





City of Humboldt
July 24, 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 - No Public Hearing**
- 5 Approve Minutes**
 - 5.1 Regular Meeting of Council held June 26, 2023
 - 📎 Regular Meeting of Council held June 26, 2023
 - 5.2 Special Meeting of Council held July 10, 2023
 - 📎 Special Meeting of Council held July 10, 2023
- 6 Delegations**
- 7 Correspondence**
 - 7.1 "A" Items Requiring Council Resolution
 - 7.2 "B" Items Received for Information Only
- 8 Committee Reports**
 - 8.1 Vacated Chair
 - 8.2 Executive Committee Meeting
 - 📎 Minutes of the Executive Committee Meeting held July 10, 2023
 - 8.3 Humboldt District Museum Gallery Board Minutes - June 8, 2023
 - 📎 Minutes of the Humboldt District Museum Gallery Board held June 8, 2023
- 9 Bylaws**
 - 9.1 Recommendation - 2023-2026 Residential Construction Incentive Policy Bylaw
 - 📎 Report - 2023-2026 Residential Construction Incentive Policy Bylaw
 - 📎 Bylaw - 2023-2026 Residential Construction Incentive Policy
 - 9.2 Bylaw 05/2023 - 2023-2026 Residential Construction Incentive Policy
 - 9.3 Bylaw 05/2023 - 2023-2026 Residential Construction Incentive Policy
 - 9.4 Bylaw 05/2023 - 2023-2026 Residential Construction Incentive Policy
 - 9.5 Bylaw 05/2023 - 2023-2026 Residential Construction Incentive Policy
 - 9.6 Resumed Chair
- 10 New Business**
 - 10.1 Recommendation - Leisure Services Director -PBR Rodeo Follow-Up Report

-  Report - PBR Rodeo Follow-Up
- 10.2 Recommendation - Leisure Services Director - Living Skies Music Festival Proposal
-  Report - Living Skies Music Festival Proposal
- 10.3 Recommendation - City Manager - Housing Accelerator Fund Application
-  Report - Housing Accelerator Fund Application
- 11 **Enquiries**
- 12 **Committee of the Whole**
- 13 **Adjourn**



**City of Humboldt
Meeting Minutes
Regular Council Meeting June 26, 2023 - 05:30 PM**

PRESENT:

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

1 Call To Order

Mayor Behiel called the meeting to order at 5:30 p.m.

Resolution:
2023.141

2 Adopt Agenda

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

That the agenda be adopted as presented.

CARRIED

2.1 Conflict of Interest

3 Public Acknowledgement

Councillor Nordick acknowledged the annual Humboldt Filipino Music and Food Festival held this past weekend. The celebration of their culture and heritage was a huge success with Filipino food, music, dance and games throughout this entire two day event. It was exceptionally well organized by just four young local Filipino residents from Humboldt Ink and Stage One Events Mgt. along with assistance from the City of Humboldt and Miles Engele.

4 Public Hearing

Resolution:
2023.142

4.1 Suspend Council Meeting

Moved By: Councillor Kelly Herperger
Seconded By: Councillor Rob Muench

That the Regular Meeting of Council be suspended and that we move to enter the Public Hearing, the time being 5:32 p.m.

CARRIED

Mayor – Michael Behiel

City Clerk – Lori Yaworski

4.2 Public Hearing - Humboldt Golf Club Guarantor of Loan

Resolution:
2023.143

4.3 Resume Council Meeting
Moved By: Councillor Larry Jorgenson
Seconded By: Councillor Roger Korte

That the Public Hearing be closed, and that Council revert to the Regular Meeting, the time being 5:26 p.m. **CARRIED**

5 Approve Minutes

Resolution:
2023.144

5.1 Regular Meeting of Council held May 23, 2023
Moved By: Councillor Roger Nordick
Seconded By: Councillor Kelly Herperger

That the Minutes of the Regular Meeting of Council held May 23, 2023, be approved as amended, recorded and circulated.

Amendment:

9.2 That Bylaw No 02/2023 – 2022 Taxation Bylaw should read 2023 Taxation Bylaw.

9.3 That Bylaw No 02/2023- 2022 Taxation Bylaw should read 2023 Taxation Bylaw.

CARRIED

Resolution:
2023.145

5.2 Special Meeting of Council held June 12, 2023
Moved By: Councillor Roger Korte
Seconded By: Councillor Roger Nordick

That the Minutes of the Special Meeting of Council held June 12, 2023, be approved as recorded and circulated.

CARRIED

6 Delegations

6.1 Delegation - Special Olympics Humboldt

Special Olympics Humboldt Chapter representatives Mike Lemsky and Leanne Proppel attended the council meeting to request a street closure on Main Street and 6th Avenue to host a BBQ on Friday, August 18, 2023. Administration will ensure with Public Works, Protective Services and Cultural Services that there are no conflicts that would prohibit the street closure.

7 Correspondence

7.1 "A" Items Requiring Council Resolution

7.2 "B" Items Received for Information Only

8 Committee Reports

8.1 Vacated Chair

Mayor Behiel vacated the Chair to Deputy Mayor Korte presided at 5:38.p.m.

Resolution:
2023.144

8.2 Executive Committee Meeting
Moved By: Mayor Michael Behiel
Seconded By: Councillor Rob Muench

That the Minutes of the Executive Committee Meeting held June 12, 2023, be accepted for information.

CARRIED

Mayor – Michael Behiel

City Clerk – Lori Yaworski

Resolution: 8.3 **Reid Thompson Public Library Board**
 2023.145 **Moved By:** Councillor Roger Nordick
Seconded By: Councillor Larry Jorgenson

That the minutes of the Reid Thompson Public Library Board held May 8, 2023, be accepted for information and filed. **CARRIED**

9 Bylaws

Resolution: 9.1 **Recommendation - Humboldt Golf Course Guarantor Amendment Bylaw**
 2023.146 **Moved By:** Councillor Kelly Herperger
Seconded By: Mayor Michael Behiel

That this report be accepted for information and filed **CARRIED**

Resolution: 9.2 **Bylaw 04/2023 - Humboldt Golf Course Guarantor Amendment Bylaw**
 2023.147 **Moved By:** Councillor Larry Jorgenson
Seconded By: Councillor Kelly Herperger

Resolved that Bylaw No. 04/2023, being a bylaw to amend the guarantee of the mortgage between Humboldt Golf Club Inc. (Borrower) and Conexus Credit Union 2006 (Lender) be introduced and read a first time.

CARRIED

Resolution: 9.3 **Bylaw 04/2023 - Humboldt Golf Course Guarantor Amendment Bylaw**
 2023.148 **Moved By:** Councillor Rob Muench
Seconded By: Councillor Roger Nordick

Resolved that Bylaw No. 01/2023, being a bylaw to amend the guarantee of the mortgage between Humboldt Golf Club Inc (Borrower) and Conexus Credit Union 2006 (Lender) be read a second time.

CARRIED

Resolution: 9.4 **Bylaw 04/2023 - Humboldt Golf Course Guarantor Amendment Bylaw**
 2023.149 **Moved By:** Mayor Michael Behiel
Seconded By: Councillor Larry Jorgenson

Resolved that Bylaw No. 04/2023, being the Humboldt Golf Club Guarantor Amendment Bylaw be given three readings at this meeting.

