



**CITY OF HUMBOLDT
MINUTES OF THE SPECIAL MEETING OF COUNCIL HELD
MONDAY, DECEMBER 7 & TUESDAY, DECEMBER 8, 2020**

PRESENT:

Mayor:	Michael Behiel	
Councillors:	Rob Muench	Amanda Klitch
	Larry Jorgenson	Roger Nordick
	Roger Korte	Kelly Herperger
City Manager:		Joe Day
Corporate Services Director/City Clerk:		Lori Yaworski
Communications Manager:		Penny Lee
Community & Leisure Service Director		Mike Ulriksen
Via Zoom Conferencing		
Works & Utilities Director:		Peter Bergquist
Finance Manager:		Jace Porten
Cultural Services Director:		Jennifer Fitzpatrick
Director of Protective Services:		Mike Kwasnica

CALL TO ORDER:

Mayor Michael Behiel called the meeting to order at 5:02 pm.

ADOPT AGENDA:

Nordick/Herperger:
That the agenda be adopted as presented.

Motion Carried.

CONFLICT OF INTEREST:

Councillor Kelly Herperger advised that she will be declaring a conflict of interest regarding Public Works & Utilities – Capital Budget Project – Landmark Place Paving Local Improvement.

CITY MANAGER'S REPORT – 2021 OPERATING AND CAPITAL BUDGET:

The City Manager presented the 2021 Operating and Capital Budget for review and consideration.

2021 OPERATING COST CENTERS – RECREATION AND LEISURE SERVICES:

Herperger/Klitch:
That the operating budget for the Recreation and Leisure Services Cost Centers 5050 to 5430 inclusive be approved as amended.

Motion Carried.

Amendment

Nordick/Muench
That Cost Centre 5360 – Urban Beautification be increased by \$5,000 to aid in revitalizing the Communities in Bloom Program.

Amendment Motion Carried.
Main Motion Carried.

FITNESS CENTER (5125)

Councillor Nordick expressed concern with the value being received for the expenses of operating the Fitness Center with so many others providing this service in the City of Humboldt. The Director provided explanation that much of the revenue for the Fitness Center is accounted for in the Leisure Pass revenue. The Director will provide Council with stats on the usage of the Fitness Center and the other sectors of the Leisure Passes.

Mayor – Michael Behiel

City Clerk – Lori Yaworski

**PARKS &
PLAYGROUNDS (5300)**

Councillor Muench requested an update on the sale of the old park furnishings and if any remaining items be dispersed to other points in the City such as Centennial Park.

Councillor Nordick inquired about the possibility of using an irrigation system at Water Ridge Park for watering trees in that park. Mayor Behiel requested that the administration investigate the expense of and cost saving of an irrigation system in this area. The Director reported that there is a community group that would like to start fundraising for playground equipment in the Water Ridge area.

COMMUNITY GARDENS:

Council inquired if there is need for additional Community Gardens in the City. The Leisure Service Director stated there is not the demand there has been in the past but will report to Council if this changes.

TRAIL SYSTEMS:

Council expressed a concern with the delay of a MOU between the City and the Wildlife Foundation on determining the proper amount of maintenance for the trail. Council suggested that discussions with the surrounding RM's be arranged regarding helping to fund the Recreation facilities in the City that are being used by the rural residents.

**2021 CAPITAL BUDGET
PROJECTS – LEISURE
SERVICES:**

Nordick/Muench:

That the following 2021 Capital Budget Projects – Leisure Services be approved as presented.

- Irrigation Equipment – Additional Water Reel - \$20,000
- Glenn Hall Park Irrigation Conversion - \$20,000
- Flat deck Utility Trailer - \$15,000
- Parks Skid Steer Attachments - \$50,000
- Fleet Purchase – Self-Propelled Turf Sweeper - \$75,000
- Jubilee Hall Flooring Replacement - \$50,000
- Uniplex Lighting Upgrade to LED - \$25,000
- Outdoor Rink and Multi-Sport Court Facility - \$350,000
- North Hospital Park Development - \$50,000

Motion Carried

**UNIPLEX LIGHTING
UPGRADE TO LED:**

Council inquired if the lighting upgrade will be changing the light fixtures or will they be adapted. The Director will check if an adaption rather than a complete upgrade would be cost effective.

**2021 FLEET CAPITAL –
LEISURE SERVICES -
TWO 6' DECK MOWERS:**

Jorgenson/Korte:

That the Fleet Capital purchases of two 6" Deck mowers for Leisure Services for an expenditure of \$50,000 be approved as presented.

Motion Carried

DEPARTURE:

Community & Leisure Services Director Leisure Service departed the Council Chambers at 6:41 p.m.

ARRIVAL

Cultural Services Director arrived in Council Chambers at 6:43 p.m.

**CULTURAL SERVICES
COST CENTERS:**

Muench/Jorgenson:

That the budget for the Cultural Services Cost Centers 5450 to 5900 inclusive be approved as presented.

