



City of Humboldt
April 1, 2025 - Special Meeting of Council - 06:00 PM

- 1 Call To Order**
- 2 Land Acknowledgement**
- 3 Adopt Agenda**
 - 3.1 Conflict of Interest
- 4 Bylaws**
 - 4.2 Recommendation - Planning Coordinator - A bylaw to authorize the sale of municipal reserve land
 - 📎 Report - Bylaw No. 10/2025 - A bylaw to authorize the sale of municipal reserve land
 - 📎 Bylaw No. 10/2025 - A bylaw to authorize the sale of municipal reserve land
 - 4.2.1 Bylaw No. 10/2025 - First reading
- 5 New Business**
 - 5.1 Recommendation - Planning Coordinator - Subdivision Approval Application – Parcel MR1 Plan 64H05159
 - 📎 Report - Subdivision Approval Application – Parcel MR1 Plan 64H05159
- 6 Committee of the Whole**
- 7 Adjourn**



CITY OF HUMBOLDT REPORT

TITLE: Bylaw No. 10/2025 – A Bylaw to authorize the sale of municipal reserve land.

PREPARED BY: Tanner Zimmerman, Planning Coordinator

REVIEWED BY: Joe Day, City Manager

PREPARED FOR: Special Council

DATE: April 1, 2025

RECOMMENDATION

That this report be accepted for information and filed.

BACKGROUND

On July 22nd, 2024, Council for the City of Humboldt adopted Bylaw No. 08/2024 which authorized the rezoning of a portion of MR 1 Plan 64H05159 and the subsequent approval to begin the process to subdivide the lot and create Parcel E Plan 64H05159 (“proposed parcel E”).

Pursuant to Section 199 of *The Planning and Development Act, 2007* (“the Act”), the council for a municipality may authorize the sale or exchange of Municipal Reserve lands by bylaw. The money received from the sale must be placed in a “Dedicated Lands” account.

CURRENT SITUATION

City Administration has applied to the Community Planning branch of the Province of Saskatchewan to subdivide a portion of land from the MR parcel for proposed parcel E. Part of the subdivision process includes passing the bylaw to “sell” the Municipal Reserve land.

Council has the opportunity to decide between rededicating municipal reserve elsewhere in the city, or providing cash-in-lieu of equal or greater value of the land. Administration is recommending the latter option by moving the market value of the land to a Dedicated Lands account.

Upon approval of the Bylaw, administration will determine the fair market value of the land. As of this date the cost per acre for replacement land for MR purposes is

approximately \$30,000 per acre. With proposed parcel E surveyed at 1.40 acre, the value of replacement MR land is estimated at \$42,000.

OPTIONS

1. Receive this report and file for information.

ATTACHMENTS

- A. Map of land to be sold.

