

CITY OF YORKTON
REGULAR COUNCIL MEETING AGENDA
Monday, October 27, 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 – October 6, 2025
5. **UNFINISHED BUSINESS**
6. **REPORTS OF COUNCIL COMMITTEES AND MATTERS REFERRED**
7. **HEARING OF PETITIONS, PUBLIC NOTICES AND PRESENTATIONS**
 - a. Presentation – Salvation Army Christmas Kettles and Information on Emergency Disaster Services Vehicle
 - b. Public Hearing – Bylaw No. 25/2025 – Amendment to Zoning Bylaw No. 14/2003 – Text Amendment to Establish Definitions and Special Land Use Regulations for Fleet Service Uses
8. **BUSINESS ARISING OUT OF PETITIONS, PUBLIC NOTICES AND PRESENTATIONS**
 - a. Land Use Planner
 - Bylaw No. 25/2025 – Amendment to Zoning Bylaw No. 14/2003 – Text Amendment to Establish Definitions and Special Land Use Regulations for Fleet Service Uses [2nd & 3rd Readings]
9. **CORRESPONDENCE**
 - a. Letter from Yorkton Aircraft Services re: Heritage Designation
10. **BYLAWS**
 - a. Fire Chief
 - Bylaw No. 26/2025 Amend Fire Prevention Bylaw – Emergency Response Charges Caps for Residential, Commercial and Industrial
11. **ADMINISTRATIVE REPORTS**
 - a. Assessment & Taxation Manager
 - Stage Two Tax Enforcement
 - Final Stage of Tax Enforcements – Request for Transfer of Title
 - b. Bylaw & Safety Supervisor
 - Urban Hen (Chicken) Pilot Project
12. **GIVING NOTICE OF MOTION**
13. **IN CAMERA SESSION**
 - a. Property Item A
 - b. Budgetary Item A
14. **ADJOURNMENT**

Amanda Dietz

From: noreply@esolutionsgroup.ca
Sent: Thursday, October 2, 2025 3:36 PM
To: Amanda Dietz
Subject: New Response Completed for Request to Appear Before Council Form

Follow Up Flag: Follow up
Flag Status: Completed

Hello,

Please note the following response to Request to Appear Before Council Form has been submitted at Thursday October 2nd 2025 3:30 PM with reference number 2025-10-02-005.

- **First name:**
Major Laurie
- **Last Name:**
Reilly
- **Address:**
143 Booth St
- **City:**
Yorkton
- **Province:**
Saskatchewan
- **Postal code:**
S3N 0J7
- **Name:**
Laurie Reilly
- **Title:**
Major
- **Daytime phone number:**
[REDACTED]
- **Email:**
[REDACTED]

- **Date of request:**
10/2/2025
- **Date of council meeting that the presenter is wishing to attend:**
10/27/2025
- **Topic being presented:**
The Salvation Army Christmas Kettles and Emergency Disaster Services Vehicle
- **Description of request: (Clearly state what is being asked of Council. Provide detailed information about why the information is being presented and the importance to the community)**

In the past the Mayor and Council members have supported the Salvation Army by manning our kettles for a day. We could really use your support again this year. I would also like to ask that The Mayor or a Councilor come to our Kettle Kick off to bring greetings on behalf of Council.

I would like to give a brief History of where the Kettles originated, how much we would like to raise and how the money will be used.

I would also like to speak on The Salvation Army's Emergency Disaster Services here in Yorkton and a brief history

We now have a Sandwich truck that is multifunctional.

This Community Response Vehicle can: Bring refreshment to first responders for prolonged incidents; Bring hydration, hot drinks and snacks to the homeless.

Our Kitchen is in need of renovations before we can make any food to bring on the CRU.

We will be giving out hot chocolate at The Lions Club Wonders of Winter. We will also bring hot drinks to the RCMP Toy Drive in December.

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

October 23 - October 29, 2025

Next Council Meeting

Monday, October 27, 2025 at 5:00 p.m.

SCULPT + SWEAT

with Joanne Fourie

Gallagher Centre
November 17 to December 19
Monday, Wednesday & Friday
6:00 a.m. to 7:00 a.m.

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



City of
Yorkton



MASTER FITNESS

with Joanne Fourie
Certified Aging Athlete Trainer



Gallagher Centre
Nov 17 - Dec 19 | Mon, Wed, Fri
9:30 am - 10:30 am

Register now at
cityofyorkton.perfectmind.com



City of
Yorkton



DUMBBELLS AND DIAPERS

with Joanne Fourie

Gallagher Centre
Nov 18 - Dec 18 | Tues & Thurs
9:30 am - 10:30 am
SPACE IS LIMITED!
Register at
cityofyorkton.perfectmind.com



City of
Yorkton

GENERAL INQUIRIES:
306-786-1700

Public Notice

Proposed Zoning Bylaw Amendment to Amend Text

Details: Yorkton City Council will consider Bylaw No. 25/2025, a text amendment to Bylaw No. 14/2003, to establish definitions and special land use regulations for Fleet Service uses.

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 available online in a public package at the time of the meeting, on **Monday, October 27, 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 October 22, 2025. Written submissions must be directed to:

Jessica Matsalla, Director of Legislation and Procedures (City Clerk)

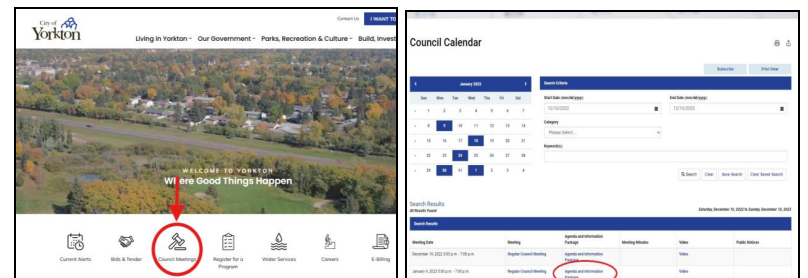
In Person: 37 Third Avenue North, Yorkton, SK

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 October 6, 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

TITLE: Bylaw No. 25/2025 – Amendment to Zoning Bylaw No. 14/2003 – Text Amendment to establish Definitions and Special Land Use Regulations for Fleet Service Uses Council Report #2 – 2nd & 3rd Readings	DATE OF MEETING: October 27, 2025 REPORT DATE: October 22, 2025, 1:39 PM
CLEARANCES: Michael Eger Michael Eger, Director of Planning, Building & Development Rene Richard, Rene Richard Director of Engineering & Asset Management	ATTACHMENTS: 1. October 6, 2025 Report to Council
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:

At their October 6, 2025 meeting, Council granted 1st Reading and approved public notice for Bylaw No. 25/2025. The Bylaw proposes, firstly, to clarify the definition of fleet services by creating subclasses to better regulate heavy, diesel powered vehicles fleets vs light vehicle fleets.

Secondly, the amendment proposes that Fleet Services, Type 1 be permitted uses in the C-1, C-2, C-3, MI-1, MI-2 and CMI-1 commercial and industrial districts and Fleet Services, Type 2 be permitted in the MI-1 and MI-2 industrial districts and be discretionary in the C-1, C-2, C-3 and CMI-1 commercial districts.

And lastly, the amendment proposes to incorporate special use criteria to regulate and manage development associated with Fleet Services designated as discretionary uses.

Planning and Infrastructure Commission:

The application was referred to the Planning and Infrastructure Commission for review at their October 15, 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 to approve, to approve with conditions, or to deny applications.

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

- lighter, non-diesel fleet vehicles would not have a greater impact on surrounding areas compared to existing permitted uses;
- the addition of subclasses and special use provisions to distinguish light/non-diesel from heavy/diesel powered vehicles helps to ensure that the surrounding areas are not compromised; and
- on-site parking requirements for fleet vehicles help to reduce the impact on the surrounding 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 are included in the Council package. Any persons wishing to respond to the proposed bylaw have the opportunity to present during the Public Hearing, which will occur prior to consideration of 2nd Reading.

