



City of Humboldt
Meeting Minutes
Regular Council Meeting May 23, 2023 - 05:30 PM

PRESENT: Mayor Michael Behiel
Councillor Larry Jorgenson
Councillor Amanda Klitch
Councillor Rob Muench
Councillor Roger Nordick
Via Zoom Councillor Kelly Herperger
City Manager Joe Day
Director of Corporate Services/City Clerk Lori Yaworski
Marketing and Development Manager Penny Lee
Fire Chief/Director of Protective Services Mike Kwasnica
Finance Manager Jace Porten
Director of Public Works Peter Bergquist
Cultural Services Director Jennifer Fitzpatrick

1 Call To Order
Mayor Behiel called the meeting to order at 5:30 p.m.

Resolution: 2 Adopt Agenda
2023.090 **Moved By:** Councillor Roger Nordick
Seconded By: Councillor Amanda Klitch
That the agenda be adopted as amended and presented.

Add Item to New Business
10.3 Discretionary Use - Medical, dental and Optical lab - Unit 125-1919 8th Ave. **CARRIED**

2.1 Conflict of Interest
Councillor Muench declared a conflict in item:

12.7 Committee of the Whole - Director of Public Works - 5th Avenue Land Discussion

3 Public Acknowledgement

4 Public Hearing

Resolution: 4.1 Suspend Council Meeting
2023.091 **Moved By:** Councillor Kelly Herperger
Seconded By: Councillor Larry Jorgenson
That the Regular Meeting of Council be suspended and that we move to enter the Public Hearing, the time being 5:32 p.m.

CARRIED

- 4.2 Public Hearing - Discretionary Use - Medical, dental and optical lab - Unit 125-1919 8th Ave.**
- Resolution: 4.3 Resume Meeting**
2023.092
Moved By: Councillor Roger Nordick
Seconded By: Councillor Amanda Klitch
- That the Public Hearing be closed, and that Council revert to the Regular Meeting, the time being 5:33 p.m.
- CARRIED**
- 5 Approve Minutes**
- Resolution: 5.1 Regular Meeting of Council held April 24, 2023**
2023.093
Moved By: Councillor Roger Nordick
Seconded By: Councillor Larry Jorgenson
- That the Minutes of the Regular Meeting of Council held April 24, 2023, be approved as recorded and circulated.
- CARRIED**
- Resolution: 5.2 Special Meeting of Council held May 8, 2023**
2023.094
Moved By: Councillor Rob Muench
Seconded By: Councillor Larry Jorgenson
- That the Minutes of the Special Meeting of Council held May 8, 2023, be approved as recorded and circulated.
- CARRIED**
- 6 Delegations**
- 6.1 Delegation - MNP 2022 Audited Financial Statements**
- Nadine Gibney, a Senior Manager for MNP presented the 2022 Audited Financial Statements. Mayor Behiel thanked Ms. Gibney for the presentation and MNP for their service preparing the 2022 Financial Statements.
- Resolution: 6.1.1 Recommendation - MNP 2022 Audited Financial Statements**
2023.095
Moved By: Councillor Kelly Herperger
Seconded By: Councillor Roger Nordick
- That the 2022 Audited Financial Statements for the City of Humboldt be adopted as presented.
- CARRIED**
- 7 Correspondence - No Correspondence**
- 7.1 "A" Items Requiring Council Resolution**
- 7.2 "B" Items Received for Information Only**
- 8 Committee Reports**
- Resolution: 8.1 Executive Committee Meeting**
2023.096
Moved By: Councillor Larry Jorgenson
Seconded By: Councillor Rob Muench
- That the Minutes of the Executive Committee Meeting held May 8, 2023, be accepted for information.
- CARRIED**

