



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

- 1 **Call To Order**
- 2 **Adopt Agenda**
 - 2.1 Conflict of Interest
- 3 **Public Acknowledgement**
- 4 **Public Hearing - None**
- 5 **Approve Minutes**
 - 5.1 2023 Budget Meeting
 - 📎 Minutes of the Budget Meeting of Council held December 5, 2022
 - 5.2 Special Meeting of Council
 - 📎 Minutes of the Special Meeting of Council held December 12, 2022
- 6 **Delegations**
 - 6.1 Humboldt & District Museum & Gallery Board
 - 📎 2022 Annual Report - Cultural Services
- 7 **Correspondence**
 - 7.1 "A" Items Requiring Council Resolution
 - 7.2 "B" Items Received for Information Only
- 8 **Committee Reports**
 - 8.1 Executive Committee
 - 📎 Minutes of the Executive Committee Meeting held January 9th, 2023
 - 8.2 Reid Thompson Public Library Board
 - 📎 Minutes of the Reid Thompson Public Library Board meetings held November 14, 2022 and December 12, 2022
 - 8.3 Humboldt & District Museum & Gallery Board
 - 📎 Minutes of the Humboldt & District Museum & Gallery Board meeting held December 8, 2022 and January 2, 2023
- 9 **Bylaws - No Bylaws**
- 10 **New Business**
 - 10.1 Recommendation - City Clerk - Municipal Revenue Sharing Grant - Declaration of Eligibility
 - 📎 Report - Municipal Revenue Sharing Grant - Declaration of Eligibility

- 10.2 Recommendation - City Clerk - Council appointment to City positions and Boards & Committees
📎 Report - Council appointment to City positions and Boards & Committees
- 10.3 Recommendation - City Clerk - 2023 City Council appointment to Boards and Committees
📎 Report - 2023 City Council appointment to Boards and Committees
- 10.4 Recommendation - Marketing & Development Manager - Recommendation from Memorials Committee
📎 Report - Recommendation from Memorials Committee
- 10.5 Recommendation - Leisure Service Director - Library Solarium
📎 Report - Library Solarium
- 10.6 Recommendation - 2023 Lagoon Chemical - Ferric Sulphate Award
📎 Report - 2023 Lagoon Chemical - Ferric Sulphate Award
- 10.7 Recommendation - City Manager - Request for Change to Municipal Election Dates
📎 Report - Request for Change to Municipal Election Dates
- 10.8 Recommendation - City Manager - Golf Course Governance Committee
📎 Report - Golf Course Governance Committee
- 11 Enquiries**
- 12 Committee of the Whole**
- 13 Adjourn**



City of Humboldt

Meeting Minutes

2023 Budget Meeting December 5, 2022 - 09:45 AM

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

1 Call To Order

Mayor Behiel called the meeting to order at 9:45 a.m.

Resolution:
2022.354

2 Adopt Agenda

Moved By: Councillor Kelly Herperger
Seconded By: Councillor Roger Nordick

That the agenda be adopted as presented.

CARRIED

2.1 Conflict of Interest

Councillor Kelly Herperger declared a conflict in item:
9.7 11 St. from 6th Ave to 8th Ave - Watermain Replacement; Service Replacement, Base Construction, Concrete and Paving.

Councillor Amanda Klitch declared a conflict in item:
9.7 11 St. from 6th Ave to 8th Ave - Watermain Replacement; Service Replacement, Base Construction, Concrete and Paving.

3 Finance Manager's Report

Resolution:
2022.355

3.1 2023 Operating and Capital Budget Information (Tab 1)

Moved By: Councillor Larry Jorgenson
Seconded By: Councillor Amanda Klitch

That Tab 1 - General Overview be accepted for information,

CARRIED

Mayor – Michael Behiel

City Clerk – Lori Yaworski

- 4 City Manager's Report**
- Resolution: 2022.356** **4.1 City Manager - Recommendation for Studies based on Budget Survey Results**
Moved By: Councillor Roger Korte
Seconded By: Councillor Kelly Herperger
- That the City Manager be directed to complete benchmarking studies to determine how the City of Humboldt compares to other Saskatchewan communities relative to operations and spending for the following areas:
1. Out of Scope positions,
 2. Mayor and City Council,
 3. Museum and Gallery operations,
 4. Fleet planning and operations.
- CARRIED**
- Resolution: 2022.357** **5 Borrowing (Tab 2)**
Moved By: Councillor Roger Nordick
Seconded By: Councillor Amanda Klitch
- That Tab 2 - Borrowing be received for information.
- CARRIED**
- Resolution: 2022.358** **6 Debt Payments (Tab 3)**
Moved By: Councillor Kelly Herperger
Seconded By: Councillor Roger Korte
- That Tab 3 - Debt Payments be received for information.
- CARRIED**
- Resolution: 2022.359** **7 Reserves (Tab 4)**
Moved By: Councillor Amanda Klitch
Seconded By: Councillor Roger Korte
- That Tab 4 - Reserves be received for information.
- CARRIED**
- 8 2023 Operating Cost Centers**
- Resolution: 2022.360** **8.1 3000 General Government - 3550 Communication (Tab 5)**
Moved By: Councillor Kelly Herperger
Seconded By: Councillor Roger Korte
- That the operating budget for the General Government Cost Centers 3000 to 3550 inclusive be approved as presented.
- CARRIED**
- Resolution: 2022.361** **8.2 4050 - 4650 Protective Services and Development (Tab 6)**
Moved By: Councillor Kelly Herperger
Seconded By: Councillor Amanda Klitch
- That the operating budget for Protective Services and Development Cost Centers 4050 to 4650 inclusive be approved as presented.
- CARRIED**

 Mayor – Michael Behiel

 City Clerk – Lori Yaworski

- Resolution:** 2022.362 **8.3** **5050 – 5430 Recreation and Leisure Services (Tab 7)**
Moved By: Councillor Kelly Herperger
Seconded By: Councillor Roger Nordick
- That the operating budget for Recreation and Leisure Services Cost Centers 5050 to 5430 inclusive be approved as presented.
- CARRIED**
-
- Resolution:** 2022.363 **8.3.1** **Recommendation – Fitness Center Review**
Moved By: Councillor Roger Nordick
Seconded By: Councillor Roger Korte
- That the Leisure Service Director be directed to provide Council with a review of the operation of the Fitness Center and the details of the duration of the agreement with the school
- CARRIED**
-
- Resolution:** 2022.364 **8.4** **5450 – 5900 Cultural Services (Tab 8)**
Moved By: Councillor Kelly Herperger
Seconded By: Councillor Roger Nordick
- That the budget for the Cultural Services Cost Centers 5450 to 5900 inclusive be approved as presented.
- CARRIED**
-
- Resolution:** 2022.365 **8.5** **6050 – 6400 Public Health (Tab 9)**
Moved By: Councillor Roger Nordick
Seconded By: Councillor Roger Korte
- That the budget for the Public Health Cost Centers 6050 to 6400 inclusive be approved as presented.
- CARRIED**
-
- Resolution:** 2022.366 **8.6** **7050 – 7810 Transportation (Tab 10)**
Moved By: Councillor Kelly Herperger
Seconded By: Councillor Amanda Klitch
- That the budget for the operating Transportation Cost Center 7050 to 7810 inclusive be approved as presented.
- CARRIED**
-
- Resolution:** 2022.367 **8.7** **Lunch Break**
Moved By: Councillor Amanda Klitch
Seconded By: Councillor Roger Nordick
- That we suspend council for a lunch break the time being 12:01 p.m.
- CARRIED**
-
- Resolution:** 2022.368 **8.8** **Resume meeting**
Moved By: Councillor Kelly Herperger
Seconded By: Councillor Amanda Klitch
- That Council resume the Budget Meeting, the time being 12:30 p.m.
- CARRIED**
-
- Resolution:** 2022.369 **8.9** **8000 – 8300 Water and Wastewater (Tab 11)**
Moved By: Councillor Roger Nordick
Seconded By: Councillor Kelly Herperger
- That the budget for the Water and Wastewater Cost Centers 8000 to 8300 inclusive be approved as presented.
- CARRIED**

Mayor – Michael Behiel

City Clerk – Lori Yaworski

- Resolution:** 2022.370 **8.10** **8500 Land Development (Tab 12)**
Moved By: Councillor Amanda Klitch
Seconded By: Councillor Roger Korte
- That the operating budget for cost center Land Development 8500 be approved as presented.
- CARRIED**
-
- Resolution:** 2022.371 **8.11** **3000 – 8000 Amortization (Tab 13)**
Moved By: Councillor Kelly Herperger
Seconded By: Councillor Larry Jorgenson
- That the budget for Amortization Cost Centers (3000 – 8000) be approved as presented.
- CARRIED**
-
- 9** **Capital Projects (Tab 14)**
- Resolution:** 2022.372 **9.1** **Public Works – 14th Street from 6th Ave. to 8th Ave. – Watermain Replacement, Service Replacements, Base Reconstruction, Concrete and Paving**
Moved By: Councillor Roger Korte
Seconded By: Councillor Kelly Herperger
- That the Capital Project – 14th Street from 6th Avenue to 8th Avenue – Watermain Replacement, Service Replacements, Base Reconstruction, Concrete and Paving be approved as presented
- CARRIED**
-
- Resolution:** 2022.373 **9.2** **Public Works – Carl Schenn Storm Water Dry Pond and Piping**
Moved By: Councillor Kelly Herperger
Seconded By: Councillor Amanda Klitch
- That the Capital Project – Carl Schenn Storm Water Dry Pond and Piping be approved as presented.
- CARRIED**
-
- Resolution:** 2022.374 **9.3** **Public Works – 4th Avenue from Lane West of 10th St. to 14th St. – Sub-base & Base Reconstruction, Concrete and Paving**
Moved By: Councillor Roger Nordick
Seconded By: Councillor Roger Korte
- That the Capital Project – 4th Avenue from Lane West of 10th St. to 14th St. – Sub-base & Base Reconstruction, Concrete and Paving be approved as presented
- CARRIED**
-
- Resolution:** 2022.374 **9.4** **Public Works – 102nd Street from Railway Crossing to 6th Avenue – Gravel Road Construction**
Moved By: Councillor Amanda Klitch
Seconded By: Councillor Larry Jorgenson
- That the Capital Project – 102nd Street from Railway Crossing to 6th Avenue – Gravel Road Construction.
- CARRIED**
-
- Resolution:** 2022.375 **9.5** **Public Works – Main Street Railway Crossing Improvements – UHCP**
Moved By: Councillor Kelly Herperger
Seconded By: Councillor Larry Jorgenson
- That the Capital Project - Main Street Railway Crossing Improvements - UHCP be approved as presented.
- CARRIED**

Mayor – Michael Behiel

City Clerk – Lori Yaworski

Resolution: 9.6 **Public Works - 12th Avenue. From Lane West of 21st St. to Peck Road - Gravel Road Construction**
2022.376 **Moved By:** Councillor Roger Nordick
Seconded By: Councillor Roger Korte

That the Capital Project - 12th Avenue from Lane West of 21st St. to Peck Road - Gravel Road be approved as presented.

CARRIED

Councillor Herperger and Councillor Klitch left the Council Chambers at 12:58 as they had declared a conflict of interest.

Resolution: 9.7 **Public Works - 11th St from 6th Ave. to 8th Ave. - Watermain Replacement, Service Replacements, Base Construction, Concrete and Paving**
2022.377 **Moved By:** Councillor Roger Nordick
Seconded By: Councillor Roger Korte

That the Capital Project - 11th St. from 6th Ave to 8th Ave - Watermain Replacement, Service Replacements, Base Reconstruction, Concrete and Paving be approved as presented.

CARRIED

Councillor Herperger Councillor Klitch returned to Council Chambers at 1:01 p.m.

Resolution: 9.8 **Public Works - 12th Avenue from Lane West of 21st St. to Peck Road -New 200mm Watermain Loop**
2022.378 **Moved By:** Councillor Roger Korte
Seconded By: Councillor Amanda Klitch

That the Capital Project - 12th Ave. from Lane West of 21st St. to Peck Road - New 200mm Watermain Loop be approved as presented.

CARRIED

Resolution: 9.9 **Public Works - Sewer Main Lining - King Cres. & 800blk. of 10th St.**
2022.379 **Moved By:** Councillor Roger Nordick
Seconded By: Councillor Larry Jorgenson

That the Capital Project - Sewer Main Lining - King Crescent & 800 Block of 10th Street be approved as presented.

CARRIED

Resolution: 9.10 **Public Works - Leak Monitoring Program - Phase 1 of 2**
2022.380 **Moved By:** Councillor Larry Jorgenson
Seconded By: Councillor Roger Korte

That the Capital Project - Leak Monitoring Program - Phase 1 of 2

CARRIED

Resolution: 9.11 **Leisure Services - North Hospital Development**
2022.381 **Moved By:** Councillor Roger Korte
Seconded By: Councillor Roger Nordick

That the Capital Project - North Hospital Development be approved as presented.

CARRIED

Mayor – Michael Behiel

City Clerk – Lori Yaworski

- 10 Fleet – 2023 Budget Replacements (Tab 15)**
- Resolution: 2022.382 10.1 Protective Services – Command Unit C11J replacement**
Moved By: Councillor Larry Jorgenson
Seconded By: Councillor Kelly Herperger
- That the Capital Fleet – Command Unit C11J replacement be approved as presented. **CARRIED**
- Resolution: 2022.383 10.2 Protective Services – Command Unit C12J replacement**
Moved By: Councillor Roger Korte
Seconded By: Councillor Kelly Herperger
- That the Capital Fleet – Command Unit C12J replacement be approved as presented. **CARRIED**
- Resolution: 2022.384 10.3 Public Works – P320 – Medium Duty Truck Replacement**
Moved By: Councillor Roger Nordick
Seconded By: Councillor Kelly Herperger
- That the Capital Fleet – P320 Medium Duty Truck Replacement be approved as presented. **CARRIED**
- Resolution: 2022.385 10.4 Leisure Services – L125 General Use Half-Ton**
Moved By: Councillor Roger Korte
Seconded By: Councillor Amanda Klitch
- That the Capital Fleet – L125 General Use Half-Ton be approved as presented. **CARRIED**
- Resolution: 2022.386 10.5 Leisure Services – L180 General Use 1 Ton**
Moved By: Councillor Kelly Herperger
Seconded By: Councillor Roger Nordick
- That the Capital Fleet – L180 General Use 1 Ton be approved as presented. **CARRIED**
- Resolution: 2022.387 10.6 Leisure Services – L243 Skidsteer**
Moved By: Councillor Kelly Herperger
Seconded By: Councillor Larry Jorgenson
- That the Capital Fleet – L243 Skidsteer be approved as presented. **CARRIED**
- Resolution: 2022.388 11 Capital – Prior Approved Projects (Tab 16)**
Moved By: Councillor Roger Korte
Seconded By: Councillor Amanda Klitch
- That Tab 16 – Capital – Prior Approved Projects be accepted for information and filed. **CARRIED**
- Resolution: 2022.389 12 Fleet – Prior Approved Replacements (Tab 17)**
Moved By: Councillor Roger Nordick
Seconded By: Councillor Kelly Herperger
- That Tab 17- Fleet – Prior Approved Replacement – be accepted for information and filed. **CARRIED**

Mayor – Michael Behiel

City Clerk – Lori Yaworski

Resolution: 13 **Capital - 5 Year Plan (Tab 18)**
2022.390
Moved By: Councillor Roger Korte
Seconded By: Councillor Kelly Herperger
That the Five-Year Capital Plan for the years 2023-2027 be approved as presented.
CARRIED

Resolution: 14 **Fleet - 5 Year Plan (Tab 19)**
2022.391
Moved By: Councillor Roger Nordick
Seconded By: Councillor Amanda Klitch
That the Five-Year Fleet Plan for the years 2023-2027 be approved as presented.
CARRIED

Resolution: 15 **Taxation & Grants Cost Centre (Tab 20)**
2022.392
Moved By: Councillor Larry Jorgenson
Seconded By: Councillor Roger Nordick
That the budget for Cost Center 3000 - General Government (Taxation and Grants) be approved as presented.
CARRIED

Resolution: 16 **Budget presented in Financial Statement Format (Tab 21)**
2022.393
Moved By: Councillor Kelly Herperger
Seconded By: Councillor Roger Korte
That this report be accepted for information and filed.
CARRIED

Resolution: 17 **Consolidated Budget (Tab 22)**
2022.394
Moved By: Councillor Kelly Herperger
Seconded By: Councillor Roger Korte
That the 2023 Operating & Capital Budget as attached hereto and forming part of these minutes be adopted.
CARRIED

Resolution: 18 **Adjourn**
2022.395
Moved By: Councillor Larry Jorgenson
Seconded By: Councillor Amanda Klitch
That we do now adjourn, the time being 1:50 p.m.
CARRIED

Mayor – Michael Behiel

City Clerk – Lori Yaworski



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

PRESENT:

Mayor Behiel	
Councillor Roger Nordick	
Councillor Amanda Klitch	
Councillor Larry Jorgenson	
Councillor Roger Korte	
Councillor Rob Muench	
Councillor Kelly Herperger	
City Manager	Joe Day
Acting City Clerk	Donna Simpson
Communication Manager	Penny Lee
Finance Manager	Jace Porten
Director of Public Works	Peter Bergquist
Leisure Service Director	Michael Ulriksen
Via Zoom	
Cultural Service Director	Jennifer Fitzpatrick

1 Call To Order

Mayor Behiel called the meeting to order at 5:29 p.m.