Council Options:

1. Approve Bylaw No. 25/2025 for 2nd and 3rd Readings.
2. Deny the amendment with specified reasons.
3. Defer 2nd Reading of the bylaw to the November 17, 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. 25/2025, a bylaw of the City of Yorkton in the Province of Saskatchewan to amend Zoning Bylaw No. 14/2003 by establishing definitions and special land use regulations for Fleet Service uses, be given 2nd Reading this 27th day of October A.D., 2025; and
2. That Bylaw No. 25/2025, a bylaw of the City of Yorkton in the Province of Saskatchewan to amend Zoning Bylaw No. 14/2003 by establishing definitions and special land use regulations for Fleet Service uses, be given 3rd Reading this 27th day of October, A.D., 2025 and entered in the City of Yorkton bylaw registry.

Attachment 1 – October 6, 2025 Report to Council



REPORT TO COUNCIL

TITLE: Bylaw No. 25/2025 – Amendment to Zoning Bylaw No. 14/2003 – Text Amendment to establish definitions and establish Special Land Use Regulations for Fleet Service Uses Council Report #1 – 1st Reading & Public Notice	DATE OF MEETING: October 6, 2025
	REPORT DATE: October 1, 2025, 11:03 AM
CLEARANCES: Michael Eger Michael Eger, Director of Planning, Building & Development Rene Richard Rene Richard, Director of Engineering & Asset Management	ATTACHMENTS: 1. Bylaw No. 14/2003 Zoning Map 2. Bylaw No. 09/1996 Zoning Map 3. Bylaw No. 25/2025 4. Vehicle Weight Examples
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 recently received an application for a proposed taxi business in the C-2 Arterial Commercial zoning district in the Broadway Street West area (see Attachment 1). Review of Zoning Bylaw No. 14/2003 identified that the proposed use is not listed as either permitted or discretionary in the C-2 Arterial Commercial zoning district and therefore is prohibited. In order for staff to issue the necessary permit and licences, an amendment to the Zoning Bylaw would firstly be required and this process cannot be guaranteed to the applicant as a bylaw amendment is subject to Council's review and approval.

Administration believes that there is merit to allowing a taxi use in the C-2 zone and subsequently proposes a zoning bylaw amendment as outlined in this report.

Administrative Review

In the City's current Zoning Bylaw, taxi operations are included in the land use definition for Fleet Services – "a development using a fleet of vehicles for the delivery of goods or services, where such vehicles are not available for sale or long term lease. This includes taxi services, bus services, bus lines, messenger and courier services, but does not include moving or cartage firms involving trucks with a gross vehicle weight of more than 3,000 kg (6,614 lbs)."

Bylaw No. 25/2025 – Text Addition to Zoning Bylaw No. 14/2003 – Fleet Services
1st Reading & Public Notice
Page 1 of 8

Attachment 1, continued

The use is currently permitted in the C-1 City Centre Commercial, C-3 Highway Commercial, MI-1 Light Industrial, MI-2 Heavy Industrial and CMI-1 Commercial-Industrial Transitional zones.

The City's previous Zoning Bylaw (09/1996) included slightly different zoning district designations (see Attachment 2) and only allowed fleet services (taxi businesses) in the C-1 Central Business District (renamed C-1 City Centre Commercial in Zoning Bylaw No. 14/2003) and C-3 General Commercial District (renamed C-3 Highway Commercial). It is not known if the City intentionally prohibited fleet services from the C-2 Highway Commercial District which included a small number of properties on Broadway Street West, or if this was an oversight.

With the adoption of the current Zoning Bylaw (14/2003), most of the properties on Broadway Street West were zoned C-2 Arterial Commercial, which allows for businesses that have a minimal impact on the adjacent residential neighbourhoods. Permitted uses in this zone include auto sales, automotive maintenance, parking lots, restaurants, drinking establishments and retail stores. It is Administration's opinion that the proposed taxi business would not have a greater impact on the surrounding residential area than the current permitted uses and should be allowed.

Under the current Fleet Services definition, cartage or moving vehicles with a gross vehicle weight greater than 3,000 kg (6,614 lbs) are not specifically addressed in the Zoning Bylaw. Considering weight in these types of definitions helps us keep heavy trucks away from under-designed road structures and intersections. The type of engine or fuel source is not contemplated either and, as we have recently seen, the noise and odours of diesel engines can be perceived as a nuisance in close proximity to residential uses. As such, the zoning amendment (see Attachment 3) also proposes to create subclasses to better regulate heavy, diesel powered vehicle fleets vs light vehicle fleets (see Attachment 4) as follows:

Fleet Service – A development using a fleet of vehicles for the delivery of goods or services where such vehicles are not available for sale or long-term lease.

Fleet Services, Type 1 – A fleet service involving vehicles with a gross vehicle weight (GVW) equal to or less than 3,000 kg (6,614 lbs), or non-diesel powered vehicles with a GVW equal to or less than 7,250 kg (15,984 lbs).

Fleet Services, Type 2 – A fleet service involving vehicles with a gross vehicle weight (GVW) of more than 7,250 kg (15,984 lbs), or diesel powered vehicles with a GVW more than 3,000 kg (6,614 lbs).

The amendment proposes that Fleet Services, Type 1 be permitted uses in the C-1, C-2, C-3, MI-1, MI-2 and CMI-1 districts and Fleet Services, Type 2 be permitted in the MI-1 and MI-2 districts and be discretionary in the C-1, C-2, C-3 and CMI-1 districts.

The amendment supports the Official Community Plan and its strategic planning objectives by effectively managing potential impacts through careful regulatory and operational planning. Pursuant to *The Planning and Development Act, 2007*, the addition of special use provisions to better regulate and manage development associated with discretionary uses within the proposed bylaw are outlined below:

- the character of adjacent residential uses, if applicable, shall be protected and maintained;

Attachment 1, continued

- locations shall have a minimal impact on the surrounding adjacent areas including the anticipated levels of noise and odours and the anticipated increased level or types of vehicle traffic;
- the use shall have a minimal impact on the amenity of the surrounding zoning districts;
- on site parking calculations will align with Section 5.0 ensuring adequate spaces based on a combination of uses, if applicable;
- the use shall comply with all applicable Municipal, Provincial and Federal regulations; and
- discretionary use applications shall be more favourably considered where the use is compatible with activities already located in the area and on the site.

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 October 27, 2025 Council Meeting after which Council may proceed with consideration of 2nd and 3rd Readings.

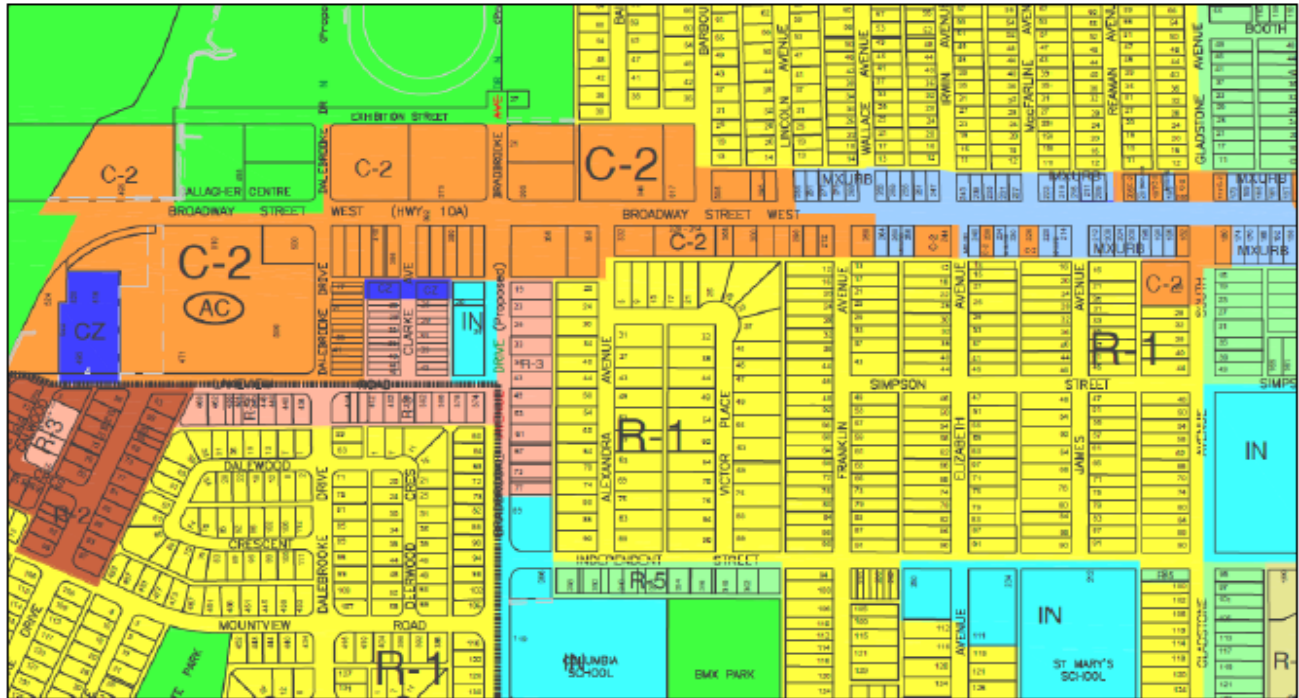
Council Options:

1. Approve Bylaw No. 25/2025 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. 25/2025, a bylaw of the City of Yorkton in the Province of Saskatchewan to amend Zoning Bylaw No. 14/2003 by establishing definitions and special land use regulations for Fleet Service uses, be introduced and given 1st Reading this 6th day of October A.D., 2025, and that Administration be authorized to initiate the Public Notice process.

Attachment 1 – Bylaw No. 14/2003 Zoning Map



ZONING DISTRICTS

RESIDENTIAL DISTRICTS

- R-1 GENERAL RESIDENTIAL
- R-1A SMALL LOT RESIDENTIAL
- R-2 LOW DENSITY RESIDENTIAL
- R-3 MEDIUM DENSITY RESIDENTIAL
- R-4 HIGH DENSITY RESIDENTIAL
- R-5 MIXED DENSITY RESIDENTIAL
- R-6 MANUFACTURED HOME RESIDENTIAL

COMMERCIAL DISTRICTS

- C-1 CITY CENTRE COMMERCIAL
- CT-1 CITY CENTRE COMMERCIAL (TRANSITIONAL)
- C-2 ARTERIAL COMMERCIAL
- C-3 HIGHWAY COMMERCIAL
- C-4 NEIGHBOURHOOD COMMERCIAL
- CMI-1 COMMERCIAL-INDUSTRIAL TRANSITIONAL
- MXURB MIXED USE RESIDENTIAL - BUSINESS

INDUSTRIAL DISTRICTS

- MI-1 LIGHT INDUSTRIAL
- MI-2 HEAVY INDUSTRIAL

MUNICIPAL DISTRICTS

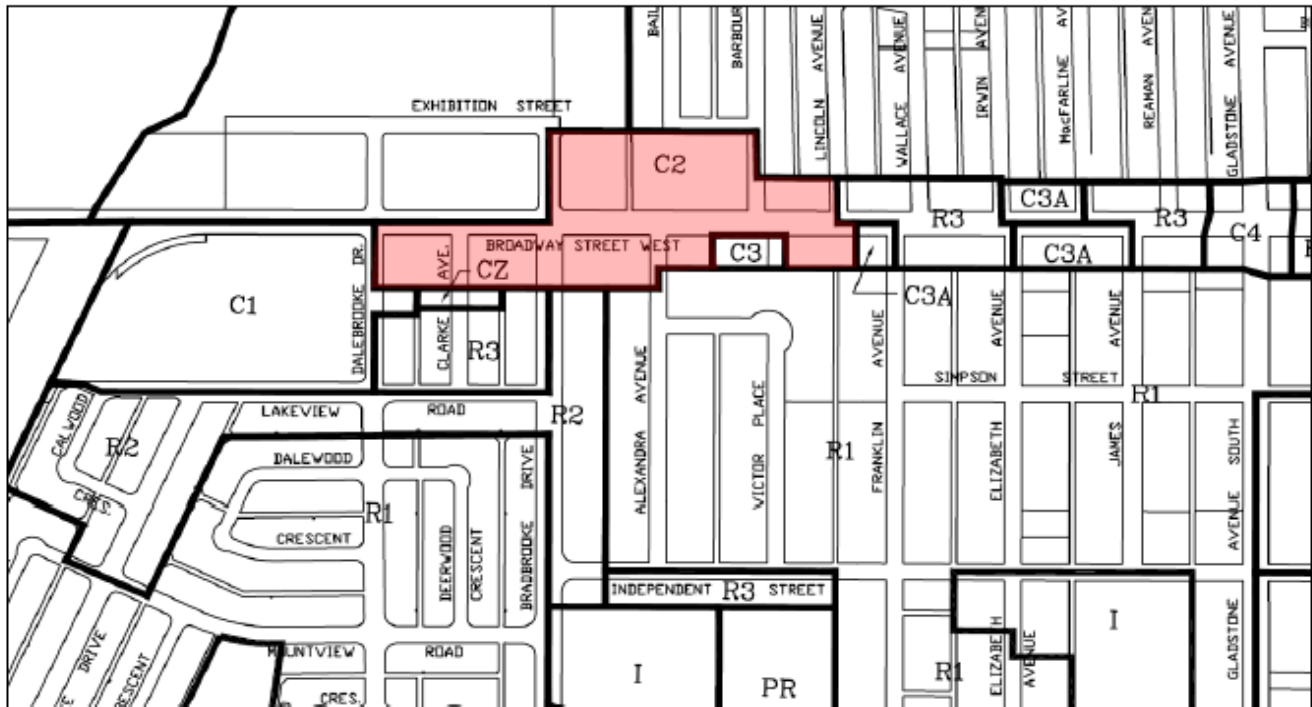
- IN INSTITUTIONAL
- PR-1 PARKS AND RECREATION
- CZ CONTRACT ZONE

Bylaw No. 25/2025 – Text Addition to Zoning Bylaw No. 14/2003 – Fleet Services

1st Reading & Public Notice

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Attachment 2 – Bylaw No. 09/1996 Zoning Map



KEY

RESIDENTIAL DISTRICTS

- R1 SINGLE DETACHED DWELLINGS
- R2 TWO UNIT DWELLINGS
- R2A TRANSITIONAL RESIDENTIAL
- R3 MULTIPLE UNIT DWELLINGS
- R4 HIGH RISE APARTMENT
- R5 MOBILE HOME DEVELOPMENTS

INDUSTRIAL DISTRICTS

- M1 LIGHT INDUSTRIAL
- M2 HEAVY INDUSTRIAL

COMMERCIAL DISTRICTS

- C1 CENTRAL BUSINESS DISTRICT
- C2 HIGHWAY COMMERCIAL
- C3 GENERAL COMMERCIAL
- C3A TRANSITIONAL COMMERCIAL
- C4 NEIGHBOURHOOD COMMERCIAL

OTHER DISTRICTS

- UR URBAN RESERVE
- I INSTITUTIONAL
- PR PARKS AND RECREATION
- RD RESTRICTED DEVELOPMENT
- CZ CONTRACT ZONE

Attachment 3 - Bylaw No 25/2025

**City of Yorkton
Saskatchewan**

Bylaw No. 25/2025

A Bylaw of the City of Yorkton in the Province of Saskatchewan to Amend Zoning Bylaw No. 14/2003, by Establishing Definitions and Special Land Use Regulations for Fleet Service Uses.

WHEREAS, PURSUANT TO Section 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. In Section 2.2 "Land-Use Definitions", deleting the definitions for "Fleet Services" and replacing with:

Fleet Service – A development using a fleet of vehicles for the delivery of goods or services where such vehicles are not available for sale or long-term lease.

Fleet Services, Type 1 – A fleet service involving vehicles with a gross vehicle weight (GVW) equal to or less than 3,000 kg (6,614 lbs), or non-diesel powered vehicles with a GVW equal to or less than 7,250 kg (15,984 lbs).

Fleet Services, Type 2 – A fleet service involving vehicles with a gross vehicle weight (GVW) of more than 7,250 kg (15,984 lbs) or diesel powered vehicles with a GVW more than 3,000 kg (6,614 lbs).