Resolution: 2023.097	8.2	Reid Thompson Public Library Board Moved By: Councillor Larry Jorgenson Seconded By: Councillor Kelly Herperger That the minutes of the Reid-Thompson Public Library Board meeting held April 11, 2023, be accepted for information.	CARRIED
Resolution: 2023.098	8.3	Humboldt & District Museum & Gallery Board Moved By: Councillor Amanda Klitch Seconded By: Councillor Kelly Herperger That the minutes of the Humboldt & District Museum & Gallery Board meetings held April 13, 2023, and May 11, 2023, be accepted for information and filed.	CARRIED
	9	Bylaws	
Resolution: 2023.099	9.1	Recommendation - 2023 Tax Policy Report Moved By: Councillor Amanda Klitch Seconded By: Councillor Roger Nordick That this report be accepted for information and filed.	CARRIED
Resolution: 2023.100	9.2	Bylaw No.02/2023 - 2023 Taxation Bylaw Moved By: Councillor Larry Jorgenson Seconded By: Councillor Roger Nordick Resolved that Bylaw No. 02/2023, being the 2023 Taxation Bylaw be introduced and read a first time.	CARRIED
Resolution: 2023.101	9.3	Bylaw No. 02/2023 - 2022 Taxation Bylaw Moved By: Councillor Kelly Herperger Seconded By: Councillor Rob Muench Resolved that Bylaw No.02,2023, being the 2023 Taxation Bylaw be read a second time.	CARRIED
Resolution: 2023.102	9.4	Bylaw No. 02/2023 - 2022 Taxation Bylaw Moved By: Councillor Roger Nordick Seconded By: Councillor Larry Jorgenson Resolved that Bylaw No. 02/2023, being the 2023 Taxation Bylaw be given three readings at this meeting.	CARRIED UNANIMOUSLY
Resolution: 2023.103	9.5	Bylaw No. 02/2023 - 2023 Taxation Bylaw Moved By: Councillor Larry Jorgenson Seconded By: Councillor Rob Muench Resolved that Bylaw No. 02/2023, being the 2023 Taxation Bylaw be read a third time and be now adopted.	CARRIED
Resolution: 2023.104	9.6	Recommendation - City Clerk - Consolidation of Bylaws Moved By: Councillor Kelly Herperger Seconded By: Councillor Rob Muench That this report be accepted for information and filed.	CARRIED

Mayor – Michael Behiel

City Clerk – Lori Yaworski

- Resolution: 2023.105 9.7 Bylaw 03/2023 Consolidation of Bylaws Authorization Bylaw**
Moved By: Councillor Roger Nordick
Seconded By: Councillor Amanda Klitch
- Resolved that Bylaw No. 03/2023, being a bylaw for consolidation of bylaws authorization be introduced and read a first time.
- CARRIED**
- Resolution: 2023.106 9.8 Bylaw 03/2023 Consolidation of Bylaws Authorization Bylaw**
Moved By: Councillor Rob Muench
Seconded By: Councillor Larry Jorgenson
- Resolved that Bylaw No. 03/2023, being a bylaw for consolidation of bylaws authorization be read a second time.
- CARRIED**
- Resolution: 2023.107 9.9 Bylaw 03/2023 Consolidation of Bylaws Authorization Bylaw**
Moved By: Councillor Larry Jorgenson
Seconded By: Councillor Amanda Klitch
- Resolved that Bylaw No. 03/2023, being a bylaw for consolidation of bylaws authorization be given three readings at this meeting.
- CARRIED UNANIMOUSLY**
- Resolution: 2023.108 9.10 Bylaw 03/2023 Consolidation of Bylaws Authorization Bylaw**
Moved By: Councillor Larry Jorgenson
Seconded By: Councillor Roger Nordick
- Resolved that Bylaw No. 03/2023, being a bylaw for consolidation of bylaws authorization be read a third time and be now adopted.
- CARRIED**
- 10 New Business**
- Resolution: 2023.109 10.1 Recommendation - Proclamation - Type 1 Diabetes Week May 29th to June 4th**
Moved By: Councillor Amanda Klitch
Seconded By: Councillor Rob Muench
- That the City of Humboldt does hereby proclaims the week of May 27th to June 3, 2023, as "Type 1 Diabetes Week" in the City of Humboldt.
- CARRIED**
- Resolution: 2023.110 10.2 Recommendation - Proclamation - Recreation and Parks Month**
Moved By: Councillor Roger Nordick
Seconded By: Councillor Amanda Klitch
- That the City of Humboldt does hereby proclaims the month of June 2023 as "Recreation and Parks Month" in the City of Humboldt.
- CARRIED**
- Resolution: 2023.111 10.3 Recommendation - Director of Protective Services - Discretionary Use - Medical, dental and optical lab - Unit 125-1919 8th Ave.**
Moved By: Councillor Larry Jorgenson
Seconded By: Councillor Rob Muench
- That Council approve the Discretionary Use Application from Ashrf Abusbakr M Elhoush of Britanica Medicines and Medical Supplies to set up a company at Unit 125 - 1919 8th Ave. to package and ship medical supplies.
- CARRIED**