Resolution:
2022.396

2 Adopt Agenda

Moved By: Councillor Kelly Herperger
Seconded By: Councillor Roger Nordick

That the agenda be adopted as amended:

That an item be added to the in-camera section:

6.4 Recommendation - Director of Public Works - Lagoon Land Exchange Agreement

CARRIED

2.1 Conflict of Interest

3 Delegation

Resolution:
2022.397

3.1 Brett Worobec - Utility Bill concern

Moved By: Councillor Amanda Klitch
Seconded By: Councillor Kelly Herperger

That the presentation to Council by Brett Worobec in regard a concern of a Utility account billing be accepted for information. Mayor Behiel directed administration to investigate the complaint and provide Council with a recommendation to deal with this issue.

CARRIED

Mayor – Michael Behiel

City Clerk – Lori Yaworski

Resolution: 3.2 **Safe Communities – Amanda Hauber – Presentation – Review of 2022 and Plans for 2023**
2022.398

Moved By: Councillor Roger Korte
Seconded By: Councillor Roger Nordick

That the presentation by Amanda Hauber from Safe Communities with a review of 2022 and their plans for 2023 be accepted for information.

CARRIED

4 Bylaws

4.1 Vacated Chair

Mayor Behiel vacated the Chair and Deputy Mayor Korte presided at 5:43 p.m..

Resolution: 4.2 **2023 Storm Water Rates**
2022.399

Moved By: Mayor Michael Behiel
Seconded By: Councillor Rob Muench

That this report be accepted for information and filed.

CARRIED

Resolution: 4.3 **Bylaw No.08/2022 Storm Water Rates Bylaw – Amendment**
2022.400

Moved By: Councillor Larry Jorgenson
Seconded By: Councillor Roger Nordick

Resolved that Bylaw No. 08/2022, being a bylaw to amend the Storm Water Rates be introduced and read a first time.

CARRIED

Resolution: 4.4 **Bylaw No. 08/2022 Storm Water Rates Bylaw – Amendment**
2022.401

Moved By: Mayor Michael Behiel
Seconded By: Councillor Kelly Herperger

Resolved that Bylaw No. 08/2022, being a bylaw to amend the Storm Water Rates Bylaw be read a second time

CARRIED

Resolution: 4.5 **Bylaw No. 08/2022 Storm Water Rates Bylaw – Amendment**
2022.402

Moved By: Councillor Larry Jorgenson
Seconded By: Councillor Amanda Klitch

Resolved that Bylaw No. 08/2022, being a bylaw to amend the Storm Water Rates Bylaw be given three readings at this meeting.

CARRIED UNANIMOUSLY

Resolution: 4.6 **Bylaw No. 08/2022 Storm Water Rates Bylaw – Amendment**
2022.403

Moved By: Mayor Michael Behiel
Seconded By: Councillor Kelly Herperger

Resolved that Bylaw No. 08/2022, being a bylaw to amend the Strom Water Rates Bylaw be read a third time and be now adopted.

CARRIED

Resolution: 4.7 **2023 Water and Sewer Rates**
2022.404

Moved By: Councillor Kelly Herperger
Seconded By: Mayor Michael Behiel

That this report be accepted for information and filed.

CARRIED

Mayor – Michael Behiel

City Clerk – Lori Yaworski

Resolution: 2022.405 **4.8** **Bylaw 09/2022 Water and Sewer Rate Bylaw – Amendment**
Moved By: Councillor Amanda Klitch
Seconded By: Councillor Roger Nordick

Resolved that Bylaw No. 09/2022, being a bylaw to amend the Water and Sewer Rates be introduced and read a first time.

CARRIED

Resolution: 2022.406 **4.9** **Bylaw 09/2022 Water and Sewer Rate Bylaw – Amendment**
Moved By: Councillor Larry Jorgenson
Seconded By: Councillor Rob Muench

Resolved that Bylaw No. 09/2022, being a bylaw to amend the Water and Sewer Rate Bylaw be read a second time

CARRIED

Resolution: 2022.407 **4.10** **Bylaw 09/2022 Water and Sewer Rate Bylaw – Amendment**
Moved By: Councillor Kelly Herperger
Seconded By: Councillor Roger Nordick

Resolved that Bylaw No. 09/2022, being a bylaw to amend the Water & Sewer Rate Bylaw be given three readings at this meeting.

CARRIED UNANIMOUSLY

Resolution: 2022.408 **4.11** **Bylaw 09/2022 Water and Sewer Rate Bylaw – Amendment**
Moved By: Councillor Larry Jorgenson
Seconded By: Mayor Michael Behiel

Resolved that Bylaw No. 09/2022, being a bylaw to amend the Water and Sewer Rate Bylaw be read a third time and be now adopted.

CARRIED

4.12 **Resumed Chair**
 Mayor Behiel resumed the Chair, the time being 5:58 p.m.

5 **New Business**

Resolution: 2022.409 **5.1** **Recommendation – City Clerk – SUMAssure Insurance Policy – Intent to Withdraw**
Moved By: Councillor Roger Korte
Seconded By: Councillor Roger Nordick

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.

CARRIED

Resolution: 2022.410 **6** **Committee of the Whole**
Moved By: Councillor Kelly Herperger
Seconded By: Councillor Amanda Klitch

That we sit in a private session as Committee of the Whole, the time being 6:00 p.m.

CARRIED

 Mayor – Michael Behiel

 City Clerk – Lori Yaworski

6.1 Present in the Committee of the Whole

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

6.2 Authority

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

6.3 Delegation - Humboldt Golf Course

6.4 Lagoon Land Exchange Agreement

Resolution:
2022.411

6.5 Revert

Moved By: Councillor Roger Nordick
Seconded By: Councillor Amanda Klitch

That Council revert to the Regular Meeting, the time being 7:36 p.m.

CARRIED

Resolution:
2022.412

6.6 Recommendation - Director of Public Works - Lagoon Land Exchange Agreement

Moved By: Councillor Kelly Herperger
Seconded By: Councillor Roger Nordick

That administration be approved to complete the land exchange of approximately 23.67 acres owned by the City for 18.2 acres from Tameling Farms and approve the conditions noted in this report.

CARRIED

Resolution:
2022.413

6.7 Recommendation - Humboldt Golf Club.

Moved By: Councillor Larry Jorgenson
Seconded By: Councillor Kelly Herperger

That the City of Humboldt provide the Humboldt Golf Club with funding of \$40,000.00 subject to Golf Club and the City forming a committee to bring a recommendation to be presented at the January 23, 2023 Regular Council meeting.

CARRIED

Resolution:
2022.414

7 Adjourn

Moved By: Councillor Larry Jorgenson
Seconded By: Councillor Roger Korte

That we do now adjourn, the time being 7:37 p.m.

CARRIED

Mayor – Michael Behiel

City Clerk – Lori Yaworski



2022 ANNUAL REPORT

DEPARTMENT OF CULTURAL SERVICES
CITY OF HUMBOLDT

- ~ Humboldt & District Museum
- ~ Humboldt & District Gallery
- ~ Humboldt Water Tower
- ~ Original Humboldt
- ~ Public Art

CULTURAL SERVICES

Board of Directors:

- Chairperson ~ Carol McLaren
- Vice-chairperson ~ Susan Bellamy
- Aaron Lukan, Ivan Buehler,
- Karen Siermachesky, Barrie Broad
- City Council Rep. ~ Larry Jorgenson

CHAIRPERSON'S MESSAGE

On behalf of the Humboldt and District Museum and Gallery Board, I am pleased to present the 2022 Annual Report for the Department of Cultural Services. The year 2022 was special, as the community celebrated the 40th anniversary of the Museum.

The common thread that ran throughout the programs, initiatives and exhibits was engagement. For the previous two years the staff had done an excellent job of staying connected to the community despite Covid restrictions by providing seasonal take-home activities and shifting information sharing to online newsletters, radio and social media. The time had come to welcome back the community, recognizing the impact engagement has on quality of life! In 2022, there has been incredible response to the recruitment of volunteers to assist with the programs and welcome visitors back.

It is exciting to once again witness the streams of children of all ages entering the Museum and Gallery to see the works of art, listen to the stories and participate in programs. Our activities are very inclusive and meet the needs of the wide demographics of residents of the Humboldt area. We want everyone to feel valued and welcomed in our great community.

We are proud of the commitment our Director Jennifer Fitzpatrick and her staff have made to promote the journey towards Truth and Reconciliation. Thank you to Jennifer and her staff and to my fellow board members for their dedication, to City Council, our funders and partners for their continued support, and to the many volunteers who donate countless hours to assist in everything we do. We look forward to continuing to serve you in 2023!



Cover photo:
 Mayor Michael Behiel, artist Kevin PeeAce, Director Jennifer Fitzpatrick, and Superintendent of Indigenous Education Bryan McNabb with students at the Reconciliation Mural Ceremony on National Indigenous Peoples Day - June 21, 2022
 Humboldt City Hall

Staff

- Director ~ Jennifer Fitzpatrick
- Supervisor ~ Connor Kurtz (Jan-Mar), Rachel Wormsbecher (May-present)
- Cultural Programmers ~ Catherine Harrison, Jaime Meier (Jan-Mar), Alexis Jones (May-present); Clerk ~ Lindsey Nydegger
- Summer Students ~ Jordan Marianchuk, Elizabeth Best, Emma Abrey, Tanner Hall,



IMPACT

What we can count.... in 2022, the Department of Cultural Services engaged with 9,651 people through visitation at the museum, gallery, water tower, original Humboldt, and off-site programs, as well as online participation such as virtual workshops (this does not include likes, shares, comments or views). This is 93% of pre-pandemic engagement recorded in 2019.

What also counts.... the impact of the department beyond visitation at physical sites is challenging to measure. We are grateful for everyone who supports our efforts to make people feel welcome in their community, gain an understanding of the history of the area, be inspired or challenged by artwork, respond to a new idea, explore natural and cultural landscapes, learn the truth of Canadian history or reflect on the Reconciliation mural. The activities are designed to support the goals of the Department's 2022-2026 strategic plan in alignment with the Our Humboldt values.

Staff development

Health and safety training included municipal safety training, WHIMIS, and Asbestos Awareness. Staff were involved in reviewing safety data sheets, safe job procedures, emergency response plans, fire drills, first aid inventories, weekly hazard awareness assessments and monthly facility inspections.

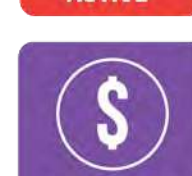
Specific areas of staff development in 2022 include topics such as Allyship 101, online marketing, volunteer recruitment, First Aid / CPR / AED, Indigenous Games workshop from Wanuskewin, 4 Seasons of Reconciliation, Cultural Resilience, Activating UNDRIP in Canadian Museums, and virtual attendance at the Canadian Museums Association conference, Creative Cities Network of Canada Summit, and Wicihitowin Indigenous Engagement virtual conference.

The Director adjudicated one provincial grant and one national grant program, and was part of a new working group of the Canadian Museums Association on "Reconciliation and UNDRIP in Small Museums".

FUNDING

We acknowledge operational and project funding support from:

- ~ Museum Grant program through Sask Lotteries
- ~ Museums Association of Saskatchewan's Technology Microgrant
- ~ Saskatchewan Council of Archives and Archivists
- ~ Canadian Youth Employment Strategy through the Department of Canadian Heritage: Canadian Museums Association and the National Trust - Heritage Canada
- ~ Department of Canadian Heritage Recovery Fund for Heritage Organizations through the Museums Assistance Program.
- ~ Development Grant through SKArts
- ~ Community Cultural Engagement and Planning Grant through SaskCulture



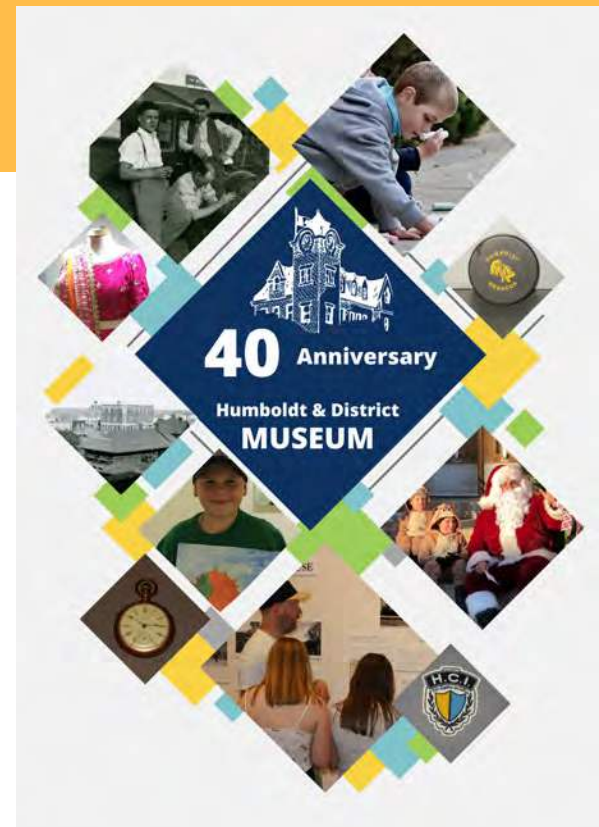
MUSEUM

EXHIBITS:

The Humboldt and District Museum celebrated its 40th Anniversary!

A 40th anniversary exhibit was created to explore how communities can be reflected through museum artifacts, historic events, personal stories and contemporary cultural items. The exhibit paid tribute to the incredible volunteers whose inspiration and determination have built a community jewel that is an integral part of residents' everyday life.

Anniversary cake was shared with the community at a summer barbecue with Carol McLaren sharing a brief history.



The "Fun at the Fair" Archives Week took place February 8-12 and featured photographs from the collection highlighting the rich history of the agricultural fairs in the community.

The partnership between the Museum & Gallery and St. Peter's College Fine Arts Department continued this year with an exhibit at the museum, as there was no exhibition space available at the gallery. The exhibit featured paintings and drawings from students in Clint Hunker and Grant McConnell's art classes.

A fun and frightening Halloween exhibit was created in the parlour and kitchen exhibits during the month of October.

The Winter Exhibit on display for the month of December featured examples of winter transportation and winter life in Saskatchewan.

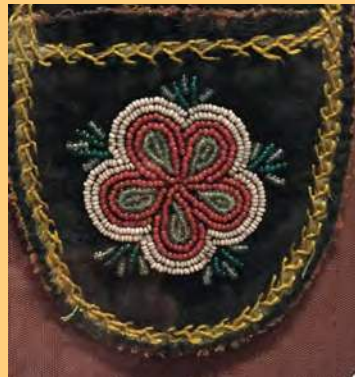
COMMUNITY CONNECTIONS

A new Community Connections exhibit was integrated into the 40th Anniversary exhibit featuring cultural items, photographs and stories.

Thanks to Therese Weber for sharing her Métis heritage, Melanie Gray for sharing her Indigenous heritage and Svitlana Vorona for sharing her Ukrainian heritage. In hearing their stories, visitors were given the opportunity to learn and appreciate more of the cultural diversity of the Humboldt region.



*"Regalia represents not only the dancer's personality, but their history, family and culture."
Melanie Gray*



*"Museum exhibits encourage kids and adults to discover their creativity, curiosity and imagination, and play a huge role in preserving local culture."
Therese Weber*



*"Being a part of the exhibit makes you feel like you are accepted into the community".
Svitlana Vorona*

Exhibit Re-design ~ Research

Research on local community stories continued with staff documenting conversations such as these with Pat Haeusler and Marjory Brockman, as well as Garry Jenkins, Jim Sawatsky and Gordon Cash. Research and review of the digital copies of the Humboldt Journals continued this year.





COLLECTIONS

In 2022, there were over 300 items added to the collection, bringing the total to over 25,000 items. A Collections committee Terms of Reference was developed to define the committee's parameters and responsibilities.

Items donated includes a French's Mustard train car pencil holder from the Humboldt Flour Mills, a full set of Richman's tokens, historic postcards, local photographs and documents, and local scrapbooks with obituaries, weddings and anniversaries. There were 10 items deaccessioned from the collection.

In 2022, 101 items from 20 donors were added to the Humboldt Broncos Memorials collection, bringing the total to 11,914 items. A new webpage with a search engine was developed.



2022 collection donors:

- Ed Novecosky
- Deanna Rauert
- Connor Kurtz
- Humboldt District Hospital
- City of Humboldt
- Bev Kaip
- Marjory Brockman
- Louise Schmeiser
- Barrie Broad
- Rebecca Paszt
- Kathy Berg
- Brian Grest
- Dennis Korte
- Dorothy Hofmann
- Gregory Burton
- Garth Johnson
- Nadine Keller
- Emma Abrey
- Ralph Fleischhacker
- Jim Sawatzky
- Roger Korte
- Lorne Wolfe
- Catherine Coughlin
- Gerard Draude
- Delwyn Jansen
- Bonnie Classen
- Humboldt & District Chamber of Commerce



The importance of local artifacts and stories are demonstrated when folks like the Kraus family (pictured at left) come in to see the circa 1930s "Humboldt Bottlers" bottle from their family history!

