webpage for more information on the plan to invest in aquifer recharge.

- Railroads and rail safety were discussed:
 - Revisiting the OCP would have the City contemplating rail safety under the statements of provincial interest and would require the City to consider the proximity of residential and other buildings to rail lines, potentially affecting several properties. As a result, including this in the OCP could lead to required changes in the Zoning Bylaw.
 - The increase in rail traffic is a growing concern. However, emergency crews are able to coordinate directly with rail operators to address any safety concerns.
- A functional study of Grain Millers Drive is being considered by the Province, RM of Orkney and City to determine project scope for roadway reconstruction. As this is a Rural Municipality (RM) road, a partnership would be required.
- There was a discussion about the 52A Bypass and its potential extension. Eger directed the Commission to the 2017 study available on the City's website, which recommended that Grain Miller Drive serve as a regional connector. The study identified this route as the top priority for enhancing the regional transportation network.
- Hvidston provided an update on the new hospital. The City has submitted a few potential properties to the province for consideration, but has not yet received a response. The City would be responsible for covering 20% of the project cost.
- The Commission raised the topic of a future community facility. Eger informed the Commission that a new indoor sports facility is included on the Council's priority list. This list can also be found on the City's website.
- The province is currently scheduled to repave a portion of Highway 10 East, excluding the adjacent service road.
- A sidewalk by Canadian Tire has not been installed because the land is privately owned by two separate entities. The City would need to coordinate with the owners to proceed with installation.

BUSINESS FROM THE FLOOR

Discussion	- None
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NEXT MEETING

	Wednesday, July 2 nd , 2025 at 7:00 a.m. at City Hall Meeting Room A
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ADJOURNMENT

Motion 25-2025	Morrison That the meeting be adjourned at 8:04 a.m. Carried Unanimously
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SIGNATURE OF MINUTES

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

Planning and Infrastructure Commission

MINUTES

JULY 2ND, 2025

7:00 A.M.

**MEETING ROOM A,
CITY HALL – SECOND FLOOR**

Attendees	<p>Chairperson: Eugene Fedorowich Councillors: Councillor Quinn Haider, Councillor Stephanie Ortynsky, Members: Corey Werner, Doug Forster, Jan Morrison</p>
Staff	<p>Michael Eger – Director of Planning, Building and Development Amie Berehula – Municipal Inspector Mayor Aaron Kienle</p>
Regrets	<p>Councillors: Members: Mike Popowich, Glen Tymiak, Jerry Kobylka, Eleanor Shumay Staff:</p>
Absent	<p>Councillors: Members: Isabel O’Soup Staff: Carleen Koroluk – Land Use Planner Trysta Liebrecht – Administrative Assistant</p>
Recording	Amie Berehula
Call to order	7:04 a.m.

ADOPTION OF AGENDA

Discussion	Review of Agenda items.
Motion 26-2025	<p>Morrison That the agenda be approved as presented. Carried Unanimously</p>

DECLARATION OF CONFLICT OF INTEREST

Discussion	None
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APPROVAL OF MINUTES

Discussion	Minutes of the June 11 th , 2025 Planning and Infrastructure Commission Meeting were circulated with the Agenda Package.
Motion 27-2025	Forster That the Minutes from the June 11 th , 2025 Planning and Infrastructure Commission Meeting be approved. Carried Unanimously

OLD BUSINESS

Discussion	None
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NEW BUSINESS

1. Zoning Bylaw Amendment – Night Clubs

Discussion	<ul style="list-style-type: none">- Eger presented a report on a proposed amendment to the zoning bylaw.- Recently administration has been approached with the idea to open a night club.- The Commission discussed potential noise issues, particularly in comparison to stereo and music stores, which may face similar challenges regarding sound levels and impact on nearby Neighbors.- Parking requirements were questioned.<ul style="list-style-type: none">• C-1 zoning includes two parking exemptions based on the square meterage of the building.• The C-1 zone requires fewer parking spaces compared to other zoning districts.- The proposed amendment is currently out for public notice, one letter received as of now in support of the amendment.
Motion 28-2025	Forster That the Planning and Infrastructure Commission recommends that Council approve Bylaw No. 20/2025 to include Night clubs as a Defined Land Use Category with Special Use Provisions. Carried Unanimously

