



City of Humboldt
December 12, 2022 - Special Council Meeting - 05:30 PM

- 1 Call To Order**
- 2 Adopt Agenda**
 - 2.1 Conflict of Interest
- 3 Delegation**
 - 3.1 Brent Worobec - Utility Bill concern
 - 3.2 Safe Communities - Amanda Hauber - Presentation - Review of 2022 and Plans for 2023
- 4 Bylaws**
 - 4.1 Vacated Chair
 - 4.2 2023 Storm Water Rates
 - 🔗 Report - 2023 Storm Water Rates
 - 🔗 08/2017 - Storm Water Management Utility Bylaw
 - 🔗 08/2022 - Storm Water Management Levy - Bylaw Amendment
 - 4.3 Bylaw No.08/2022 Storm Water Rates Bylaw - Amendment
 - 4.4 Bylaw No. 08/2022 Storm Water Rates Bylaw - Amendment
 - 4.5 Bylaw No. 08/2022 Storm Water Rates Bylaw - Amendment
 - 4.6 Bylaw No. 08/2022 Storm Water Rates Bylaw - Amendment
 - 4.7 2023 Water and Sewer Rates
 - 🔗 Report - 2023 Water& Sewer Rates
 - 🔗 Bylaw No. 09/2022 -Water and Sewer Rates Bylaw - Amendment
 - 4.7.1 Bylaw 09/2022 Water and Sewer Rate Bylaw - Amendment
 - 4.7.2 Bylaw 09/2022 Water and Sewer Rate Bylaw - Amendment
 - 4.8 Bylaw 09/2022 Water and Sewer Rate Bylaw - Amendment
 - 4.9 Bylaw 09/2022 Water and Sewer Rate Bylaw - Amendment
 - 4.10 Resumed Chair
- 5 New Business**
 - 5.1 Recommendation - City Clerk - SUMAssure Insurance Policy - Intent to Withdraw
 - 🔗 Report - SUMAssure Insurance Policy - Intent to Withdraw
- 6 Committee of the Whole**
- 7 Adjourn**



CITY OF HUMBOLDT REPORT

TITLE: 2023 Storm Water Rates
PREPARED BY: Peter Bergquist, A. Sc. T; Public Works and Utilities Director
REVIEWED BY: Joe Day - City Manager
PREPARED FOR: City Council
DATE: December 12, 2022

RECOMMENDATION

That this report be accepted for information and filed.

BACKGROUND

The last revision to the storm sewer rates occurred May 8th, 2017. At that time, the rates were set for 2017 at \$20.50/meter/month and had a set annual increase of \$0.50 per year until 2020. The rates are currently set at \$22.00/meter/month which are applied to customer utility bills.

The storm water rates fund large capital storm water detention ponds projects, storm water improvements, and historical superpipe loan payments. The funds have also been used to increase pumping capacity at lift stations due to storm water infiltration and inflow during heavy rainfall events and wet seasons. Lastly the funds are also used to fund watershed association fees well as the sump pump rebate programs the City offers.

CURRENT SITUATION

In the proposed 2023 budget, an increase of \$12,730 is being sought for additional funding of projects as well as better distribution of storm water impacts by user groups.

The revised schedule A – Monthly Storm Water Management Charge – leaves most customers at the same rates but increases larger users to better reflect their impacts to the storm water system. The customers with larger meters generally have a larger impact to storm water runoff and quality. Therefore, the rates have been increased to correlate to the meter size for simplicity of implementation.

The recently completed City-Wide Heavy Rainfall Stormwater Modelling Assessment (April 2022) noted significant expenditure capital projects to improve the surface flooding in different areas of the City. This funding will help design and implement improvements to the systems. The 2023 budget notes the construction of the Carl Schenn Park Storm Water Detention Pond. Funds collected to date allow the City to proceed with building this facility. Future facilities will

also rely on this continued funding to better protect property and assets in various areas of the city.

OPTIONS

1. Approve the proposed rates
2. Decline the proposed rates
3. Modify the proposed rates
4. Use an impervious surface area formulation per individual property. See note below.