COMMUNICATION AND ENGAGEMENT

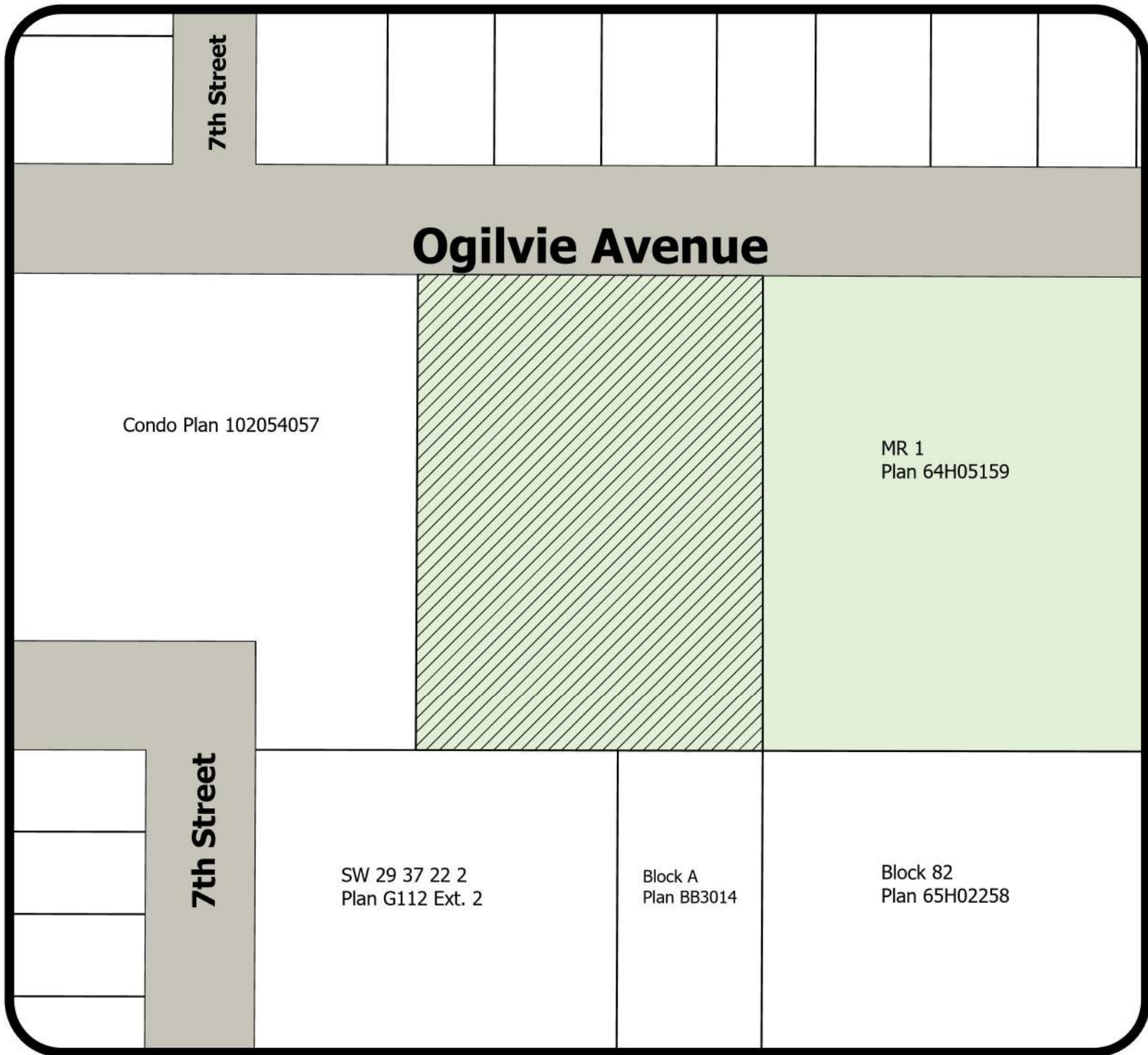
Pursuant to Section 207(3) of the Act, public notice must be given for two consecutive weeks between the first and second reading of the bylaw.

FINANCIAL IMPLICATION




The City must move an amount that is considered “fair market value” for the land to a Dedicated Lands account.

CONCLUSION

As part of the subdivision process for proposed parcel E, the City must pass a bylaw to authorize the sale of municipal reserve land. As the City is essentially, selling land to itself, money must be moved into a Dedicated Lands account.



Legend

-  Land to be Sold
-  Lot
-  Municipal Reserve

0 15 30 60 Meters




CITY OF HUMBOLDT

BYLAW NO. 10/2025

A BYLAW TO PROVIDE FOR THE SALE OF DEDICATED LANDS PURSUANT TO SECTION 199 OF *THE PLANNING AND DEVELOPMENT ACT, 2007.*

The Council of the City of Humboldt, in the Province of Saskatchewan, enacts as follows:

1. To set the fair market value of the portion of Block MR1 Plan 64H05159 marked as  in Appendix "A" at \$42,000, and that such amount be deposited in the dedicated lands account for future expenditure on other dedicated lands.

Mayor – Rob Muench

Interim City Clerk – Jace Porten

INTRODUCED AND READ A FIRST TIME THIS 1st DAY OF APRIL 2025.




READ A SECOND TIME THIS DAY OF APRIL 2025.

READ A THIRD AND FINAL TIME THIS DAY OF APRIL 2025.

Appendix A



Legend

-  Land to be Sold
-  Lot
-  Municipal Reserve

0 15 30 60 Meters

 Humboldt

CITY OF HUMBOLDT REPORT

TITLE: Subdivision Approval Application – Parcel MR1 Plan 64H05159
PREPARED BY: Tanner Zimmerman, Planning Coordinator
REVIEWED BY: Joe Day, City Manager
PREPARED FOR: Special Council
DATE: April 1, 2025

RECOMMENDATION

That Council recommend approval of the proposed subdivision of Parcel MR1 Plan 64H05159 to Community Planning.

BACKGROUND

On behalf of the City of Humboldt, Meridian Surveyors have submitted an application to subdivide Parcel MR1 Plan 64H05159 (“the Property”) to the Community Planning branch of the Government of Saskatchewan.

Community Planning requires Council’s approval prior to final approval of the application. A letter of approval must be sent that demonstrates the subdivision is in compliance with the City’s Zoning Bylaw and Official Community Plan (“OCP”). Along with the letter, the City must provide a copy of a resolution officially approving the subdivision.