2. Zoning Bylaw Amendment – Truck Stops

Discussion	<ul style="list-style-type: none">- The City has received interest from various parties regarding this concept.- The current zoning bylaw does not adequately address Truck Stops as a land use.- The amendment includes provisions to mitigate issues related to noise, traffic, and the environment.- The Commission inquired whether the Roundhouse subdivision, which is zoned C-3, could accommodate this use. It was noted that it may be possible with zoning amendment.
Motion 29-2025	<p>Morrison That the Planning and Infrastructure Commission recommends that Council approve Bylaw No. 21/2025 to include Truck Stops as a Defined Land Use Category with Special Use Provisions. Carried Unanimously</p>

3. Subdivision Application – Cameron Way

Discussion	<ul style="list-style-type: none">- The Cameron Way Condominium plan had outlined 38 units. So far 9 dwellings exist on the east side, developer has struggled to sell current built units.- Developer now seek to subdivide the west portion into two fee simple parcels with multi-unit residential.- Cross-access and shared servicing agreements are required as infrastructure is privately owned by the Condo Corporation.- Commission discussed parking requirements, developer is aware and willing to work with the requirements, no drawings or plans have been set forth yet.
Motion 30-2025	<p>Werner That the Planning and Infrastructure Commission recommend that Council approve subdivision application SD01-2025 affecting the Cameron Way Condominium Plan 102085231, conditional on the three parcel holders entering into cross access and shared servicing agreements. Carried Unanimously</p>

BUSINESS FROM THE FLOOR

Discussion	<ul style="list-style-type: none">- None
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NEXT MEETING

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

ADJOURNMENT

Motion 31-2025	Morrison That the meeting be adjourned at 7:47 a.m. Carried Unanimously
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SIGNATURE OF MINUTES

Chairperson	<p>Eugene Fedorowich</p> <hr/> Chairperson
Recording Secretary	<p>Trysta Liebrecht</p> <hr/> Trysta Liebrecht



August 28, 2025

Report: Mayor's Summer School – University of Regina

Last week, I attended the Mayor's Summer School at the University of Regina. I had previously participated in 2018 and found great value not only in the sessions but also in the opportunity to build relationships and learn from other municipal leaders. This year was much the same, although I experienced it through a different lens, this time as Mayor. It was a fantastic couple of days with 47 Mayors from across Saskatchewan in attendance.

Key Highlights:

Networking & Relationship Building:

I had the opportunity to connect with fellow Mayors and Councillors, including a dinner with Councillor Goulden, former Saskatoon Mayor Charlie Clark, and Mayor Dennis Helmuth of Rosthern. Another evening featured a dinner with all the Mayors and a presentation from Creighton Mayor Bruce Fiddler, who shared his community's recent experiences with devastating wildfires. His story underscored the importance of emergency preparedness, resilience, and the strength of community leadership in times of crisis.

Session Takeaways:

Charlie Clark encouraged us to focus on relationship-building, not just within our own office, Council, and City, but also with neighbouring communities. A strong emphasis was placed on Government-to-Government relations with our neighbouring First Nations. Trust was highlighted as absolutely paramount in this work and all the work we as a Council are doing. Trust must extend in all directions: Council, municipal staff, residents, media, and community groups. Incivility erodes that trust, making honesty, transparency, and relationship building essential.

Ian McCormack presented on (un)civility and the need for municipal leaders to adapt to a changing world through policy and proactive leadership. His resources and consultation would be beneficial for continued learning.

Dennis Helmuth shared the experience of the Twin Rivers District, where seven communities work together regionally on initiatives such as health care advocacy, waste collection, and Community Safety Officers, etc. Their regional approach has proven stronger than tackling issues individually, particularly with large projects such as advocacy. They are also in line for a new hospital and on the hook for funding so this has been of high value having all communities together and raising monies through a regional levy.