CARRIED UNANIMOUSLY

Resolution: 9.5 **Bylaw 04/2023 - Humboldt Golf Course Amendment Bylaw**
 2023.150 **Moved By:** Councillor Larry Jorgenson
Seconded By: Mayor Michael Behiel

Resolved that Bylaw No. 04/2023, being a bylaw to amend the guarantee of the mortgage between Humboldt Golf Club Inc. (Borrower) and Conexus Credit Union (Lender) be read a third time and now be adopted.

CARRIED

9.6 Resumed Chair

Mayor Behiel resumed the Chair, the time being 5:42 p.m. **CARRIED**

10 New Business

Resolution: 10.1 **Recommendation - Finance Manager - Payment Authorization Policy #1380**
 2023.151 **Moved By:** Councillor Roger Korte
Seconded By: Councillor Kelly Herperger

That the Purchasing Policy #1380 be approved as amended.

Further, that Policy for Awarding Contracts/Accepting Tenders #1385 be repealed.

CARRIED

Mayor – Michael Behiel

City Clerk – Lori Yaworski

Resolution: 2023.152 **10.2 Recommendation - Leisure Service Director - Uniplex Beverage Supply Agreement RFP**
Moved By: Councillor Roger Nordick
Seconded By: Councillor Kelly Herperger

That Coca-Cola Canada Bottling Ltd. be awarded an exclusive five-year supply contract for the provision of non-alcoholic beverages and branded equipment within the Uniplex.

CARRIED

Resolution: 2023.153 **10.3 Recommendation - Leisure Service Director - 2022 State of the Infrastructure**
Moved By: Councillor Roger Korte
Seconded By: Councillor Kelly Herperger

That the 2022 State of the Infrastructure Report be accepted for information and filed.

CARRIED

Resolution: 2023.154 **10.4 Recommendation - Marketing & Development Manager - Recommendation from Memorials Committee**
Moved By: Councillor Larry Jorgenson
Seconded By: Councillor Roger Nordick

That, as recommended by the Memorials Committee, the City of Humboldt accept the proposal submitted by P. Machibroda Engineering Ltd. and proceed with Phase II Environmental Site Assessment at the site of the 2017-18 Humboldt Broncos bus tragedy.

CARRIED

Resolution: 2023.155 **10.5 Recommendation - Public Works & Utilities Director - Carl Schenn Storm Dry Pond Tender**
Moved By: Councillor Larry Jorgenson
Seconded By: Councillor Roger Nordick

That the City award the Carl Schenn Storm Dry Pond Project to Wilco Contractors Southwest Inc. in the amount of approximately \$1,513,460 (plus applicable taxes).

CARRIED

Resolution: 2023.156 **10.6 Recommendation - Public Works & Utilities Director - DMAF Application Request**
Moved By: Councillor Roger Korte
Seconded By: Councillor Larry Jorgenson

It is resolved that the Council of The City of Humboldt support the application for a Disaster Mitigation and Adaptation Fund (DMAF) grant valued at \$15,540,960 (PST Included) for the following projects:

1. 6th Avenue Ditching and Piping - \$2,987,860
2. St. Dominic School Dry Pond and Piping - \$7,422,260
3. Centennial Park Dry Pond Deepening and Piping - \$2,939,880
4. 5th Avenue Dry Pond and Piping - \$1,107,720
5. Barnes Crescent Storm Upsizing - \$1,083,240

CARRIED

Mayor – Michael Behiel

City Clerk – Lori Yaworski

11 Enquiries

Councillor Herperger inquired about the City not having any truck parking for truckers to park their semis within the City.

Councillor Muench inquired about the lack of care and maintenance of the Wildlife Trail and whose responsibility it is to care for the trail. The Leisure Service Director replied that it is the Wildlife Federation's but the City will assist when they make a request.

Resolution:
2023.157

12 Committee of the Whole

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

That we sit in a private session as Committee of the Whole, the time being 6:10 p.m.

CARRIED

12.1 Authority

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

12.2 Present in the Committee of the Whole

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

12.3 City Clerk - Letter to Council regarding Humboldt District SPCA

12.4 Marketing & Development Manager - Authorization to Renew Lease

12.5 Marketing & Development Manager - Authorization to Lease - Parcel 153171738

12.6 Public Works & Utilities Director - Grant Update

Resolution:
2023.158

12.7 Revert

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

That Council revert to the Regular Meeting, the time being 6:29 p.m.

CARRIED

Resolution:
2023.159

12.8 Recommendation - Letter to Council regarding Humboldt District SPCA

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

That the report be accepted for information and filed and further

That Administration provide a response to Bonnie Hepp to acknowledge her letter has been received and reviewed by Council.

CARRIED

Mayor – Michael Behiel

City Clerk – Lori Yaworski

Resolution: 12.9 Recommendation - Authorization to Renew Lease

2023.160

Moved By: Councillor Larry Jorgenson

Seconded By: Councillor Roger Nordick

That the City Clerk be authorized to renew the lease for approximately 35 acres of farmland known as Parcel 164122017 in the amount of \$1,200, plus GST, to Mr. Calvin Tameling and Mr. Regan Tameling for a 9-month term ending December 31, 2023, for the purpose of farming the land.

CARRIED

Resolution: 12.10 Recommendation - Authorization to Lease - Parcel 153171738

2023.161

Moved By: Councillor Larry Jorgenson

Seconded By: Councillor Roger Korte

That the City Clerk be authorized to lease a section of approximately 56 acres of the parcel known as Parcel 153171738 ("The Humboldt Airport/Aerodrome Lands") as per the attached Cash Lease Agreement and Schedule 'A' to Mr. Darcy Loose for a 3-year term ending December 31, 2025, for the purpose of farming the land.

CARRIED

Resolution: 13 Adjourn

2023.162

Moved By: Councillor Larry Jorgenson

Seconded By: Councillor Roger Korte

That we do now adjourn, the time being 6:30 p.m.

CARRIED

Mayor – Michael Behiel

City Clerk – Lori Yaworski



City of Humboldt
Meeting Minutes
Special Council Meeting July 10, 2023 - 05:00 PM

PRESENT:	Mayor Behiel	
	Councillor Amanda Klitch	
	Councillor Rob Muench	
	Councillor Roger Korte	
	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	Mike Ulriksen
	Cultural Service Director	Jennifer Fitzpatrick
	Director of Protective Services	Mike Kwasnica
	Seasonal Planning Coordinator	Tanner Zimmerman

1 Call To Order

Mayor Behiel called the meeting to order at 5:00 p.m.

Resolution:
2023.163

2 Adopt Agenda

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

That the agenda be adopted as amended and presented:

Remove Item from New Business
 3.1 Recommendation - Leisure Services Director - Road Closure Request –
 Special Olympics BBQ

CARRIED

2.1 Conflict of Interest

3 New Business

Resolution:
2023.164

3.1 Recommendation - Convention Centre Washroom Renovations

Moved By: Councillor Kelly Herperger
Seconded By: Councillor Rob Muench

That the City conclude the tender process for the Convention Centre Washroom Renovations without awarding a contract and that Administration review the scope and approach to completing renovations to the facility.

CARRIED

 Mayor – Michael Behiel

 Acting City Clerk – Donna Simpson

Resolution: 3.2
2023.165

Recommendation - Library Roof Modifications RFQ

Moved By: Councillor Roger Korte

Seconded By: Councillor Rob Muench

That the sole bid received for the Library Roof Modifications RFQ not be accepted and that Administration explore alternative options for completing the project.