Some municipalities use impervious surface areas (roof, asphalt, concrete areas) to justify storm water rates, however the City of Humboldt simply is not able to implement such a program due to staff levels, budgets and other competing priorities. The simplified solution proposed is the best alternative to better distribute storm water impact with the means available today.

COMMUNICATION AND ENGAGEMENT

Rates will take effect January 1, 2023, and be applied to the January 2023 utility bills.

ATTACHMENTS

- Comparison of 2020 vs Proposed 2022 Storm Rates
- Schedule A – 2020 Existing Bylaw Storm Rates
- Schedule A – 2022 Proposed Bylaw Storm Rates

FINANCIAL IMPLICATION

The overall expectation for additional revenue is approximately \$12,972 for the storm water budget.

CONCLUSION

The last increase occurred in 2020. The additional revenue will help cover some inflation costs and put rates more in line with impacts caused by customers with larger runoff areas and impervious surfaces.



Comparison of 2020 vs Proposed 2022 Storm Rates

Meter Size	Total # of Accounts		Current Storm Rate	Total		Proposed Storm Rate	
5/8, 3/4	2405		22	\$ 52,910.00		22	\$ 52,910.00
1 inch	43		22	\$ 946.00		26	\$ 1,118.00
1.5 inch	19		22	\$ 418.00		35	\$ 665.00
2 inch	20		22	\$ 440.00		40	\$ 800.00
2 inch Hotels	10		22	\$ 220.00		40	\$ 400.00
3 inch	3		22	\$ 66.00		50	\$ 150.00
4 inch	1		22	\$ 22.00		60	\$ 60.00
			Total	\$ 55,022		Total	\$ 56,103
			12 months	\$ 660,264		12 months	\$ 673,236
						\$ 12,972	Difference

Schedule A – 2020 Existing Bylaw Utility Rates

SCHEDULE "A"

	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
Storm Water Management Charge (Per meter, per month).....	\$20.50	\$21.00	\$21.50	\$22.00

Schedule A – 2022 Proposed Bylaw Storm Rates

SCHEDULE “A”

2023 Monthly Storm Water Management Charge

Water Meter Size	Monthly Storm Water Levy
18 mm (5/8, ¾ in)	\$22.00
25 mm (1 in)	\$26.00
40 mm (1.5 in)	\$35.00
50 mm (2 in)	\$40.00
50 mm (2 in) – Hotels & Care Fac.	\$40.00
75 mm (3 in)	\$50.00
100 mm (4 in)	\$60.00

Revised: December 2, 2022

**CITY OF HUMBOLDT
BYLAW NO. 08/2017**

**A BYLAW OF THE CITY OF HUMBOLDT TO PROVIDE FOR A STORM
WATER MANAGEMENT LEVY**

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

Short Title

1. This Bylaw may be cited as “The Storm Water Management Utility Bylaw”

Purpose

2. The purpose of this Bylaw is to establish and regulate the collection, transmission, treatment and disposal of storm water, and to set terms and guidelines for the storm water management utility.

Definitions

3. In this Bylaw,
 - a) “customer” means a person to whom the waterworks service is supplied under Bylaw No. 19/2016, Water and Sewer Rates Bylaw; and
 - b) “storm water” means water that is discharged from a surface as a result of rainfall or snowfall.

Public Works Utility Service

4. The works established for the collection, transmission, treatment and disposal of storm water pursuant to the provisions of *The Cities Act*, are a public utility service.

Storm Water Management Charge

5. Every customer shall pay a storm water management charge at the rate set out in Schedule “A”.

Accounts

6. Accounts for the storm water management charge shall be added to the water bill of each customer and will be separately shown on the water bill as an additional item.

Repeal

7. Bylaw No. 12/2012 and Bylaw No. 09/2016 are hereby repealed.

Coming into Force

8. This Bylaw shall come into force and effect on June 1, 2017.

Mayor: Rob Muench

City Clerk: Sandra Pauli

Introduced and read a first time this 8th day of May, 2017.
Read a second time this 8th day of May, 2017.
Read a third time and adopted this 8th day of May, 2017.