Saskatchewan Ombudsman Sharon Pratchler spoke on seeing and serving residents through a different lens. She emphasized that the Ombudsman's office is a valuable resource for

municipalities when dealing with escalated complaints, and also offers training opportunities for Councils and Administration.

Governance & Conflict of Interest Sessions reinforced the importance of good process, strong culture, and teamwork. A particularly valuable takeaway was the reminder that: “Effective process + positive culture = high performance.”

Additional points included the true value of property taxes when viewed in depth, the importance of collaboration and strategic communication, and the need for transparent and consistent engagement with the public to strengthen trust.

Conclusion:

Mayor’s Summer School provided excellent learning opportunities and reinforced key principles that are essential for effective municipal leadership: collaboration, trust, emergency preparedness, good governance, and relationship building both within and beyond our community. It was awesome to spend time with so many other community leaders from all sizes of municipalities. I’m certainly thankful for the energizing experience, one that will continue to inform my work as Mayor and our work together as a Council.

Respectfully submitted,



Aaron Kienle

MAYOR AARON KIENLE

TITLE: Proposed Bylaw No. 24/2025 – Safe Public Spaces (Street Weapons) Opt-In Bylaw	DATE OF MEETING: September 2, 2025 REPORT DATE: August 25, 2025
CLEARANCES:	ATTACHMENTS: <ul style="list-style-type: none"> 1. Proposed Bylaw No. 24/2025 – Safe Public Spaces (Street Weapons) Opt-In Bylaw 2. Safe Public Spaces (Street Weapons) Act Backgrounder – Government of Saskatchewan
Written by: Trevor Morrissey, Fire Chief and Nicole Baptist, Bylaw & Safety Supervisor <div style="display: flex; justify-content: space-around; margin-top: 5px;"> Trevor Morrissey Nicole Baptist </div>	
Presented by: Trevor Morrissey, Fire Chief <div style="text-align: center; margin-top: 5px;"> Trevor Morrissey </div>	
Reviewed by: Jessica Matsalla, City Clerk <div style="text-align: center; margin-top: 5px;"> Jessica Matsalla </div>	
Approved by: Brad Hvidston, City Manager <div style="text-align: center; margin-top: 5px;"> Brad Hvidston </div>	

PURPOSE/BACKGROUND

In August 2025, the Government of Saskatchewan enacted the *Safe Public Spaces (Street Weapons) Act and Regulations*. This Act was brought in to address concerns about the increased presence of street weapons in public spaces in communities. With this Act, a Council must enact a Bylaw to opt-in to the enforcement of the Safe Public Spaces (Street Weapons) Act in their community.

DISCUSSION/ANALYSIS/IMPACT

Attachment 2 is the media backgrounder that was published by the Government of Saskatchewan which provides an overview of the Act. Through further discussions with the Municipal RCMP Detachment, they expressed that opting-in would benefit our community.

Under the Act and per the Community Safety Officer Appointments, the Community Safety Officers are not empowered to enforce the Act. Enforcement of this Act will fall to the RCMP Members.

FINANCIAL IMPLICATIONS

There are no direct financial implications with this Bylaw.

COMMUNICATION PLAN/PUBLIC NOTICE

There are no requirements for public notice of this Bylaw. Internal communication with the Municipal RCMP Detachment will take place if the Bylaw is enacted. At this time, further external communication with the public is not planned. However, as Administration continues the work surrounding mental health/addictions/houselessness, this will be identified as one of the solutions we're bringing into effect with community safety at the forefront of our minds.

STRATEGIC PRIORITIES/OCP/COMMITTEE RECOMMENDATION(S)

At this time, the proposed bylaw has not been presented to the Protective Services Committee. If Council desires, Administration can bring this forward to the Protective Services Committee for additional feedback.

