



**CITY OF HUMBOLDT
MINUTES OF THE REGULAR MEETING OF COUNCIL HELD
MONDAY, JANUARY 27, 2020**

PRESENT:

Mayor:	Rob Muench	
Councillors:	Roger Nordick	Lorne Pratchler
	Larry Jorgenson	Michael Behiel
	Owen Hopfner	Sandy Weyland
City Manager:		Joe Day
City Clerk/Director of Corporate Services:		Sandra Pauli
Community & Leisure Services Director:		Mike Ulriksen
Works & Utilities Director:		Peter Bergquist
Communications Manager:		Penny Lee
Planning Coordinator:		Frank Carpentieri
Cultural Services Director:		Jennifer Fitzpatrick
Director of Protective Services/Fire Chief:		Mike Kwasnica

CALL TO ORDER: Mayor Rob Muench called the meeting to order at 5:30 p.m.

ADOPT AGENDA: Nordick/Weyland:
That the agenda be amended to include the following and subsequently be adopted as amended:

- 11. New Business
 - b) City Assessor's Report – Tax Enforcement Proceedings (City Clerk)
- 14. Committee of the Whole
 - ii) Lanigan-Creek Delwood Brook Watershed – Levy (City Manager)

Motion Carried.

PUBLIC ACKNOWLEDGEMENTS-ANNUAL POOL SHUTDOWN: Mayor Muench acknowledged and thanked the contractors and staff of the Leisure Services Department involved in the annual pool maintenance shutdown in January. The new air handling exchange unit has been installed, but not yet connected. The pool re-opened on Saturday, January 25th.

AWARDS RECOGNITION NIGHT: Mayor Muench reminded Council that the City's Annual Awards Recognition Night will be held Tuesday, January 28th, during an intermission at the Humboldt Bronco Game.

SUSPEND COUNCIL MEETING: Behiel/Pratchler:
That the Regular Meeting of Council be suspended and that we move to enter the Public Hearing, the time being 5:35 p.m.

Motion Carried.

PUBLIC HEARING – DISCRETIONARY USE APPLICATION: A public hearing was held to allow public input regarding a discretionary use application submitted by Tyler Stewart on behalf of 101278277 Saskatchewan Ltd. to use a portion of a building as a daycare center located at 1212 – 12th Street; legally described as Parcel T, Plan No. 102201938.

The Planning Coordinator advised that no written responses had been received regarding the application.

It was noted that no one was in attendance at the Public Hearing to speak regarding the application.