On July 22nd, 2024, Council adopted Bylaw No. 08/2024 which authorized the rezoning of a portion of the Property to allow for a multi-unit dwelling. This subdivision is the next step in the process of selling the Property.

CURRENT SITUATION

The subdivision is compliant with *Bylaw 04/2016 – The Zoning Bylaw* as the property being subdivided was rezoned to an R3 – Core Mixed Use Residential District.

The subdivision is compliant with the OCP as it is in line with Objective 4.1.3.3 Policy (b) – “Support and encourage a land use pattern that reflects higher density residential (i.e. increased multi-unit and mixed-use residential developments) in proximity to the downtown through residential and other zoning designations.

OPTIONS

1. Recommend approval of the subdivision.

2. Recommend approval of the subdivision with conditions.
3. Refer the matter back to administration.

ATTACHMENTS

- A. The Plan of Proposed Subdivision
- B. A letter from Community Planning requesting the City's approval.

COMMUNICATION AND ENGAGEMENT

Upon approval, a letter will be sent to Community Planning, communicating Council's approval.

FINANCIAL IMPLICATION

Subdividing the parcel will allow for the sale of the land to be used for a multi-unit dwelling.

CONCLUSION

The City of Humboldt has applied to subdivide a portion of Parcel MR1 Plan 64H05159 to allow for a multi-unit dwelling. Approving the subdivision will help provide much needed high-density residential to the City. The subdivision is in line with both the Zoning Bylaw and OCP of the City.

PLAN OF PROPOSED SUBDIVISION

OF PART OF
MUNICIPAL RESERVE 1 - PLAN 64H05159
S.W.¼ SEC.29-TWP.37-RGE.22-W.2Mer.
HUMBOLDT, SK

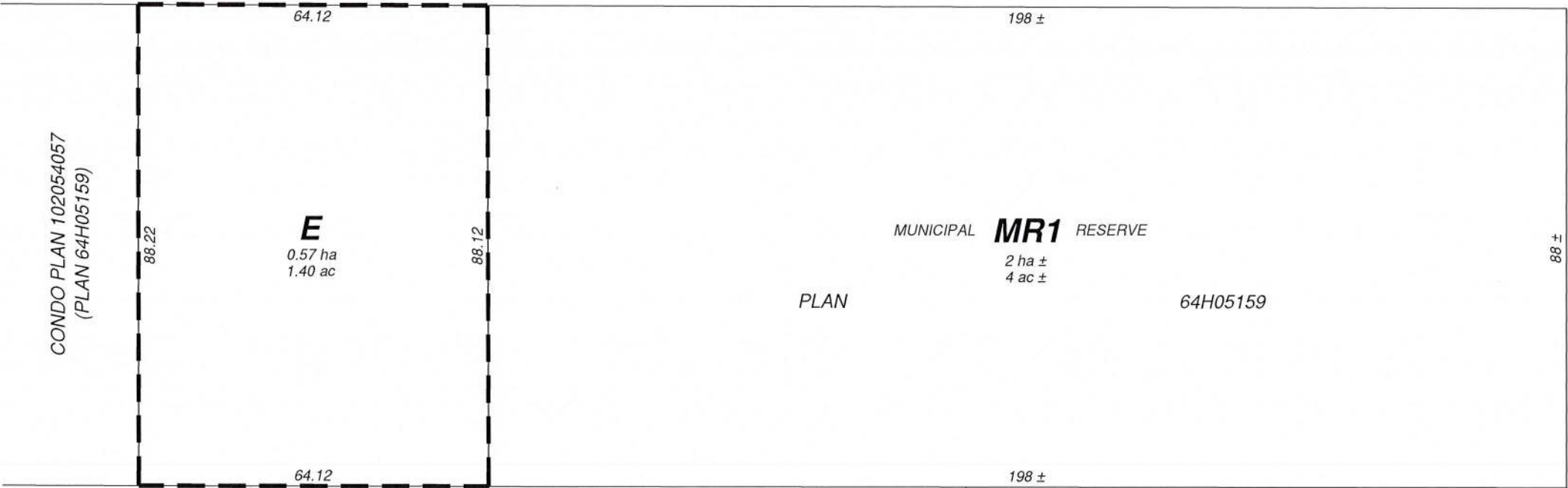
SCALE 1:1000

NOTES
PORTION TO BE SURVEYED IS OUTLINED IN A HEAVY DASHED LINE, AND CONTAINS
0.57 ha. (1.40 acres).
MEASUREMENTS ARE IN METRES AND DECIMALS THEREOF.
DISTANCES ARE APPROXIMATE AND MAY VARY BY ± 0.5 METRES.
SOURCE PARCEL NUMBER IS 152463674.
SOURCE PARCEL DIMENSIONS AND AREAS ARE DERIVED FROM ISC PARCEL MAPPING.