OPTIONS

1. That the proposed *Safe Public Space (Street Weapons) Act* Opt-In Bylaw (Attachment 1) be given first, second and third readings with unanimous consent of Council.
2. That Council approve introduction and first reading of the proposed *Safe Public Space (Street Weapons) Act* Opt-In Bylaw and request feedback from the Protective Services Committee.
3. That the proposed *Safe Public Space (Street Weapons) Act* Opt-In Bylaw be denied for reasons as listed by Council.
4. That Administration be provided with alternative direction.

ADMINISTRATIVE RECOMMENDATION(S)

1. That Bylaw No. 24/2025, being a bylaw of the City of Yorkton in the Province of Saskatchewan to opt-in to the *Safe Public Spaces (Street Weapons) Act* be introduced and given First Reading this 2nd day of September, 2025, A.D.; and
2. That Bylaw No. 24/2025 be given Second Reading, this 2nd day of September, 2025, A.D.; and
3. That with unanimous consent of Council, Bylaw No. 24/2025, be presented to proceed to Third Reading at the September 2nd, 2025, A.D. meeting; and
4. That Bylaw No. 24/2025, a bylaw of the City of Yorkton in the Province of Saskatchewan to opt-in to the *Safe Public Spaces (Street Weapons) Act* be given Third Reading this 2nd day of September, 2025 A.D. and be entered in the City of Yorkton Bylaw register.

**City of Yorkton
Saskatchewan**

Bylaw No. 24/2025

A Bylaw of the City of Yorkton in the Province of Saskatchewan to opt-in to the *Safe Public Spaces (Street Weapons) Act*.

WHEREAS, Section 8 of *The Cities Act* authorizes a Council to pass any bylaws for city purposes that it considers expedient in relation to the safety, health and welfare of people and the protection of people and property; and

WHEREAS, pursuant to Section 1-3(2) of *The Safe Public Spaces (Street Weapons) Act* and Sections 4(1)(a) of *The Safe Public Spaces (Street Weapons) Regulations*, the Council of the City of Yorkton in the Province of Saskatchewan in Council assembled hereby enacts as follows:

1. TITLE

This Bylaw may be referred to as the “*Safe Public Spaces (Street Weapons) Act Opt-In Bylaw*”.

2. DEFINITIONS

- a) “Act” shall mean *The Safe Public Spaces (Street Weapons) Act*;
- b) “City” shall mean the City of Yorkton;
- c) “Council” shall mean the City Council of the City of Yorkton;

3. REGULATIONS

Pursuant to *The Safe Public Spaces (Street Weapons) Act* for the Province of Saskatchewan, as may be amended from time to time, the City of Yorkton shall opt-in to the Act and the restrictions included in the Act shall apply in the City of Yorkton.

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 2nd day of September, 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.

The Safe Public Spaces (Street Weapons) Act Backgrounder

Backgrounder – July 31, 2025

The *Safe Public Spaces (Street Weapons) Act* promotes safety in public urban spaces by regulating the possession, transportation and storage of items that may be used as street weapons, such as knives, machetes or bear spray. The Act prohibits persons from possessing street weapons in public urban spaces and allows police to seize and impound those weapons.

Individual municipalities and First Nations can choose whether they want to opt into the Act. By opting into the Act, municipalities and First Nations give police officers the ability to address street weapons through uniform provincial rules and offences. The Act also expressly provides that its rules do not override or interfere with any existing powers for municipalities or First Nations to address street weapons through their own bylaws and laws. If a municipality or First Nation does not opt into the Act, the rules do not apply on that municipality or First Nation.

Under the Act, a street weapon could be any of the following:

- Knife (30 cm or larger)
- sword
- machete
- hatchet
- axe
- hammer
- sledgehammer
- body armour
- explosive devices
- hypodermic needles not used for legitimate medical purposes
- fentanyl not used for legitimate medical purposes
- methamphetamine
- wildlife control products such as bear spray
- any other prescribed item

Public urban spaces may include public buildings, parks, playgrounds, any land or building entered without consent of the owner, common areas of condominiums or apartments, unoccupied land or buildings, vehicles travelling through public spaces, or any other prescribed place under the Act.