Motion Carried

DEPARTURE:

Cultural Services Director departed the Council Chambers at 6:49 p.m.

ARRIVAL

Works & Utilities Director arrived in Council Chambers at 6:51 p.m.

PUBLIC HEALTH COST CENTERS:	<p>Herperger/Jorgenson</p> <p>That the budget for the Public Health Cost Centers 6050 to 6400 inclusive be approved as presented.</p> <p>Motion Carried.</p>
REACT WASTE MANAGEMENT & COMPOSTING PROGRAM	<p>Mayor Behiel requested an update from the City Manager on the progress of the study to review the rates of the cart pick up service. React and Public Works are working on an RFP for a consulting service to review operations and the rate fee structures.</p> <p>Councillor Nordick requested a composting area within the City limits be established in the future that would make it easily accessible to community members. Mayor Behiel would like to re-establish a once or twice a year back alley pickup of branches and leaves.</p>
TRANSPORTATION COST CENTERS:	<p>Jorgenson/Klitch:</p> <p>That the budget for the Operating Transportation Cost Centers 7050 to 7810 inclusive be approved as presented.</p> <p>Motion Carried.</p>
STREET SWEEPING:	<p>Councillor Nordick inquired about the notification given to residents of the schedule of street sweeping and snow removal. The Director assured that they are exploring options for a coordinated effort for resident notification.</p>
EMULSION TREATED ROADS:	<p>Councillor Muench inquired if there is a possibility at looking at the cost of paving 4th Ave as it is maybe more cost effective than using the DL10 road emulsion product.</p>
TRAFFIC SIGNALS:	<p>Councillor Muench inquired about the SGI grant application and if we can apply for other projects for example speed signs coming into city and a crosswalk on Highway 5 across from Centennial Park. Councillor Jorgenson inquired about audible signals and is there any opportunity to expand these signals to other locations. The Director stated the cost of the devices is a deterrent as the department has more urgent priorities.</p>
AIRPORT:	<p>Councillor Nordick asked the Director about the Airport Committee that was formed to plan how to reduce costs and increase revenues at the airport. The Director reported that it is challenging to find a model were the expenses can be reduced but still maintaining the safety of the users. Mayor Behiel requested the Director reach out to other Cities to look at their airport operations.</p>
CHRISTMAS DECORATIONS:	<p>Councillor Muench inquired if there is a plan for decorations for the new light posts on 7th Street. The Director said there is a plan to install decoration at that location and will continue to replace the old decorations as budget and time allows.</p>

**WATER AND WASTE-
WATER UTILITY COST
CENTERS:**

Muench/Nordick:
That the budget for the Water and Wastewater Utility Cost Centers 8000 to 8300 inclusive be approved as presented.

Motion Carried.

**UTILITY
ADMINISTRATON:**

Councillor Muench asked the City Manager if he has been in contact with Sask Water inquiring about a rate increase. The City Manager replied that our Customer Service representative stated that our rate increase is expected to be very modest and they will provide a 60-day notice of a rate increase.

LIFT STATIONS:

Mayor Behiel inquired if the repair of the impellers is the best solution or should we be replacing the pumps. The Director stated that it would be considerably more expensive to replace pumps and this is the most cost-effective solution.

DEPARTURE:

Councillor Kelly Herperger departed the Council Chambers at 8:06 p.m. as she declared a conflict of interest regarding Capital Budget project – Landmark Place Paving Local Improvement.

**2021 CAPITAL
PROJECT-LANDMARK
PLACE PAVING LOCAL
IMPROVEMENT:**

Muench/Jorgenson
That the Landmark Place Paving Local Improvement in the amount of \$100,000.00 be approved as presented.

Motion Carried.

RETURN:

Councillor Herperger returned to Council Chambers at 8:10 p.m.

**2021 CAPITAL BUDGET
PROJECTS – PUBLIC
WORKS:**

Korte/Muench:
That the following 2021 Capital Budget Projects – Public Works be approved as presented.

- 10th St from 8th to 9th Ave
- 4th Ave from Main St to 7th St
- 9th Ave from 9th St to 13th St
- 11th Ave from 16th St to Centennial Cres.
- 21st St. to 8th Ave Turning Lane
- 12th Ave. Pedestrian Connection Trail from 12th St to Main St,
- 16th St. from 8th Ave to 12th Ave
- 8th Ave Streetlighting from 17th Street to Peck Road
- Rotary Brush Cutter – Ditch Mowing
- Excavator Thumb
- Portable Retrieval/Fall Arrest System

Motion Carried.

**2021 FLEET CAPITAL –
PUBLIC WORKS –
LOADER
REPLACEMENT**

Klitch/Korte:
That the Fleet Capital purchase of a Loader replacement for Public Works be approved as presented.

Motion Carried

DEPARTURE:

Works & Utilities Director departed Council Chambers at 8:29 p.m.

**LAND DEVELOPMENT
OPERATING COST
CENTER:**

Muench/Korte:
That the budget for the Land Development Operating Cost Center (8500) be approved as presented.