CARRIED

Resolution: 4
2023.166

Adjourn

Moved By: Councillor Amanda Klitch

Seconded By: Councillor Kelly Herperger

That we do now adjourn, the time being 5:06 p.m.

CARRIED

Mayor – Michael Behiel

Acting City Clerk – Donna Simpson



City of Humboldt

Meeting Minutes

Executive Committee Meeting July 10, 2023 - 05:30 PM

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

City Manager:	Joe Day
Acting City Clerk:	Donna Simpson
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
Seasonal Planning Coordinator	Tanner Zimmerman

1 Call To Order

Chairperson Korte called the meeting to order at 5:21 p.m.

2 Adopt Agenda

Moved By: Councillor Kelly Herperger

That the agenda be adopted as presented.

CARRIED

2.1 Conflict of Interest

3 Delegations - No delegations

4 Correspondence

4.1 Central Area Transportation Planning Committee

Moved By: Mayor Michael Behiel

That the minutes of the Central Area Transportation Planning Committee be accepted for information.

CARRIED

5 Reports From Administration

5.1 Fire Chief/Protective Services Director's Reports

Moved By: Councillor Larry Jorgenson

That this report be accepted for information and filed.

CARRIED

Chairperson – Roger Korte

Acting City Clerk – Donna Simpson

- 5.2 Finance Manager’s Report**
Moved By: Councillor Kelly Herperger
That this report be accepted for information and filed.
CARRIED
- 5.3 Cultural Services Director’s Report**
Moved By: Councillor Larry Jorgenson
That this report be accepted for information and filed.
CARRIED
- 5.4 Marketing & Development Manager**
Moved By: Mayor Michael Behiel
That this report be accepted for information and filed.
CARRIED
- 5.5 Community & Leisure Services Director’s Report**
Moved By: Councillor Roger Nordick
That this report be accepted for information and filed.
CARRIED
- 5.6 Works & Utilities Director’s Report**
Moved By: Councillor Amanda Klitch
That this report be accepted for information and filed.
CARRIED
- 6 New Business**
- 6.1 Recommendation - Leisure Services Director - Project Summary Report**
Moved By: Councillor Roger Nordick
That this report be accepted for information and filed.
CARRIED
- 6.2 Recommendation - Leisure Services Director -PBR Rodeo Follow-Up Report**
Moved By: Councillor Kelly Herperger
That this report be accepted for information and filed.
CARRIED
- 6.3 Recommendation - City Manager - 2023-2026 Residential Construction Incentive Policy**
Moved By: Councillor Kelly Herperger
That the attached, draft, Residential Construction Incentive Bylaw be received as information and filed, and further,

that Administration be authorized to discuss this draft Bylaw with stakeholders, and further,

that Administration bring a version of this Bylaw to the July 24th, 2023 Council Meeting for consideration.
CARRIED
- 6.4 Recommendation - Public Works & Utilities Director - Public Works and Utilities Project Tracking Report**
Moved By: Councillor Larry Jorgenson
That this report be accepted for information and filed.
CARRIED

Chairperson – Roger Korte

Acting City Clerk – Donna Simpson

7 Enquiries

Councillor Nordick brought up concerns that he's heard regarding the general deterioration of the Kloppenburg Trail, and also the deterioration of the trees on the trail that runs north of the golf course.

Councillor Nordick also mentioned that many storyboards are still being dumped over the edge of Water Ridge Park and can be seen from the water side.

Councillor Muench inquired about the Main Street crossing upgrade project with CN and wonders why we have to pay to have precast concrete panels installed at the Main Street intersection when CN installed them for free at the crossing on highway 5 east. The Director of Public Works and Utilities provided some background on this matter and was directed to look into it further.

Mayor Behiel expressed the concern that while it is nice to see increased traffic stops in the City by RCMP, there are concerns that the RCMP are not available for any more serious concerns. The Director of Protective Services said that while he knows the detachment is short staffed by approximately 6 members, he will talk to them again and mention the concerns.

Councillor Herperger inquired about all the trees that are being cut down and wonders if the stumps will be removed as well. The Leisure Services Director replied that while the tree cutting was contracted out, the removal of the stumps will be done by our own staff when time permits.

7.1 Recommendation - Main Street Crossing Upgrade

Moved By: Councillor Rob Muench

That the Mayor, the City Manager and the Director of Public Works and Utilities be authorized to correspond with CN regarding having precast concrete panels installed at the Main Street crossing at no cost to the City, as was the case with the crossing at Highway 5 East.

CARRIED

8 Committee of the Whole

Moved By: Mayor Michael Behiel

That we sit in a private session as Committee of the Whole, the time being 6:34 p.m.

CARRIED

8.1 Authority

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

8.2 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, Acting City Clerk Donna Simpson, Finance Manager Jace Porten, Community & Leisure Services Director Mike Ulriksen, Fire Chief/ Director of Protective Services Mike Kwasnica, and Seasonal Planning Coordinator Tanner Zimmerman.

8.3 Finance Manager - 2024 Budget Overview

8.4 Leisure Services Director - Living Skies Music Festival Proposal

8.5 City Manager - Contract Zoning for Temporary Modular Housing in an R5

8.6 Revert

Moved By: Mayor Michael Behiel

That Council revert to the Regular Meeting, the time being 7:23 p.m.

CARRIED

Chairperson – Roger Korte

Acting City Clerk – Donna Simpson

8.7 Recommendation - 2024 Budget Overview

Moved By: Mayor Michael Behiel

That the proposed Budget Schedule be approved, and further,

that any initial budget-related questions be sent to the Finance Manager by August 8th, 2023.

CARRIED

8.8 Recommendation - Living Skies Music Festival Proposal

Moved By: Councillor Larry Jorgenson

That the City enter into a partnership with Pro:Fit Consulting to host the inaugural Living Skies Music Festival in 2024, including a \$30,000 cash sponsorship and additional in-kind support.

CARRIED

9 Next Meeting

It was noted that the next Executive Committee Meeting will be held August 14, 2023 at 5:30 p.m.

10 Adjourn

Moved By: Councillor Larry Jorgenson

That we do now adjourn, the time being 7:24 p.m.

CARRIED

Chairperson – Roger Korte

Acting City Clerk – Donna Simpson



CITY OF HUMBOLDT

Minutes of a Meeting of the Humboldt and District Museum and Gallery Board of Directors on June 8, 2023 commencing at 10:30 am at the Gallery.



- PRESENT:** Chairperson: Carol McLaren
Board Members:
Ivan Buehler
Karen Siermachesky
Kevin Garinger
Aaron Lukan
Larry Jorgenson – City Council Rep
Jennifer Fitzpatrick – Director
- REGRETS:** Susan Bellamy sent her 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:** Jennifer requested the addition of Gallery Donation Offer under the Director’s Report.
Siermachesky / Buehler:
That the agenda of June 8, 2023, Humboldt & District Museum & Gallery be adopted as amended.
Motion Carried
- ACKNOWLEDGEMENTS:** Jennifer thanked Karen for bringing refreshments for the staff.
- ADOPT MINUTES:** Buehler / Jorgenson:
That the minutes of May 11, 2023, Humboldt & District Museum & Gallery be adopted as presented.
Motion Carried
- BUSINESS ARISING:** The board inquired about an update on the gallery second-floor exhibit space discussion. Councillor Jorgenson shared information on recent conversations with Administration and the Memorials Committee. It was noted that the City Manager offered to come to the next meeting to discuss further.