A new group of volunteers are creating finding aids for a large collection of scrapbooks including obituaries, weddings, and anniversaries as well as the first Minute Books for the Town of Humboldt (1905-1912). Research on the nominations for municipal streets and parks was completed for city administration.

Thanks also to our volunteers who assist with research. During 2022, the Museum received 34 formal information requests.

“It’s not a museum. It’s not a place of artifacts; it’s a place of ideas.”

- Jeanie Kahnke



COMMUNITY ENGAGEMENT

Creative workshop series
in February & March
~ Cross-Stitch
~ Hand Embroidery



Stories of Humboldt Education program - February
~ Virtual and in-person tours and hands-on activities

Museum Anniversary Education program - May & June
~ Storytelling tour, fun activities and ice-cream!



Rainbow Coffee Club

We hosted the monthly Rainbow Coffee group which is the youth group from the Humboldt & District Pride group. Young people came from as far away as Watrous and Bruno to attend this meeting, and create "Pixel Art" crafts. This is in partnership with the Humboldt Pride Network.



Summer Fun Programs ~ July & August
~ Finding Flowers ~Mixed Media Mania
~Treasure Hunt Through Time ~ Pixel This!
Scavenger hunts, exploration, hands-on activities

Quill Plains Museums Network Meeting
~18 museums from the region working together
on projects and marketing materials

Winter Exhibit Education program - December
~ Storytelling tour and crafts





Chalk Art Day

On August 18, over 300 community members participated in Community Chalk Art Day including volunteers from the Humboldt Fire Department Drone Program who filmed the artworks from the air.



Sauerkraut Making!

Thanks to volunteers Ed and Elaine Drachenburg who shared the skills of sauerkraut making! Participants donated a jar to the Festival of Wreaths, and also took one home.

Newcomers Conversation Cafe!

As part of our celebration of Multicultural Week, we hosted a Conversation Café at the Museum in partnership with the Humboldt & District Regional Newcomer Centre. Staff and clients from the Newcomer Centre attended and we had a lovely conversation about life in Canada over coffee, tea and a variety of multicultural deserts.



GALLERY

EXHIBITS

The “Dimensions” exhibit was a multi-media showcase of the creativity and talent of 34 Saskatchewan craft artists from the Saskatchewan Craft Council.



“Madhu Kumar: The Stories of Immigrant Women” featured the portraits of 9 immigrant women to create a space where the women’s stories of joy and frustration are seen and heard. This exhibit was sponsored by the Humboldt Area Arts Council through OSAC.



“Passages” by Louisa Ferguson and Paula Cooley, featured mixed media sculptures using glass, ceramics, metal, and wood.



“Common Truths” by Donna Langhorne recognized the experiences of Indigenous peoples and the ongoing impacts of colonialism. This exhibit was sponsored by the Humboldt Area Arts Council through OSAC.



The annual “Members Show and Sale” featured the incredible talents of 35 Gallery members, and over 80 pieces of artwork in a wide variety of mediums including painting, photography, glass, steel, ceramics, embroidery, and mixed media works.



Virtual Artist Talk with Madhu Kumar

Arts Education programs with Madhu Kumar
~ Tours and Hands-on activities



Creative workshop series ~ Felting

Private viewings of exhibits in the mornings



Summer Scavenger Hunts

~Gallery, Museum, Morse Code and Community Hunts with a prize courtesy of Dairy Queen

Photographing Your Art virtual workshop in partnership with CARFAC Sask

Donna Langhorne Education program
~ tour and painting activity



~Pysanka demonstration and Ukraine relief fundraiser with Carol Oleksyn



Winter Beading Workshop led by Melanie Gray



Artist Submissions

Thank you to our artists review committee of Mel Bolen, Elaina Adams, Wayne Schidlowsky, Karen Holden and Lorraine Jansen who reviewed six submissions for upcoming exhibits.

Appraisal of the permanent art collection at the gallery for insurance purposes was completed. The exhibition agreement was revised to reflect this change and provide coverage of temporary exhibitions.



"Art is our one true global language...
...it speaks to our need to reveal, heal and transform."

Richard Kamler

SUMMER CONCERT SERIES



In partnership with the Downtown Business Improvement District, Nutrien and the Humboldt Area Arts Council, we started a new four-part concert series this summer that featured live music and an outdoor BBQ lunch.

Approximately 1,400 people enjoyed local musicians such as Brian Grest and Walter Bushman, The Horse's Mouth, Lady Friday, Yana Yudina-Jeewon, and Ben Donaldson.

Fundraising barbecues supported the Museum, Water Tower, Scouts Canada, Bill Brecht Park, and Humboldt SPCA.



PUBLIC ART



A Reconciliation mural was designed by Kevin PeeAce with inspiration from 185 students at the four local schools. This collaboration was funded through a Development Grant from SkArts. Students also painted portions of the mural in June.



Kevin PeeAce and Director Jennifer Fitzpatrick on National Indigenous Day Ceremony for the Reconciliation Mural - June 21, 2022

A ceremony was held on June 21. Thanks to Elder Stuart Bitternose for his Blessing, Harold Littlelent for sharing traditional dances, and to Bryan McNabb of Horizon School Division for helping to coordinate the ceremony. Thanks also to Public Art Chair Barrie Broad for being the MC, and to Kevin PeeAce for sharing his personal story about the mural and Reconciliation.

We are appreciative of the support of the schools in Humboldt, and specifically Cathy Korte-Monz, Jackie Bay, Celeste Leray-Leicht and Chloe Monz for coordinating the painting by their students.

13



"As a funder of several cultural initiatives in Humboldt, I would like to commend the volunteers and City staff responsible for recent community cultural activities that provide opportunities for the citizens of Humboldt to learn the true history of the Humboldt area, Saskatchewan and Canada, the first steps to the "truth" before Reconciliation can be achieved.

The mural is now a legacy project and a reminder of the life and beauty of Indigenous peoples of the area. The students, teachers and artists involved in the mural will remember with pride the project and the learnings. "Hats off" to the City of Humboldt for supporting these important community cultural projects."

Dennis Garreck, Outreach Coordinator, SaskCulture

SENSE OF PLACE

Eight new storyboards were researched and developed in 2022. Most of these are on city property, but we are thankful to Richard Jenkins and Nevin Leroux for allowing the placement of these signs on their property.

Funding support is from the Friends of the Museum & Gallery, as well as “Elizabeth’s Place Inc” for the three storyboards about the Hospital, School of Nursing and Convent.



New storyboards share the stories of:

- | | |
|------------------|-----------------------------------|
| Cash Motors | Hoffman's Novelty Circus |
| Dafoe H huts | St. Elizabeth's Hospital |
| Elevator Alley | St. Elizabeth's Convent |
| Doc Ogilvie Home | St. Elizabeth's School of Nursing |

An interactive Google map and a printable map of all 16 Sense of Place storyboards is available on the department's website at humboldtmuseum.ca

Morse Code messages is a fun interactive way for residents and tourists to discover local places and connect with history. The first telegraph message was sent from Humboldt in 1878.

The 2022 edition of Morse Code Messages was painted in light green on the sidewalks with a scavenger hunt to find the clues and win a prize!



The Humboldt & Area Pride Group painted a rainbow coloured crosswalk. Thanks to Sherwin Williams in Saskatoon for donating paint again this year.

Thanks to the volunteer Public Art committee: Barrie Broad, Ivan Buehler, Zygmunt Kondzielewski, Dennis Korte, Mel Bolen, Malcolm Eaton and Wayne Schidlowsky.

RECONCILIATION

Funding through SaskCulture's Community Cultural Planning and Engagement Grant supported public programs to raise awareness and understanding of Truth as part of the journey in Reconciliation. The relationship with Horizon School Division was strengthened. Mayor Michael Behiel spoke at the ceremony for National Indigenous Peoples Day at the Division Office on June 21.



We are thankful for the drummers, singers and dancers who shared traditional songs and dances with us at the Reconciliation Mural ceremony, and to Bryan McNabb of the Division for his guidance.



Virtual community conversations were held for community groups and individuals to discuss programs and partnerships in community work around Reconciliation. Thanks to Westminster United Church for organizing a Walk for Reconciliation on the National Day for Truth and Reconciliation.



A virtual "Personalizing your Land Acknowledgement" workshop with Annie Battiste of the Office of the Treaty Commissioner was held.

A Blanket Exercise in partnership with Westminster United Church and the Humboldt and District Chamber of Commerce was held in November and facilitated by Mary Smillie. This free event welcomed people from around the province, and was a very rewarding and meaningful experience for participants.

"Westminster United Church – Humboldt Pastoral Charge has discussed ways in which our congregation can practice reconciliation and work for Indigenous justice. The earmarked funds were not sufficient to host a Blanket Exercise on our own so it worked well for us to be able to partner. We were pleased that members of our church community were able to attend, along with participants from the greater community and region. It was a powerful activity, and we have and we continue to recommend it to others."

ORIGINAL HUMBOLDT



Staff provided school tours of the site to 150 students from grade 2 – 7. Thanks to Tanner Hall and Ivan Buehler for taking photographs for upcoming promotional material.

New equipment and safety supplies were purchased to assist in keeping the grass trails groomed for public visitation. Thanks to the Good Neighbour Store for supporting these programs.

Jim Finnigan and Peggy McKeand of Western Heritage led the week of archeology at the site in July. Several anomalies north of the telegraph station were excavated. Artefacts included glass, ceramics, chinking from the exterior of a log cabin, metal, nails, debitage, a button, bullet cartridges, and faunal bones.

Thanks to the volunteer committee: Garry Jenkins, Dennis Korte, Edward Novecosky, Reynold Fortowsky, Ivan Buehler, Rev. Al Hingle and Lorne Wolfe .



WATER TOWER

The tower was open from July 2 to the end of August on Wednesdays, Fridays and Saturdays, with 383 visitors.

Fundraising included tour admissions, rentals, donations, and a barbecue in June. Thanks to the Good Neighbour Store for supporting the tower.

Donations of \$500 each for three steps in the Staircase of Honour were received, leaving six steps remaining.



Water Tower Family Fun Day was held on July 23. Thanks to the Humboldt Fire Department for bringing 3 trucks, and letting the kids climb up into the trucks. There were games as well as free *Auroraman* comic books courtesy of Jeff Burton.

The Director shared the story of the Water Tower as part of a Webinar Series through the Heritage Conservation Branch of Ministry of Parks, Culture and Sport. The focus of the webinar was Heritage Tourism and included the Ogema train rides and Reesor Ranch with approximately 140 people in attendance.



Thanks to the volunteer committee: Susan Bellamy, Aaron Lukan, Ivan Buehler, Dan Steiner, Thelma Gasmu, Hubert Possberg, Harley Bentley and Brad Lefebvre.

In May, a Montreal-based sound artist, Jen Reimer, spent three days recording sound and resonances in the tower, and experimenting with the unique acoustic qualities of the standpipe reservoir, which was the basis for composing music. Jen hopes to continue this work in 2023.



FRIENDS OF THE MUSEUM & GALLERY

FESTIVAL OF WREATHS

The 23rd Annual Festival of Wreaths opened on November 17 in partnership with the Humboldt BID's Moonlight Madness event. Yana Yudina-Jeewon sang for the downtown shoppers. Also performing were dancers from A-List Dance & Acrobatics and the St. Dominic School Choir.



The Festival received incredible community support with 180 donations from 132 donors and 38 bottles of wine donated for the Jingle Bottle wine grab. There was also a festival raffle, a door prize donated by Brenda Freistadt, and a new "Spin to Win" game.

A series of "Create and Donate" workshops were held to get folks involved in the festival on a few different levels, and of course, to get together and have some fun!

- Prairie Glass led an ornament making workshop where participants made four ornaments and donated one.
- A painting wooden ornaments workshop was held with the Chamber of Commerce job fair, and then provided as a drop-in program to paint two and donate one to the festival.

Thanks to Dale Avison and Julia Ramsay who performed for the bidders at the Festival this year.

Congratulations to Pat Winkel who won the Festival raffle and Kathy Kadler who won the Festival door prize.

Thanks to everyone who purchased an item. Bidding was online and in person, and wrapped up on December 8. The event brought in approximately \$10,800 which will support community arts, culture and heritage programming.



MUSEUM FOUNDATION SANTA VISITS



"Our youngest two have never met Santa before and we didn't know if it would be possible this year, but thanks to you guys our whole family got the chance to meet Santa and experience what we thought would be impossible, so thank you! For thinking of families like ourselves and giving us this opportunity."

Sensitive Santa ~ Parent comment

Santa Visits were held at the museum on Saturday afternoons. Sensitive Santa was held over two noon hours for children who required a quieter space for visiting. Thanks to our wonderful volunteer Santas Larry Jorgenson and Jeff Burton for making this possible! Craft and letter writing tables were set up for the 338 visitors. Thanks to everyone who donated to the Foundation.

The Foundation Committee raised funds through donations, in memory of Hedy Ogilvie and Bella Theiman. The Museum Foundation's Statement of Financial Position and Registered Charity Information Return are supported through the volunteer work of John Scott.

Chairperson – Carol McLaren; Members: Ivan Buehler, Carol Oleksyn, Susan Bellamy,
Treasurer – Jennifer Fitzpatrick

COMMUNITY SUPPORT - VOLUNTEERS

A new campaign was launched in the fall of 2022, to welcome back volunteers post pandemic and find new volunteers.

The campaign included a new strategy for recruitment through printed material and social media engagement. A new form was designed for our website for people to sign up and share their interests and availability so requests can be targeted to their profile. In the last two months of the year, we welcomed 14 people who are either new to Humboldt or just new to the Museum. Some of these new folks helped with many holiday and winter activities, and we are looking forward to working with all of our volunteers in the new year.

In 2022, volunteers worked 1617 hours - or to put it another way, 43 weeks of full-time work!

COMMUNITY SUPPORT BUSINESSES AND ORGANIZATIONS

1000 Words Photography	Homeschool Sewing	Persephone Theatre, Saskatoon
2 for 1 Family Pizza	Horizon School Division	Prairie Central District
Accent Insurance	Horizon Fertilizers	Prairie Hands Quilts and Crafts
Action Restoration Services	Humboldt Area Arts Council	Prairie Patchworkers Quilt Guild
Aline Furniture & Appliances	Humboldt Area Guardian Angels	Pure Essence
Alvin's Massage Clinic	Humboldt Area Pride Group	Quill Plains Museums Network
Behiel Tax & Accounting	Humboldt Chamber of Commerce	Quilting Angels Guild
Bella Vista Inn	Humboldt District Sports Hall of Fame	Red Apple
Bethany Pioneer Village Inc.	Humboldt Collegiate Institute	Red Swan Pizza
Big Brothers Big Sisters	Humboldt Co-op Food Store	Reflections by Richard
BOLT FM	Humboldt Dairy Queen	Reflexology by Kendra Chornomitz
Boston Pizza	Humboldt Dental Clinic	Reid Thompson Public Library
BrickHouse Clothing	Humboldt Downtown BID	REMAX
Britt's Bakeshop	Humboldt Early Years Family Centre	St. Peters College
Canadian Tire	Humboldt Fire Department	Salon Truth to Beauty
Cash Car Wash	Humboldt Florist Ltd.	Sask Arts
Carlton Trail College	Humboldt Good Neighbour Store	Sask Council of Archives
Causeway Natural Health	Humboldt Home Hardware	Sask Craft Council
Centra Realty Group	Humboldt Ink	SaskCulture
Coleen Bowman	Humboldt Journal	Schuler-Lefebvre Funeral Chapel
Colony Chevrolet GMC Buick	Humboldt Motors Body Shop	Sherwin Williams – Saskatoon
Community Services	Humboldt Public School	Shine Media Group
Conexus Credit Union	Humboldt Public School Daycare	Sobeys
Cottage Boutique	Humboldt Regional Newcomers Center	South 20 Dodge
Creative Glam Boutique	Humboldt MLA, Hon. Donna Harpauer	SPCA
Crochet by Claire	Joan Bruesch - Epicure Consultant	St. Augustine School
Dancing Sky Theatre	Johnny's Bistro	St. Dominic School
Danish Oven	Just Be Cold Light Therapy	St. Peter's College
Designer Styles Salon	Kal Tire	Strueby Plumbing & Heating
Diamonds of Detroit	Kemway Lanes	SV Stylists
Dog Portraits by B. Whittaker	Knight Archer Insurance	TCO Cert
Dr. Alaina Elias	Kurt Leicht - Investia Financial Services	The Co-operators
Dragonfly Studio	Ladies Auxilary -Royal Canadian Legion	The Elizabeth
Farm World	Lees Bees	The Wireless Age
Fields	Malinoski & Danyluik Funeral Home	Thompson Travel
Futuristic Industries	Masterfeeds	Thrifty Market
Gene's Memorials	Millsap Fuel Distributors Ltd.	Tim Hortons
Globe Theatre, Regina, SK	Misty Gardens	Tranquil Garden Esthetics
Gopher Books	Modern Meat and Abbatoir	Twins Treats
Grid and Gertie Design Studio	Museums Association of Sask	Universal Sports
Handmade by Lindze	Old Crow Handcraft	Westminster United Church
Haus of Stitches	Office of the Treaty Commissioner	Wheeler's Wholesale
Hergott Electric	Organization of Sask Arts Councils	Wong's Restaurant
Hergott Farm Equipment	Peavey Mart	Yoonjin Park, Art Therapist
Heritage Saskatchewan		Your Dollar Store With More
		Yuen's Family Clothing



City of Humboldt

Meeting Minutes

Executive Committee Meeting January 9, 2023 - 05:30 PM

Present:

Chairperson: Roger Korte
Mayor: Michael Behiel
Councillors: Rob Muench
 Kelly Herperger
 Larry Jorgenson
 Roger Nordick
 Amanda Klitch

City Manager:	Joe Day
City Clerk:	Lori Yaworski
Cultural Service Director:	Jennifer Fitzpatrick
Leisure Services Director:	Mike Ulriksen
Director of Public Works:	Peter Bergquist
Communication Manager:	Penny Lee
Finance Manager:	Jace Porten
Director of Protective Services/Fire Chief:	Mike Kwasnica

1 Call To Order

Chairperson Korte called the meeting to order at 5:29 p.m.