SCHEDULE “A”

	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
Storm Water Management Charge (per meter, per month).....	\$20.50	\$21.00	\$21.50	\$22.00

CITY OF HUMBOLDT

BYLAW NO. 08/2022

A BYLAW OF THE CITY OF HUMBOLDT IN THE PROVINCE OF SASKATCHEWAN TO AUTHORIZE AMENDMENTS TO THE STORM WATER MANAGEMENT LEVY BYLAW NO. 08/2017

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

1. Pursuant to Section 5 of The Storm Water Management Levy Bylaw No. 08/2017, Schedule “A” is hereby deleted, and the attached Schedule “A” inserted thereon.
2. This Bylaw shall come into full force and take effect on January 1, 2023.

Mayor: Michael Behiel

City Clerk: Lori Yaworski

INTRODUCED and read a first time this 12th day of December, 2022.

READ a second time this 12th day of December, 2022.

READ a third and final time this this 12th day of December, 2022.

SCHEDULE “A”

2023 Monthly Storm Water Management Charge

Water Meter Size	Monthly Storm Water Levy
18 mm (5/8, ¾ in)	\$22.00
25 mm (1 in)	\$26.00
40 mm (1.5 in)	\$35.00
50 mm (2 in)	\$40.00
50 mm (2 in) – Hotels & Care Fac.	\$40.00
75 mm (3 in)	\$50.00
100 mm (4 in)	\$60.00

Revised: December 2, 2022

Mayor: Michael Behiel

City Clerk: Lori Yaworski

CITY OF HUMBOLDT REPORT

TITLE: 2023 Water and Sewer Rates

PREPARED BY: Peter Bergquist, A. Sc. T; Public Works and Utilities Director

REVIEWED BY: Joe Day - City Manager

PREPARED FOR: City Council

DATE: December 12, 2022

RECOMMENDATION

That this report be accepted for information and filed.

BACKGROUND

The last revision to the water and sewer rates occurred on December 12, 2021

Utility rates fund maintenance, operations and infrastructure replacements (Water main replacements, sewer main repairs, lift station repairs, Lagoon systems, lagoon odour control system costs).

CURRENT SITUATION

In the proposed 2023 budget, an approximate 3% increase (125,000) overall is being sought for additional funding for the utility. Administration is recommending that the rate increases be applied mostly to the sewer rates on the utility bill, specifically:

- an increase of 11% is being applied to the sewer flow rates
- an increase of 11% to sewer base rates
- an increase of 3.2% to water base rates
- No change to water consumption rates
- Charges for "Additional Unit" increased to \$4.33 and \$16.66 for both water and sewer

The changes above are meant to recognize the funding related to the wastewater treatment upgrade, which is planned to start construction in 2023, the implementation of an automated leak detection system, and that SaskWater is holding their rate unchanged for 2023.

OPTIONS

1. Approve the proposed rates.
2. Modify the proposed rates.
3. Maintain the same rates as 2022.



COMMUNICATION AND ENGAGEMENT

Rates will take effect January 1, 2023 and be applied to the January 2023 utility bills.

ATTACHMENTS

- Comparison of 2022 vs Proposed 2023 Utility Rates - Residential
- Schedule B – 2022 Existing Water and Sewer Rates
- Schedule B – 2023 Proposed Water and Sewer Rates

FINANCIAL IMPLICATION

The overall expected additional revenue is approximately \$125,285 for the water and sewer utility.

When including the Storm Levy and Waste/Recycling charge; the water and sewer rate adjustment is anticipated to increase a typical residential bill by \$3.93/month. This is an overall increase between 2.4% to 2.68% increase depending on consumption at each property.

CONCLUSION

The additional revenue is intended to help fund the wastewater treatment upgrades (lagoon) as well as address operational and maintenance inflation within the utility.