The board requested an update on the benchmarking program and expressed concern that there has been no development to date to engage the board in the process.
- DIRECTOR’S REPORT:** Jennifer highlighted areas of the report including the new programs, pilot program, staff changes, gift shop development, and levels of engagement.

The Director’s report was received for information.
- FINANCIAL STATEMENT:** Jennifer presented the financial statement, which was received for information.
- ART DONATION:** Jennifer updated the board on the development of items for the Hamon Fafard potential donation, and an additional potential new donation to the collection.
- MUNICIPAL HERITAGE ADVISORY COMMITTEE:** There was nothing to report at this time.
- FRIENDS OF THE MUSEUM REPORT:** Karen noted that there was nothing to report at this time.

Chairperson’s initials

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- FOUNDATION REPORT:** Carol noted that there was nothing to report at this time.
- ORIGINAL HUMBOLDT REPORT:** Jennifer reported on safety training, fieldschools and the new bench program.
- SPORTS HALL OF FAME REPORT:** Aaron reported on the plans for the next induction event.
- PUBLIC ART COMMITTEE REPORT:** Jennifer reported that the committee’s request for a three-year painting of the Pride Crosswalk was approved by City Council, and that the Morse Code program has been developed.
- WATER TOWER COMMITTEE REPORT:** Jennifer reported that the tender/rfp for the painting project should be out early next week, and that Humboldt Home Hardware has made a donation of material for the project. She also reported on Jen Reimer’s residency next week and the upcoming fundraising events and programs.
- COUNCIL REPORT:** Larry did not have anything further to report at this time.
- OTHER BUSINESS:** There was no other business at this time.
- NEXT MEETING:** The scheduled July meeting date did not work for several members, and therefore a doodle poll will be distributed to set a different date.
- ADJOURNMENT:** Lukan / Buehler:
That the meeting adjourn at 10:30 AM.

Motion Carried

Carol McLaren - Chairperson

Jennifer Fitzpatrick – Secretary



CITY OF HUMBOLDT REPORT

TITLE: 2023-2026 Residential Construction Incentive Policy
PREPARED BY: Joe Day, City Manager
REVIEWED BY: Joe Day, City Manager
PREPARED FOR: City Council
DATE: July 24, 2023

RECOMMENDATION

That this report be received and filed for information.

BACKGROUND

Administration brought a report to the Executive Committee meetings in both June and July to suggest that the City should consider an incentive program to “kick-start” residential construction. The Executive Committee supported the recommendation for Administration to develop a bylaw that provides for a residential construction incentive.

CURRENT SITUATION

Administration has drafted *Bylaw 05/2023 – A Bylaw of the City of Humboldt to Provide a Property Tax Incentive for the Development of Residential Housing Units.* That bylaw is expected to be considered by City Council later at this same City Council meeting.

The City of Humboldt currently has a residential in-fill tax incentive policy that only applies to a small area of the City and is not well known or utilized.

The proposed incentive program is meant to apply to all new residential construction permits that are taken out from January 1, 2023 to September 1st, 2026. This period of time aligns both with the anticipated population growth in Humboldt as well as the CMHC Housing Accelerator Fund (HAF). City Council will have the authority to rescind, amend, or extend the Bylaw at any time in the future.

The attached proposed Bylaw incorporates the following concepts:

- Applying the incentive to most construction that increases the amount of residential dwelling units, including:
 - Single family homes
 - Semi-detached homes

- Townhouses
 - Apartments
 - New housing constructed where an old house is removed
 - Secondary Suites (Legal suites created in existing buildings – but only to the extent that the new suite increases the taxes)
 - Garage suites and garden suites (but only to the extent that the new suite increases the taxes)
 - Mobile Homes on titled lots
 - Mobile Homes in trailer parks (but with conditions related to ensuring it applies to the net increase in dwelling units).
- The exemption in property taxes is from the date of completion of construction onward to include three full calendar years.
 - To simplify the program and to ensure housing at all price points are incentivized for new construction, the program has no maximum exemption dollar amount per unit.

OPTIONS

- 1) Receive this report as information as supporting the rationale and purpose of Bylaw 05/2023.
- 2) Refer this matter back to Administration for further research.

ATTACHMENTS

- None.

COMMUNICATION AND ENGAGEMENT

If the City proceeds with passing a Bylaw to provide a Residential Construction Incentive, there will likely be a campaign to promote the program with land developers, the construction industry, as well as other community stakeholders.

FINANCIAL IMPLICATION

A tax abatement program will not result in any reduction in existing revenue to the City but is a deferral of property taxes that would normally be collected. If, for example, there are 30 new residential homes built that have an average of \$350,000 in assessment value:

- The City will be exempting approximately \$90,000 in municipal and school taxes (\$57,600 municipal and \$32,400 school) in each of the three years.



The City intends to apply to the CMHC Housing Accelerator Fund (HAF), and if approved under that program, there will be revenues from that program to largely offset the immediate loss in taxation revenue.

CONCLUSION

If the City does proceed with passing the proposed residential construction incentive, and residential growth does proceed, the City will immediately benefit from the CMHC grant program, and then in three-years after the completion of the construction, it will benefit from the resulting increase in tax revenue.

CITY OF HUMBOLDT

BYLAW NO. 05/2023

A BYLAW OF THE CITY OF HUMBOLDT TO PROVIDE A PROPERTY TAX INCENTIVE FOR THE DEVELOPMENT OF RESIDENTIAL HOUSING UNITS

WHEREAS, section 262(3) of *The Cities Act*, and section 21(1) of *The Education Property Tax Act* authorizes a Council by bylaw to exempt from taxation in whole or in part any land, improvements, or business; and

WHEREAS the City of Humboldt wishes to incentivize the development of additional residential living units;

NOW THEREFORE, the Council of the City of Humboldt in Council assembled enacts as follows:

1. This Bylaw may be cited as the “RESIDENTIAL CONSTRUCTION INCENTIVE”.
2. The intent of this Bylaw is to provide properties with a property tax exemption from the tax increase that would normally result from eligible construction that increases the number of residential dwelling units for a defined exemption period.
3. **“ELIGIBLE CONSTRUCTION”** is building construction that is undertaken pursuant to a building permit issued between January 1, 2023 and September 1, 2026 and is compliant with all relevant permits and regulations.
4. The **“TAX INCREASE”** is the increase in the property tax amount, including all municipal and education property taxes, resulting from new construction or renovations that increase the number of residential dwelling units on a property.
 - a. Taxation increases resulting from annual mill rate changes, Local Improvement costs, effects of reassessment, and all other reasons unrelated to the assessment increase from the development of additional residential units, are not to be included as part of the eligible tax increase.
5. The **“EXEMPTION PERIOD”** is the period of time from when building construction begins and ends on December 31st at least three calendar years after the date that the property was determined to be “reasonably fit for occupancy” by the Assessor.
6. **“RESIDENTIAL DWELLING UNIT”** is a “Dwelling Unit” as defined in the Zoning Bylaw and includes any structure defined as a “Dwelling” within the Zoning Bylaw, as well as

“Manufactured Dwellings”, “Residential Care Facilities”, and “dwellings units accessory to other permitted uses”.