2. Addition of subsection as follows:

Section 7.17 - FLEET SERVICES

7.17.1

For all Fleet Services:

- A. The character of adjacent residential uses, if applicable, shall be protected and maintained;
- B. The location shall have a minimal impact on the surrounding adjacent areas, including, but not limited to:
 - i. The anticipated levels of noise and odours created by the use;
 - ii. 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 these areas shall not be reasonably compromised;
- D. On-site parking shall comply with Section 5.0 and required parking spaces in all zoning districts shall be calculated based on the requirements for such use in the C2 – C4 Districts and furthermore, shall be in addition to parking requirements for any other use(s) on the site;
- E. The use can comply with all applicable Municipal, Provincial and Federal regulations.

Bylaw No. 25-2025
Amend Zoning Bylaw No. 14/2003 – Definitions & Regulations for Fleet Services Uses
Page 1 of 2

Attachment 3 - Bylaw No 25/2025 - continued

7.17.2

Where listed as a Discretionary Uses:

- A. Fleet Service uses shall be subject to Section 3.5 Development Permit Applications: Discretionary Uses;
- B. Consideration shall be given to the presence of activities already located in the area and on the site, and the effect on the surrounding environment;
- C. Discretionary Uses Shall be more favourably considered where it can be demonstrated that the use is compatible with activities already located in the area and on the site.

3. Deleting Fleet Services use from the following Sections:

- a. 15.1.1.19 - C-1 Permitted Uses
- b. 17.1.2.19 - C-3 Permitted Uses
- c. 19.1.1.17 - MI-1 Permitted Uses
- d. 20.1.1.19 - MI-2 Permitted Uses
- e. 28.1.1.16 - CMI-1 Permitted Uses

4. Additions as follows:

- a. 15.1.1.42 - Fleet Services, Type 1 (Section 7.17) - C-1 Permitted Uses
- b. 16.1.1.42 - Fleet Services, Type 1 (Section 7.17) - C-2 Permitted Uses
- c. 17.1.1.46 - Fleet Services, Type 1 (Section 7.17) - C-3 Permitted Uses
- d. 19.1.1.41 - Fleet Services, Type 1 (Section 7.17) - MI-1 Permitted Uses
- e. 20.1.1.42 - Fleet Services, Type 1 (Section 7.17) - MI-2 Permitted Uses
- f. 28.1.1.35 - Fleet Services, Type 1 (Section 7.17) - CMI-1 Permitted Uses
- g. 30.1.1.33 - Fleet Services, Type 1 (Section 7.17) - MXURB Permitted Uses

5. Additions as follows:

- a. 19.1.1.42 - Fleet Services, Type 2 (Section 7.17) - MI-1 Permitted Uses
- b. 20.1.1.41 - Fleet Services, Type 2 (Section 7.17) - MI-2 Permitted Uses
- c. 15.1.2.14 - Fleet Services, Type 2 (Section 7.17) - C-1 Discretionary Uses
- d. 16.1.2.11 - Fleet Services, Type 2 (Section 7.17) - C-2 Discretionary Uses
- e. 17.1.2.14 - Fleet Services, Type 2 (Section 7.17) - C-3 Discretionary Uses
- f. 28.1.2.26 - Fleet Services, Type 2 (Section 7.17) - CMI-1 Discretionary Uses

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. 25-2025
Amend Zoning Bylaw No. 14/2003 – Definitions & Regulations for Fleet Services Uses
Page 2 of 2

Attachment 4 –Vehicle Weights Examples

Examples of Trucks in Each Truck Class

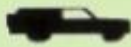
Class 1 - 6,000 lbs & Less



Minivan



Cargo Van

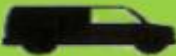


SUV

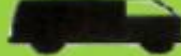


Pickup Truck

Class 2 - 6,001 to 10,000 lbs



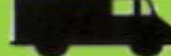
Minivan



Cargo Van



Full-Size Pickup



Step Van

Class 3 - 10,001 to 14,000 lbs



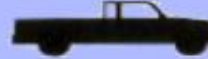
Walk-in



Box Truck



City Delivery



Heavy-Duty Pickup

Class 4 - 14,001 to 16,000 lbs



Large Walk-in



Box Truck

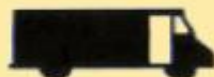


City Delivery

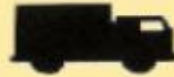
Class 5 - 16,001 to 19,500 lbs



Bucket Truck



Large Walk-in



City Delivery

Class 6 - 19,501 to 26,000 lbs



Beverage Truck



Single-Axle



School Bus

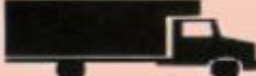


Rack Truck

Class 7 - 26,001 to 33,000 lbs



Refuse



Furniture



City Transit Bus



Truck Tractor

Class 8 - 33,001 lbs & Over



Cement Truck



Truck Tractor



Dump Truck



Sleeper



Hangar #2, Yorkton Airport

10 October 2025

Yorkton City Council and City Clerk
City Hall
37 Third Avenue North
P.O. Box 400
Yorkton SK S3N 2W3

Subject: Request to Halt Designation of My Property Under The Heritage Property Act

Dear Members of the City Council,

I am writing regarding the recent activity of the city's heritage committee, which led to a proposal to designate our 85-year-old hangar at Yorkton Airport, originally part of the BCATP, as a heritage property under *The Heritage Property Act*. We appreciate the committee's recognition of the building's historical value. We were not aware this was going to Council so quickly, so there was a bit of miscommunication on our part. We apologize for this. Today, Lisa Washington visited with me, on recommendation from the committee, to ensure we understood the limitations and powers of the act. We've considered all the factors, and we respectfully request that Council halt any further steps toward designation.

The Act imposes significant constraints on us as property owners operating the hangar within a business environment and can create significant administrative burden—not only for us, but also for Council. For example, Council would need to review and approve any alterations and repairs (sections 23-24), which could hinder our ability to maintain or adapt the hangar for operational business needs, such as delaying urgent safety repairs. With this full understanding and as Lisa indicated, we can see why many designated heritage sites are operated by non-profit organizations versus business entities.

We value the hangar's historical significance and assure the city that we will continue to maintain it and promote its BCATP legacy to visitors. I am happy to discuss this further or explore alternative ways to recognize its history without formal designation. We do note the Old Mill has a fantastic story board about the airport. It is very well done. Please let me know if a meeting or additional information would be helpful.

Thank you for your attention to this matter. I look forward to your response.

Sincerely,

Cheryl Denesowych

TITLE: Bylaw No. 26/2025 Amend Fire Prevention Bylaw – Emergency Response Fee Caps	DATE OF MEETING: October 27, 2025
	REPORT DATE: October 24, 2025
CLEARANCES: Trevor Morrissey, Fire Chief Trevor Morrissey Marlene Hauser, Business Systems Analyst Marlene Hauser	ATTACHMENTS: 1. Draft Bylaw No. 26/2025 2. 2020-2024 Analysis on potential cost recovery with and without caps
Reviewed by: Jessica Matsalla, City Clerk Jessica Matsalla	
Written & Approved by: Brad Hvidston, City Manager Brad Hvidston	

PURPOSE/BACKGROUND

In September 2024 a Bylaw was unanimously passed to amend the Fire Bylaw to enable the City of Yorkton to charge firefighting fees for services provided.

In May 2025 an amendment to the Bylaw was presented to clarify that the firefighting fees would not be applicable to basic firefighting services and it would only be applied to additional resources such as additional units and additional firefighters. It was also proposed to place a maximum charge to residential properties at \$5,000. This amendment was defeated on third reading with a tied vote 3-3.

In a Committee of the Whole Meeting in August 2025 and Council Meeting in September 2025 Council raised concerns and recommended that administration prepare another report.

On September 22, 2025 a motion was defeated to rescind the current firefighting fees. At that same meeting Council directed Administration to prepare a Bylaw to amend the Firefighting Bylaw Emergency Response fee structure to put a maximum charge on firefighting cost recovery at \$5,000 for residential and \$50,000 for Commercial properties.

Since that meeting, administration has met with insurance groups including local brokers, SGI Insurance, and HUB international to discuss Fire Department cost recovery. In that meeting our professional partners could not confirm or deny that these charges would affect premiums in our city, citing the issue as “very complex”. It was noted that Yorkton premiums, barring any single large scale disaster, are not solely affected by any one criteria. The group was asked if there was any indication that the results of firefighting bylaws in other municipalities who have been charging for the past 10 years have experienced premium increases. The response was that there is no evidence that there has been premium increases in those municipalities due strictly to the firefighting charges.