2 Adopt Agenda

Moved By: Councillor Amanda Klitch

That the agenda be adopted as amended.

That the following item be added to the in-camera section

- City Manager – Personnel Matter

2.1 Conflict of Interest

Councillor Klitch declared a conflict in item:

8.4 HDHF and Partners Event Sponsorship Request

3 Delegations – No delegations

4 Correspondence

4.1 Town of Cudworth – Withdrawal from REACT

Moved By: Councillor Roger Nordick

That the following correspondence be accepted for information:

1. Town of Cudworth – Withdrawal from REACT

CARRIED

Chairperson – Roger Korte

City Clerk – Lori Yaworski

- 5 Reports From Administration**
- 5.1 Director of Protective Services/Fire Chief**
Moved By: Mayor Michael Behiel
That this report be accepted for information and filed.
CARRIED
- 5.2 Director of Corporate Services/City Clerk**
Moved By: Councillor Kelly Herperger
That this report be accepted for information and filed.
CARRIED
- 5.3 Finance Manager’s Report**
Moved By: Councillor Amanda Klitch
That this report be accepted for information and filed.
CARRIED
- 5.4 Cultural Services Director’s Report**
Moved By: Councillor Roger Nordick
That this report be accepted for information and filed.
CARRIED
- 5.5 Marketing and Development Manager**
Moved By: Mayor Michael Behiel
That this report be accepted for information and filed.
CARRIED
- 5.6 Leisure Services Director’s Report**
Moved By: Councillor Larry Jorgenson
That this report be accepted for information and filed.
CARRIED
- 5.7 Works & Utilities Director’s Report**
Moved By: Councillor Roger Nordick
That this report be accepted for information and filed.
CARRIED
- 6 New Business**
- 6.1 Recommendation – Leisure Service Director – Project Summary Report**
Moved By: Councillor Kelly Herperger
That this report be accepted for information and filed.
CARRIED
- 6.2 Recommendation – Leisure Service Director – Library Solarium**
Moved By: Councillor Roger Nordick
That Administration proceed with tendering the Library solarium renovation project at an estimated cost of \$63,600 including contingencies and taxes.
CARRIED
- 6.3 Recommendation – Director of Public Works – Utility Billing**
Moved By: Councillor Larry Jorgenson
That this report be accepted for information and filed.
CARRIED

Chairperson – Roger Korte

City Clerk – Lori Yaworski

7 Enquiries

Councillor Nordick inquired why the golf course road and parking lot is being graded but not the parking lot at Wateridge for the people using the walking trail. The Director of Public Works will inquiry with his staff on the areas that are being cleared,

Councillor Klitch inquired about snow clearing and who is responsible for cleaning the snow from in the front door and the accessibility entrance at the Library. The Leisure Service Director responded that he would discuss with his custodian staff the responsibility of snow removal.

8 Committee of the Whole

Moved By: Councillor Rob Muench

That we sit in a private session as Committee of the Whole, the time being 6:12 p.m.

CARRIED

8.1 Present in the Committee of the Whole

Mayor Michael Behiel, Councillor Rob Muench, Councillor Larry Jorgenson, Councillor Roger Nordick, Councillor Kelly Herperger, Councillor Roger Korte, Councillor Amanda Klitch, City Manager Joe Day, Corporate Services Director/City Clerk Lori Yaworski, Community & Leisure Services Director Mike Ulriksen, Finance Manager Jace Porten and Marketing and Development Manager Penny Lee

8.2 Authority

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

8.3 PBR Rodeo Sponsorship Request

8.4 HDHF and PARTNERS Event Sponsorship Request

8.5 Disposal of German Heritage Building

8.6 Discussion - Humboldt Golf Course

8.7 Discussion - City Manager - Personnel Matters

8.8 Revert

Moved By: Councillor Larry Jorgenson

That Council revert to the Regular Meeting, the time being 7:19 p.m.

CARRIED

8.9 Recommendation - Leisure Service Director - PBR Rodeo Sponsorship Request

Moved By: Councillor Larry Jorgenson

That Executive Committee support in principle the sponsorship of \$7500.00 for the Humboldt PBR Invitational Rodeo; provided the City is satisfied with the following stipulations:

- a suitable location is provided for the event (i.e.: sufficient parking)
- community organizations will benefit from the proceeds of the event

CARRIED

8.10 Recommendation - Leisure Service Director - HDHF and PARTNERS Event Sponsorship Request

Moved By: Mayor Michael Behiel

That the City of Humboldt provide sponsorship to the Humboldt District Hospital Foundation (HDHF) and PARTNERS Family Services for the 'Walking Each other Home Gala' event on Friday, May 12, 2023, for the cost of facility, furnishing and equipment rental, up to \$2,000, with 20% of that cost funded from the Leisure Services sponsorship program and 80% funded from the City Council Special Initiatives GL account.

CARRIED

Chairperson – Roger Korte

City Clerk – Lori Yaworski

8.11 Recommendation - Marketing and Development Manager - Disposal of German Heritage Building
Moved By: Councillor Kelly Herperger

That the City proceed with establishing the market value as stated in the attached "Schedule A"

CARRIED

8.12 Recommendation - Humboldt Golf Course

Seconded By: Councillor Roger Nordick

That terms of reference for an ad-hoc Committee of Council with the purpose of determining a governance and operating model for the golf course for at least 2023 be drafted, and that two members of Council be appointed to that committee.

CARRIED

9 Next Meeting

It was noted that the next Executive Committee Meeting will be held February 13th at 5:30 p.m.

10 Adjourn

Moved By: Councillor Larry Jorgenson

That we do now adjourn, the time being 7:21 p.m.

CARRIED

Chairperson – Roger Korte

City Clerk – Lori Yaworski



Reid-Thompson Public Library

Wapiti Regional Library

Box 1330 705 Main Street Humboldt SK S0K 2A0

Email: humcirc@wapitilibrary.ca

Phone: 306-682-2034

Website: www.wapitilibrary.ca

Reid Thompson Public Library Board Minutes for Meeting on November 14, 2022

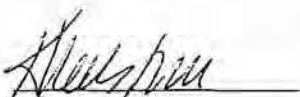
Attendance: Sandy Weyland, Sharen Graf, Marliis Fleischhacker, Rosemarie Buttinger, Sheila Nordick, Rita Theissing, Colleen Jenkins

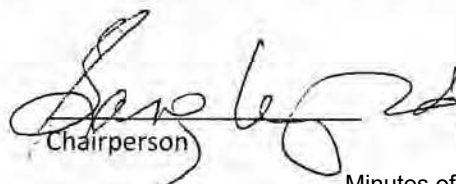
Absent: Amanda Klitch, Jennifer Malmsten

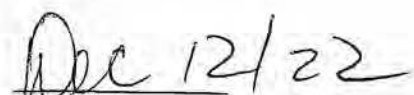
Recording Secretary: Kate Lucyshyn (Branch Librarian)

Call to order by Weyland at 3:30 pm

- 1) Agenda: Moved by Theissing, seconded by Nordick to accept the agenda with the following addition to 9) Wapiti email to board chair. Carried.
- 2) Review and Approval of Minutes: Moved by Fleischhacker, seconded by Jenkins that the minutes be adopted as corrected. Carried.
- 3) Correspondence: Moved by Theissing, seconded by Nordick that the correspondence be received and filed as presented. Carried.
- 4) Financial Reports: Moved by Jenkins, seconded by Fleischhacker that the Financial Reports be adopted as presented. Carried.
- 5) Branch Librarian's Report: Adopted as presented. Carried.
- 6) Action List: Update presented.
- 7) Repairs/Maintenance Report: Presented.
- 8) Business Arising:
 - a) Moved by Fleischhacker, seconded by Nordick that the reviewed and revised Library Emergency Preparedness and Response Plan be adopted with amendments. Carried.
 - b) Library use by groups discussion took place. Topics discussed included use of the library by groups after hours being vetted by the board on a case-by-case bases, the preference of a board member or staff member being present in all cases, rental agreement, insurance, and cost to have a staff member present if used during hours the library is not scheduled to be open.
 - c) 2023 5-year city of Humboldt library capital budget plan discussed. Moved by Buttinger, seconded by Jenkins that the 5-year capital budget plan be adopted as presented. Carried.
 - d) Moved by Nordick, seconded by Theissing that the Reid-Thompson Public Library in Humboldt uses funds from the Humboldt reserves held by Wapiti to purchase a 43" television and wall mount to display upcoming library events from the Brick for \$616.74. Carried.
 - e) Presenter/program proposal for Ric Driediger was reviewed and direction was given to look for funding grants to make this event possible.
 - f) Proposed holiday hours were discussed. Moved by Theissing and seconded by Nordick that the library close early on Saturday, December 24. Staff whose hours will be cut due to the early closure are to be offered an opportunity to make up the regularly scheduled hours on another day. Carried.
 - g) Moved by Theissing, seconded by Nordick that Nordick purchase gift cards from the Humboldt Co-op with funds from the Reid-Thompson Public Library Fines account. Carried.
- 9) Additions to Agenda
 - a) Wapiti email to board chair – Board chair to complete survey and send to other board members for their input.
- 10) In camera – On the motion of Theissing the board went into in camera at 5:15pm.
- 11) Next meeting: Monday, December 12, 2022 at 3:30 pm.
- 12) Adjournment: Moved by Nordick, seconded by Theissing that the meeting be adjourned at 5:50 pm. Carried.


Secretary


Chairperson


Date



Reid-Thompson Public Library

Wapiti Regional Library

Box 1330 705 Main Street Humboldt SK S0K 2A0

Email: humcirc@wapitilibrary.ca Phone: 306-682-2034 Website: www.wapitilibrary.ca

Reid Thompson Public Library Board Minutes for Meeting on December 12, 2022

Attendance: Sandy Weyland, Amanda Klitch, Marliss Fleischhacker, Rosemarie Buttinger, Sheila Nordick, Rita Theissing, Jennifer Malmsten

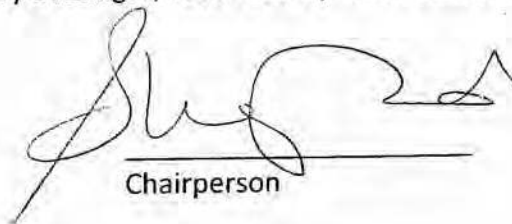
Absent: Sharen Graf, Colleen Jenkins

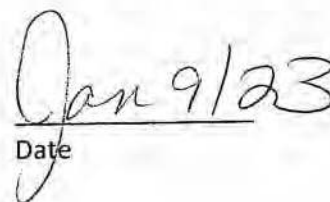
Recording Secretary: Kate Lucyshyn (Branch Librarian)

Call to order by Weyland at 3:25 pm

- 1) Agenda: Moved by Theissing, seconded by Klitch to accept the agenda as presented. Carried.
- 2) Review and Approval of Minutes: Moved by Fleischhacker, seconded by Nordick that the minutes be adopted presented. Carried.
- 3) Correspondence: Moved by Theissing, seconded by Nordick that the correspondence be received and filed as presented. Carried.
- 4) Financial Reports: Moved by Buttinger, seconded by Nordick that the Financial Reports be adopted as presented. Carried.
- 5) Branch Librarian's Report: Adopted as presented. Carried.
- 6) Action List: Update presented.
- 7) Repairs/Maintenance Report: Presented.
- 8) Business Arising:
 - a) City Budget – Library – budget was approved by the city.
 - b) Good Neighbour Store Donation Allocation of Funds – Moved by Nordick, seconded by Malmsten that the Good Neighbour Store Donation be used to purchase Makerspace materials and a paperback spinner up to the budgeted amount of \$3000.00. Carried.
- 9) Next meeting: Monday, January 9, 2023 at 3:30 pm.
- 10) Adjournment: Moved by Buttinger, seconded by Klitch that the meeting be adjourned at 4:10 pm. Carried.


Secretary


Chairperson


Date



CITY OF HUMBOLDT

Minutes of a Meeting of the Humboldt and District Museum and Gallery Board of Directors on December 8, 2022 commencing at 9:00 am at the Museum.



- PRESENT:** Chairperson: Carol McLaren
Board Members:
Barrie Broad
Ivan Buehler
Aaron Lukan
Karen Siermachesky
Jennifer Fitzpatrick – Director
- REGRETS:** Larry Jorgenson and Susan Bellamy sent their regrets.
- CALL TO ORDER:** Carol called the meeting to order at 9:00 AM.
- LAND**
- ACKNOWLEDGEMENT:** Carol read the municipal land acknowledgement to open the meeting.
- ADOPT AGENDA:** The Director requested that “Community Requests” be added to Other Business.
Lukan / Buehler:
That the agenda of December 8, 2022, Humboldt & District Museum & Gallery be adopted as amended.
Motion Carried
- ACKNOWLEDGEMENTS:** Carol acknowledged the wonderful performances by community musicians at the Festival of Wreaths.
- ADOPT MINUTES:** Buehler / Broad:
That the minutes of November 10, 2022, Humboldt & District Museum & Gallery be adopted as presented.
Motion Carried
- BUSINESS ARISING:** There was no business arising.
- DIRECTOR’S REPORT:** Jennifer highlighted areas of the report including the new winter exhibit at the museum, the activities of Multicultural week, Reconciliation activities and research work by new volunteers.

It was noted that funding was received through the Government of Canada Recovery Fund for Heritage Organizations in support of operating costs to continue to care for heritage collections.

The report was received for information.
- BUDGET 2023:** Jennifer reported that the proposed 2023 budget was approved.

Carol reported that she attended the budget deliberations and that a benchmarking study about the museum and gallery operations would be conducted in 2023. The board decided to draft a letter to Council about this new direction to provide additional information on operations, and to request that the Board is involved in this process.
- FINANCIAL STATEMENT:** The Director presented the financial statement, which was received for information.
- DEPARTURE:** Karen Siermachesky departed from the meeting.
- MUNICIPAL HERITAGE ADVISORY COMMITTEE:** There was nothing to report at this time.

Chairperson’s initials

- FRIENDS OF THE MUSEUM REPORT:** Jennifer reported on the fantastic community response for the Festival of Wreaths. There was great support to help with the setup of the event from existing and new volunteers for the opening on November 17. The online and in-person bidding has been going very well and closes later today.
- FOUNDATION REPORT:** The Santa Visits are going very well, thanks to the support of community volunteers.
- ORIGINAL HUMBOLDT REPORT:** Ivan reported on the recent committee meeting and thanked the volunteers who rescued the old shed from behind city hall for the site.
- SPORTS HALL OF FAME REPORT:** Aaron reported on progress for the grant program.
- PUBLIC ART COMMITTEE REPORT:** Barrie reported on the recent committee meeting, and the potential plans for 2023. He noted that the recommendation from the Museum Board to the Memorials Committee was not received in time for the last meeting.
- WATER TOWER COMMITTEE REPORT:** Aaron reported on the recent committee meeting and plans for 2023.
- COUNCIL REPORT:** Councillor Jorgenson was not in attendance, therefore no report.
- OTHER BUSINESS:** Jennifer shared information on numerous community requests for programming and exhibits that have been recently received.
- NEXT MEETING:** The next meeting date will be January 12, 2023 at 9:00 AM at the Museum.
- ADJOURNMENT:** McLaren/ Broad
That the meeting adjourn at 10:30 AM.

Motion Carried

Carol McLaren – Chairperson

Jennifer Fitzpatrick – Secretary



CITY OF HUMBOLDT

Minutes of a Meeting of the Humboldt and District Museum and Gallery Board of Directors on January 12, 2023 commencing at 9:00 am at the Gallery.