Planning Authority Approval

PLAN 36	35	34	33	32	31	30	29	28	27	26	25	24	23
				81						81			64H05159

PLAN OGILVIE AVENUE 64H05159



MUNICIPAL MR2 RESERVE
PLAN 64H05159



Daniel L. Codling
Saskatchewan Land Surveyor

[Signature]
Representative of City of Humboldt

Approval: Owner MUNICIPAL RESERVE 1 - PLAN 64H05159

No.	REVISIONS	DATE	DR.	CH.
0	Preliminary Plan	February 12, 2025	jds	gar
FILE: SA251250		DWG.: SA251250DEV		



Our File: SUBD-004346-2025

March 21, 2025

Lori Yaworski, Clerk
City of Humboldt
715 Main St.
HUMBOLDT SK S0K 2A0

Dear Lori Yaworski:

**RE: City of Humboldt
MR1 Plan 64H05159
Proposed Parcel E – Residential**

Enclosed is a copy of a subdivision application for Council's comments. Our office will review the proposal in accordance with of *The Planning and Development Act, 2007* (PDA), and any set of regulations or bylaws adopted pursuant to the PDA. Please consider the following in your reply:

1. **Are you aware of any land uses in the vicinity that would be incompatible with the intended use of the proposed sites, or any site conditions that make the land unsuitable for the intended use?**
2. **Do you have any facilities that could be affected by the proposed development? If so, please send us a map of your facilities that we can use to assess any site dimension or other changes that might be needed.**
3. **If you have any requirements of the applicant, please send the details directly to the applicant, and a copy of your correspondence to us. If you require more information about the application, please inform me. We may be able to obtain this information directly if it would assist your office and ours in finalizing our respective comments.**

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Municipal Bylaws

As part of our review, we need to know if the proposal complies with your zoning bylaw and official community plan (if applicable). **In your reply, please list the bylaw sections that the proposal complies with or contravenes.**

Municipal Reserve

Under clause 183(e) of the PDA, this proposed subdivision is exempt from providing municipal reserve land as the land is included in an area previously subject to the requirements for dedication pursuant to any former Act and there are records confirming that land was dedicated as municipal reserve or that money in lieu of municipal reserve was paid.

Surface Drainage & Flood Potential

Ensuring suitable surface drainage for development is a municipal responsibility. Our initial review of aerial imagery indicates the presence of a number of standing bodies of water and undulating terrain that may be prone to intermittent flooding. Please advise if the RM is aware of any previous flood concerns for the area of the proposed subdivision and whether the municipality has any requirements regarding surface drainage (construction of ditch, placement of culverts, etc.). If so, this may be addressed within a servicing agreement with the developer. **If a surface drainage plan is required, please advise accordingly and provide us with a copy for our records.**

Servicing Agreement

The PDA permits Council to require a servicing agreement with a subdivision applicant to cover the costs of new roads or other municipal services for a new subdivision. Council may only request those services which are authorized by section 172 of the PDA. Please tell us if council requires a servicing agreement for this proposal. An agreement must be negotiated within 90 days of your receipt of this letter after which the applicant may agree to extend negotiations or file an appeal. If you want a sample agreement to consider, please call me as soon as possible, or visit our website at:

<http://www.saskatchewan.ca/government/municipal-administration/community-planning-land-use-and-development/resources/servicing-agreements-and-samples>.

If only minor services are needed, (e.g. service connections or an approach), Council may send the applicant a letter listing the requirements. If the applicant accepts Council's requirements in writing, a formal servicing agreement may not be needed. Your solicitor should be consulted on this.

Your municipality has 40 days to advise Community Planning or servicing agreement requirements, and 90 days to complete the negotiation of the agreement with the applicant. Both

the applicant and Community Planning branch should be notified as soon as possible. The applicant may appeal a delay over 90 days, or the proposed terms of the servicing agreement, and request the Saskatchewan Municipal Board to arbitrate the agreement.

Further Considerations

The Subdivision Regulations, 2014, allow you 40 days from your receipt of this letter to send us a certified copy of a resolution recommending the subdivision's approval or refusal. If council recommends refusal, state the reasons. Please call me if more time or information is needed.

For your information, I have also enclosed a copy of the acknowledgement letter sent to the surveyor and applicant. Please call me at (306) 933-5749, if more details are needed before you reply.

Sincerely,



Jace Ryan
Planning Consultant

Enclosure