Administration used the opportunity to ask questions relating to fire fighting expense coverage which is currently included in, or can be added to, existing property insurance policies in the City of Yorkton. It is the responsibility of the brokers to identify risks to their clients and provide insurance solutions to address those risks. The changes to the Bylaw identify the potential need for brokers and insurers alike to analyze this exposure for their clients and offer a solution which addresses the need at a mutually beneficial cost.

Further administration did a 5 year analysis showing what the cost recovery model would have produced in revenue and that has been included in this report. This report can also be utilized to demonstrate to insurers their estimated exposure to losses involving extra ordinary fire department charges based on our actual history.

DISCUSSION/ANALYSIS/IMPACT

Prior reports have provide robust discussion on the impacts of the current bylaw. The effects implementing a maximum limit for firefighting charges is included in this report.

FINANCIAL IMPLICATIONS

The full financial impact of this bylaw will be unknown until actual fire events occur. However as per the report, over the past 5 years the City would have had the ability to collect approximately \$71,000 if the maximum limits had been in place as per this proposed Bylaw amendment, and \$97,400 without caps in place (see attachment 2).

Over the last several years Fire Protective Services have not responded to a significant number of extremely large fire events however that may not be the case in the future. We simply cannot accurately predict this however the changes put forward in the Bylaw assist us to better manage the financial risk to the City should a single large event or multiple events occur.

COMMUNICATION PLAN/PUBLIC NOTICE

The results of this Bylaw will be communicated through a measured and transparent approach to ensure residents, businesses, and partners have access to accurate, factual information about what has been approved and what it means for the community.

- Insurance Brokers:
 - A direct correspondence will be sent to brokers operating within Yorkton, outlining the bylaw's scope, and an overview of fire-response events so that they can better work with their clients.
 - This outreach will also provide an opportunity for brokers to submit questions or request clarification through Administration.
- Yorkton Chamber of Commerce:
 - Correspondence will be sent to the Chamber to summarize the bylaw amendment and its status, ensuring the membership has factual information and an opportunity to speak further with Administration or Council representatives as needed.
 -

- Residents and Businesses:
 - Information will be shared through the City's Shape Your City platform (shapeyourcity.yorkton.ca) and official social media channels to provide a clear overview of the bylaw, its intent, and the steps remaining before it takes effect.
 - Messaging will emphasize that the bylaw applies only to extraordinary fire-response events (not routine calls) and that final enactment and any updates will occur following Council's review at the end of October.
 - Residents and businesses will also be encouraged to reach out through Council or Administration if they have questions or concerns.

Further communications will be developed and implemented based on stakeholder feedback. This may include, but is not limited to, website updates, media outreach, and targeted information sessions to ensure clarity and transparency throughout the process.

OPTIONS

1. That proposed Bylaw No. 26/2025 be given first, second, and third readings with unanimous consent of Council.
2. That proposed Bylaw No. 26/2025 be given first and second readings with third reading at a subsequent meeting.
3. Rescind the current firefighting fees which would remove any fees for firefighting charges.
4. That Council direct Administration with alternative options.

ADMINISTRATIVE RECOMMENDATION(S)

1. That Bylaw No. 26/2025, being a bylaw of the City of Yorkton in the Province of Saskatchewan to amend Fire Prevention Bylaw No. 15/2010 to implement caps on Emergency Response Fees be introduced and given First Reading this 27th day of October, 2025, A.D.; and
2. That Bylaw No. 26/2025 be given Second Reading 27th day of October, A.D., 2025;
3. That with unanimous consent of Council, Bylaw No. 26/2025 proceed to Third Reading at the October 27, 2025, A.D. meeting; and
4. That Bylaw No. 26/2025, a bylaw of the City of Yorkton in the Province of Saskatchewan to amend Fire Prevention Bylaw No. 15/2010 to implement caps on Emergency Response Fees be given Third and final Reading this 27th day of October, 2025 A.D., and be entered in the City of Yorkton Bylaw Register.

**City of Yorkton
Saskatchewan**

Bylaw No. 26/2025

**A Bylaw of the City of Yorkton in the Province of Saskatchewan to amend the Fire Prevention
Bylaw No. 15/2010 to implement caps on Emergency Response 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:

- i. That in Schedule ‘A’, Section 3. Emergency Response, subsection 2 be replaced in its entirety with the following:

(2) Fire Suppression

DEFINITIONS & ASSOCIATED RATES:

(a) For the purposes of this section, all property classifications including residential, commercial, industrial and agricultural, shall be defined per their assessment, in accordance with the city’s property assessment appraisers, Saskatchewan Assessment Management Agency.

(b) Base Crew Service Rates include the services of those protective services personnel on duty (minimum of four (4) members), including the apparatuses, command units, equipment and materials/consumables used by said personnel for the incident occurring.

- | | |
|---------------------------|--------------------|
| i. Base Crew Service Rate | \$ No charge (N/C) |
|---------------------------|--------------------|

(c) Extra Expenses include any expenses incurred outside the Base Crew Service Rate, (excluding Command Units) at one incident as follows:

- | | |
|---|---------------------------|
| i. Additional Crew (With 4 minimum Members) | \$ 1,000.00/hour per crew |
| ii. Consumables | |
| Fire Hose | \$250.00/50’ length |
| Foam | \$350.00/20 litres |
| Tools | at replacement cost |
| iii. Mutual Aid and/or other 3 rd Party Services | at cost |

(d) Cumulative charges outlined in subsection (c) will be capped at \$5,000.00 for Residential property, and \$50,000 for Commercial property per incident. Industrial property and Agricultural property charges will not be capped.

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.

	Fire Response	Extinguished with first arriving truck- No Charge	Required Additional Resources- Cost Recovery	Class	Invoice Amount	Divert from Tax collection	No Cap
2020	36	31	5	Industrial	\$ 14,000.00	\$	14,000.00
				Residential	\$ 1,500.00	\$	1,500.00
				Residential	\$ 2,500.00	\$	2,500.00
				Commercial	\$ 6,000.00	\$	6,000.00
				Residential	\$ 1,000.00	\$ 25,000.00	\$ 1,000.00
2021	31	25	6	Residential	\$ 1,000.00	\$	1,000.00
				Residential	\$ 5,000.00	\$	6,000.00
				Residential	\$ 1,000.00	\$	1,000.00
				Commercial	\$ 1,000.00	\$	1,000.00
				Residential	\$ 1,500.00	\$	1,500.00
				Commercial	\$ 1,000.00	\$ 10,500.00	\$ 1,000.00
2022	21	15	6	Residential	\$ 1,000.00	\$	1,000.00
				Residential	\$ 1,000.00	\$	1,000.00
				Residential	\$ 1,000.00	\$	1,000.00
				Residential	\$ 5,000.00	\$	26,000.00
				Residential	\$ 3,000.00	\$	3,000.00
				Commercial	\$ 3,000.00	\$ 14,000.00	\$ 3,000.00
2023	42	38	4	Residential	\$ 1,000.00	\$	1,000.00
				Residential	\$ 2,000.00	\$	2,000.00
				Residential	\$ 1,500.00	\$	1,500.00
				Commercial	\$ 2,000.00	\$ 6,500.00	\$ 2,000.00
2024	36	33	3	Residential	\$ 5,000.00	\$	9,400.00
				Residential	\$ 2,000.00	\$	2,000.00
				Industrial	\$ 8,000.00	\$ 15,000.00	\$ 8,000.00
Total	166	142	24			\$ 71,000.00	\$ 97,400.00

TITLE: Stage Two Tax Enforcement	DATE OF MEETING: October 27, 2025
	REPORT DATE: October 17, 2025
CLEARANCES: Ashley Stradeski – Director of Finance Ashley Stradeski	ATTACHMENTS: 1. List of lands eligible for stage two tax enforcement
Written by: Raelyn Knudson – Assessment & Taxation Manager Raelyn Knudson	
Reviewed by: Jessica Matsalla - City Clerk Jessica Matsalla	
Approved by: Brad Hvidston - City Manager Brad Hvidston	

BACKGROUND

The City follows the *Tax Enforcement Act* to collect tax arrears.