Mayor – Rob Muench

City Clerk – Sandra Pauli

RESUME MEETING:	Weyland/Nordick: That the Public Hearing be closed and that Council revert to the Regular Meeting, the time being 5:38 p.m.
	Motion Carried.
APPROVE MINUTES – REGULAR MEETING:	Jorgenson/Hopfner: That the Minutes of the Regular Meeting of Council held December 16, 2019 be approved as recorded and circulated.
	Motion Carried.
DELEGATION – PARTNERS FAMILY SERVICES:	Ms. Hayley Kennedy, Executive Director of Partners Family Services was in attendance at the meeting to update Council on the organization’s mental health initiatives. Ms. Kennedy provided Council with statistical information regarding the organization’s increased use of services, funding and operating budgets since 2014. She also explained that the organization provides the following services: Therapeutic Counselling, Family Support, Positive Parenting Program, Domestic Violence Outreach, Children Exposed to Violence and Community Crisis Response. Mayor Muench thanked Ms. Kennedy for the presentation.
SUMASSURE ANNUAL MEETING – APPOINT DELEGATE:	Weyland/Behiel: That Councillor Roger Nordick be appointed as the City’s representative at the SUMAssure Annual Meeting to be held Sunday, February 4, 2020.
	Motion Carried.
CITY CLERK’S REPORT – LOCAL IMPROVEMENT PROGRAM:	Nordick/Jorgenson: That application be made to the Local Government Committee of the Saskatchewan Municipal Board for approval to include a portion of the cost of the asphalt pavement on 9 th Avenue for the year 2019 from the general operating funds of the City of Humboldt as stated under Section 44 of <i>The Local Improvements Act, 1993</i> .
	Motion Carried.
MAYOR’S PROCLAMATION – BETTER TOGETHER:	Pratchler/Weyland: That the Mayor be authorized to proclaim Tuesday, January 28, 2020 as “Better Together Tuesday” in the City of Humboldt.
	Motion Carried.
MULTI-YEAR CUSTODIAL SUPPLY CONTRACT:	Nordick/Hopfner: That the City enter a three-year contract with an option for a two-year extension with Humboldt Home Hardware for the provision of custodial supplies in the amount of \$12,000 to \$15,000 effective February, 2020.
	Motion Carried.
2020 FLEET PURCHASE – UTILITY TASK VEHICLE:	Hopfner/Behiel: That the Community and Leisure Services Department be authorized to purchase two seasonal Utility Task Vehicles instead of one year-round UTV, provided the cost does not exceed the \$35,000 approved in the 2020 Budget.
	Motion Carried.
PLANNING COORDINATOR’S REPORT – DISCRETIONARY USE APPLICATION:	Pratchler/Weyland: That the discretionary use application submitted by Tyler Stewart on behalf on 101278277 Saskatchewan Ltd. to use a portion of a building as a daycare center located at 1212- 12 th Street; legally described as Parcel T, Plan No. 102201938 be approved subject to the following conditions:

DISCRETIONARY USE APPLICATION:

- a) the issuance of a Development and Building Permit.
- b) the inclusion of a 70 m2 or greater fenced outdoor play space.
- c) that all standards, licenses and permits required by the Ministry of Education are obtained and maintained.

Motion Carried.

SOLE SOURCE CONTRACT – 2020 CENTENNIAL PARK PROJECT:

Hopfner/Nordick:
That Administration be authorized to enter a sole source contract with Catterall & Wright Consulting Engineers to design, tender and oversee construction of the paved parking and roadway components of the Centennial Park Project, at an estimated cost of \$75,000.00.

Motion Carried.

MULTI-YEAR AGREEMENT – NEPTUNE SERVICE AGREEMENT:

Pratchler/Jorgenson:
That Administration be authorized to enter into a 3-year service agreement with Neptune Technology Group in the amounts of \$2,450(2020), \$2,975(2021) and \$3,495(2022) for the Neptune 360 Data Management Platform Service.

Motion Carried.

CULTURAL SERVICES DIRECTOR’S REPORT – BRONCOS MEMORIAL COLLECTION:

Nordick/Hopfner:
That Administration be authorized to purchase storage materials and hire a term contract employee to complete the cataloguing and photographing of the Humboldt Broncos Memorial Collection, for an estimated cost of \$21,000 which was approved in the 2020 Budget; and that the funds for this project be drawn from the City’s Reserve that was established from donated money it received from the 2018 Bronco Accident.

Motion Carried.

CORRESPONDENCE:

Behiel/Weyland:
That the following correspondence be accepted for information:

- a) Minutes of the Humboldt & District Museum & Gallery Board Meetings held December 12, 2019 and January 9, 2020.
- b) Minutes of the Mid-Sask Municipal Alliance Board Meetings held October 3 and November 5, 2019.
- c) Saskatchewan Public Safety Agency – Expansion of Services.
- d) Minutes of the Humboldt & District Fire Protection Association Board Meeting held March 28, 2019.
- e) Minutes of the Reid-Thompson Public Library Board Meetings held October 15th and November 18, 2019.
- f) Minutes of the Marketing Committee Meeting held November 26, 2019.
- g) Sask. Council for Archives & Archivists.
- h) Minutes of the Humboldt Broncos Memorial Committee Meeting held November 29, 2019.

Motion Carried.

CHAIR:

Mayor Muench vacated the Chair and Deputy Mayor Pratchler presided at 6:30 p.m.