7. The terminology utilized in this Bylaw is for a property tax “exemption”, however to achieve the intents of the Bylaw the actual process might incorporate tax abatements, or tax exemptions, or waiving of license fees, or other procedures.
8. In instances where a property had an existing residential dwelling unit that was demolished or otherwise removed to facilitate the construction of a new residential dwelling unit, the TAX INCREASE will be calculated on the basis that the property was previously a vacant lot.
9. In instances of modular homes moved into an approved R5 zone that is subject to monthly trailer licensing fees, the principles of this incentive will apply as much as practical to the monthly trailer licensing fees. The incentive will waive up to 36-months of trailer fees for each net additional eligible modular home added. The calculation of total incentive for an approved trailer park will be reconciled in a manner where the removal of any existing modular home will reduce the calculated incentive.

Mayor: Michael Behiel

Acting City Clerk: Donna Simpson

INTRODUCED AND READ A FIRST TIME THIS 24th DAY OF JULY 2023.

READ A SECOND TIME THIS 24th DAY OF JULY 2023

READ A THIRD AND FINAL TIME THIS 24th DAY OF JULY 2023.



CITY OF HUMBOLDT REPORT

TITLE: PBR Rodeo Follow-Up Report
PREPARED BY: Michael Ulriksen, Director of Community and Leisure Services
REVIEWED BY: Joe Day, City Manager
PREPARED FOR: Council
DATE: July 24, 2023

RECOMMENDATION

That this report be accepted for information and filed.

BACKGROUND

In December of 2022, the Community and Leisure Services Department was contacted by the Marketing Manager of Discovery Ford Sales identifying their desire to bring a PBR Rodeo event to the community. After reviewing the request, Council determined that the organizers were capable of hosting the event and agreed to become a major partner through a \$7,500 sponsorship.

CURRENT SITUATION

After months of planning and coordinating, the Discovery Ford parking lot was converted to a rodeo grounds, serving as the host to a stop in the Canadian Touring Pro Division of the Professional Bull Riders. The event saw a tremendous response from the entire region selling out all 1200 tickets, well in advance of the event date.

The event also involved a number of community groups who used the event as an opportunity to fundraise for their organizations by providing services including parking, beer gardens and food booths. These partnerships resulted in over \$23,000 raised for local organizations, not just in Humboldt but also throughout the region. The communities of Muenster, Bruno and Cudworth also benefitted from opportunities to be involved in the event.

The Discovery Ford planning group deserves a lot of recognition for their hard work and attention to detail which led to the success of this event. Their team orchestrated all of the planning and logistics, with only minor inquiries for City staff along the way. This is one of the few instances in recent memory of a local business organizing an event of this scale and will be closely reviewed to see how it can serve as a template for future events.

The only area that involved more discussions and involvement from the City pertained to the safe movement of pedestrian and vehicular traffic. Emergency services and City staff were invited to meet with the organizers to scrutinize plans for ensuring the safety of all in attendance. The meeting was very positive and led to some alterations that were implemented on the day of the event, resulting in no incidents reported. The plan included no parking signage along the highways, bus transportation to and from the Uniplex parking lot and volunteers assisting with pedestrian traffic.

One other concern that arose during the planning was the availability of spectator seating for the event. When rental opportunities fell through, the organizers opted to purchase bleachers to satisfy a significant portion of their seating needs. Following the event, the organizers polled the groups to determine what should be done with the seven, five-tiered bleachers. Ultimately it was decided to donate the bleachers back to the community, where they could be best put to use. The CLS Department is reviewing options for the location of these bleachers, expecting that the majority will end up at the Glenn Hall Park track and sports field, building upon other improvements made to the park over the past several years.

There are already plans in the works to see this event return to the community again in 2024, building upon the success of the initial year. The PBR will join a growing list of annual community events including the Summer Sizzler, Filipino Music and Food Festival, T1D4x4x48 Ultramarathon and numerous other sport and non-sport events.

OPTIONS

NA

ATTACHMENTS

NA

FINANCIAL IMPLICATION

There is no financial impact in accepting this recommendation.

CONCLUSION

The City is becoming a destination for major events attracting tourists from across the province. The ability to partner with community service groups and businesses to host major events like the PBR will further cement the City as a tourism event destination and make Humboldt a more attractive option for people to visit, reside and do business.



CITY OF HUMBOLDT REPORT

TITLE: Living Skies Music Festival Proposal
PREPARED BY: Michael Ulriksen, Director of Community and Leisure Services
REVIEWED BY: Joe Day, City Manager
PREPARED FOR: Executive Committee
DATE: July 24, 2023

RECOMMENDATION

That the City enter into a partnership with Pro:Fit Consulting to host the inaugural Living Skies Music Festival in 2024, including a \$30,000 cash sponsorship and additional in-kind support.

BACKGROUND

Tarell Sterner of Pro:Fit Consulting approached the City in 2018 with a proposal to host a major music festival in Humboldt. With roots in the region and experience with the development and promotion of similar events abroad, Mr. Sterner envisions a one-of-a-kind premiere concert experience to the region. Proposals in 2018 and 2020 were declined by Council, following recommendations from Administration that the timing and resources were not in place to ensure the success of the event.

CURRENT SITUATION

In December of 2022, Council encouraged Administration to re-engage with Mr. Sterner. In April, Council endorsed Administration to bring back a formal proposal for a 2024 event. The Director of Community and Leisure Services and the Events Services Manager worked with Mr. Sterner, discussing the logistical and financial concerns that resulted in the 2018 and 2020 proposals being declined. The environment has changed since those initial proposals, and it is believed that the City can now support an event of this scale.

Previous concerns regarding the proposal were largely tied to the timing, which came on the heels of the Broncos bus crash and in the middle of the renovations to Centennial Park. Furthermore, the financial commitment to the event and the logistics associated with it, at that time, led Administration to view the event as a risky venture for the City. The recent success of the PBR Rodeo, further demonstrated the community's ability to support a major event and a renewed involvement from various community organizations and clubs demonstrates the capacity to continue to grow on this success.

While there are still some logistical obstacles to overcome, primarily on the accommodations side. Administration will explore the possibility of adding temporary camping sites within the community, as well as exploring all other accommodation options available within the community and surrounding region. While the event is slated to take place within the City limits, Administration believes there are opportunities to include the surrounding RMs and communities in putting on this event.

Details on the proposed music festival weekend are included in the two attachments. The first, an overview of the event, outlines the expectations and requirements, as well as the “ask” of the City both for cash and in-kind support. Administration has reviewed this document in detail and is confident that we will be able to provide the necessary support both in the planning of and execution of the event.

The second document is an updated version of a previous presentation that was given to Council, outlining more of the specific details, opportunities, and anticipated outcomes of the proposed event. The event has the potential to drive significant tourist traffic to the region and provide an experience not previously available in the area.

If the recommendation is approved by Council, Administration and Pro:Fit Consulting will immediately begin to actively plan the event. The event date is proposed to take place in early June or early September of 2024. The exact date is yet to be determined but will require additional discussion on how it aligns with other community events including the annual Summer Sizzler and potential return of the PBR event, among others.

OPTIONS

1. Approve the recommendation as presented.
2. Provide alternative direction to Council.

ATTACHMENTS

1. Event Overview – Living Skies Music Festival
2. Living Skies Music Festival – Presentation Slideshow

COMMUNICATION AND ENGAGEMENT

NA

FINANCIAL IMPLICATION

The City is being asked to commit \$30,000 in cash sponsorship, as well as various in-kind support. It was noted by the promotor that there would be very little staffing time commitment to the event during the planning stages and we would seek to limit the

amount of staffing requirements at the time of the event, by utilizing service groups and volunteers to help with the onsite logistics.