- PRESENT:** Chairperson: Carol McLaren
Board Members:
Ivan Buehler
Larry Jorgenson
Karen Siermachesky
Jennifer Fitzpatrick – Director
- REGRETS:** Barrie Broad, Aaron Lukan and Susan Bellamy sent their regrets.
- CALL TO ORDER:** Carol called the meeting to order at 9:15 AM.
- LAND**
- ACKNOWLEDGEMENT:** Carol read the municipal land acknowledgement to open the meeting.
- ADOPT AGENDA:** The Director requested that Directors Performance Review be added to Other Business.
Buehler / Siermachesky:
That the agenda of January 12, 2023, Humboldt & District Museum & Gallery be adopted as amended.

Motion Carried
- ACKNOWLEDGEMENTS:** Carol thanked Barrie Broad for his years of service on the Board. The Board also appreciated the beautiful exhibit at the gallery currently on display. The Board acknowledged the success of the Pilot Program with Heritage Saskatchewan, and the Director for receiving the Queen Elizabeth II Platinum Jubilee Medal.
- ADOPT MINUTES:** Siermachesky / Buehler:
That the minutes of December 8, 2022, Humboldt & District Museum & Gallery be adopted as presented.

Motion Carried
- BUSINESS ARISING:** Carol reported that she sent a letter on behalf of the Board to Mayor Behiel and Council regarding the benchmarking study. The reply from the Mayor and City Manager was reviewed.
The board discussed an update on that study that was provided by the City Manager. There were discussions about finding adequate comparable data, timelines for consultation with volunteers involved in various areas of the department, and ensuring the board's involvement in the process.
- DIRECTOR'S REPORT:** Jennifer highlighted areas of the report including the Climate Quest exhibit, the Pilot program with Heritage Saskatchewan, and upcoming exhibits and programs.

The report was received for information.
- FINANCIAL STATEMENT:** The Director presented the financial statement, which was received for information.
- MUNICIPAL HERITAGE ADVISORY COMMITTEE:** There was nothing to report at this time.
- FRIENDS OF THE MUSEUM REPORT:** Jennifer reported on the fantastic community response for the Festival of Wreaths.

Chairperson's initials

Museum Minutes for January 12, 2023, Page 2

- FOUNDATION REPORT:** Jennifer reported on the wonderful Santa Visits, especially the sensitive Santa opportunities.
- ORIGINAL HUMBOLDT REPORT:** The committee is working on organizing fieldschools this summer. The board was updated on the interest of committee members in continuing to serve on the committee.
- SPORTS HALL OF FAME REPORT:** Aaron was not present, but Jennifer noted that the partnership project for exhibit images was going well.
- PUBLIC ART COMMITTEE REPORT:** The board was updated on the interest of committee members in continuing to serve on the committee.
- WATER TOWER COMMITTEE REPORT:** The board was updated on the interest of committee members in continuing to serve on the committee.
- COUNCIL REPORT:** Councillor Jorgenson reported that the budget was approved.
- OTHER BUSINESS:** The board discussed the process for the Director’s Performance Review.
- NEXT MEETING:** The next meeting date will be February 9, 2023 at 9:00 AM at the Gallery.
- ADJOURNMENT:** McLaren/ Buehler
That the meeting adjourn at 10:15 AM.

Motion Carried

Carol McLaren – Chairperson

Jennifer Fitzpatrick – Secretary

CITY OF HUMBOLDT REPORT

TITLE: Municipal Revenue Sharing Grant – Declaration of Eligibility
PREPARED BY: Lori Yaworski, City Clerk
REVIEWED BY: Joe Day, City Manager
PREPARED FOR: Council
DATE: January 23 , 2023

RECOMMENDATION

The City of Humboldt confirms that the municipality meets the following eligibility requirements to receive the Municipal Revenue Sharing Grant:

- Submission of the 2021 Audited Financial Statement to the Ministry of Government Relations;
- Submission of the 2021 Public Report on Municipal Waterworks to the Ministry of Government Relations;
- In good standing with respect to the reporting and remittance of Education Property Taxes;
- Adoption of a Council Procedures Bylaw;
- Adoption of an Employee Code of Conduct;
- All members of council have filed their Public Disclosure Statements, as required; and

That we authorize the City Clerk to sign the Declaration of Eligibility and submit it to the Ministry of Government Relations.

BACKGROUND

The Ministry of Government Relations (GR) was directed to complete a review of the Municipal Revenue Sharing Grant program in 2018 -2019. One of the main objectives of the Municipal Revenue Sharing Grant review was to provide recommendations on how Municipal Revenue Sharing Grants can be used to encourage effective local governance. To support this objective, GR has implemented annual eligibility requirements for municipalities to receive their unconditional Municipal Revenue Sharing Grants.

Municipalities will report their compliance with the eligibility requirements to the ministry by submitting the Declaration of Eligibility annually. The Declaration of Eligibility is an online form which will be generated by the ministry on an annual basis; which requires a resolution by council confirming the eligibility criteria has been met. Municipalities who do not submit their Declaration of Eligibility to the ministry by the deadline of January 31st of each year, may see their Municipal Revenue Sharing grant withheld.

CURRENT SITUATION

The City of Humboldt does meet all six of the eligibility requirements as requested by Government Relations. The Ministry has requested that Council adopt the resolution as shown above. The City Clerk will complete the online Declaration of Eligibility to the ministry by the deadline of January 31, 2023.

COMMUNICATION AND ENGAGEMENT

The online Declaration of Eligibility will be submitted to the Ministry of Government Relation by January 31, 2023.

FINANCIAL IMPLICATION

If the City were to have not met the eligibility requirements in 2022 the Ministry of Government Relations can withhold the 2024 Municipal Revenue Sharing Grant.

CONCLUSION

The Ministry of Government Relations has deemed it necessary to have all municipalities complete a Declaration of Eligibility on a yearly basis to encourage effective local governance. Council can expect to be reviewing this matter on an annual basis

CITY OF HUMBOLDT REPORT

TITLE: Council Appointment to Boards and Committees and City Positions

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

REVIEWED BY: Joe Day, City Manager

PREPARED FOR: City Council

DATE: January 23, 2023

RECOMMENDATION

That the following appointments be made to:

The Boards and Committees established under the authority of the City of Humboldt:

- I. Humboldt & District Museum & Gallery Board
(two-year term expires January 31, 2025)
 - 1) Aaron Lukan
 - 2) Ivan Buehler
 - 3) Kevin Garinger

- II Reid-Thompson Public Library Board:
(one-year term expires January 31, 2024)
 - 1) Shelia Nordick
 - 2) Marliss Fleischhacker
 - 3) Jennifer Malmsten
 - 4) Susan Bradley
 - 5) Rosemarie Buttinger
 - 6) 2 Vacancies

- III. Humboldt Downtown Business Improvement District Board:
(two-year term expires January 31, 2025)
 - 1) Lorenda Thimm
 - 2) Andrew Breker

- IV. Humboldt Public Art Committee:
(Expires January 2025)
 - 1) Ivan Buehler
 - 2) Zygmunt Kondzielewski

- 3) Wayne Schidlowsky
- 4) Darlene Ford
- 5) Tyler Dies

And to the appointment of City Positions pursuant to provincial requirements be made for 2023;

- IV. Police Chief – City Manager Joe Day
- V. Community Safety Officer Supervisor – Mike Kwasnica
- VI. Business Licensing Inspector and Community Safety Officer – Justin Tarrant
- VII. Building inspector) and Bylaw Enforcement Officer – Mike Kwasnica
- VIII. Building Inspector and Bylaw Enforcement Officer – Darrel Wickenhauser
- IX. Building Inspectors from Municode; Clayton Meier, Ryan Thiessen, Travis Elkin, Shenah Cartier, Clint Vargo
- X. Fire Department
 - 1) Captains – Jason Staniec and Craig Stomp
 - 2) Lieutenants – Marcel LeBlanc and Tim Kiefer
 - 3) Secretary/Treasurer – Jamie Dyok
 - 4) Safety Officer – Jordin Dalsin
- XI. EMO Coordinator – Mike Kwasnica
- XII. Development Officer – City Manager, Joe Day, and Planning Coordinator, Vacant
- XIII. Board of Revision: Nor Sask Board Services appointments of panel members; Timothy Furlong, Kirby Fesser, Glen Neuert, Sabrina Saccucci and Mike Ligtermoet as secretary.
- XIV. Predator Control Officers: Dawson Atamanchuk, Doug Hogeman
- XV. Auditor – MNP
- XVI. Solicitor – Gasper & Weber Law Office
- XVII. City Clerk alternate – Donna Simpson

BACKGROUND

At the January Council meeting appointments to various City boards and committees are renewed. A letter has been sent to each community board/committee member thanking them for their services and asking if they would like the opportunity to be reappointed for another term. A call for volunteers for the vacant board and committee positions is posted on the City of Humboldt's website to ensure all community members have the opportunity to become involved in the City's boards and committees. Also, at this time the Council will make the appointments to the City positions, Boards and services that are required pursuant to provincial requirements and the City's policies. The appointments are for a one year term and will be renewed on an annual basis or when there is a change to an appointment.

CURRENT SITUATION

The boards and committees that require council appointments have all been filled with the exception of two board members for the Reid-Thompson Library. There is a board and committee posting on the website to advertise positions that are vacant. Once candidates are available for the vacancies; a report be brought to Council for approval of appointees. The Bronco Memorial Committee appointments will be brought to the February Council meeting, as there are members from the Public Art Committee who will need to be appointed to be eligible for the Bronco Memorial Committee.

OPTIONS

1. Approve the recommendation.
2. To amend appointments to the boards and committees.

ATTACHMENTS

None

COMMUNICATION AND ENGAGEMENT

If the recommendation is adopted by City Council for the board and committee appointments, a letter of notification will be sent to each of the Board/Committee Members. Administration will notify each board and committee of the name and contact information of each appointed representative. A call for volunteers for the vacant board/committee positions is posted on the City of Humboldt website.

FINANCIAL IMPLICATION

There is no anticipated financial impact of the recommended action.

CONCLUSION

The City of Humboldt has the authority over a number of boards and committees which require a resolution for the approval of its appointees. In January, the City Clerk provides a listing of the members which would like to be re-appointed or others requesting a new appointment. Council must annually approve the appointment of the various City positions that require a resolution pursuant to provincial requirements and city policies.



CITY OF HUMBOLDT REPORT

TITLE: 2023 City Council appointments to Boards and Committees
PREPARED BY: Lori Yaworski, Director of Corporate Services/City Clerk
REVIEWED BY: Joe Day, City Manager
PREPARED FOR: City Council
DATE: January 23, 2023

RECOMMENDATION

That the following Council appointments be made for the 2023:

- Humboldt and District Rural Fire Protection Association – Council Representative – Roger Nordick
- Reid-Thompson Public Library Board– Council Representative -Amanda Klitch
- Humboldt and District Museum and Gallery Board – Council Representative Larry Jorgenson
- REACT Waste Management Authority– Council Representative – Kelly Herperger
- Wakaw-Humboldt Regional Water Supply Committee – Council Representative – Rob Muench, Alternate Roger Nordick
- Humboldt and District Chamber of Commerce – Council Representative – Michael Behiel, Alternate Larry Jorgenson
- Lanigan Creek Dellwood Brook Watershed Association – Council Representative – Kelly Herperger
- Bronco Memorials Committee – Council Representatives – Rob Muench and Larry Jorgenson
- Wapiti Regional Library Board– Council Representative – Amanda Klitch
- Humboldt Health Council – Council Representative – Roger Korte
- Planning District Committee – Council Representative – Michael Behiel and Roger Korte

BACKGROUND

The City of Humboldt appoints representatives to the various boards and committees in which the City has a voting membership, non-voting membership, or as a liaison between the organization and City Council.

CURRENT SITUATION

At the first meeting of Council held in the new year, Council representative appointments are made to all the Boards and Committees that have a Council Representative. The Mayor selects a Councillor to each board/committee for a one year term with many Councillors remaining on the same boards for the duration of their term.

OPTIONS

1. Approve the recommendation.
2. To make changes to appointments to the board and committees.

ATTACHMENTS

None

COMMUNICATION AND ENGAGEMENT

If the recommendation is adopted by City Council, Administration will notify each board and committee of the name and contact information of each re-appointed or newly appointed representative.

FINANCIAL IMPLICATION

There is no anticipated financial impact of the recommended action.

CONCLUSION

The Mayor appoints Council members to Boards and Committees that have a Council representation annually. The City Clerk provides the list of appointments to be approved at the January Regular Council meeting.

CITY OF HUMBOLDT REPORT

TITLE: Recommendation from Memorials Committee
PREPARED BY: Penny Lee, Marketing & Development Manager
REVIEWED BY: Joe Day, City Manager
PREPARED FOR: City Council
DATE: January 23, 2023

RECOMMENDATION

That, as recommended by the Memorials Committee, the City of Humboldt purchase a customized motorcycle created as a tribute to the 2017-18 Humboldt Broncos, with funding from the Memorials Reserve, to be used for a future fundraiser with all proceeds going back to the Memorials Reserve.

BACKGROUND

Following the 2017-18 Humboldt Broncos tragedy, an individual spent approximately 8 months transforming his motorcycle into a memorial in honour of those lives and families touched by the tragedy.

After the motorcycle was complete with custom paint and intricate leatherwork, the owner of the motorcycle has attended various car shows throughout Western Canada and has won a number of awards.

CURRENT SITUATION

In late December 2022, the owner of the bike contacted the Marketing & Development Manager and offered his bike for sale to the City of Humboldt as he was leaving the country and can not take the bike with him. He indicated he felt it “belongs in Saskatchewan”. He also indicated that if the City is interested in purchasing the bike, he would accept 80% of what he would sell it for privately.

Administration has researched comparable motorcycles currently listed for sale and has determined that the price offered to the City is significantly below fair market value.

At the last Humboldt Broncos Memorials Committee meeting held on Tuesday, January 17, 2023, the Committee was presented with the concept and discussed the potential funds a raffle for the bike could earn. The Committee made the following motion:

“That the Humboldt Broncos Memorials Committee recommends that the City of Humboldt spend \$8,000 from the Memorials Reserve to purchase a customized motorcycle created as a tribute to the 2017-18 Humboldt Bronco, from Jason St. Pierre to be used for a future fundraiser with proceeds going back to the Memorials Reserve.”



OPTIONS

1. Approve the recommendation to purchase the motorcycle.
2. Not approve the recommendation.

ATTACHMENTS

1. Motorcycle Specs and Photos.

COMMUNICATION AND ENGAGEMENT

N/A

FINANCIAL IMPLICATION

If the recommendation is approved and Administration is directed to purchase the motorcycle, an agreement will be executed with funds being withdrawn from the Memorials Reserve. Proceeds from the sale of raffle tickets will go back into the Memorials Reserve.

CONCLUSION

The recommendation made by the Humboldt Broncos Memorials Committee to purchase the motorcycle is a foreseeable profitable fundraiser. The opportunity also presents the potential of creating more awareness of the Broncos Memorials Campaign.

Humboldt Memorial Motorcycle Specs:

2007 Suzuki Boulevard M109R

Approximate Mileage: 42,000 km.

Custom paint job

Upgraded exhaust

Upgraded bars

Sissy bars

Custom leather seat and saddle bags

Underglow lighting

260 rear tire

Stereo System

Windshield

Floorboards

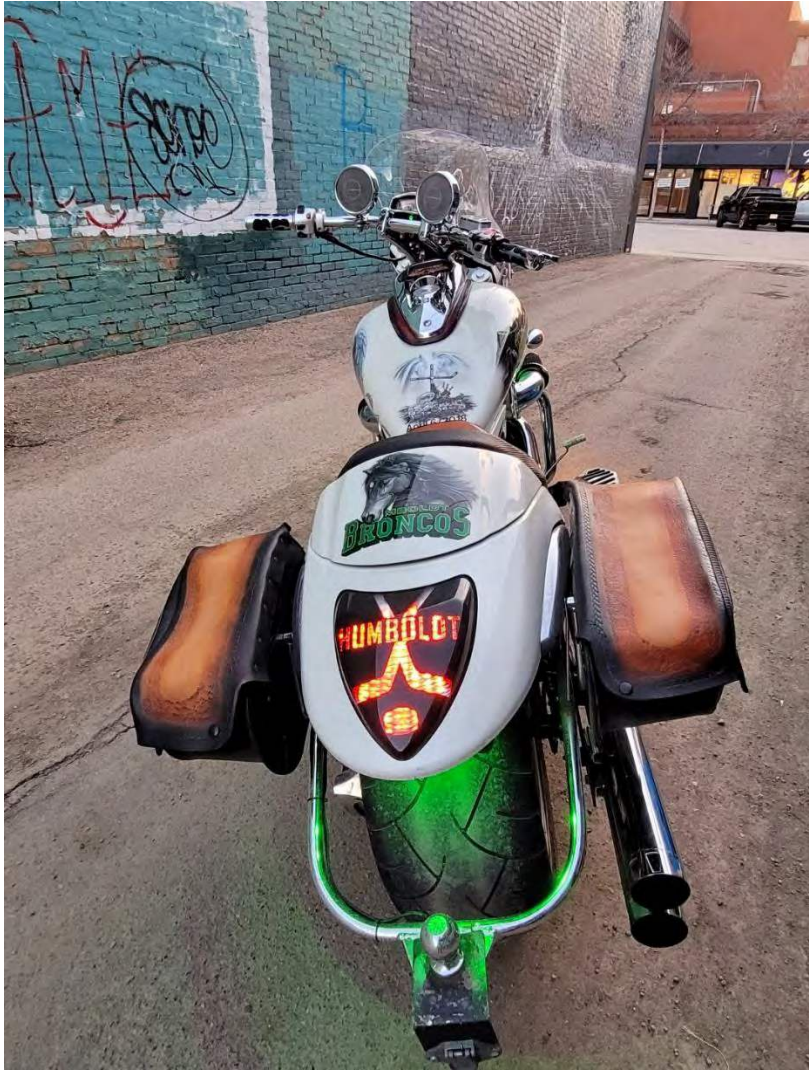
Power commander

1800cc

Awards:

- Winnipeg and Calgary World of Wheels - 1st place in its class.
- Draggin's Rod and Custom Show - 2nd place.
- Bike was featured with The Hanson Brothers in Winnipeg
- Several small-town shows and won awards multiple times







CITY OF HUMBOLDT REPORT

TITLE: Library Solarium
PREPARED BY: Michael Ulriksen, Director of Community and Leisure Services
REVIEWED BY: Joe Day, City Manager
PREPARED FOR: Council
DATE: January 23, 2023

RECOMMENDATION

That the City approve the Library solarium renovation project at an estimated cost of \$63,600, including contingencies, and that the project be funded from the Library reserve.