Persons using these items for legitimate legal purposes, such as hypodermic needles for medical use, or possessing bear spray for the legitimate use of hunting and hiking are exempt from the application of the Act.

The Act contains two main sets of rules:

- Part 2 prohibits persons from possessing street weapons in public urban spaces, defacing or altering street weapons, or possessing a street weapon that has been defaced or altered. Persons in breach of these rules can be charged with a provincial offence and subject to a fine of not more than \$5,000, imprisonment for a term not exceeding one year, or both a fine and imprisonment; and
- Part 3 allows police officers to seize and impound a street weapon from persons in a public urban space if the weapon constitutes a threat to public safety. This power of seizure exists whether the person is charged with an offence under the Act. Persons who are not charged or convicted of an offence respecting the weapon may apply for its return in accordance with the Act. Otherwise, the weapon is forfeited to the Crown.

If there is a conflict between a provision of this Act and provision of a municipal bylaw or law of a First Nation, the provision of the municipal bylaw or law of a First Nation prevails.

How does the opt in process work?

The opt in process for municipalities and First Nations is contained in *The Safe Public Spaces (Street Weapons) Regulations*:

- A municipality can opt in by passing a bylaw providing that the Act applies to the municipality; and
- A First Nation can opt in by passing a First Nation law providing that the Act applies on the First Nation.

In both instances, the standard law-making procedure applies and the regulations do not create any unique notification or process requirements for municipalities or First Nations.

In accordance with the Act, a municipality or First Nation who opts in can also adjust the default 30-centimetre blade length that brings knives within the scope of the Act. For example, if a municipality wanted the Act to apply to smaller knives, the bylaw could adjust the threshold length to 10 centimetres.

A municipality or First Nation that wishes to withdraw from the Act can do so by repealing the original opt in bylaw or First Nation law.

TITLE: Hopkins Lake Revitalization Project – Contract #1 Engineering Design Tender Award	DATE OF MEETING: September 2, 2025
CLEARANCES: Taylor Morrison, Director of Recreation & Community Services Taylor Morrison	REPORT DATE: August 22, 2025 ATTACHMENTS: 1. Map of Hopkins Lake - Phase One Scope
Written by: Connor Hunt, Director of Environmental Services Connor Hunt	
Reviewed by: Jessica Matsalla, City Clerk Jessica Matsalla	
Approved by: Brad Hvidston, City Manager Brad Hvidston	

PURPOSE/BACKGROUND

The purpose of this report is to recommend awarding the Engineering Design Services contract for the Hopkins Lake (*Jaycee Beach*) Revitalization Project. This study will outline the necessary steps to restore the area as a vibrant recreational destination for the community.

Originally transformed in the 1960s, Hopkins Lake was dredged and sanded by the Jaycee Club, with City support, to establish Jaycee Beach. Throughout the 1970s and early 1980s, it served as a popular swimming location. Over time, however, declining water quality reduced recreational use, and the site eventually shifted into its current role as a walkable park, complemented by trails, ball diamonds, a dog park, and a campground.

Council previously directed Administration to explore opportunities for reimagining Hopkins Lake through a community-driven and community-supported approach. The Engineering Design phase will assess the feasibility of revitalization by examining historical records, ecological conditions, bathymetry, terrain, and hydrology. The outcome will be a set of high-level options for moving forward with both the lake and surrounding park near the end of 2025.

It is important to emphasize that detailed design and construction planning are outside the scope of this phase.

DISCUSSION/ANALYSIS/IMPACT

This Invitation to Tender (ITT) was issued through the City’s procurement portal, Biddingo, and closed on August 21, 2025. Three (3) compliant submissions were received and evaluated:

- Clifton Engineering Group Inc.** – \$33,222.00 (excluding taxes and optional add-ons)
- Associated Engineering Ltd.** – \$49,300.00 (excluding taxes)
- KGS Group** – \$70,000.00 (excluding taxes)

At the time of tender development, several material risks were identified, including the short window to complete fieldwork, potential heritage and environmental permitting requirements, and the inherent cost uncertainty associated with investigative studies. To mitigate these risks, the tender was intentionally structured as a feasibility-level study only, with detailed design deferred to future phases should they proceed. This staged approach allows for controlled costs, clearly defined deliverables, and decision-ready information for consideration.