Comparison of 2022 vs Proposed 2023 Utility Rates						
2022 Residential Example						
	Monthly Utilities	Rates		Single (m ³)	Couple (m ³)	Family (m ³)
				7.5	10	13.5
	Wtr. Consumption/m3	\$ 5.28		\$ 39.60	\$ 52.80	\$ 71.28
	Water Base	\$ 23.48		\$ 23.48	\$ 23.48	\$ 23.48
	Swr. Consumption/m3	\$ 0.77		\$ 5.74	\$ 7.65	\$ 10.33
	Sewer Base	\$ 16.25		\$ 16.25	\$ 16.25	\$ 16.25
	Strm Levy	\$ 22.00		\$ 22.00	\$ 22.00	\$ 22.00
	Waste/Recycle	\$ 20.50		\$ 20.50	\$ 20.50	\$ 20.50
		Monthly Total		\$ 127.57	\$ 142.68	\$ 163.84
Proposed 2023 Residential Example						
Proposed	Monthly Utilities	Rates		Single (m ³)	Couple (m ³)	Family (m ³)
Increases				7.5	10	13.5
0.0%	Wtr. Consumption/m3	\$ 5.28		\$ 39.60	\$ 52.80	\$ 71.28
3.2%	Water Base	\$ 24.23		\$ 24.23	\$ 24.23	\$ 24.23
11.0%	Swr. Consumption/m3	\$ 0.85		\$ 6.38	\$ 8.50	\$ 11.48
11.0%	Sewer Base	\$ 18.03		\$ 18.03	\$ 18.03	\$ 18.03
0.0%	Strm Levy	\$ 22.00		\$ 22.00	\$ 22.00	\$ 22.00
1.2%	Waste/Recycle	\$ 20.75		\$ 20.75	\$ 20.75	\$ 20.75
		Monthly Total		\$ 130.99	\$ 146.31	\$ 167.77
Average Residential Increase from 2022 to 2023						
				Single (m ³)	Couple (m ³)	Family (m ³)
				7.5	10	13.5
	Anticipated Monthly Increases			\$ 3.42	\$ 3.63	\$ 3.93
	% Increase			2.68%	2.54%	2.40%



SCHEDULE “B”

Monthly Water and Sewer Service Charges

Meter Size	Water Base Rate			Sewer Base Rate		
Year		2022			2022	
18 mm (5/8, ¾ in)		\$23.48			\$16.25	
25 mm (1 in)		\$32.92			\$22.74	
40 mm (1.5 in)		\$52.48			\$30.41	
50 mm (2 in)		\$75.01			\$51.84	
50 mm (2 in) – Hotels & Care Fac.		\$149.02			\$94.80	
75 mm (3 in)		\$266.57			\$185.10	
100 mm (4 in)		\$339.44			\$238.01	
Middle Users – South City Limits to Airport		\$56.65			n/a	
South Humboldt Water Users – Year-Round		\$21.85			n/a	
South Humboldt Water Users - Seasonal		\$50.08			n/a	
Additional Unit Charge	\$4.20 per unit					
Additional Unit Charge – Outside City Limits	\$16.14 per unit					
	Water Consumption Rate			Sewer Flow Rate		
For all Residential Consumers 3 Units or Less per Cubic Meter; (X 2.83 for per 100 Cubic Feet)		\$5.28			\$0.77	
For all Multi-Family 4 Units or more and Commercial Consumers per Cubic Meter; (X 2.83 for per 100 Cubic Feet)		\$5.28			\$0.96	
Outside City per Cubic Meter; (X 2.83 for per 100 Cubic Feet)		\$6.96			n/a	
South Humboldt Water Users per Cubic Meter; (X 2.83 for per 100 Cubic Feet)		\$5.43			n/a	
Middle Users – South City Limits to Airport per Cubic Meter; (X 2.83 for per 100 Cubic Feet)		\$5.49			n/a	



SCHEDULE “B”