The first stage of the municipal tax enforcement process involves preparing an annual List of Lands in Arrears to present to Council. After receiving Council authorization, we advertise the list, and after the required period, we register tax liens against properties still in arrears.

Attachment 1 contains a list of lands that had tax liens registered earlier this year. These properties remain in arrears. Since these liens have been in effect for over six months, the properties are eligible to move to the second stage of enforcement. To proceed, Administration requires Council approval.

DISCUSSION/ANALYSIS/IMPACT

The second phase involves several steps that may lead to the City of Yorkton taking title of the properties. The process is as follows:

1. We serve a six-month notice to property owners and any registered parties with an interest in the land (e.g., mortgage companies). The notice provides information on how to contest the municipality's claim and redeem the land.
2. After the six-month waiting period, the City seeks consent from the Provincial Mediation Board to make a final application for title.
3. The Provincial Mediation Board grants consent and we register that on the title. A 30-day final notice is then served to the property owner and other registered parties.

4. We submit a report to Council on accounts remaining unpaid after thirty days requesting approval to apply for the transfer of title of the land.

We strictly follow these procedures to protect the rights of all property owners/taxpayers.

The market value of the properties listed exceeds the value of the tax arrears. This often prompts owners or financial institutions to pay the tax arrears before the City of Yorkton takes title.

Administration encourages property owners to contact us to discuss their tax files. We can make agreements for tax payment within a reasonable time. If honored, the City will refrain from further enforcement. If payments default and owners do not make alternative arrangements, the City has the authority to resume enforcement.

FINANCIAL IMPLICATIONS

There are no direct financial implications resulting from the Six-Month Notice. We annually establish allowances for outstanding taxes, which reflect in year-end results and audited financial statements.

We add tax enforcement costs to the tax roll in accordance with *The Tax Enforcement Act* and the *City of Yorkton Tax Enforcement Fees & Timelines Policy No. 40.80*.

COMMUNICATION PLAN/PUBLIC NOTICE

Administration actively communicates with property owners about outstanding taxes. We sent correspondence in September before the mail strike, advising property owners of the consequences of non-payment. We will continue to provide notifications as required by legislation.

To date, four properties have established payment plans.

STRATEGIC PRIORITIES/OCP/COMMITTEE RECOMMENDATION(S)

Under provincial legislation, the City of Yorkton provides essential services such as protective services, engineering, roads, parks, recreation, and culture. Property taxes are a major source of revenue for funding these services. Proper administration of the tax system ensures fair distribution of the costs of local services and programs throughout the municipality.

OPTIONS & RECOMMENDATION

Options are:

1. That Council authorize Administration to proceed with Stage Two of Tax Enforcement on the parcels of land listed by roll number below, and further, direct Administration to refrain from proceeding with Stage Two on any properties where a reasonable effort is being made to pay arrears of taxes.

494910050	495219900	504921100	514926700
494912650	495280300	504921300	514928550
494912950	495282500	505013700	515001900
494913300	504804450	505222750	524703200
494920850	504809200	514705700	524705300
495002850	504809400	514721570	524706200
495006250	504816200	514802650	524725950
495016850	504907550	514813500	524727100
495206800	504910650	514906550	524804150
495206820	504911600	514918150	524807600
495215800	504914000	514925100	525001350
			525003850

2. Stay Stage Two Tax Enforcement proceedings until a future date.

Our recommendation:

- 1. That Council authorize Administration to proceed with Stage Two of Tax Enforcement on the parcels of land listed by roll number below, and further, direct Administration to refrain from proceeding with Stage Two on any properties where a reasonable effort is being made to pay arrears of taxes.**

494910050	495219900	504921100	514926700
494912650	495280300	504921300	514928550
494912950	495282500	505013700	515001900
494913300	504804450	505222750	524703200
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495002850	504809400	514721570	524706200
495006250	504816200	514802650	524725950
495016850	504907550	514813500	524727100
495206800	504910650	514906550	524804150
495206820	504911600	514918150	524807600
495215800	504914000	514925100	525001350
			525003850

Attachment 1

List of lands eligible for stage two tax enforcement (properties in arrears with tax liens registered longer than six months)

Roll Number	Assessment	Arrears owing	Current owing
494910050	65,400	\$247.01	\$1947.60
494912650	116,700	\$1887.46	\$2470.63
494912950	167,000	\$803.97	\$3010.79
494913300	62,000	\$1115.86	\$1883.27
494920850	148,300	\$3108.94	\$4021.36
495002850	101,800	\$728.70	\$2338.49
495006250	274,400	\$2207.60	\$4191.90
495016850	196,300	\$4977.80	\$4034.60
495206800	313,800	\$4580.59	\$4587.15
495206820	313,200	\$4577.09	\$4580.74
495215800	392,300	\$825.13	\$5430.13
495219900	414,200	\$3525.47	\$5665.29
495280300	886,600	\$3050.88	\$10738.10
495282500	162,000	\$7939.41	\$7730.11
504804450	95,200	\$2200.87	\$2239.75
504809200	151,500	\$2402.29	\$2844.31
504809400	123,100	\$2150.56	\$3137.92
504816200	185,300	\$3517.37	\$3207.30
504907550	87,100	\$1109.80	\$2152.79
504910650	143,600	\$3090.85	\$2759.52
504911600	52,500	\$995.62	\$1781.22
504914000	328,000	\$15561.50	\$8616.32
504921100	69,100	\$2184.90	\$1959.49
504921300	113,400	\$2678.62	\$2687.70
505013700	266,400	\$3426.63	\$4106.02
505222750	279,600	\$3067.47	\$4219.91
514705700	166,500	\$1538.42	\$3005.42
514721570	125,700	\$1019.07	\$2567.30
514802650	98,500	\$671.18	\$2146.45
514813500	120,000	\$2650.86	\$2506.07
514906550	219,400	\$3451.71	\$3573.46
514918150	128,200	\$2796.11	\$2594.12
514925100	134,100	\$351.76	\$2685.32

Roll Number	Assessment	Arrears owing	Current owing
514926700	24,500	\$1724.53	\$1197.17
514928550	80,000	\$2318.36	\$2076.53
515001900	70,100	\$858.40	\$1998.07
524703200	253,200	\$4128.58	\$3936.44
524705300	276,800	\$2324.55	\$4189.85
524706200	200,500	\$3445.70	\$3370.49
524725950	216,200	\$1954.40	\$3539.10
524727100	223,800	\$3810.09	\$3620.73
524804150	342,200	\$2809.36	\$4892.13
524807600	285,700	\$2735.63	\$4285.43
525001350	169,400	\$857.30	\$3036.54
525003850	139,800	\$2598.23	\$2746.54

TITLE: Final Stage of Tax Enforcement – Request for Transfer of Title	DATE OF MEETING: October 27, 2025
	REPORT DATE: October 21, 2025
CLEARANCES: Ashley Stradeski – Director of Finance Ashley Stradeski	ATTACHMENTS:
Written by: Raelyn Knudson – Assessment & Taxation Manager Raelyn Knudson	
Reviewed by: Jessica Matsalla - City Clerk Jessica Matsalla	
Approved by: Brad Hvidston - City Manager Brad Hvidston	

BACKGROUND

The tax enforcement process for Blk/Par C Plan No. 102124448 Ext. 0 began on April 10, 2024, when Administration registered a tax lien on the property.

The property moved to the second stage of tax enforcement by Council resolution on October 29, 2024. An application for consent to take title was made to the Provincial Mediation Board (PMB) in May 2025. The owners expressed their inability to pay the taxes, which resulted in a letter of consent from PMB to take title to the property this fall.

Communication with the owners confirmed that they wanted to proceed with the tax enforcement process as quickly as possible. We advised of the process and timeline for taking title to the property. PMB consent was registered on the property title, and the 30-day final notice was served.

This brings us to the final stage of tax enforcement. The City of Yorkton *Tax Fees & Timelines Policy No. 40.80* requires a resolution from Council to apply for transfer of title.