- Resolution: 2023.112 10.4 Recommendation - City Clerk - Remote Work Policy**
Moved By: Councillor Amanda Klitch
Seconded By: Councillor Larry Jorgenson
- That the Remote Work Policy #1370, as attached, replace the existing Temporary Remote Work Policy #1370.
- CARRIED**
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- Resolution: 2023.113 10.5 Recommendation - Finance Manager - 2022 Public Accounts**
Moved By: Councillor Larry Jorgenson
Seconded By: Councillor Roger Nordick
- That sections “A” through “F” of the 2022 Public Accounts for the City of Humboldt be adopted as presented and be combined with the 2022 Audited Financial Statements to be publicly available as the Public Accounts for the City of Humboldt with respect to the year ending December 31, 2022.
- CARRIED**
-
- Resolution: 2023.114 10.6 Recommendation - Cultural Service Director - Hamo-Fafard Family Donation - Official Donation Request**
Moved By: Councillor Larry Jorgenson
Seconded By: Councillor Amanda Klitch
- That donations to the City of Humboldt from the Hamon-Fafard Family Donation be approved as an eligible project for the issuance of Official Donation Receipts for Income Tax Purposes.
- CARRIED**
-
- Resolution: 2023.115 10.7 Recommendation - Cultural Service Director - Humboldt Water Tower Painting**
Moved By: Councillor Kelly Herperger
Seconded By: Councillor Larry Jorgenson
- That the Humboldt Water Tower exterior painting project with an estimated cost of \$116,000 be approved as an unbudgeted project for 2023, and that the funds be drawn from the Water Tower reserve, and from the Saskatchewan Heritage Foundation grant.
- CARRIED**
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- Resolution: 2023.116 10.8 Recommendation - Director of Public Works - 2023 Pavement Program Tender Award**
Moved By: Councillor Rob Muench
Seconded By: Councillor Larry Jorgenson
- That the City award the 2023 Pavement Program be awarded to Paramount Paving Ltd in the amount of \$310,718.00 (plus applicable taxes).
- CARRIED**
-
- Resolution: 2023.117 10.9 Recommendation - Director of Public Works - Aerodrome Feasibility Study RFP Award**
Moved By: Councillor Roger Nordick
Seconded By: Councillor Rob Muench
- That the City award the Aerodrome Feasibility Study to Tetra Tech Canada Inc in the amount of \$58,000 plus applicable taxes.
- CARRIED**

Mayor – Michael Behiel

City Clerk – Lori Yaworski

Resolution: 2023.118 10.10 Recommendation - Director of Public Works - Wastewater Treatment Project Land Purchase
Moved By: Councillor Larry Jorgenson
Seconded By: Councillor Amanda Klitch

That the City execute the purchase of quarter section of SW 21-37-22 W2 according with the terms and conditions identified in the report; for the purpose of building the new wastewater treatment facility. The purchase will be funded by the utility reserve.

CARRIED

Resolution: 2023.119 10.11 Recommendation - Director of Public Works - Pride Crosswalks
Moved By: Councillor Roger Nordick
Seconded By: Councillor Amanda Klitch

That administration be authorized to re-install the rainbow crosswalks on the east and west sides of the Main Street and 5th Avenue intersection for a three-year term from 2023 to 2025.

CARRIED

11 Enquiries

Resolution: 2023.120 12 Committee of the Whole
Moved By: Councillor Roger Nordick
Seconded By: Councillor Larry Jorgenson

That we sit in a private session as Committee of the Whole, the time being 6:13 p.m.

CARRIED

12.1 Authority

The Committee met under Section 5(3)(4) of Part III of *The Local Authority of Freedom of Information and Privacy Act*.

