



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

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

1 Call To Order

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

Resolution:
2023.090

2 Adopt Agenda

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

That the agenda be adopted as amended and presented.

Add Item to New Business

10.3 Discretionary Use - Medical, dental and Optical lab - Unit 125-1919 8th Ave.

CARRIED

2.1 Conflict of Interest

Councillor Muench declared a conflict in item:

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

3 Public Acknowledgement

4 Public Hearing

Resolution:
2023.091

4.1 Suspend Council Meeting

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

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

CARRIED

Mayor – Michael Behiel

City Clerk – Lori Yaworski

4.2 Public Hearing - Discretionary Use - Medical, dental and optical lab - Unit 125-1919 8th Ave.

Resolution:
2023.092

4.3 Resume Meeting

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

That the Public Hearing be closed, and that Council revert to the Regular Meeting, the time being 5:33 p.m.

CARRIED

5 Approve Minutes

Resolution:
2023.093

5.1 Regular Meeting of Council held April 24, 2023

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

That the Minutes of the Regular Meeting of Council held April 24, 2023, be approved as recorded and circulated.

CARRIED

Resolution:
2023.094

5.2 Special Meeting of Council held May 8, 2023

Moved By: Councillor Rob Muench
Seconded By: Councillor Larry Jorgenson

That the Minutes of the Special Meeting of Council held May 8, 2023, be approved as recorded and circulated.

CARRIED

6 Delegations

6.1 Delegation - MNP 2022 Audited Financial Statements

Nadine Gibney, a Senior Manager for MNP presented the 2022 Audited Financial Statements. Mayor Behiel thanked Ms. Gibney for the presentation and MNP for their service preparing the 2022 Financial Statements.

Resolution:
2023.095

6.1.1 Recommendation - MNP 2022 Audited Financial Statements

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

That the 2022 Audited Financial Statements for the City of Humboldt be adopted as presented.

CARRIED

7 Correspondence - No Correspondence

7.1 "A" Items Requiring Council Resolution

7.2 "B" Items Received for Information Only

8 Committee Reports

Resolution:
2023.096

8.1 Executive Committee Meeting

Moved By: Councillor Larry Jorgenson
Seconded By: Councillor Rob Muench

That the Minutes of the Executive Committee Meeting held May 8, 2023, be accepted for information.

CARRIED

Resolution: 8.2 **Reid Thompson Public Library Board**
 2023.097 **Moved By:** Councillor Larry Jorgenson
Seconded By: Councillor Kelly Herperger

That the minutes of the Reid-Thompson Public Library Board meeting held April 11, 2023, be accepted for information.

CARRIED

Resolution: 8.3 **Humboldt & District Museum & Gallery Board**
 2023.098 **Moved By:** Councillor Amanda Klitch
Seconded By: Councillor Kelly Herperger

That the minutes of the Humboldt & District Museum & Gallery Board meetings held April 13, 2023, and May 11, 2023, be accepted for information and filed.

CARRIED

9 Bylaws

Resolution: 9.1 **Recommendation - 2023 Tax Policy Report**
 2023.099 **Moved By:** Councillor Amanda Klitch
Seconded By: Councillor Roger Nordick

That this report be accepted for information and filed.

CARRIED

Resolution: 9.2 **Bylaw No.02/2023 - 2023 Taxation Bylaw**
 2023.100 **Moved By:** Councillor Larry Jorgenson
Seconded By: Councillor Roger Nordick

Resolved that Bylaw No. 02/2023, being the 2023 Taxation Bylaw be introduced and read a first time.

CARRIED

Resolution: 9.3 **Bylaw No. 02/2023 - 2022 Taxation Bylaw**
 2023.101 **Moved By:** Councillor Kelly Herperger
Seconded By: Councillor Rob Muench

Resolved that Bylaw No.02,2023, being the 2023 Taxation Bylaw be read a second time.

CARRIED

Resolution: 9.4 **Bylaw No. 02/2023 - 2022 Taxation Bylaw**
 2023.102 **Moved By:** Councillor Roger Nordick
Seconded By: Councillor Larry Jorgenson

Resolved that Bylaw No. 02/2023, being the 2023 Taxation Bylaw be given three readings at this meeting.

CARRIED UNANIMOUSLY

Resolution: 9.5 **Bylaw No. 02/2023 - 2023 Taxation Bylaw**
 2023.103 **Moved By:** Councillor Larry Jorgenson
Seconded By: Councillor Rob Muench

Resolved that Bylaw No. 02/2023, being the 2023 Taxation Bylaw be read a third time and be now adopted.

CARRIED

Resolution: 9.6 **Recommendation - City Clerk - Consolidation of Bylaws**
 2023.104 **Moved By:** Councillor Kelly Herperger
Seconded By: Councillor Rob Muench

That this report be accepted for information and filed.

CARRIED

Resolution: 9.7 Bylaw 03/2023 Consolidation of Bylaws Authorization Bylaw
 2023.105
Moved By: Councillor Roger Nordick
Seconded By: Councillor Amanda Klitch

Resolved that Bylaw No. 03/2023, being a bylaw for consolidation of bylaws authorization be introduced and read a first time.

CARRIED

Resolution: 9.8 Bylaw 03/2023 Consolidation of Bylaws Authorization Bylaw
 2023.106
Moved By: Councillor Rob Muench
Seconded By: Councillor Larry Jorgenson

Resolved that Bylaw No. 03/2023, being a bylaw for consolidation of bylaws authorization be read a second time.