BACKGROUND

The Library Solarium was identified as a building issue several years ago, resulting in Council developing a reserve for its eventual renovation. The design and age of the solarium has led to water infiltration and an inability to regulate temperature effectively within the building.

CURRENT SITUATION

Through 2022, the Facilities Maintenance Manager worked with library staff on potential options for the renovation. This led to engaging an engineer – Robb Kullman Engineering LLP - to develop preliminary drawings for the renovation. Administration is ready to move forward to the tendering phase of the project, with hopes to award the project by the spring of 2023. The project will be tendered with an expected completion date sometime in 2023.

The project includes removal of some of the existing frontage of the library including windows and the existing planter wall. The construction will include a new exterior wall, windows, and roofing structure. As this project is a major renovation to the front of an existing facility, work has gone into specifying in the construction documents how the renovations will seamlessly tie into the existing structure. Exterior aesthetics will also seek to match the new construction to the existing building.

Regarding the roofing structure, the engineer has recommended the use of asphalt shingles as the most suitable option to defend against water infiltration. With the vented attic space, the wall to roof transitions and the roof vents themselves, there is concern that there would be a greater risk of water infiltration using a metal roofing system. While a shingled roof itself would need to be replaced sooner than a metal roof system, the costs associated with water infiltration would be far greater.

The engineered drawings also include dual glazed windows to reduce heat transfer. The drawings do not currently specify tinted windows, but the engineers acknowledge that this is a minor change that could be made before the project is tendered or as an amendment to the tender if deemed necessary. Administration will have further explored the options of window tints with the library staff prior to making any final decisions.

OPTIONS

1. Approve the recommendation to move the project to the tendering stage based on the attached construction drawings.
2. Provide Administration with alternative directions.

COMMUNICATION AND ENGAGEMENT

The Facilities Maintenance Manager has received significant input from Library staff and board members on the renovation project to ensure that the planned renovations will resolve any issues with the current solarium and meet the needs of the operations within the building.

ATTACHMENTS

1. Library Solarium Preliminary Drawings – Courtesy of Robb Kullman Engineering LLP

FINANCIAL IMPLICATION

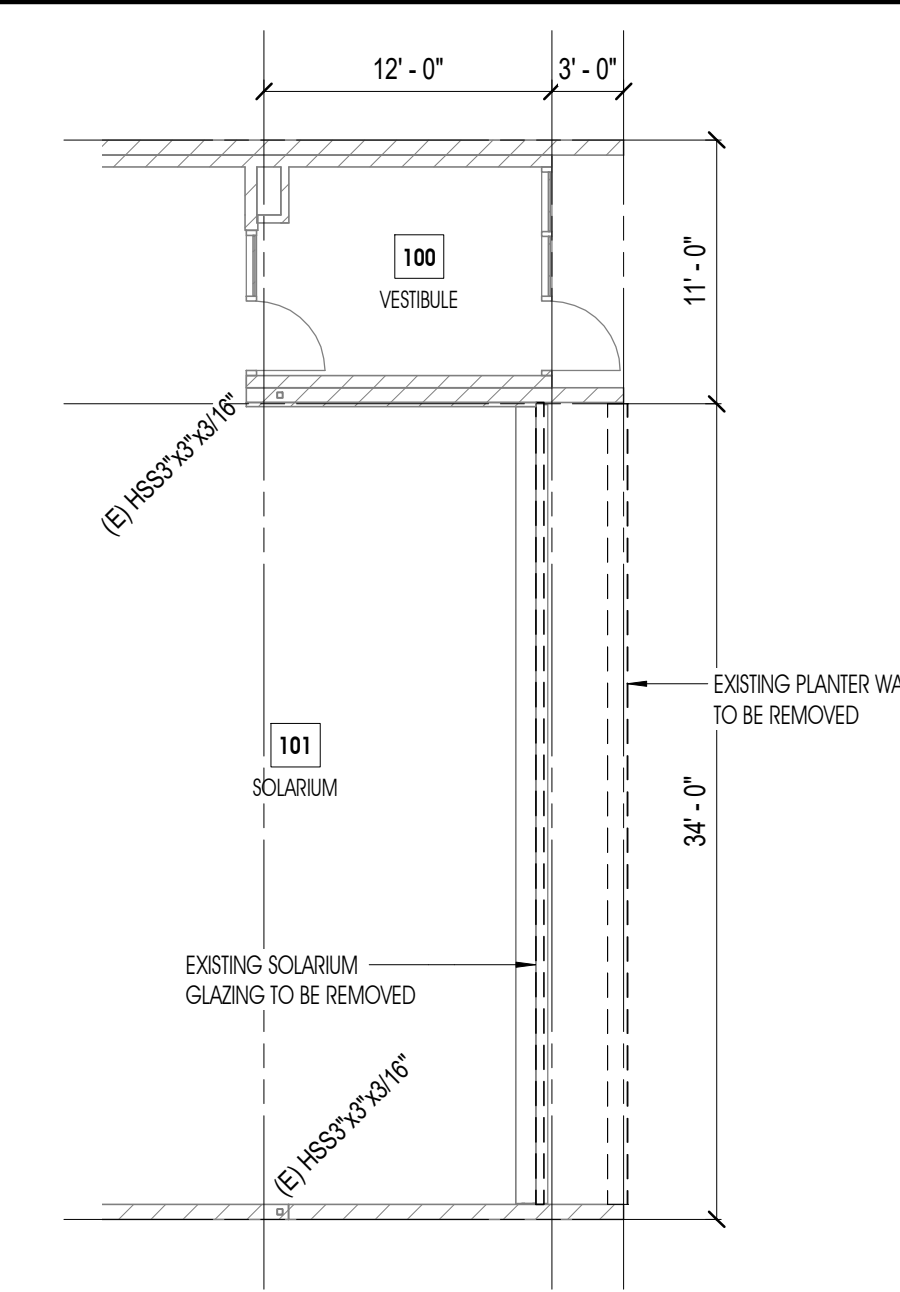
The engineer on the project is estimating that the work should be completed in the range of \$30,000 - \$40,000. Knowing the current environment pertaining to supply chain disruptions, labor shortage and other factors causing increased inflationary impacts on construction projects, Administration has included the following in our proposed cost estimates:

Engineer Projected Construction Costs (high end):	\$40,000
Project Scope Contingency (25%):	\$10,000
Inflationary Contingency (25%):	\$10,000
PST (6%):	<u>\$3,600</u>
Net Total:	\$63,600

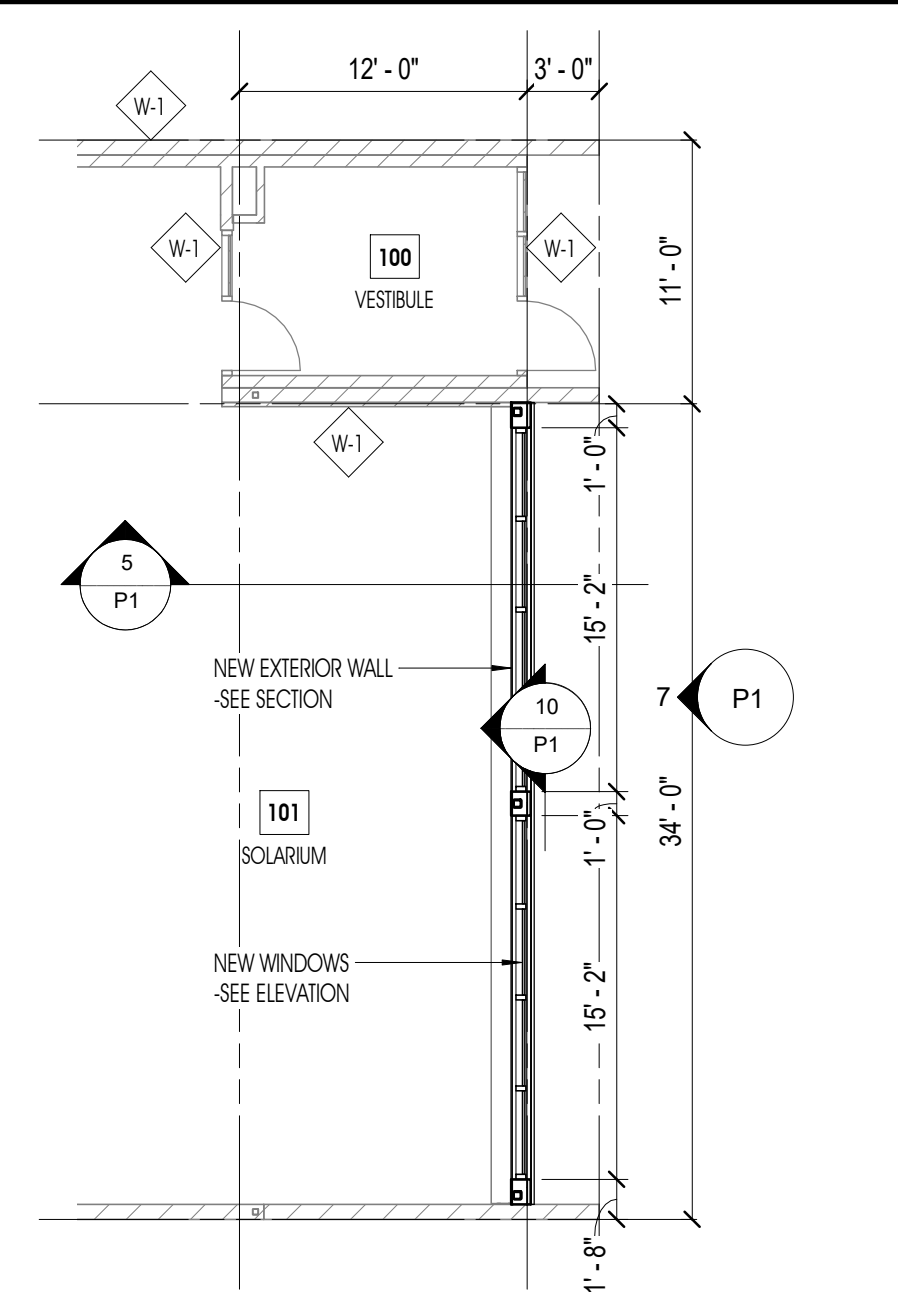
The estimate above falls well below the reserve balance for the project at the end of 2022, which sits at \$85,359.53. The reserve includes annual allocations from Council over the past several years. The only expense drawn from the reserve was the engineering work completed in 2022 on the construction drawings, at a cost of \$4,640.47.

CONCLUSION

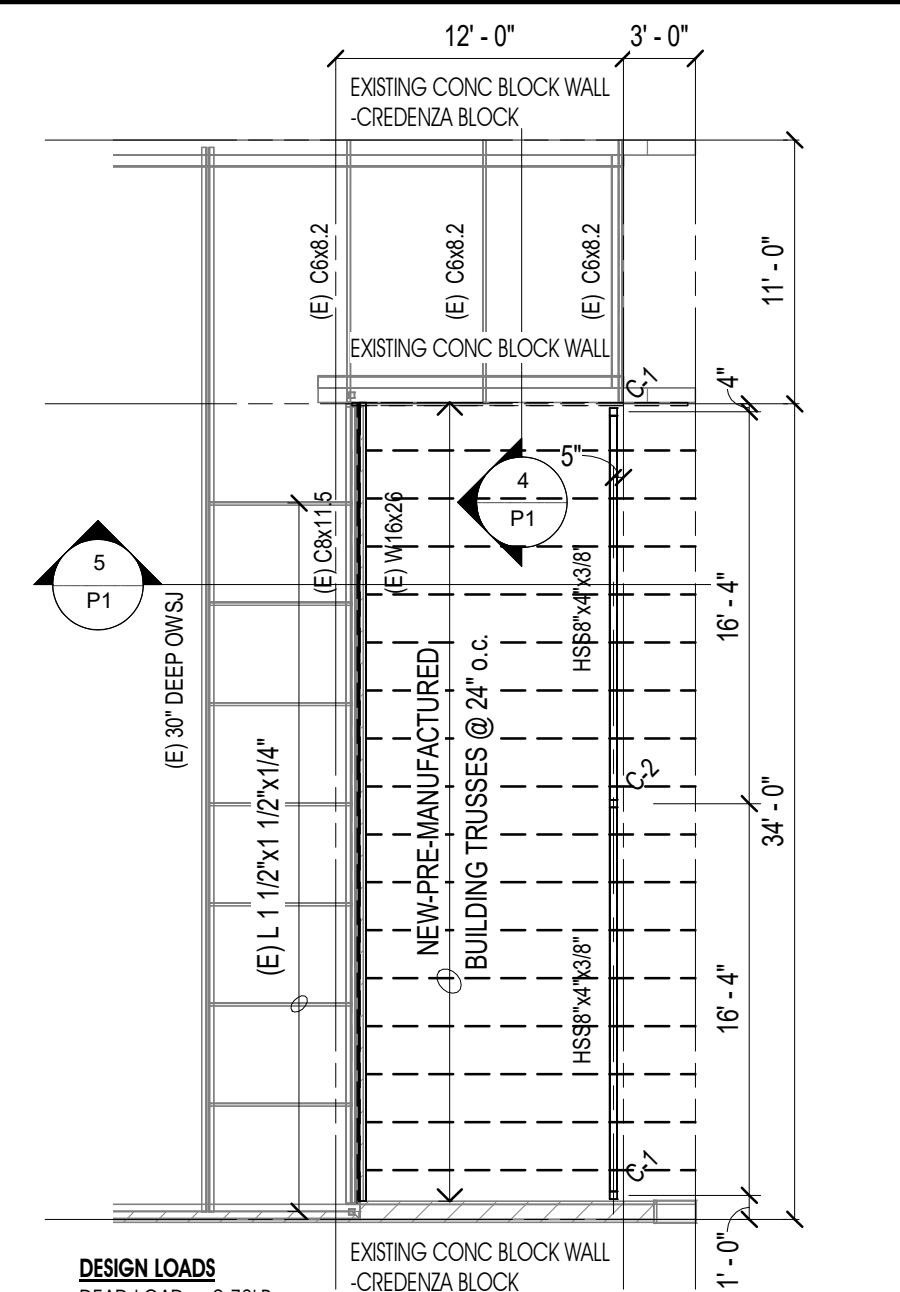
Administration is confident that the project can be completed in 2023, well within the amount currently placed in reserves for this project.