Administration is proposing that the cash sponsorship be funded as follows:

- \$12,500 Previous years' (and potentially 2023) year-end favorable variances normally placed in the Contingency Reserve
(Remaining funds allocated to completed Uniplex Signage project)
- \$7,500 2024 Event Hosting Sponsorship
(Pre-approve \$7,500 from the 2024 operating sponsorship budget)
- \$5,000 Grant Applications
(Grant opportunities include SK. Tourism, SK Lotteries, SK Arts, etc.)
- \$5,000 On-Site Revenues
(Opportunities include parking, camping, retail vendors, etc.)

Remaining in-kind costs and on-site staffing costs during the weekend of the event will be covered through existing operating accounts for the Parks and Uniplex facilities and staffing.

Based on the above breakdown, all funding and support required for this event would be funded through existing operating accounts and reserves or be generated through grants and on-site revenues. As such, the event would not result in an increase to the 2024 Community and Leisure Services Department's budget. There would be some reallocation of existing staffing time but the expectation is that the bulk of the onsite work would be through partnerships with existing community organizations and service groups.

CONCLUSION

The renewed focus on event tourism within the community and the anticipated growth of the region over the next few years make the timing for an event of this type a good investment. While there are risks inherent in all new ventures, Administration believes that the potential reward in hosting this event is worth the risks associated with the opportunity. If deemed a success by both parties in year one, the expectation is that it would become an annual event for the region.



Provided June 2023

RE: EVENT OVERVIEW – Event Production – Humboldt’s “Living Skies Music Festival”

Our team and associates have extensive experience in major live-event production, including executive production of Canada Winter Games Music Festival, Brett Kissel’s Hometown Homecoming (CCMA awarded) Centerfield Music Festival (CCMA nominated for top music festival in Canada), Several Artist Tour Concerts and many more. It would be our goal to create the same kind of authentic and memorable experience for thousands of people that will visit Humboldt in 2024, wherein the resounding sentiment truly is, a ‘WOW Moment!’ The Event Management would provide services which include (in conjunction with the Festival-team):

- Procurement & management of all staging, audio, and lighting requirements on a per-stage basis consistent with the Festival vision; including stage management and execution procedures. Note, these services can be extended to include live video, press and media presentation kits, and management via our collectively-preferred production partner(s).
- Procurement of talent and presentation of multiple shows considering budget scenarios, Festival schedules, and talent availabilities.
- Create, manage, and monitor all venue layout and execution elements, including all matters related to guest safety and management, security placement and procedures, vendor services (including food and beverage/alcohol), VIP and/or sponsor area and experience management, and concert/show management.
- Planning and consultation services in all ‘extrinsic’ elements of Festival production in conjunction with the Festival-Team, including but not limited to:

event scheduling, artist/staff transportation scheduling, and all other Artist Advance duties, ingress and egress procedures, media management, venue signage, stage scrims and banners, artist Meet & Greets, power and construction requirements, insurance consultation, photography, and additional show-preparation and execution requirements as required.

- Execution of all Marketing & Media elements as required, including branding, signage, ticket, and correspondence design, video elements, media and public relations, and production of all venue elements including vendor or purchase options (coins, etc.), set design, VIP Experience consultation for sponsors/distinguished guests, and all other elements relevant to brand and experience touch-points within the Festival framework.

- The Event Management team upholds numerous long-standing relationships with businesses across the Prairies in all facets of event production, including, signage, equipment and logistics, food and beverage, apparel, etc. A relationship would provide access to these relationships wherein the requirements of the Festival and business/service provider result in mutually beneficial arrangements.

Based on recent discussions and shared vision, the goal would be to collaborate on a unique Music Festival. In doing so, specific planning and implementation would need to be facilitated by the Event Management Team (except where otherwise noted) for the following (initial list):

- Production Requirements:
 - Audio/Visual/Lighting
 - Staging
 - Talent Procurement

- Secure Staffing Requirements:
 - Security-Staff (Pro's & Volunteer Personnel)
 - Bar Staffing
 - Venue Clean-Up and Maintenance Personnel
 - Policing, Medical, and Fire (City coordination)
 - Ticket/Box-Office Staff
 - Production/Operations Team
 - Photographer/Videographer
 - Artist Transportation
 - Catering
 - Electrician Contractor

- Rental Requirements:
 - Tents, Tables, Chairs, etc.
 - Fencing, Barricade, Bars
 - Infrastructure: Generators, Light Towers, Portable-Toilets, Hand-wash Stations, etc. (Sourced from City where available)
 - Artist Transportation
 - Artist & Staff Accommodations
 - Radio's

- Marketing Requirements:
 - Festival Name & Initial Brandings
 - Print & Social Media Material Development: Logo, Posters, Tickets, Website, etc.
 - Radio-spots/strategy, Social Media Campaign Development
 - Beverage Partnerships

- Permissions & Licensing:
 - Special Event Permits & Licensing (including alcohol, occupancy, bylaw, etc.) (Sourced/Waived from City- with exception of Liquor license)
 - Event Insurance (City to add event and infrastructure to their insurance policy)- Event Management group also carry event insurance policy

- Additional Event Management Local Spend/Requirements:
 - Hotels
 - Artist Ryders
 - Venue upgrades
 - Fireworks
 - Liquor

- Specific additional needs/asks from the City of Humboldt:
 - The City of Humboldt to be a Partnering Sponsor- details outlined below
 - Option for five year commitment to continue event given to the Event Management Group
 - Rent free & use of mutually agreed upon grounds/buildings/outbuildings- for use of event space, artist green rooms, production office, catering, etc
 - Signage & Barricades
 - Letter of support
 - Coordination and personnel for ingress and egress (as available upon agreed upon accessibility)
 - Generators/Power supply & light towers (if city has available)
 - Sponsor support to publish on City website; as well as: coordinated marketing and public relations efforts with Event Management Team
 - Potential road closures- before, during and after the event

- Partnering Sponsorship:
 - \$30,000- provides extensive exposure through coordinated marketing efforts for the city of Humboldt and local tourism; significant local economic spend and engagement with the community
 - Includes VIP tent- 30 VIP Festival passes and 30 beverage tokens

We feel very confident that together, we can produce a Festival that puts the spotlight on Humboldt, and look forward to continuing discussions and development of this one-of-a-kind event concept!

For further information or to discuss this or any other Festival related material, please feel free to contact:

Tarell Sterner

E: tarellpfcc@gmail.com

C: 780-678-7668

Elements herein to be based on mutual agreement between event producers/managers and the City of Humboldt – elements herein do not constitute a binding agreement



**Uniplex grounds or Alternative site(TBD)
Humboldt, SK**

End or June/Beginning of July/Beginning of September

Elements herein to be based on mutual agreement between event producers/managers and the City of Humboldt – elements herein do not constitute a binding agreement

A VISION: Establish a premier annual music festival

On the agreed upon date in 2024, the City of Humboldt proudly welcomes some of music's brightest stars to the Uniplex grounds, with the first annual *Living Skies Music Festival* – kicking off the summer with a one-of-a-kind, all ages concert experience in the Prairieland's PREMIERE outdoor Festival venue.