CARRIED

Resolution: 9.9 Bylaw 03/2023 Consolidation of Bylaws Authorization Bylaw
 2023.107
Moved By: Councillor Larry Jorgenson
Seconded By: Councillor Amanda Klitch

Resolved that Bylaw No. 03/2023, being a bylaw for consolidation of bylaws authorization be given three readings at this meeting.

CARRIED UNANIMOUSLY

Resolution: 9.10 Bylaw 03/2023 Consolidation of Bylaws Authorization Bylaw
 2023.108
Moved By: Councillor Larry Jorgenson
Seconded By: Councillor Roger Nordick

Resolved that Bylaw No. 03/2023, being a bylaw for consolidation of bylaws authorization be read a third time and be now adopted.

CARRIED

10 New Business

Resolution: 10.1 Recommendation - Proclamation - Type 1 Diabetes Week May 29th to June 4th
 2023.109
Moved By: Councillor Amanda Klitch
Seconded By: Councillor Rob Muench

That the City of Humboldt does hereby proclaims the week of May 27th to June 3, 2023, as "Type 1 Diabetes Week" in the City of Humboldt.

CARRIED

Resolution: 10.2 Recommendation - Proclamation - Recreation and Parks Month
 2023.110
Moved By: Councillor Roger Nordick
Seconded By: Councillor Amanda Klitch

That the City of Humboldt does hereby proclaims the month of June 2023 as "Recreation and Parks Month" in the City of Humboldt.

CARRIED

Resolution: 10.3 Recommendation - Director of Protective Services - Discretionary Use - Medical, dental and optical lab - Unit 125-1919 8th Ave.
 2023.111
Moved By: Councillor Larry Jorgenson
Seconded By: Councillor Rob Muench

That Council approve the Discretionary Use Application from Ashrf Abusbakr M Elhoush of Britanica Medicines and Medical Supplies to set up a company at Unit 125 - 1919 8th Ave. to package and ship medical supplies.

CARRIED

Resolution: 10.4 Recommendation - City Clerk - Remote Work Policy

2023.112

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

That the Remote Work Policy #1370, as attached, replace the existing Temporary Remote Work Policy #1370.

CARRIED

Resolution: 10.5 Recommendation - Finance Manager - 2022 Public Accounts

2023.113

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

That sections "A" through "F" of the 2022 Public Accounts for the City of Humboldt be adopted as presented and be combined with the 2022 Audited Financial Statements to be publicly available as the Public Accounts for the City of Humboldt with respect to the year ending December 31, 2022.

CARRIED

Resolution: 10.6 Recommendation - Cultural Service Director - Hamo-Fafard Family Donation - Official Donation Request

2023.114

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

That donations to the City of Humboldt from the Hamon-Fafard Family Donation be approved as an eligible project for the issuance of Official Donation Receipts for Income Tax Purposes.

CARRIED

Resolution: 10.7 Recommendation - Cultural Service Director - Humboldt Water Tower Painting

2023.115

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

That the Humboldt Water Tower exterior painting project with an estimated cost of \$116,000 be approved as an unbudgeted project for 2023, and that the funds be drawn from the Water Tower reserve, and from the Saskatchewan Heritage Foundation grant.

CARRIED

Resolution: 10.8 Recommendation - Director of Public Works - 2023 Pavement Program Tender Award

2023.116

Moved By: Councillor Rob Muench
Seconded By: Councillor Larry Jorgenson

That the City award the 2023 Pavement Program be awarded to Paramount Paving Ltd in the amount of \$310,718.00 (plus applicable taxes).

CARRIED

Resolution: 10.9 Recommendation - Director of Public Works - Aerodrome Feasibility Study RFP Award

2023.117

Moved By: Councillor Roger Nordick
Seconded By: Councillor Rob Muench

That the City award the Aerodrome Feasibility Study to Tetra Tech Canada Inc in the amount of \$58,000 plus applicable taxes.

CARRIED

Mayor – Michael Behiel

City Clerk – Lori Yaworski

Resolution: 2023.118 10.10 Recommendation - Director of Public Works - Wastewater Treatment Project Land Purchase

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

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

CARRIED

Resolution: 2023.119 10.11 Recommendation - Director of Public Works - Pride Crosswalks

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

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

CARRIED

11 Enquiries

Resolution: 2023.120 12 Committee of the Whole

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

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

CARRIED

12.1 Authority

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

12.2 Present in the Committee of the Whole

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

12.3 Leisure Service Director - Library Roof Modification RFQ

12.4 Marketing and Development Manager - Sale of 336 Main Street

12.5 Marketing and Development Manager - Offer to Purchase

12.6 Marketing and Development Manager - Easement and Maintenance Agreement

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

12.7 Director of Public Works - 5th Avenue Land Discussion

Moved By: Councillor Amanda Klitch

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

12.8 City Manager - Humboldt Golf Club 2023 Budget

12.9 City Manager - Bronco Memorial Tribute Centre Update

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

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

CARRIED .

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

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

CARRIED

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

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

CARRIED

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

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

CARRIED

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

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

CARRIED

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

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

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

CARRIED

Mayor – Michael Behiel

City Clerk – Lori Yaworski

Resolution: 12.16 **Recommendation - City Manager - Humboldt Golf Club 2023 Budget**
2023.127

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

RECOMMENDATION

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

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

CARRIED

Resolution: 13
2023.128

Adjourn

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

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

CARRIED

Mayor – Michael Behiel

City Clerk – Lori Yaworski