Monthly Water and Sewer Service Charges

Meter Size	Water Base Rate			Sewer Base Rate		
Year		2023			2023	
18 mm (5/8, ¾ in)		\$24.23			\$18.03	
25 mm (1 in)		\$33.97			\$25.24	
40 mm (1.5 in)		\$54.16			\$33.75	
50 mm (2 in)		\$77.41			\$57.54	
50 mm (2 in) – Hotels & Care Fac.		\$153.79			\$105.23	
75 mm (3 in)		\$275.10			\$205.47	
100 mm (4 in)		\$350.30			\$264.19	
Middle Users – South City Limits to Airport		\$58.46			n/a	
South Humboldt Water Users – Year-Round		\$22.55			n/a	
South Humboldt Water Users - Seasonal		\$51.68			n/a	
Additional Unit Charge		\$4.33 per unit			\$4.33 per unit	
Additional Unit Charge – Outside City Limits		\$16.66 per unit			\$16.66 per unit	
	Water Consumption Rate			Sewer Flow Rate		
For all Residential Consumers 3 Units or Less per Cubic Meter; (X 2.83 for per 100 Cubic Feet)		\$5.28			\$0.85	
For all Multi-Family 4 Units or more and Commercial Consumers per Cubic Meter; (X 2.83 for per 100 Cubic Feet)		\$5.28			\$1.07	
Outside City per Cubic Meter; (X 2.83 for per 100 Cubic Feet)		\$6.96			n/a	
South Humboldt Water Users per Cubic Meter; (X 2.83 for per 100 Cubic Feet)		\$5.43			n/a	
Middle Users – South City Limits to Airport per Cubic Meter; (X 2.83 for per 100 Cubic Feet)		\$5.49			n/a	

CITY OF HUMBOLDT

BYLAW NO. 09/2022

A BYLAW OF THE CITY OF HUMBOLDT IN THE PROVINCE OF SASKATCHEWAN TO AUTHORIZE AMENDMENTS TO THE WATER AND SEWER RATES BYLAW NO. 10/2021

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

1. Pursuant to Section 2(d) of The Water and Sewer Rate Bylaw No. 10/2021, Schedule “B” Monthly Water and Sewer Service Charges is hereby deleted, and the attached Schedule “B” inserted thereon.
2. This Bylaw shall come into full force and take effect for the January 1, 2023.

Mayor: Michael Behiel

City Clerk: Lori Yaworski

INTRODUCED and read a first time this 12th day of December, 2022.

READ a second time this 12th day of December, 2022.

READ a third and final time this 12th day of December, 2022.

SCHEDULE “B”

Monthly Water and Sewer Service Charges

Meter Size		Water Base Rate			Sewer Base Rate		
Year			2023			2023	
18 mm (5/8, ¾ in)			\$24.23			\$18.03	
25 mm (1 in)			\$33.97			\$25.24	
40 mm (1.5 in)			\$54.16			\$33.75	
50 mm (2 in)			\$77.41			\$57.54	
50 mm (2 in) – Hotels & Care Fac.			\$153.79			\$105.23	
75 mm (3 in)			\$275.10			\$205.47	
100 mm (4 in)			\$350.30			\$264.19	
Middle Users – South City Limits to Airport			\$58.46			n/a	
South Humboldt Water Users – Year-Round			\$22.55			n/a	
South Humboldt Water Users - Seasonal			\$51.68			n/a	
Additional Unit Charge			\$4.33 per unit			\$4.33 per unit	
Additional Unit Charge – Outside City Limits			\$16.66 per unit			\$16.66 per unit	
		Water Consumption Rate			Sewer Flow Rate		
For all Residential Consumers 3 Units or Less per Cubic Meter; (X 2.83 for per 100 Cubic Feet)			\$5.28			\$0.85	
For all Multi-Family 4 Units or more and Commercial Consumers per Cubic Meter; (X 2.83 for per 100 Cubic Feet)			\$5.28			\$1.07	
Outside City per Cubic Meter; (X 2.83 for per 100 Cubic Feet)			\$6.96			n/a	
South Humboldt Water Users per Cubic Meter; (X 2.83 for per 100 Cubic Feet)			\$5.43			n/a	
Middle Users – South City Limits to Airport per Cubic Meter; (X 2.83 for per 100 Cubic Feet)			\$5.49			n/a	

Mayor: Michael Behiel

City Clerk: Lori Yaworski

CITY OF HUMBOLDT REPORT

TITLE: SUMAssure Insurance Policy – Intent to Withdraw

PREPARED BY: Lori Yaworski, Director of Corporate Services/City Clerk

REVIEWED BY: Joe Day, City Manager

PREPARED FOR: City Council

DATE: December 12, 2022

RECOMMENDATION

That administration be authorized to provide a letter of Intention to Withdraw from insurance policy through SUMAssure by the deadline of December 31, 2022, and that an RFP be issued for the City of Humboldt's for insurance coverage effective January 1, 2024.