With an elaborate stage & screen set up and rockin' performances, *Living Skies Music Festival* brings world-class entertainment back to its roots, with one of the most extraordinary experiences our city has ever seen. Together with community, provincial, and national partners we will kick off the summer with an outdoor concert extravaganza smack dab in the heart of our great community.

It is a weekend to celebrate the spirit of music, of our community, and the people that make Humboldt 'Our City. Our Future. Our Humboldt.' We'll welcome provincial broadcast partners, shine a global light on central Saskatchewan, and welcome guests from across North America...

THE SPOTLIGHT'S ON US: The possibilities

- Targeted Attendance: 4000 people
- Potential Provincial & Global Reach LIVE (broadcast & online)
- Geographic Demographics for sales– Online Sales by Geography:
 - Local Residents & Surrounding communities: 49% of Sales
 - Travel Attendees: 51%
 - **Outside of an hour radius of the event**
 - **Outside of province**
 - **Outside of Canada**

MUSIC FESTIVAL



SUPPORTING LOCAL

Local Spending & Non-Profit Support

Opportunities of non-profit support:

- Set up & tear down
- Security
- Bar
- Gate personnel
- Facility maintenance
- 50/50

Economic Impact Statement: \$158.00/person per day in local spend (potential of \$632,000 in economic contribution to the community)*, including all miscellaneous expenditures; such as fuel, food, accommodations, etc.



IN & AROUND THE EVENT

A number of festival/event activations have been explored should an agreement be finalized. These include:

A footprint utilizing the Uniplex parking lot adjacent to the facility entrance for the purposes of constructing a 'MainStreet' Merchant Village housing:

- Food vendors (6)
- Filtered water services
- Local/Provincial merchant booths
- Additional children entertainment (ex: Face-painting/ Cartoonist/Street Performers)
- Exhibitions – 'Mainstreet Entertainers'
- Utilization of the Uniplex (or portion of it) for an after party?

PROPOSED DATE: 2024 (date TBD)

SET-UP: Two days prior to event

TAKE-DOWN: Day after event

REQUESTED OCCUPANCY: TBD

APPROXIMATE TICKET: \$75-125

SALES: Online & Local Purchase



What is required from the city *(overview partnership agreement):*



Sponsorship funds- includes VIP tent, 30 VIP Festival passes & 30 Beverage Tokens

Staffing support- volunteer group coordination

Policing

Multi year agreement- based on success of event's continuation

Listing of desired/targeted sponsors

Venue & equipment/materials

Summer sizzler coordination and after party venue access

Sponsor support to publish on City's website

Coordinated marketing and public relations effort with event management team.

Potential road closures- before, during and after the event

ADDITIONAL/FUTURE POSSIBILITIES:

- 2 or 3 day event- Based on 4000 people: 3 day= up to \$1,896,000 Economic contribution
- Increased occupancy; economic impact
- Coordinate with Summer Sizzler potentially
- Camping packages: fee services- water, sewer, ice, etc
- Humboldt Community Fund and/or STARS contribution (50/50 Proceeds?)
- Additional children entertainment (ex: Face-painting/Cartoonist/Street Performers)
- Exhibitions – Moto-Cross Trick-riders, Hot-Air Balloon rides, ideas?...
- Utilization of the Uniplex (or portion of it) for a local talent showcase, 'Songwriter's' Venue, after party?

FUND SOURCING AND CONSIDERATIONS

- GRANT APPLICATIONS (CAN'T WAIT FOR TIMING):
 - WESTERN DIVERSIFICATION & ECONOMIC DEVELOPMENT
 - SASK LOTTERIES COMMUNITY GRANT
 - SASK CULTURE & MULTICULTURISM INITIATIVES FUND
 - TOURISM SASK GRANTS
 - SASK ARTS BOARD GRANTS
- TESTIMONIALS, PAST ENGAGEMENTS, LOWER FEE THAN OTHER EVENTS- MARKETING AND TOURISM EXPENSE, COORDINATE WITH CHAMBER OF COMMERCE
- TIMING- BOOKING ACTS, SECURING SPONSORS, STAGE & SOUND, SITE INFRASTRUCTURE, SECURITY, ETC

ADDITIONAL FUND SOURCING OPTIONS

- CITY PARTICIPATION OR CONTROL OF:

- PARKING
- CAMPING
- FOOD VENDORS
- PANCAKE BREAKFAST
- AFTER PARTY
- RETAIL VENDORS
- 50/50





CITY OF HUMBOLDT REPORT

TITLE: Housing Accelerator Fund Application
PREPARED BY: Joe Day, City Manager
REVIEWED BY: Joe Day, City Manager
PREPARED FOR: City Council
DATE: July 24, 2023

RECOMMENDATION

That Administration be authorized to apply to the Housing Accelerator Fund, and further,

That the material provided in the following Appendices be received and filed as information that support the application:

- Appendix A – City of Humboldt Growth Targets
- Appendix B – Representation of Initiatives
- Appendix C – Representation of Use of Funds

BACKGROUND

In the Spring of 2022, the Federal Government announced a \$4 billion initiative to get more housing built across the country. There were no further details released about that program until approximately mid-March 2023. The program is called the Housing Accelerator Fund (HAF) and is being administered through CMHC. The application window opened on July 4th and will remain open until August 18th.

The application to the HAF requires the following:

- Council Approval
- Projection of Housing Unit starts to September 1, 2026, without HAF
- Projection of Housing Unit targets to September 1, 2026, with HAF
- Selection of five or more Initiatives
- Completion of Housing Needs Assessment
- Past Building Permits issued 2016 – 2022.

CURRENT SITUATION

This grant program is notably different from other grant programs insofar as the funding to municipalities appears to be entirely based upon the number of residential building permits issued in 2023, 2024, 2025 and up to September 2026. The calculation of funding is based upon the “growth” in approved residential construction over past actuals.

Due to the fact that the past five years of actual housing construction starts have been only modest, and the anticipation is that there will be a significant local demand for housing over the next few years, the City of Humboldt is well positioned to benefit from the parameters of this program.

OPTIONS

- 1) Support the recommendation as presented.
- 2) Amend the recommendation.

ATTACHMENTS

- Appendix A – City of Humboldt Growth Targets
- Appendix B – Representation of Initiatives
- Appendix C – Representation of Use of Funds

COMMUNICATION AND ENGAGEMENT

If the City proceeds with passing a Bylaw to provide a Residential Construction Incentive, there will likely be a campaign to promote the program with land developers, the construction industry, as well as other community stakeholders.

FINANCIAL IMPLICATION

There remains some uncertainty with respect to the actual benefit that the City of Humboldt could receive under the program. The uncertainty is due to:

- The base funding per “additional” unit is contingent on total uptake from municipalities across the Country.
- Top up funding per unit is based upon definitions of ‘affordable housing’ and ‘missing middle’ which could dramatically impact funding levels.
- Calculations of growth in newly incentivized construction over historical actuals does introduce some level of interpretation.

If, for example it is established that the past, historical actuals establish a ‘baseline’ of seven (7) residential units constructed per year, and if for the years of 2023 through September 1st of 2026 the City approves building permits for 43 residential units per year, the benefit could be:

- $4 \text{ years} \times 36 \text{ additional units per year} \times \$20,000 \text{ per unit} = \$2,880,000 \text{ grant revenue.}$

The grant amount will increase and decrease depending upon actual building permits issued and what top-up funding that the City is eligible for.