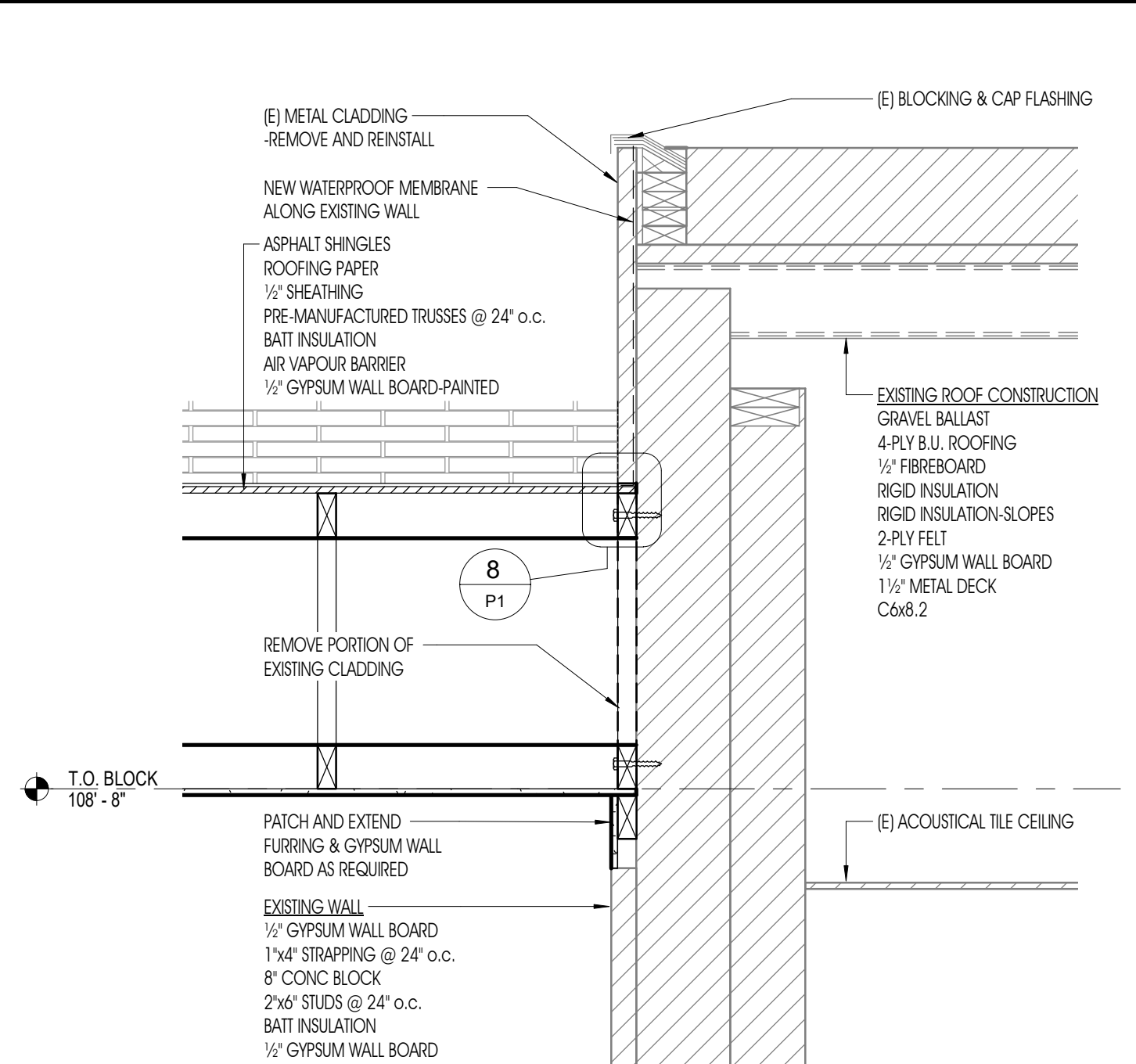
1 MAIN FLOOR DEMO PLAN
1/8" = 1'-0"



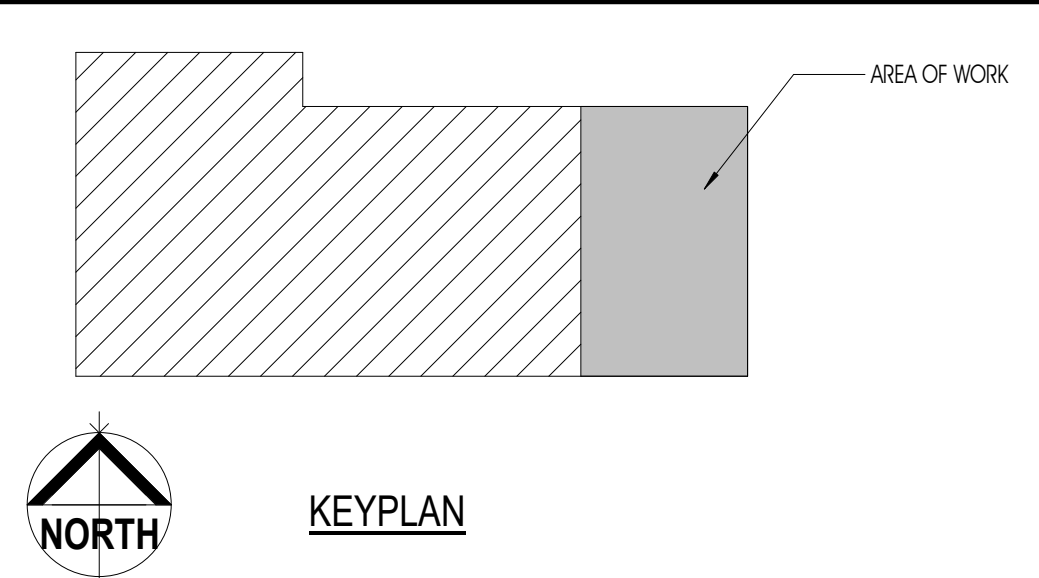
2 MAIN FLOOR CONST PLAN
1/8" = 1'-0"



3 ROOF FRAMING PLAN
1/8" = 1'-0"

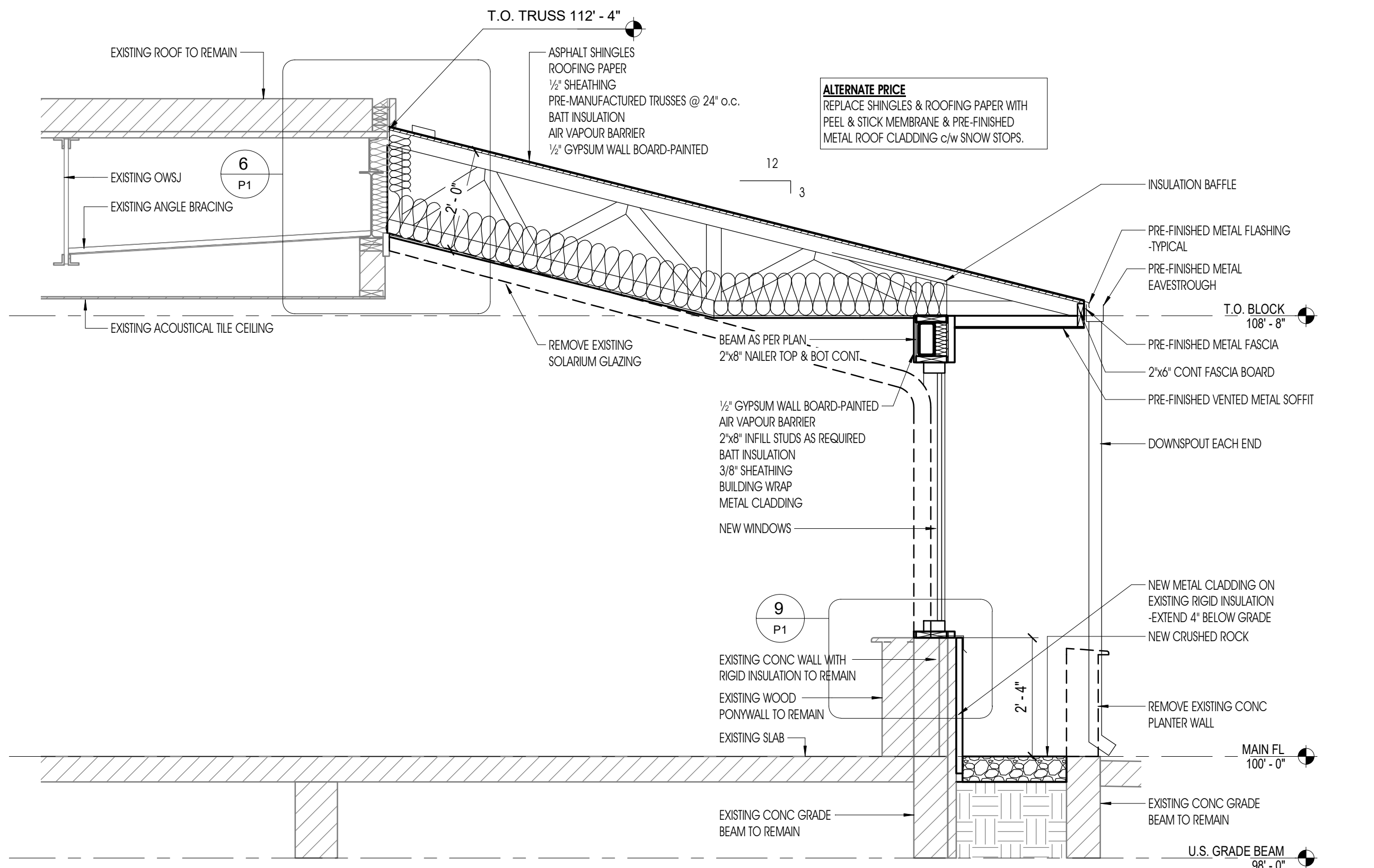


4 WALL SECTION
1" = 1'-0"

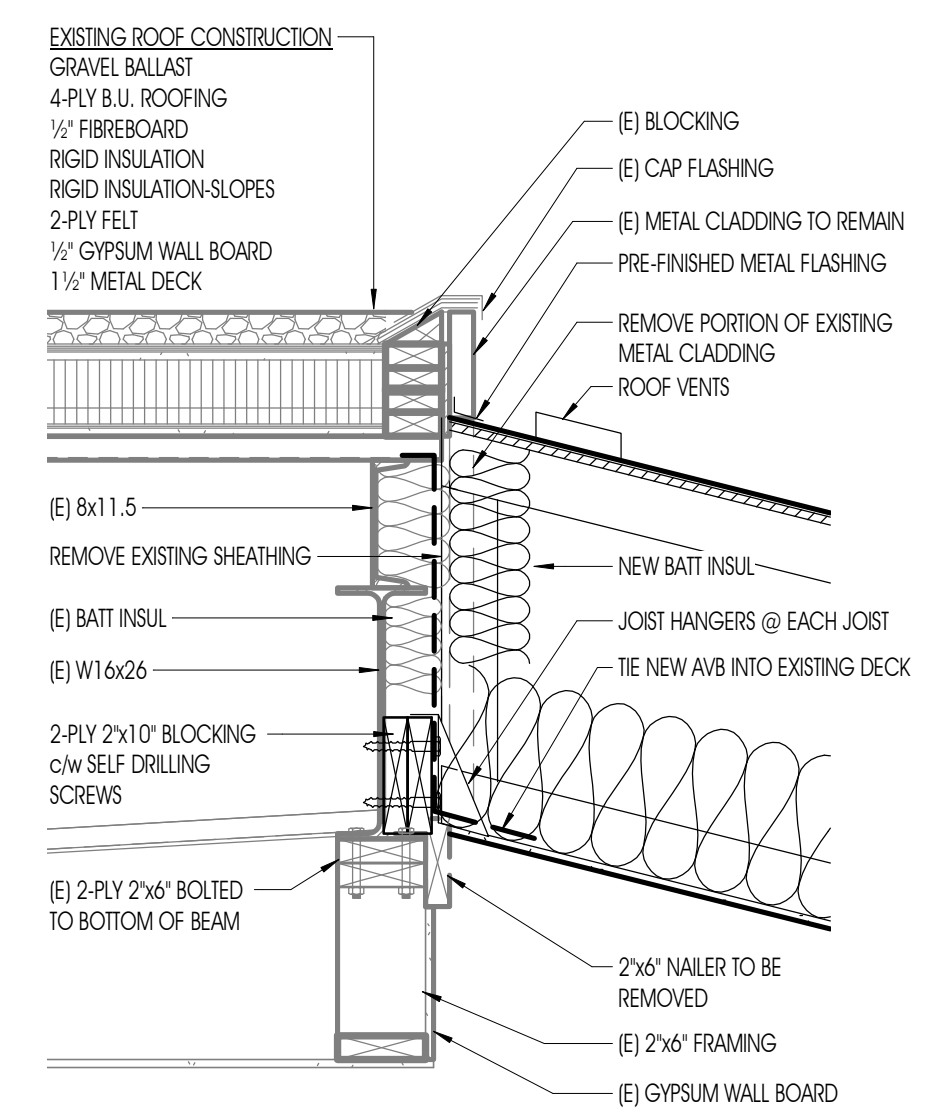


KEYPLAN

COLUMN SCHEDULE	
C-1	HSS 4x4x1/2 c/w 6x10x1/2 BASE PLATE 2-1/2" WEDGE ANCHORS 1 1/2" NON-METALLIC, NON-SHRINK GROUT
C-2	HSS 4x4x1/2 c/w 6x10x1/2 BASE PLATE 2-1/2" WEDGE ANCHORS 1 1/2" NON-METALLIC, NON-SHRINK GROUT

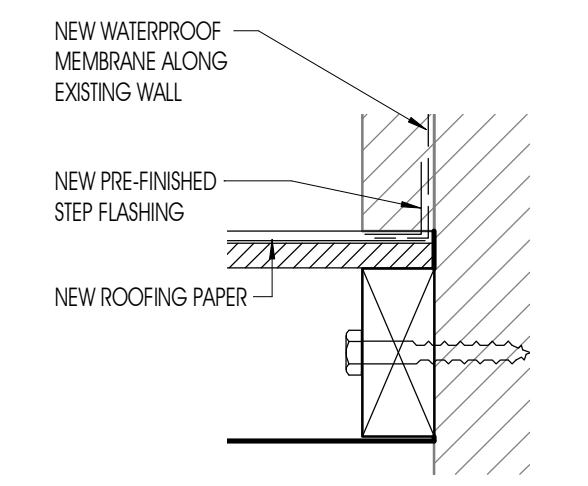


5 SOLARIUM SECTION
1/2" = 1'-0"

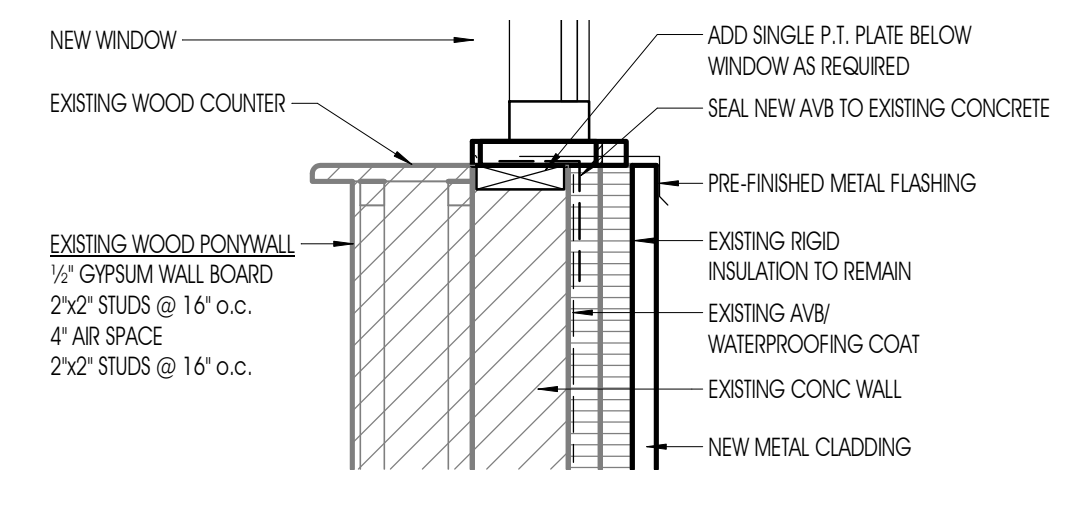


6 BEAM DETAIL
1" = 1'-0"

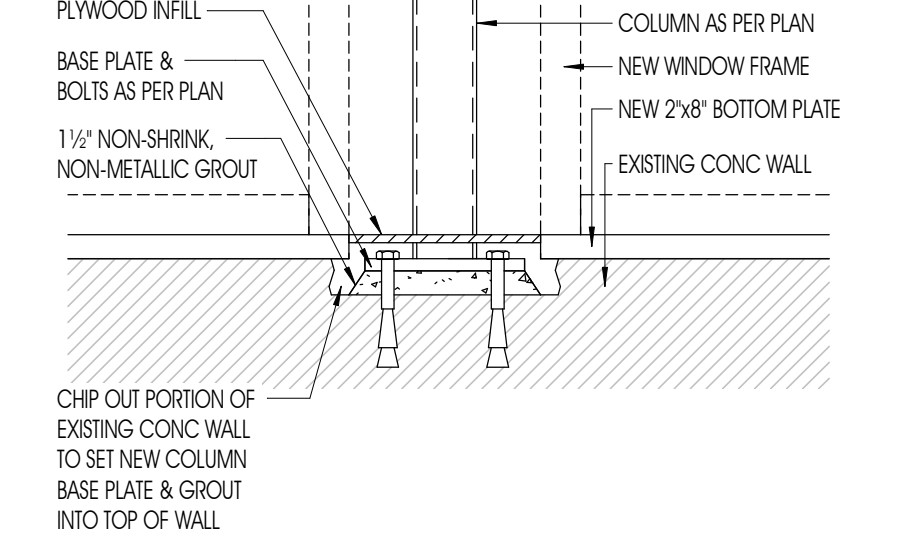
- SPECIFICATION**
- GENERAL
 - Protect and safeguard existing buildings and services which may be affected by this work. Report any unforeseen conditions to the owner before proceeding.
 - All dimensions to existing to be verified on site.
 - The contractor shall determine the exact location of all existing utilities before commencing work, and agrees to be fully responsible for any and all damages which might be occasioned by the contractor's failure to exactly locate and preserve any and all underground utilities.
 - ROOF TRUSSES, TRUSS JOISTS AND MICROLAM BEAMS
 - Wood trusses including bracing and connections at bearing points are to be designed, detailed and fabricated in accordance with Part 4 of the National Building Code and CAN3_D86.1_M89.
 - Roof trusses are to be designed to support the design loads indicated on drawings with a maximum live load deflection of Span /360.
 - Trusses are to bear on indicated bearing lines only with girders trusses at locations indicated unless otherwise approved in writing. Submit electronic shop drawings for review prior to fabrication. Shop drawings are to be sealed by Engineer responsible for design and fabrication.
 - Any field modifications or repairs are to be designed and detailed by Engineer responsible for truss design.
 - Provide appropriate hangers for connections to other members.
 - All required connecting hardware with the exception of nails are to be provided by the supplier of trusses, joists or microlam beams.
 - WOOD FRAME
 - All studs and plates to be construction grade, kiln dried spruce (S-P-F) with moisture content not greater than 19% at time of installation.
 - All trills, joists and beams to be No. 2 SPF or better material. Refer to drawings for number of clips and full height studs each side of openings.
 - All studs are to be provided full height with no splices.
 - All lumber in contact with concrete surfaces to be pressure treated.
 - All lumber and plywood identified as pressure treated shall be treated with preservative in accordance with CSA Standard CAN/CSA-1080.15 and shall contain a certification mark stamped on the material that confirms it has been treated in accordance with CSA Standard D322. Plywood shall be marked Hem-Fit, manufactured in accordance with CSA Standard 0121 or 0151.
 - Nails in all pressure treated lumber shall be hot-dipped galvanized or stainless steel conforming to CSA Standard B111.
 - Framing straps and anchors shall be hot-dipped galvanized to conform to ASTM Standard A446.
 - Sealants and caulking compounds shall conform to CGSB Standard CAN/CSG88-19.13 or 19-GP-14M.
 - Moisture and vapour barriers shall conform to CGSB Standard CAN/CSG88-51.34