Motion Carried

AMORTIZATION:	<p>Herperger/Klitch: That the budget for the Amortization Cost Center (3000-8000) be approved as presented.</p> <p>Motion Carried</p>
COMMITTEE OF THE WHOLE:	<p>Muench/Nordick: That we sit in private session as a Committee of the Whole, the time being 8:43 p.m.</p> <p>Motion Carried</p>
PRESENT IN THE COMMITTEE OF THE WHOLE:	<p>Mayor Michael Behiel, Councillor Larry Jorgenson, Councillor Roger Nordick, Councillor Rob Muench, Councillor Kelly Herperger, Councillor Amanda Klitch, Councillor Roger Korte, City Manager Joe Day, and Corporate Services Director/City Clerk Lori Yaworski</p>
AUTHORITY:	<p>The Committee met under Section 5(2) and Section 5(3) of Part III Schedule "A" of <i>The Local Authority Freedom of Information and Protection of Privacy Act</i></p>
REVERT:	<p>Jorgenson/Korte: That we revert to the Regular Meeting of Council, the time being 9:19 p.m.</p> <p>Motion Carried.</p>
RECESSED:	<p>Jorgenson/Nordick: That the meeting recess, the time being 9:20 p.m. and reconvene Tuesday, December 8th at 5:30 p.m.</p> <p>Motion Carried</p>
CALL TO ORDER	<p>Mayor Michael Behiel reconvened the meeting to order on December 8th at 5:30 p.m.</p>
REGRETS:	<p>Fire Chief Mike Kwasnica</p>
2021 OPERATING COST CENTERS – GENERAL GOVERNMENT:	<p>Nordick/Korte: That the operating budget for the General Government Cost Centers 3000 to 3150 inclusive be approved as presented.</p> <p>Motion Carried.</p>
2021 CAPITAL BUDGET PROJECTS – CORPORATE SERVICES-PHOTOCOPIER:	<p>Herperger/Korte: That the Capital purchase of a photocopier for Corporate Services be approved as presented.</p> <p>Motion Carried.</p>
2021 OPERATING COST CENTERS - COMMUNICATIONS:	<p>Herperger/Muench That the operating budget for Communications 3550 be approved as presented</p> <p>Motion Carried</p>

Mayor – Michael Behiel

City Clerk – Lori Yaworski

2021 OPERATING COST CENTERS - PROTECTIVE SERVICES AND DEVELOPMENT:	<p>Nordick/Muench That the operating budget for Protective Services and Development Cost Centers 4050 to 4650 inclusive be approved as presented</p> <p>Motion Carried</p>
BUILDING INSPECTION SERVICES – LEVEL 3	<p>Councillor Nordick inquired if the Department had obtained any information from other Inspection Service companies for other price options. The City Manager will have the Director of Protective provide Council with an update on this request. Councillor Muench questioned if it would be beneficial to have staff obtain their Level 3 Building Inspection. The City Manager replied that we have very few requests for Level 3 inspections and the department is concentrating on having more staff obtaining the Level 1 Building Inspection certification.</p>
BYLAW ENFORCEMENT:	<p>Councillor Muench inquired into the current level of Bylaw Enforcement fines that are being collected. Council would like Administration to ensure that the City's Bylaw's are being enforced.</p>
BUSINESS LICENSING:	<p>Councillor Muench asked for an update on the Business directory which was an incentive of the expansion to the Business Licensing program. The Communication Manager provided information on the Business Directory on our website; there are over 400 businesses registered and it is currently being used as part of the "Shop your Heart out in Humboldt" campaign.</p>
ECONOMIC DEVELOPMENT:	<p>Council Muench expressed concern of the \$22,000 decrease to the Business Improvement District but does recognize that the transfer of the money to Economic Development will be a benefit to the entire City.</p>
2021 CAPITAL BUDGET PROJECTS – FIREHALL BUILDING – AIR CONDITIONING UNITS:	<p>Nordick/Korte: That the Capital purchase of two air conditioning units for the Fire be approved as presented.</p> <p>Motion Carried.</p>
COST CENTER – 3000 GENERAL GOVERNMENT (TAXATION & GRANTS):	<p>Klitch/Muench: That the revised budget for Cost Center 3000- General Government (Taxation and Grants) be approved as presented.</p> <p>Motion Carried</p>
5 YEAR CAPITAL PLAN 2021-2025:	<p>Korte/Jorgenson: That the Five-Year Capital Plan for the years 2021- 2025 be approved as presented.</p> <p>Motion Carried</p>
2021 OPERATING & CAPITAL BUDGET:	<p>Klitch/Nordick: That the revised 2021 Operating and Capital Budget as attached hereto and forming a part of these minutes be adopted.</p> <p>Motion Carried</p>
ADJOURN	<p>Jorgenson/Klitch: That the meeting adjourns, the time being 6:31 p.m.</p> <p>Motion Carried</p>

Mayor – Michael Behiel

City Clerk – Lori Yaworski