BACKGROUND

SUMAssure is an insurance program, owned and governed by subscribing members of the Saskatchewan Urban Municipalities Association (SUMA). The City of Humboldt became a member of SUMAssure in 2011; because administration saw the benefits of moving to the only insurance reciprocal in Saskatchewan owned and governed by urban municipalities and which was experienced with local government insurance coverage.

Through this reciprocal insurance the City has built \$80,915.00 equity that has no cash value but is given back as added value to its members. Since the city became a member SUMAssure has been provided;

- 2013 - \$7279.00 equity payment as a member
- 2018 - \$500.00 property protection grant
- 2016 –2020 participated in a legal expense insurance program
- Ongoing training to members – (i.e.: risk management, cyber security, etc.)

CURRENT SITUATION

Since 2009, SUMAssure's insurance increases averaged only 2.9% annually which offered property liability coverage at cost-effective prices. However, in 2021 SUMAssure struggled to keep insurance rates that low and required a 20% rate adjustment for the 2021-2022 policy year. This increase was due to the fact that SUMAssure had been faced with a hard insurance market, changes to the Insurance Act requiring \$3 million in capital

on top of other financial requirements held in reserve and two major property losses in the member pool.

SUMAssure has responded to the requests of its' members for gradual rate increases rather than the impact of such a high rate adjustment applied in one year. For 2022/2023 there will be an approximate 2.5% rate increase on our insurance policy. Also, effective December 31, 2022, there will changes to the deductible structure to deter members from making small claims by implementing a minimum deductible of \$10,000 for cities.

In response, to these large increases in insurance policy premiums and the changes to the deductible structure many municipalities have withdrawn from their insurance coverage through SUMAssure. In addition to the above, a local brokerage approached administration and provided a comparable quote for the City of Humboldt's commercial liability insurance.

If the City of Humboldt decides to do a Request for Proposal for Insurance coverage; a one year notification of intention to withdraw from SUMAssure is required:

*A Subscriber may terminate its subscription in the Reciprocal by delivering written notice to that effect to the Attorney. In such case, the termination shall become effective on the last day of the policy year immediately following the policy year within which notice has been delivered to the Attorney (the "**Effective Date of Termination**"). For the purpose of this Agreement, a "policy year" shall mean the period commencing on the date that a policy comes into effect and ending on the date that is twelve (12) months following the commencement date of such policy, and each twelve (12) month period thereafter. As of the date of this Agreement, the policy year commences on December 31 and ends on December 30.*

Any accumulated shares of the equity funds would be forfeited if a member terminates their insurance coverage.

Administration is recommending that there is a benefit to issuing an RFP in 2023 and that a notice of intention to withdraw be provided to SUMAssure. Council resolution will need to be provided to the Attorney of SUMAssure prior to the deadline of December 31, 2022. It is anticipated that SUMAssure will provide a response to the RFP, and there will be the option to remain with SUMAssure after 2023 if they are the preferred provider.



OPTIONS

1. Approve the recommendation.

ATTACHMENTS

None

COMMUNICATION AND ENGAGEMENT

No external communications or engagement required.

FINANCIAL IMPLICATION

Through this reciprocal insurance the City has built \$80,915.00 equity that has no cash value but is given back as added value to its members.

CONCLUSION

SUMAssure has provided the City of Humboldt commercial liability insurance since 2011. Although, the City has seen benefits from belonging to a reciprocal insurance company that specializes in Municipal insurance coverage the cost has increased tremendously in the last couple of years. With the high inflation rate and constraints on the city's budget administration recommends issuing a request for proposal for the City of Humboldt's commercial liability coverage and SUMAssure with a letter of intention to withdraw from the insurance coverage by December 31, 2022.