DISCUSSION/ANALYSIS/IMPACT

Following authorization from Council, Administration will complete Form H: Request Transfer of Title and submit to the Land Titles Registry for processing. *The Tax Enforcement Act* prevents the current owners from setting any claim to, or in respect of this property.

FINANCIAL IMPLICATIONS

The property will be offered for sale within one year of taking title, as is legislated. If a sale agreement is reached, the proceeds will be distributed firstly to the City for payment of taxes,

penalties, costs and expenses of the property. Additional proceeds will be refunded to the previous owner, as ordered by the Provincial Mediation Board.

Roll no.	Civic address	Assessed value	Current taxes	Arrears	Total Owing
48514000	Watson Trail	1,203,300	\$43,238.12	\$144,646.56	\$187,884.68

COMMUNICATIONS/PUBLIC NOTICE

Public notice is not required for this final stage of the tax enforcement process. We have an amicable relationship with the owners and they have been made aware of the next steps of this process.

OPTIONS

1. Authorize Administration, per Section 26.1 of *The Tax Enforcement Act*, to proceed with Form H to obtain title of Blk/Par C Plan No. 102124448 Ext. 0, and further, offer the property for sale within one year of obtaining title.
2. Postpone authorization to proceed with Form H to obtain title of Blk/Par C Plan No. 102124448 Ext. 0.
3. Provide Administration with alternative direction.

RECOMMENDATION

- 1. That Council authorize Administration, per Section 26.1 of *The Tax Enforcement Act*, to proceed with Form H to obtain title of Blk/Par C Plan No. 102124448 Ext. 0, and further, offer the property for sale within one year of obtaining title.**

TITLE: Urban Hen (Chicken) Pilot Project	DATE OF MEETING: October 27, 2025
	REPORT DATE: October 17, 2025
CLEARANCES:	ATTACHMENTS: - Parameters used for Pilot Project - Information provided from Ministry of Agriculture - Memo provided to Council at July 8, 2024 Council Meeting
Written by: Nicole Baptist – Bylaw & Safety Supervisor Nicole Baptist	
Reviewed by: Jessica Matsalla - City Clerk Jessica Matsalla	
Approved by: Brad Hvidston - City Manager Brad Hvidston	

PURPOSE/BACKGROUND

At the July 8, 2024 Council Meeting, Council directed Administration to proceed with an Urban Hen Pilot Project to determine if urban chickens should be permitted under the Animal Control Bylaw. The pilot project was capped at the single residence that would be permitted to keep hens for the duration of the pilot project, which ended on September 30, 2025. Under the pilot project, Administration was directed to create appropriate regulations for the pilot project that aligned with what other communities use and also restricted the number of hens at the property to five. The regulations that were created for the pilot project are included in Attachment 1.

For the pilot project, an initial site inspection was completed to confirm that the site conditions met the requirements. Upon initial inspection, the chicken coop placement requirement to the rear property line was relaxed because the property line in contravention was adjacent to a back alley with significant distance to the next property line. Compliance with that restriction would have required movement of existing structures that were going to be used as the coop and run. Two additional inspections were completed throughout the pilot project. No concerns were noted at either of the site visits.

With this report, Administration wishes to provide Council with a review of the pilot project and receive direction on whether urban hens should be permitted under the Animal Control Bylaw.

DISCUSSION/ANALYSIS/IMPACT

Permitting Process:

As noted earlier in the report, Attachment 1 contains the list of parameters that were to be followed through the pilot project. Many of the requirements align with other communities that allow urban hens and also align with the requirements of the Ministry of Agriculture. It's important to note that the Ministry of Agriculture has a number of requirements or considerations for households raising poultry, which are included in Attachment 2. The parameters or requirements that were developed are put in place to minimize nuisances, and potential conflicts with other domestic or wild animals. Administration recommends that an initial site inspection be completed prior to hens being kept, ensuring compliance with the conditions. Administration would also suggest a minimum of one additional inspection each year. Each inspection (including documentation) takes 45 minutes to 1 hour to complete. Permits would be renewed on an annual basis.

Additional considerations:

Some additional considerations when discussing allowing urban hens in the community:

- It was a very limited pilot project – so there's certainly a chance that although this went well, other locations may not go as well. (ie. The specific site layout of the pilot project may have positively contributed to the success.) To mitigate this further, we could limit the number of urban hen “permits” and if we have continued success, we can further expand that number in coming years. Should hens be permitted, Administration recommends limiting the number of permits available to 5 permits. This will allow Administration and enforcement personnel slow growth to better manage the increase in workloads. If an existing permit was not renewed one year or discontinued throughout the year, we would open permit up to another household.
- If comparing this to urban beekeeping, keeping hens is less expensive than urban beekeeping and if owners are neglectful to their chickens, it will become a nuisance to neighbors, versus honeybees, which will die off or leave the hive if an owner is neglectful. This increases the likelihood of complaints for enforcement personnel to address. And inevitably will also lead to hens needing to be confiscated from non-compliance.
- Should a hen be at large or should we need to confiscate the hens for non-compliance, we do not have anywhere to take the hens. The SPCA is not currently equipped to handle poultry.
- We do have a number of individuals that are interested in having urban hens (have six - eight individuals on our list to be contacted after a Council decision is made). With this level of interest already, I suspect we could have a high uptake if the number of “permits” available is fully open.
- Keeping poultry in our community will attract more wildlife. Over the past year, Administration has encountered a higher than normal number of wildlife coming into our community, which was a concern for the public. Administration and enforcement personnel struggled to manage these concerns.
- Should we permit urban hens, this may create additional nuisance complaints, which will add to the workload of enforcement staff.
- Permitting urban hens provides additional opportunities for families to experience where food comes from in an urban setting. It also may be an economical food source.

- If hens are to be permitted, Administration recommends including annual permit fees to cover the cost of inspections. The urban beekeeping permit fee is currently set at \$50. Administration would recommend the hen permit fee be set at a minimum of \$75.

Complaints received:

Administration did not receive any complaints during the pilot project about the urban hens. The hen owner did comment that during the periods of heavy smoke in the air, the hens were noisier than typical.

FINANCIAL IMPLICATIONS

Aside from employee hours for the permitting process as noted above, there are no financial implications.

COMMUNICATION PLAN/PUBLIC NOTICE

At this stage, there are no communication requirements as Administration is simply providing an update on the pilot project and seeking direction of how to proceed.

STRATEGIC PRIORITIES/OCP/COMMITTEE RECOMMENDATION(S)

Should Council wish for Administration to permit urban hens under the Animal Control Bylaw, Administration will seek feedback from the Protective Services Committee and any other committee desired by Council with their feedback accompanying the Bylaw Amendments when it's brought to Council.

The OCP talks about the importance of Agriculture for our community and also goes on to discuss the importance of food security. In our current economic climate, keeping urban hens may assist with food security for Yorkton residents.

OPTIONS

1. Receive and file the report titled "Urban Hen (Chicken) Pilot Project and maintain status quo with the Animal Control Bylaw, and further work with the individuals who completed the pilot project to rehome their hens.
2. Direct Administration to work on an Animal Control Bylaw amendment, including provisions to allow hens and regulate it. And further that the amendment include provisions for permit fees to be set at \$75 and limit the number of available permits to 5.
3. That Administration be provided with alternative direction.

ADMINISTRATIVE RECOMMENDATION(S)

That Council receive and file the report titled "Urban Hen (Chicken) Pilot Project" and maintain status quo with the Animal Control Bylaw, and further work with the individuals who completed the pilot project to rehome their hens.