CONCLUSION

The Housing Accelerator Fund is an excellent opportunity for the City of Humboldt to fund some of the initiatives that will result in the construction of new residential construction, as well as infrastructure associated with that residential development.

APPENDIX A – CITY OF HUMBOLDT GROWTH TARGETS

The Housing Accelerator Fund requires that each municipal applicant commit to a housing supply growth target that increases their average annual rate of growth by at least 10%, and that the growth rate must also exceed 1.1%.

The 2021 census numbers show that the City of Humboldt grew by 164 people compared to 2016, which equates to approximately 0.56% annual growth. A growth rate of 1.1% would equate to approximately **66 people per year as a target minimum**.

The City of Humboldt’s most recent three years of residential-unit building permits averaged **6.7 units per year**. The most recent five years averaged 4.8 units per year.

The 2021 census numbers show that the City of Humboldt increased its private dwellings by 125 compared to 2016, which equates to 25 per year. Increasing this figure by 10% would require that the City target **28 new private dwellings each year**.

HAF Requirement	City of Humboldt Target
<p>Growth Rate to exceed 1.1%</p>	<p>The City is targeting a minimum growth rate per HAF of 1.5% annually.</p> <p>The 1.5% growth rate will equate to approximately 90 to 95 people per year.</p> <p>This 1.5% growth rate will equate to the construction of approximately 43 new residential dwelling units per year.</p>
<p>Increase in annual Residential Building permits by at least 10%</p>	<p>Due to the unusually slow pace of new residential construction in the community over the previous five years due to some overcapacity relative to demand, the City expects a very dramatic increase in its annual housing construction.</p> <p>43 new residential dwelling units built annually compared to 6.7 units per year is an increase of 640% (more than six times the previous 5-year average).</p> <p>43 new residential dwelling units compared to 25 private dwellings per year per StatsCan is an increase of 170% (almost double the previous 5-year average).</p>

APPENDIX B – REPRESENTATION OF INITIATIVES

The Housing Accelerator Fund requires that small municipalities like the City of Humboldt must identify five initiatives that each address at least one of the four HAF objectives. The City of Humboldt has brainstormed to identify the following 11 initiatives potential activities and programs to be considered. The attached list of initiatives will be edited prior to the actual Housing Accelerator Fund application.

Initiative Name	City of Humboldt Activity	HAF Objective
Updated Off-Site Levies	Conduct a study and then have City Council pass a Bylaw to align development charges with the costs of infrastructure and servicing.	Creating more Supply of Housing. Supporting complete and walkable communities with diverse land uses and access to amenities.
Clear, Transparent Development Levies	Following a study determining the appropriate amount for development levies, City Council will pass a Bylaw to authorize these amounts and the City will provide the information to explain to the community and developers how those rates were determined.	Creating more Supply of Housing. Supporting complete and walkable communities with diverse land uses and access to amenities.
Area Sector Plan	The area of our community that is most appropriate for new housing development involves land that is owned by five different property owners. Establishing a mutually beneficial plan for the location of major infrastructure is critical to enabling these property owners to proceed with developing the land necessary for home construction.	Creating more Supply of Housing. Supporting complete and walkable communities with diverse land uses and access to amenities.
Tax Exemption (Abatement) for New Residential Construction	The residential construction industry in the area has reservations about building new housing and then not being able to promptly sell their inventory. By developing a multi-year exemption program, the City is reducing some of the potential	Creating more Supply of Housing. Supporting complete and walkable communities with diverse land uses and access to amenities.

Initiative Name	City of Humboldt Activity	HAF Objective
	holding costs associated with constructing new housing. The program is also an incentive to new home buyers as the exemption will extend to them as well.	Supporting affordable, inclusive, equitable and diverse communities.
Disincentive applied to idle land	The typical property tax formula results in a relatively low property tax calculation for vacant residential land. Through tax tools such as “Base Tax” and “Mill Rate Factors”, the City of Humboldt will increase the effective tax rate on vacant residential land to promote development.	<p>Creating more Supply of Housing.</p> <p>Supporting complete and walkable communities with diverse land uses and access to amenities.</p> <p>Supporting affordable, inclusive, equitable and diverse communities.</p>
Complete Housing Needs Assessment	Complete a Housing Needs Assessment pursuant to the CMHC Housing Accelerator Fund requirement.	<p>Creating more Supply of Housing.</p> <p>Supporting complete and walkable communities with diverse land uses and access to amenities.</p> <p>Supporting affordable, inclusive, equitable and diverse communities.</p>
Adjusting Development Levies to Encourage Densification	The City will completely update its Development Levy study and determine the calculated rates for different density thresholds and then consider ways to set development rates for higher densities that encourage denser developments.	<p>Creating more Supply of Housing.</p> <p>Supporting complete and walkable communities with diverse land uses and access to amenities.</p> <p>Supporting affordable, inclusive, equitable and diverse communities.</p>

Initiative Name	City of Humboldt Activity	HAF Objective
Flood Mitigation Planning	The City will ensure that all site planning, subdivision plans, and area sector plans address flood risks and incorporate flood mitigation measures.	Supporting low-carbon and climate-resilient communities.
Encourage Innovative Housing Options	The City will utilize tools such as “Contract Zoning” or other methods to encourage innovative solutions to develop housing for vulnerable populations.	<p>Creating more Supply of Housing.</p> <p>Supporting affordable, inclusive, equitable and diverse communities.</p>
Simplified and Electronic Permitting Processes	The City will review its existing permitting processes to remove any unnecessary steps that complicate the process. Also the City will implement more online tools so that developers can more easily submit applications online.	<p>Creating more Supply of Housing.</p> <p>Supporting affordable, inclusive, equitable and diverse communities.</p>
Broadening Authority of Municipal Staff	The City will review its Zoning Bylaw and make revisions where practical to broaden the authority of the Development Officer.	Creating more Supply of Housing.

APPENDIX C – REPRESENTATION OF USE OF FUNDS

The City of Humboldt has identified the following activities as broad programs for the use of funds resulting from increased residential units under the Housing Accelerator Fund program:

Initiative Name	City of Humboldt Activity	HAF Objective
Funding Action Plan Initiatives	Opportunity to partially or fully fund: <ul style="list-style-type: none"> • Housing Needs Assessment • Off-site / Development Levy study • Area Sector Plan study 	Investment in Housing Accelerator Fund Action Plans.
Affordable Housing Funding	The City will look for partnerships with organizations such as Humboldt Housing Authority to: <ul style="list-style-type: none"> • Construct, repair or modernize affordable housing, • Obtain land and servicing for affordable housing 	Investments in Affordable Housing.
Funding Infrastructure	The City will look at optimizing spending of HAF revenues on infrastructure projects such as: <ul style="list-style-type: none"> • Funding a portion of the wastewater treatment upgrade that is being undertaken to prepare for population growth • Funding a portion of public transit vehicles to accommodate population growth, • Disaster mitigation projects, especially flood mitigation projects, • Capacity building that supports housing growth, • Site preparation costs on City-owned land for housing developments. 	Investments in Housing-related infrastructure.
Funding Community-related Infrastructure	The City will look at optimizing spending of HAF revenues on Community infrastructure projects such as:	Investments in Community-related infrastructure.

Initiative Name	City of Humboldt Activity	HAF Objective
	<ul style="list-style-type: none"> • Improvements to local roads • Improvements to sidewalks, trails, lighting • Improvements to emergency services capacity • Improving and growing capacity for parks and green spaces. 	