12.2 Present in the Committee of the Whole

Mayor Michael Behiel, Councillor Rob Muench, Councillor Larry Jorgenson, Councillor Roger Nordick, Councillor Kelly Herperger, Councillor Amanda Klitch, City Manager Joe Day, Corporate Services Director/City Clerk Lori Yaworski, Finance Manager Jace Porten, Works & Utilities Director Peter Bergquist, and Marketing and Development Manager Penny Lee

12.3 Leisure Service Director - Library Roof Modification RFQ

12.4 Marketing and Development Manager - Sale of 336 Main Street

12.5 Marketing and Development Manager - Offer to Purchase

12.6 Marketing and Development Manager - Easement and Maintenance Agreement

Councillor Muench left Council Chambers at 6:30 p.m.

12.7 Director of Public Works - 5th Avenue Land Discussion

Moved By: Councillor Amanda Klitch

Councillor Muench returned to Council Chambers at 6:36 p.m.

12.8 City Manager - Humboldt Golf Club 2023 Budget

12.9 City Manager - Bronco Memorial Tribute Centre Update

Mayor – Michael Behiel

City Clerk – Lori Yaworski

Resolution: 2023.121 **12.10 Revert**
Moved By: Councillor Amanda Klitch
Seconded By: Councillor Kelly Herperger

That Council revert to the Regular Meeting, the time being 7:10 p.m.

CARRIED .

Resolution: 2023.122 **12.11 Recommendation - Leisure Service Director - Library Roof Modification RFQ**
Moved By: Councillor Roger Nordick
Seconded By: Councillor Larry Jorgenson

That the sole bid received for the Library Roof Modifications RFQ not be accepted and that Administration review the tender documents and retender the project.

CARRIED

Resolution: 2023.123 **12.12 Recommendation - Marketing & Development Manager -Sale of 336 Main Street**
Moved By: Councillor Larry Jorgenson
Seconded By: Councillor Amanda Klitch

That Administration be authorized to enter into a Sales Agreement for the property known as 336 Main Street, Parcel 113873654, for \$17,500 with a \$10,000 deposit due at signing and the balance on or before December 29, 2023.

CARRIED

Resolution: 2023.124 **12.13 Recommendation - Marketing & Development Manager - Offer to Purchase**
Moved By: Councillor Amanda Klitch
Seconded By: Councillor Kelly Herperger

That the City purchase the property known as 1520 Yoerger Road, Parcel 202801283 for the price and conditions identified in this report.

CARRIED

Resolution: 2023.125 **12.14 Recommendation - Marketing and Development Manager - Easement and Maintenance Agreement**
Moved By: Councillor Amanda Klitch
Seconded By: Councillor Larry Jorgenson

That Administration be authorized to enter into an Easement (Non-Mutual) and Maintenance Agreement with St. Paul’s Roman Catholic Separate School Division No. 20 for Parcel # 113874835, as set out in Appendix A.

CARRIED

Resolution: 2023.126 **12.15 Recommendation - 5th Avenue Land Discussion**

That the City enter into a purchase agreement for 1105 5th Avenue with the fulfillment of the terms and conditions that are listed within this report.

Further, that Council authorize administration to apply for the Green Municipal Fund – Brownfield Strategy or Action Plan Stream, for co-funding of the Environment Assessment with an estimated cost, of \$106,000, based on an understanding that after receipt of co-funding revenues, the net cost to the City will be approximately \$5,000.

CARRIED

Mayor – Michael Behiel

City Clerk – Lori Yaworski

Resolution: 2023.127

12.16

Recommendation - City Manager - Humboldt Golf Club 2023 Budget

Moved By: Councillor Kelly Herperger

Seconded By: Councillor Roger Nordick

RECOMMENDATION

That the Humboldt Golf Club be advised that the City of Humboldt will fund a 2023 operational deficit to a maximum of \$100,000, on a number of conditions, which may include:

- Provision of 5-year plan
- Inclusion of options in the 2023 and future years plans for:
 - Seasonal layoffs
 - Seasonal shutdown of the clubhouse
 - Scrutinized line by line budgeting
 - Campground Operations
 - Event Tent Operations

CARRIED

Resolution: 2023.128

13

Adjourn

Moved By: Councillor Larry Jorgenson

Seconded By: Councillor Amanda Klitch

That we do now adjourn, the time being 7:14 p.m.

CARRIED

Mayor – Michael Behiel

City Clerk – Lori Yaworski