Absent this structure, the City risked incurring costs for premature design elements or facing late-season mobilization delays that could defer study fieldwork into 2026. The principal execution risk for this phase remains schedule, particularly the timely collection of bathymetry and shoreline data before the winter season, and the coordination of heritage reviews and in-season environmental assessment. Accordingly, proposed completion timelines of approximately 10 weeks, coupled with local presence and capacity, were key factors in determining that Clifton Engineering Group offers the best overall value.

Clifton brings well known Saskatchewan-based experience in lake rehabilitation projects, most notably the Wascana Lake Rehabilitation Project in Regina, widely referred to as “*The Big Dig.*” Their role in the draining, deepening, and excavation of Wascana Lake, undertaken with regulatory coordination, demonstrates competence directly applicable to this project.

FINANCIAL IMPLICATIONS

Projects near water-bodies which may involve ground or lake-bed disturbance, commonly require a Heritage Resources Impact Assessment (HRIA) by the provincial Heritage Conservation Branch. To proactively address this risk, an optional HRIA has been included in the proposal. This approach helps mitigate the possibility of stop-work orders, remobilization, and added expenses if the project advances beyond the current study phase.

At the July 14, 2025 Committee of the Whole, Council considered the potential use of the Rainy Day Fund to advance this Hopkins Lake study and directed Administration to proceed with a competitive tender, with funding confirmation to occur at the time of award. Should Council choose to award the tender at this stage, the financial breakdown for Engineering Design Services is as follows:

Description	Amount
Bid Price	\$33,222.00
<i>Heritage Resources Impact Assessment (Optional)</i>	<i>\$8,000.00</i>
Subtotal (before taxes)	\$41,222.00
PST (6%)	\$2,473.32
<i>GST (5%)</i>	<i>\$2,061.10</i>
Total Contract Value (Including Taxes)	\$45,756.42

GST is recoverable by the City and does not form part of the net project expenditure.

Clifton’s proposal is structured on a time-and-expenses basis rather than as a fixed lump-sum. This introduces potential cost-overrun risk. To address this, the City will impose a not-to-exceed cap of \$41,222.00 (plus applicable taxes). Any work beyond this scope will require prior written

authorization from the City. This condition will be clearly communicated to all parties at project kickoff.

COMMUNICATION PLAN/PUBLIC NOTICE

A Shape Your City project page will be established as the primary platform for updates throughout this project. During the feasibility stage, routine public communications are not anticipated. Should the project proceed to subsequent phases, however, comprehensive strategic planning, stakeholder engagement, and public outreach will be undertaken through the City's established communication channels, in coordination with the Communications Division.

STRATEGIC PRIORITIES/OCP/COMMITTEE RECOMMENDATION(S)

This Engineering Design Services study represents a first step for the project. If feasibility is confirmed, future project phases will be advanced in alignment with the City of Yorkton's 2020 Strategic Plan, supporting priorities in sustainable recreation, environmental stewardship, and long-term storm-water management.

OPTIONS

1. That Council award the Hopkins Lake Revitalization Engineering Design Services contract, including the optional Heritage Resources Impact Assessment (HRIA), to Clifton Engineering Group Inc. in the amount of \$41,222.00 (plus applicable taxes), to be funded through the Rainy Day Fund; and further, authorize the Mayor and City Clerk to execute the agreement.
2. That Council award the Hopkins Lake Revitalization Engineering Design Services contract (base scope only) to Clifton Engineering Group Inc. in the amount of \$33,222.00 (plus applicable taxes), to be funded through the Rainy Day Fund; and further, authorize the Mayor and City Clerk to execute the agreement.
3. Other direction at the discretion of Council.