EXECUTIVE COMMITTEE MEETING MINUTES:

Nordick/Hopfner:
That the Minutes of the Executive Committee Meeting held January 13, 2020 be accepted for information.

Motion Carried.

UTILITIES COLLECTION POLICY #7000:

Hopfner/Muench:
That the Utilities Collection Policy#7000 as attached to the Minutes of the Executive Committee Meeting held January 13, 2020 be adopted.

Motion Carried.

**HANGZHOU
MARKETING
PARTNERSHIP:**

Nordick/Muench:
That the City continue its marketing partnership with the Hangzhou Business Center in China for a period of six months.

Further, that funds for this initiative not be transferred until City Administration has obtained an official administrative contact with the Center and that Council review this partnership at the end of June, 2020.

Motion Carried.

JETTER REBUILD:

Weyland/Behiel:
That Administration be authorized to rebuild the 2002 Jetter at an anticipated expense of \$15,000 and that Administration not proceed with the purchase of a new jetter as listed in the 2019 Budget.

Motion Carried.

**SOLE SOURCE
CONTRACT – LIFT
STATION #4 HEADER
REPLACEMENT:**

Muench/Jorgenson:
That Administration be authorized to sole source the design, tendering and contract management of the distribution header replacement at Lift Station #4 to Catterall & Wright Consulting Engineers of Saskatoon at an estimated cost of \$12,000.00.

Motion Carried.

**LIVING SKIES MUSIC
FESTIVAL –
SPONSORSHIP
REQUEST:**

Hopfner/Nordick:
That the request from Living Skies Music Festival to sponsor a concert during Summer Sizzler in the amount of \$20,000 to \$25,000 be denied.

Motion Carried.

**MARKETING
COMMITTEE –
BRANDING INITIATIVE:**

Jorgenson/Muench:
That the Marketing Committee's proposed branding initiative be adopted and that an official launch occur within the next six months.

Motion Carried.

CHAIR:

Mayor Muench resumed the Chair, the time being 6:40 p.m.

**CITY MANAGER'S
REPORT – PROTECTIVE
SERVICES
DEPARTMENT:**

Weyland/Jorgenson:
That the City Manager's Report regarding the creation of a Protective Services Department be accepted for information.

Motion Carried.

CHAIR:

Mayor Muench vacated the Chair and Deputy Mayor Lorne Pratchler presided, the time being 6:45 p.m.

BYLAW NO. 01/2020:

Weyland/Hopfner:
Resolved that Bylaw No. 01/2020, being a bylaw to provide for an exemption of assessment be introduced and read a first time.

Motion Carried.

BYLAW NO. 01/2020:

Jorgenson/Muench:
Resolved that Bylaw No. 01/2020, being a bylaw to provide for an exemption of assessment be read a second time.

Motion Carried.

BYLAW NO. 01/2020:

Behiel/Muench:
Resolved that Bylaw No. 01/2020, being a bylaw to provide for an exemption of assessment be given three readings at this meeting.

Motion Carried Unanimously.

BYLAW NO. 01/2020:

Weyland/Nordick:
Resolved that Bylaw No. 01/2020, being a bylaw to provide for an exemption of assessment be read a third time and be now adopted.

Motion Carried.