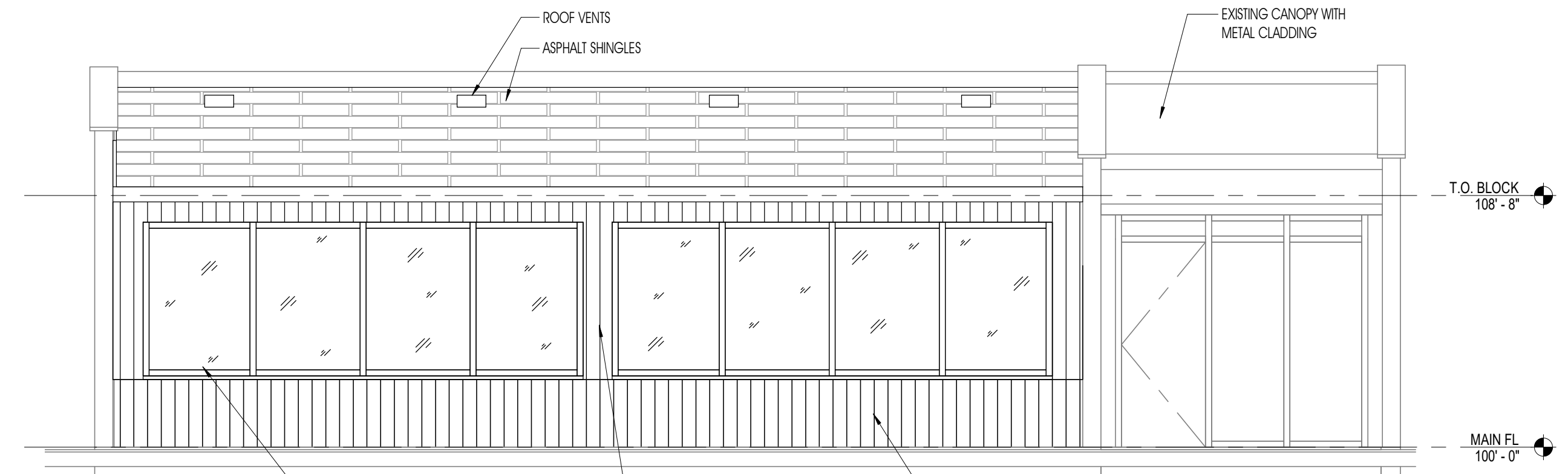
8 ROOF DETAIL
3" = 1'-0"



9 WALL DETAIL
1" = 1'-0"



10 TYPICAL BASE PLATE DETAIL
1" = 1'-0"



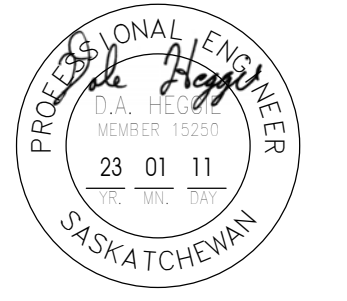
7 FRONT ELEVATION
1/4" = 1'-0"

NOTES:

- Do not scale drawings.
- All dimensions and datum are to be checked by the Contractor. Report any discrepancies to the Consultant before proceeding.
- This drawing is an instrument of Service and is the property of the Consultant and may be reproduced only with their written permission. Information shown is for use on this project only. Copyright protected.

REVISIONS		
NO.	DESCRIPTION	DATE
1	ISSUED FOR TENDER	11 JAN 2023

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STRUCTURAL CONSULTANTS
3022 LOUISE STREET
SASKATOON, SASKATCHEWAN S7J 3L8
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ASSOCIATION OF PROFESSIONAL ENGINEERS & GEOSCIENTISTS OF SASKATCHEWAN
CERTIFICATE OF AUTHORIZATION
ROBB KULLMAN ENGINEERING LLP
NUMBER **C1422**
PERMISSION TO CONSULT HELD BY:
DISCIPLINE: STRUCTURE 9506 SIGNATURE: *Robb Kullman*

PROJECT
HUMBOLT LIBRARY ROOF MODIFICATIONS
HUMBOLT, SASKATCHEWAN

DRAWING NAME
**MAIN FLOOR PLAN
ROOF FRAMING PLAN
SECTIONS
DETAILS**

DRAWN L.B. DRAWING
DATE AUG 2022
FILE 22-999
CHECKED D.H. **P1**



CITY OF HUMBOLDT REPORT

TITLE: Lagoon Chemical Award

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

REVIEWED BY: Joe Day, City Manager

PREPARED FOR: City Council

DATE: January 23, 2023

RECOMMENDATION

That the City award the 2023 lagoon chemical – Ferric Sulphate to Univar at an estimated cost of \$165,615 (including PST).

BACKGROUND

Ferric Sulphate is used at the lagoon for the odour control system and as an additive to reduce phosphorus in the final treatment stage of effluent release. Staff seek quotes annually and explore the company’s delivery safety practices to determine suitability if the city should purchase from them.

CURRENT SITUATION

As per City purchasing policy 4.6 (f) Council must approve this purchase due to its value exceeding \$75,000.

Staff requested pricing and received quotes from the two vendors below:

Supplier Name	Unit Rate	Net Bid Price	Net Bid Price (Including PST)
Univar	\$558/MT x 280MT	\$156,240	\$165,615
ClearTech	\$652/MT x 280MT	\$182,560	\$193,514

Quotes don’t include potential fuel surcharges which may appear and impact budgets due to market conditions.

The two above vendors now use the same trucking company with a good safety process, so staff support either vendor, however as Univar is the lower cost, they are being recommended for award. Univar has provided this service to the City in the past so staff support award of their quotation.

OPTIONS

- Approve
- Not Approve

COMMUNICATION AND ENGAGEMENT

Staff will communicate the outcome to the vendors.

ATTACHMENTS

N/A

FINANCIAL IMPLICATION

The lowest quotation exceeds the 2023 budget. Estimated unfavorable position at the end of 2023 is approximately \$53,615.

Year	Total Expense	\$/MT	Loads	Budget
2023	**\$180,615	\$558	14	\$127,000
2022	\$182,847	\$553-\$599	14	\$127,000
2021	\$117,921	\$490 - \$513	11	\$127,000
2020	\$110,363	\$479	11	\$127,000

**Estimated 2023 expenses which include Ferric Sulphate \$165,615 and \$15,000 for Enzymes added at lift stations for the lagoon.

2022 experienced significant price volatility and additional fuel surcharges. In addition, the city released more effluent to lower cells for inspection and eventual construction in 2023.

CONCLUSION

Increases in cost and quantity has impacted this budget however the necessity of its use shouldn't be reduced because of the positive effects on the quality of effluent produced. In addition, the costs associated with the odour control system also has a positive impact to the community throughout the summer seasons. Staff recommend that Council approve the quotation from Univar at an estimated cost of \$165,615 for 2023.

CITY OF HUMBOLDT REPORT

TITLE: Request for Change to Municipal Election Dates

PREPARED BY: Joe Day, City Manager

REVIEWED BY: Joe Day, City Manager

PREPARED FOR: City Council

DATE: January 23, 2023

RECOMMENDATION

That on behalf to the Mayor and Council, a letter be sent to the Province of Saskatchewan to request that the municipal election date for urban municipalities be scheduled at a time more suitable than November 13, 2024.

BACKGROUND

Over the past year or two the Province of Saskatchewan has requested input on its review of the Local Government Elections Act (LGEA). The Government has now drafted amendments to the existing LGEA. On November 17, 2022, the Acting Minister of Government Relations introduced Bill 105, An Act to amend The Local Government Election Act, 2015, codifying the proposed amendments to the Act. While most of the changes requested by the Cities were made, the most notable exception is the requested municipal election date change. The date of the 2024 municipal election, based on the LGEA will be November 13, 2024, which is 15 days following the anticipated provincial election, held on October 28, 2024.

CURRENT SITUATION

Municipal stakeholders, including, SUMA and its City Mayors' Caucus have been advocating for a change to the 2024 legislated local government election date. SUMA has recently reminded Mayors and City Managers that there may only be this one last opportunity to convince the Province to amend the municipal election date before the bill proceeds through three readings and is adopted this spring.

OPTIONS

- Support the recommendation to send a letter to the Province to support a change to the proposed municipal election dates.
- Decide not to support the recommendation and allow the process of Bill 105 to proceed without the City's input.

COMMUNICATION AND ENGAGEMENT

If Council supports the recommendation, Administration will draft a letter along the lines of a suggested template that has been circulated by SUMA and send it to Provincial representatives.

ATTACHMENTS

- Copy of SUMA draft template letter

FINANCIAL IMPLICATION

There are few direct financial implications of the request to move the municipal election date to a later time. It has been suggested however that having the municipal election approximately two-weeks following the provincial election results in higher costs due to the inability to effectively share elections hardware and election workers.

CONCLUSION

Pursuant to the Local Government Elections Act, for many years the urban municipalities in the province had a mid-October election date (every three years, and then every four years). When the Province recently determined that it wished to have its Provincial elections in October every four years, and in the same years as urban municipalities, it used provincial legislation to shift the urban elections to mid-November. The urban municipalities have been lobbying for this change to be re-considered and for urban municipality elections to be set much further apart from the Provincial election than the current 15-days.



ATTACHMENT – SAMPLE LETTER

December 12, 2022

The Honourable Don McMorris
Minister of Government Relations
Room 306, Legislative Building
2405 Legislative Drive
REGINA, SK S4S 0B3

Dear Minister McMorris:

Our council is writing to you today to express our deep concerns about your choice to maintain the next municipal election date, despite substantial feedback from SUMA, cities, towns, villages, and even the province's own Chief Electoral Officer recommending a change.

Our municipality stands united with other SUMA members in the need for a change. The province's poorly-considered decision to move the municipal election date deep into November has led to additional risk of disruption by winter storms—as seen in 2020—and to a substantial delay in necessary orientation, committee formation, budgeting, and year-end procedures for municipalities.

While we value our partnership with school boards, and respect that the Saskatchewan School Boards Association may prefer that our election date remain the same, municipalities *must* be the ones to decide when their elections are held. *We* pay for them, *we* staff them, and *we* protect the democratic process in our communities.

We call upon the government to respect the wishes of those elected to represent 80 per cent of the population in Saskatchewan, as well as the advice of their own Chief Electoral Officer, and amend Bill 105: The Local Government Election Amendment Act in committee to change the election date to September 2024 for towns and villages, and May 2025 for cities.

Sincerely,

Mayor and Council of Municipality

cc: SUMA



CITY OF HUMBOLDT REPORT

TITLE: Golf Course Governance Committee
PREPARED BY: Joe Day, City Manager
REVIEWED BY: Joe Day, City Manager
PREPARED FOR: City Council
DATE: January 23, 2023

RECOMMENDATION

That the City approves the establishment of the Golf Course Governance Committee along with the Terms of Reference as attached.

BACKGROUND

The Humboldt golf course is located on land owned by the City of Humboldt (the City) and is operated by the not-for-profit Humboldt Golf Club Inc. (HGC). The terms and conditions for operations of the golf course are stipulated in a long-term lease between the City and HGC that was signed in 1991. The HGC has recently identified there is difficulty for the courses to generate enough revenue to consistently cover operating expenses.

Representatives of the golf course have met informally with City representatives to discuss the operational challenges of golf course and to identify if there is a role for the City to assist in addressing those challenges.

CURRENT SITUATION

City Administration, the Executive Committee of Council, and the golf course representatives all agree that an appropriate initial step is to develop a committee of Council that has representation from City Council and from HGC. This primary mandate of the committee will be to explore different governance and operational models and to make any recommendations to City Council that are appropriate.

OPTIONS

1. Approve the establishment of a committee as recommended
2. Resolve to amend the mandate and Terms of Reference of the Committee
3. Do not approve the creation of this committee and provide Administration with alternative directions.

COMMUNICATION AND ENGAGEMENT

If City Council approves the establishment of the Golf Course Governance Committee, that decision will be communicated to the HGC so that HGC can identify its representatives for the committee. The City Councillors and the HGC representatives recommended for the committee will be appointed by City Council at a future City Council meeting.

ATTACHMENTS

1. Draft Golf Course Governance Committee Terms of Reference


FINANCIAL IMPLICATION

The creation of the Golf Course Governance Committee will have no financial impact to the City.

If the committee develops recommendations that will have a financial impact to the City, those recommendations will be made to the City, and if outside of established budget parameters, will require City Council approval.

CONCLUSION

Administration supports the creation of the Golf Course Governance Committee to more formalize the communications between the City of Humboldt and Humboldt Golf Club Inc. as the two parties explore options to address the existing operational challenges faced by the golf course.



**City of Humboldt Terms of Reference
Golf Course Governance Committee**

1. Name

The name of the Committee will be the *Humboldt Golf Course Governance Committee*

2. Mandate and Purpose

The Humboldt Golf Course Governance Committee will be an advisory committee to City Council.

The Humboldt golf course is located on land owned by the City of Humboldt (the City) and is operated by the not-for-profit Humboldt Golf Club (HGC). The terms and conditions for operations of the golf course are stipulated in a long-term lease between the City and HGC that was signed in 1991. The HGC has recently identified there is difficulty for the courses to generate enough revenue to consistently cover operating expenses.

The purpose of the Committee will be as follows:

- a) Identify options for a revised governance and operations model that could be applied to the Humboldt Golf Course.
- b) Evaluate governance and operational models to develop a recommendation for changes to, or replacement of, the existing agreement between the City and the HGC.
- c) Assist in the implementation of an updated agreement between the City and the HGC if applicable.
- d) Provide guidance and feedback to City officials and City Council on matters that the City refers to the Committee regarding other activities or proposals that the City believes are related to the purpose of the Committee.
- e) Provide advice to City Council as necessary on the matters identified herein.

3. Membership

a) *Composition*

The Committee will consist of between four and eight members:

- i. Two (2) to four (4) members from City Council
- ii. Two (2) to four (4) members from the Humboldt Golf Club

Management and/or other employees of the City of Humboldt and the Humboldt Golf Club will be resource staff to the committee at the discretion of the committee and subject to the availability of those employees. The City and HGC management and staff have non-voting members of the committee.

b) *Appointment of Members*

Individuals will be appointed by the City Council.

c) *Term*

The term of members on the Committee will be for one (1) year. Each member will reconfirm their commitment by January 31st of each year.

- d) *Appointment of Chair*
The Committee will select a Chair for the Committee. The role of the Chair shall be to:
- Chair Committee Meetings
 - Assist in the development of an agenda for each meeting.
 - Proactively seek input from members unable to attend the meeting.
 - Regularly provide the City Clerk with meeting minutes for City Council information.

4. Compensation

Committee members will not receive remuneration while sitting on the Committee.

5. Meetings

- a) *Frequency*
Meetings will be held at the call of the Chair.
- b) *Attendance*
Committee members that miss three (3) consecutive meetings, without cause, shall be deemed to have resigned from the Committee.
- c) *Quorum*
A quorum will consist of a majority of the total number of appointed members.
- d) *Voting*
The committee shall make decisions by the Chair calling for a vote of the other members, wherein a simple majority will determine all resolutions and recommendations. In the event of a tie vote the chair will cast the deciding vote.

6. Reporting

- a) All discussion items will be recorded in formal minutes.
- b) The Chair will work with City of Humboldt administration to liaise with City Council and to make recommendations to City Council from the Committee.

7. Insurance

- a) The City of Humboldt shall assume responsibility for maintaining insurance policies for public liability and property damage with respect to the activities of the committee.