ADMINISTRATIVE RECOMMENDATION(S)

1. **That Council award the Hopkins Lake Revitalization Engineering Design Services contract, including the optional Heritage Resources Impact Assessment (HRIA), to Clifton Engineering Group Inc. in the amount of \$41,222.00 (plus applicable taxes), to be funded through the Rainy Day Fund; and further, authorize the Mayor and City Clerk to execute the agreement.**

PHASE ONE SCOPE

Attachment 1



Park Rd

Hopkins Lake

Park Rd

Park Rd



TITLE: Council Meeting Calendar 2026	DATE OF MEETING: September 2, 2025
CLEARANCES:	REPORT DATE: August 19, 2025 ATTACHMENTS: <ol style="list-style-type: none"> 1. Draft Council Calendar 2026 – Option 1 2. Draft Council Calendar 2026 – Option 2 3. Draft Council Calendar 2026 – Option 3
Written by: Amanda Dietz – Assistant City Clerk <p style="text-align: center;">Amanda Dietz</p>	
Reviewed by: Jessica Matsalla – City Clerk <p style="text-align: center;">Jessica Matsalla</p>	
Approved by: Brad Hvidston – City Manager <p style="text-align: center;">Brad Hvidston</p>	

BACKGROUND

Council is mandated by the Procedures Bylaw No. 1/2016 to approve the upcoming year’s Council Meeting calendar by the end of September annually. Meetings on the schedule include Regular Council Meetings, Committee of the Whole Council Meetings, and Strategic Planning Meetings of Council.

Committee of the Whole Council Meetings and Strategic Planning Meetings, if not otherwise scheduled, can be added at the call of the Mayor and City Manager, respectively. Special Meetings are at the call of the Mayor or a majority of Council Members.

DISCUSSION/ANALYSIS/IMPACT

The *Procedures Bylaw No. 1/2016* provides for meetings that fall on statutory holidays to be held the Tuesday following the Stat Holiday, the Monday prior or the Monday after to avoid the conflict. In 2025 there was one instance where a Tuesday after a holiday Monday was utilized, and option 3 (attachment 3) reflects this option in February and August.

The proposed schedules have 16-17 Regular Council Meetings and four (4) Committee of the Whole Council Meetings. Strategic Planning Meetings of Council for preliminary budget have also been placed on the calendar. The most notable differences between the two options are:

- Option 1 has an earlier first meeting in January, leaving three weeks in between this and the last December 2025 meeting versus option 2, where the time between meetings is four weeks
- The Regular Council meeting on April 6 on option 2 falls during the spring break due to SUMA the following week
- Option 3 utilizes the Tuesdays after a holiday Monday, and for February this falls during the week long school break

FINANCIAL IMPLICATIONS

None.

COMMUNICATION PLAN/PUBLIC NOTICE

The Council meeting calendar, once approved, is entered on the City's website where access to the agendas, packages and videos are available. Our local media is provided the schedule, and notices of meetings are posted at City Hall and on our social media pages, with the full public packages being posted to the City's website the day of the meeting. Access NOW TV broadcasts live on channel 23 as our exclusive television broadcaster, and the City streams meetings live on the City's website.

STRATEGIC PRIORITIES/OCP/COMMITTEE RECOMMENDATION(S)

Under the Governance and Communication goal of the Strategic Plan 2020, publication of the meetings supports the objective to "Provide priority information to residents and others in a variety of means to inform, engage and encourage residents to participate in good governance, policy development and to adopt actions that support sustainable community lifestyle choices."

OPTIONS:

1. To approve the Council Calendar 2026 – Option1 as attached.
2. To approve the Council Calendar 2026 – Option 2 as attached.
3. To approve the Council Calendar 2026 – Option 3 as attached.
4. Other direction of Council.

RECOMMENDATIONS:

Administration does not have a recommendation as all options presented are very similar.