Mayor – Rob Muench

City Clerk – Sandra Pauli

- BYLAW NO. 02/2020:** Hopfner/Behiel:
Resolved that Bylaw No. 02/2020, being the Procedure Bylaw be introduced and read a first time.
Motion Carried.
- BYLAW NO. 02/2020:** Nordick/Muench:
Resolved that Bylaw No. 02/2020, being the Procedure Bylaw be read a second time.
Motion Carried.
- BYLAW NO. 02/2020:** Weyland/Behiel:
Resolved that Bylaw No. 02/2020, being the Procedure Bylaw be given three readings at this meeting.
Motion Carried Unanimously.
- BYLAW NO. 02/2020:** Jorgenson/Hopfner:
Resolved that Bylaw No. 02/2020, being the Procedure Bylaw be read a third time and be now adopted.
- CHAIR:** Mayor Muench resumed the Chair, the time being 6:50 p.m.
- 2020 APPOINTMENTS TO BOARDS AND COMMITTEES:** Behiel/Weyland:
That the following appointments be made for 2020:
- i) Police Chief – Staff Sergeant Al Presler.
 - ii) Fire Department Appointments.
 - (1) Captains – Darcy Leonew and Craig Stomp
 - (2) Lieutenants – Jason Staniec and Tim Kiefer
 - (3) Secretary-Treasurer – Jamie Dyok.
 - (4) Safety Officer – Jordin Dalsin.
 - iii) EMO Co-ordinator – Phil Wilson
 - iv) Business Licensing Inspector and Bylaw Enforcement Officer – Norm Mattock.
 - v) Building Inspector and Bylaw Enforcement Officer – Mike Kwasnica.
 - vi) Building Inspector – Darrell Wickenhauser.
 - vii) Development Officer – City Manager, Joe Day and Planning Coordinator Frank Carpentieri.
 - viii) Development Appeals Board – Krismer & Associates Ltd. which consists of Clint Krismer (Chair) Gord Krismer (Vice-Chair), Jeff Hutton, Kirby Bodnard, Brenda Lauf, Dave Lang, Cameron Duncan, Gail Wartman, Charmain Luscombe & Secretary Aileen Swenson.
 - ix) Board of Revision – Krismer & Associates Ltd. which consists of Clint Krismer (Chair) Gord Krismer (Vice-Chair), Jeff Hutton, Kirby Bodnard, Brenda Lauf, Dave Lang, Cameron Duncan, Gail Wartman, Charmaine Luscombe & Secretary Aileen Swenson.
 - x) Predator Control Officer – Randy Wittig.
 - xi) Auditor – MNP
 - xii) Solicitor – Gasper & Weber Law Office
- Motion Carried.
- Hopfner/Nordick:
That the following appointments be made for 2020:
- i) Humboldt Health Council – Council Representative Michael Behiel, Alternate Roger Nordick
 - ii) Humboldt & District Rural Fire Protection Association – Council Representative – Roger Nordick.
 - iii) REACT Waste Management Authority – Council Representative – Owen Hopfner.
 - iv) Wakaw-Humboldt Regional Water Supply Committee Council Representative – Mayor Rob Muench, Alternate Councillor Lorne Pratchler.
 - v) Mid-Sask Municipal Alliance – Council Representative Mayor Rob Muench, Alternate Councillor Roger Nordick.

2020 APPOINTMENTS
TO BOARDS AND
COMMITTEES:

- vi) Humboldt & District Chamber of Commerce – Council Representative – Councillor Larry Jorgenson; Alternate Councillor Sandy Weyland.
- vii) Lanigan Creek-Dellwood Brook Watershed Association – Council Representative – Councillor Roger Nordick.

Motion Carried.

HUMBOLDT & DISTRICT
MUSEUM & GALLERY
BOARD:

- Pratchler/Weyland:
That the following appointments be made to the Humboldt & District Museum & Gallery Board:
Term to expire January 31, 2022:
- a) Linda Mattock
 - b) Susan Bellamy
 - c) Carol McLaren
- Term to expire January 31, 2021:
- a) Aaron Lukan
 - b) Ivan Buehler
 - c) Barrie Broad
 - d) Council Representative – Sandy Weyland

Motion Carried.

REID-THOMPSON
PUBLIC LIBRARY
BOARD:

- Nordick/Hopfner:
That the following appointments be made to the Reid-Thompson Public Library Board:
Term to Expire January 31, 2021:
- a) Sharen Graf
 - b) Rita Theising
 - c) Sarah Miller
 - d) Wanda Tesch
 - e) Jennifer Malmsten
 - f) Council Representative – Sandy Weyland
 - g) Two vacant positions.

Motion Carried.