Pilot Backyard Hens Project - General Conditions

All parties agree and understand that:

1. The following conditions must be followed:
 - a. Prior to chickens being located on the property, [HEN OWNERS] must obtain a Saskatchewan Premises Identification (PID) and provide a copy of this to the Bylaw & Safety Supervisor.
 - b. Chicks and roosters are not permitted.
 - c. The coop and outside run area must not exceed a combined area of 18 metres squared.
 - d. The coop and outside run must be fully enclosed. The outside pen must be closed in on the top as well as to prevent predators from getting inside and the hens from getting out.
 - e. The coop and outside run area location must be approved by the City's representative. The coop and outside run area must be a minimum of 1 metre from any property line and a minimum of 3 metres from a neighbours dwelling. Chicken coops and runs must not be located in the front yard.
 - f. Hens must be contained to your property and within their pen or coop at all times.
 - g. Hens must be kept in the coop between the hours of 9 pm to 7 am (overnight).
 - h. Pens and coops must be cleaned of all manure and wet shavings on a weekly basis.
 - i. If manure is disposed in residential garbage bins, it must be bagged.
 - j. Follow biosecurity procedures recommended by the Canadian Food Inspection Agency.
 - k. Follow all Ministry of Agriculture requirements and regulations.
 - l. Adhere to the National Farm Animal Care Council – Code of Practice for the Care and Handling of Hatching Eggs, Breeders, Chickens and Turkeys.
 - m. You are responsible for the animal health and welfare and will be subject to *The Animal Health Act*, *The Animal Health Regulations* and *The Animal Protection Act*.
 - n. Hens cannot be butchered on a residential property. If a hen is going to be butchered, it must be transported to an appropriate location to be butchered and/or disposed of.
 - o. Deceased hens cannot be disposed of in a residential garbage can. Deceased hens must be disposed of at the landfill or at a vet clinic.
2. As per the Zoning Bylaw, the hens are not permitted to be used to provide an educational experience for others outside your household.
3. As per the Zoning Bylaw, no eggs or hens produced from your backyard hens may be sold.

Appendix 1: Topics for Consideration RE: Poultry in Urban Areas

Animal Health and Welfare

Animal Disease: Poultry kept at an urban residence are vulnerable to many of the same diseases found in commercial poultry. Of particular concern is Highly Pathogenic Avian Influenza (HPAI), which can be transmitted from wild birds. In the event of an HPAI outbreak, chickens in residential areas would face the same strict federal measures as farmed poultry, including quarantine and mandatory depopulation of all birds, regardless of individual health, to halt disease spread and safeguard public health. This may have implications for other bird owners in the vicinity who may also be impacted by the federal disease control measures. In addition, HPAI is zoonotic meaning that people can also get sick from the disease.

Veterinary Access: A lack of experienced poultry veterinarians in urban areas poses a risk, potentially leading to delayed or inadequate medical care for these backyard chickens. This could exacerbate health risks and potentially lead to animal welfare concerns.

Animal Welfare Enforcement: The City of Yorkton's animal control bylaw and its interaction with *The Animal Protection Act, 2018* will require alignment for backyard urban poultry to ensure proper enforcement. Animal welfare jurisdictions for enforcement agencies and the standards of minimum adequate care for backyard poultry will have to be determined. Rearing of backyard chickens in urban areas may require amendments to applicable provincial statutes. If the pilot proceeds, organizing a discussion between the City of Yorkton and the Ministry of Agriculture is encouraged.

Resources:

[Codes of Practice for the Care and Handling of Farm Animals](#)
[Animal Cruelty Reporting](#)
[The Animal Health Act](#) and [The Animal Health Regulations](#) (SK)
[The Animal Protection Act, 2018](#)
[Avian Influenza in Poultry](#)
 Canadian Food Inspection Agency – [Avian Influenza](#)
[Animal Health Canada](#)

Ministry Contact:

Dr. Raj Premkumar; Animal Health and Welfare Veterinarian
raj.premkumar@gov.sk.ca
 306-787-6069.

Stray Poultry

The Cities Act s. 327.1 allows a municipality to pass a bylaw concerning animal control which can include matters related to seizing, impounding, and disposing of animals at large. Consideration should be given to availability of city enforcement to respond to stray chicken calls and the processes required to ensure proper animal care, handling, and expectations of what will occur if chickens are outside their home property. *The Animal Production Act* and *The Animal Production Regulations* (new provincial legislation that covers stray farmed animals in the province) covers municipal authority to address stray livestock, but this legislation **does not** cover poultry. Poultry, in the owner's yard or outside the yard, can be attacked, maimed or killed by wildlife and pets, including dogs and cats. These situations can be difficult emotionally for those involved and consideration should be given to requirements that would limit these situations and addressing these situations when they occur.

Ministry Contact:

Alicia Sopatyk; Provincial Livestock Specialist, Traceability

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306-510-7925.

Premises Identification (PID) Requirements

The *Animal Production Act* and *The Animal Production Regulations* govern livestock production in Saskatchewan, including premises identification. Both commercial and backyard poultry operations are required to have a Premises Identification (PID) number. Animal PID is utilized across Canada, and is essential to accurately prepare for, respond to and recover from animal diseases, including HPAI, and in preparing for and responding to natural disasters, such as flood or fire. Having a PID number allows information to be accessed quickly for the protection of animal and public health.

Owners of poultry are required to obtain a PID number within 30 days of assuming ownership of the birds and within 30 days of any change (contact, capacity, etc.). Urban owners would register their street address where the poultry are kept and be assigned a PID number. A PID number is a unique identifier, common across Canada, assigned to a premises. Registration can be completed online, with a paper application, or over the phone. There is no cost to register.

Resources:

[Saskatchewan Premises Identification](#)

Ministry Contact:

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306-510-7925.

MEMO

DATE: July 3, 2024
TO: City Council
FROM: Nicole Baptist, Bylaw & Safety Supervisor
RE: Urban Chickens

Summary:

Although this is certainly not an in-depth review of urban chickens and much of the information included is from previous Animal Control Bylaw reviews, this will hopefully provide some additional information to consider when discussing urban chickens in Yorkton.

1. The majority of municipalities in Saskatchewan do not permit chickens in the community. I understand that in larger centers such as Calgary, Vancouver, Toronto, etc. they do allow chickens, but their landscape is also much different from ours.
2. We have a lot of wildlife that come into the community due to our size. Foxes, skunks, coyotes, etc. are all attracted to chickens/chicken coups and we already struggle to deal with these wild animals in the community.
3. There have been a handful of cases where chickens were kept in the community and we typically find out due to a complaint about it. For a complaint to be filed the chickens are likely either stinky, loud, or attracting other wildlife such as skunks to the area.
4. We are already strapped for resources with what the Bylaw Division is currently dealing with. If we permit chickens that will likely lead to additional complaints that have to be tended to by the Bylaw Enforcement Officers/CSO's. We may need to provide additional training to Officers for catching chickens if they get out.
5. Raising chickens is significantly less money than beekeeping for example. If people are neglectful beekeepers, their hive will die off. Whereas, when people are neglectful of their chickens, it will lead to complaints due to smell, noise, etc. And again, if their chicken flock dies off, it's much cheaper to replace than bees.
6. The flipside, which I think is important to acknowledge too – it's a really neat learning experience for kids/families – it's something easy for them to take part in and a great way to bring farm life into an urban setting. Eggs have gone up in price significantly so it does provide that food source at a reasonable price, which is important. Raising your own food is likely a healthier alternative than buying from a grocery store.

Administration can acknowledge the benefits, but it is my opinion that the negatives outweigh the benefits. Administration would not recommend that we move forward with urban chickens in Yorkton. This was also discussed and reviewed at the last Bylaw Amendment in May 2022.

Section 48(1) of the Animal Control Bylaw prohibits live poultry within City limits, but there is an exception under 48(1)(c) that allows the option for Council or the City Manager to give permission to permit live poultry, birds in the Columbidae family, and/or livestock. Although the Bylaw does allow permission to be granted on an individual basis, Administration believes that this is not the intent of the Bylaw. Administration believes this clause is included to give permission for things such as a petting zoo being set up in City Centre Park, for example. Granting permission to this request as a one-off scenario is an option, but it may open the City up to further requests.

Options for Council are as follows:

1. Deny the request for harbouring chickens per the reasons listed in the memo (or otherwise by Council).
2. Refer this request to Administration for an in-depth review, and report back to Council. (A reasonable time frame given other priorities for this department is not until winter/spring)
3. Approve the request for harbouring urban chickens at this particular residence as a pilot ending September 1, 2025, on the condition that an agreement between the property owner and the city with specifications on responsible management of urban chickens be prepared and executed.
4. Approve the request for harbouring urban chickens in permanence at this residence on the condition that an agreement between the property owner and the city with specifications on responsible management of urban chickens be prepared and executed.