2026 Council Meeting Calendar

January '26						
Su	M	Tu	W	Th	F	Sa
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April '26						
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November '26						
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Notes

<http://www.vertex42.com/calendars/>

Council Meetings

SUMA Convention - Regina, SK

Statutory Holidays (Or Observed)

School Breaks (weeks)

CoW - Council Priorities Quarterly Update - Open

CoW - Other

Strategic Planning Meetings

CoW & Strategic Planning Dates/Topics

Jan 26 - Q4 2025 Update (Paired w Council Mtg)

Mar 23 - Q1 2026 Update

June 15 - Q2 2026 Update

Sept 28 - Q3 2026 Update

Nov 23 - SP Capital Budget

Dec 7 - SP Operating Budget

Deputy Mayor Appointments

Nov 2025 - Feb 2026 - Councillor Greg Litvanyi

March - June 2026 - Councillor Stephanie

Ortynsky

July - Oct 2026 - Councillor Darcy Zaharia

Nov 2026 - Feb 2027 - Councillor Randy

Goulden

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2026 Council Meeting Calendar

Notes

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Council Meetings
SUMA Convention - Regina, SK
Statutory Holidays (Or Observed)
School Breaks (weeks)
CoW - Council Priorities Quarterly Update - Open
CoW - Other
Strategic Planning Meetings

CoW & Strategic Planning Dates/Topics

- Jan 19 - Q4 2025 Update
- March 23 - Q1 2026 Update
- June 22 - Q2 2026 Update
- Sept 28 - Q3 2026 Update
- Nov 30 - SP Capital Budget
- Dec 14 - SP Operating Budget

Deputy Mayor Appointments

- Nov 2025 - Feb 2026 - Councillor Greg Litvanyi
- March - June 2026 - Councillor Stephanie Ortynsky
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2026 Council Meeting Calendar

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- Nov 2026 - Feb 2027 - Councillor Randy Goulden

TITLE: Recommendations from the Committee of the Whole Council Meeting of August 11, 2025 – re Direction on Bylaw No. 15/2010 Fire Prevention Bylaw Amendment – Emergency Response Charges	DATE OF MEETING: August 11, 2025
	REPORT DATE: August 28, 2025
CLEARANCES: None.	ATTACHMENTS: None.
Written & Reviewed by: Jessica Matsalla, City Clerk Jessica Matsalla	
Approved by: Brad Hvidston, City Manager Brad Hvidston	

PURPOSE/BACKGROUND

A Committee of the Whole Council Meeting was held on August 11 to further discuss Bylaw No. 15/2010 Fire Prevention Bylaw Amendment – Emergency Response Charges, as it was referred to the Committee after a Notice of Motion was filed June 23, 2025 on the matter. Changes to the bylaw in September of 2024 for emergency response fees are still in effect, which Council is wishing to refine. The recommendation read as follows:

*****C00021-2025**

Ortynsky

That the Committee of the Whole Council recommend to Council to direct Administration to prepare a report on the Fire Prevention Bylaw No. 15/2010 to include a spectrum of options for an amendment for emergency response fees including residential and industrial cases/files. Councillor Litvanyi opposed.

Carried.***

OPTIONS

1. That Council accept the recommendation, as contained in the Committee of the Whole Council Meeting Minutes of Monday, August 11, 2025 as follows:

*****C00021-2025**

Ortynsky

That the Committee of the Whole Council recommend to Council to direct Administration to prepare a report on the Fire Prevention Bylaw No. 15/2010 to include a spectrum of options for an amendment for emergency response fees including residential and industrial cases/files.

Councillor Litvanyi opposed.

Carried.***

2. That Council provide alternate direction.

COMMITTEE OF THE WHOLE RECOMMENDATIONS:

1. That Council accept the recommendation, as contained in the Committee of the Whole Council Meeting Minutes of Monday, August 11, 2025 as follows:

***C00021-2025

Ortynsky

That the Committee of the Whole Council recommend to Council to direct Administration to prepare a report on the Fire Prevention Bylaw No. 15/2010 to include a spectrum of options for an amendment for emergency response fees including residential and industrial cases/files.

Councillor Litvanyi opposed.