HUMBOLDT
DOWNTOWN BUSINESS
IMPROVEMENT
DISTRICT BOARD:

- Behiel/Jorgenson:
That the following appointments be made to the Humboldt Downtown Business Improvement District Board:
Term to Expire January 31, 2022
- a) Carrie Thompson
 - b) Lana Muggli
 - c) Olivia Coffyne
- Term to Expire January 31, 2021
- a) Erin Strueby
 - b) Jamie Richardson

Motion Carried.

CITY ASSESSOR’S
REPORT – TAX
ENFORCEMENT
PROCEEDINGS:

Pratchler/Hopfner:
That authorization be granted to proceed under *The Tax Enforcement Act* to acquire title for the following described lands:

	Lot	Block	Plan
1.	2	305	101861951
2.	3 & 25	7	F366
3.	6	240	101950039
4.	3	2	102113536
5.	3	87	69H04271
6.	17	99	79H00113
7.		1	78H10411
8.		22	80H00448
9.	9	105	87H11576
10.		G	71H05151
11.	31	32	99H04824
12.	2	9	83H10561

**CITY ASSESSOR'S
REPORT – TAX
ENFORCEMENT
PROCEEDINGS:**

	Lot	Block	Plan
13.	16	66	77H09202
14.		Unit 5	84H00888
15.	42	9	99H00626
16.	54	9	99H00626
17.	6	18	59H08595
18.		E	67H07064
19.	26	7	101810876
20.	1	11	F3466
21.		A	D247
22.		V	77H06850
23.	17	28	F4747
24.	7	34	F4747
25.	17	20	59H08595
26.	5	80	75H11474
27.	52	5	99H00626
28.	19	27	F4747
29.	1	76	BL4323
30.	32	19	99H00626
31.	3	34	F4747
32.	4	15	F3466
33.	46	2	99H00626
34.	12	44	D182
35.	1	12	F3466
36.		X	62H05144
37.	29	11	F3466
38.	44	30	99H00626
39.	18	49	D182
40.	43	3	99H00626
41.	13	31	F4747
42.	6	13	F3466

Motion Carried.

**ENQUIRIES:
HOME BASED
BUSINESS LICENSING
FEE:**

Councillor Nordick advised that a home-based business operator will be contacting City Hall for an explanation of the City's home-based licensing fees.

**REACT – CURBSIDE
COLLECTION FEE:**

Councillor Sandy Weyland requested an update on the REACT Curbside Collection fee. The Works & Utilities Director advised that he has had initial discussions with the staff at REACT and continues to research the related costs and fees for curbside collection. A report will be provided to Council once all the relevant data has been gathered.

DEPARTURE:

Community & Leisure Services Director Mike Ulriksen, Works & Utilities Director Peter Bergquist, Communications Manager Penny Lee, Planning Coordinator Frank Carpentieri, Cultural Services Director Jennifer Fitzpatrick and Protective Services Director/Fire Chief Mike Kwasnica left the meeting at 7:15 p.m.

**COMMITTEE OF THE
WHOLE:**

Nordick/Jorgenson:
That we sit in private session as a Committee of the Whole, the time being 7:20 p.m.

Motion Carried.

**PRESENT IN THE
COMMITTEE OF THE
WHOLE:**

Mayor Rob Muench, Councillor Larry Jorgenson, Councillor Roger Nordick, Councillor Lorne Pratchler, Councillor Michael Behiel, Councillor Sandy Weyland, Councillor Owen Hopfner, City Manager Joe Day and Corporate Services Director/City Clerk Sandra Pauli.

Mayor – Rob Muench

City Clerk – Sandra Pauli

AUTHORITY: The Committee met under Section 5(2) and Section 5(3) of Part III Schedule “A” of *The Local Authority Freedom of Information and Protection of Privacy Act*.

REVERT: Nordick/Behiel:
That we revert to the Regular Meeting of Council, the time being 7:40 p.m.

Motion Carried.

ADJOURN: Jorgenson/Behiel:
That we do now adjourn, the time being 7:42 p.m.

Motion Carried.

Mayor – Rob Muench

City Clerk – Sandra Pauli