









City of Humboldt
October 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 - Discretionary Use Application**
 - 4.1 Suspend Council Meeting
 - 4.2 Public Hearing - Discretionary Use - Family Child Care Home, Type II
 - 📎 Report - Discretionary Use - Family Child Care Home, Type II
 - 4.3 Resume Meeting
- 5 Approve Minutes**
 - 5.1 Regular Meeting of Council held September 25, 2023
 - 📎 Minutes of the Regular Meeting of Council held September 25, 2023
 - 5.2 Special Meeting of Council held October 10, 2023
 - 📎 Minutes of the Special Meeting of Council held October 10, 2023
- 6 Delegations - No Delegations**
- 7 Correspondence**
 - 7.1 "A" Items Requiring Council Resolution
 - 7.2 "B" Items Received for Information Only
 - 📎 Ministry of Parks, Culture and Sport - 125 Designation Challenge Parks Culture and Sport
- 8 Committee Reports**
 - 8.1 Executive Committee Meeting
 - 📎 Minutes of the Executive Committee Meeting held October 10, 2023
 - 8.2 Reid Thompson Public Library Board
 - 📎 Minutes of the Reid Thompson Public Library Board meeting held June 12, 2023
 - 📎 Minutes of the Reid Thompson Public Library Board meeting held September 11, 2023
- 9 Bylaws**
- 10 New Business**
 - 10.1 Proclamation - Multicultural Week - November 18 - 26, 2023

- 10.2  Proclamation - Multicultural Week - November 18 - 26, 2023
Recommendation - Community Development Coordinator - Discretionary Use Application - Family Child Care Home, Type II - 818 17th St
- 10.3  Report - Discretionary Use Application - Family Child Care Home, Type II - 818 17th St
Recommendation - Public Works & Utilities Director- Preparation Expense Requests for 2024 Projects
- 10.4  Report - Preparation Expense Requests for 2024 Projects
Recommendation - Public Works & Utilities Director - Community Airport Partnership Grant Application
- 10.5  Report - Community Airport Partnership Grant Application
Recommendation - Public Works & Utilities Director - Urban Highway Connector Program Application
- 10.6  Report - Urban Highway Connector Program Application
Recommendation - Leisure Services Director - Arena Needs Assessment
- 10.6  Report - Arena Needs Assessment
- 11 **Enquiries**
- 12 **Committee of the Whole**
- 13 **Adjourn**



CITY OF HUMBOLDT REPORT

TITLE: Public Hearing – Discretionary Use – Family Child Care Home, Type II – 818 – 17th Street

PREPARED BY: Donna Simpson, Acting City Clerk

REVIEWED BY: Joe Day, City Manager

PREPARED FOR: City Council

DATE: October 23, 2023

RECOMMENDATION:

That this report be accepted for information and filed.

BACKGROUND

The City of Humboldt has received a discretionary use application from Lily Bugs Daycare to set up a **Family Child Care Home, Type II** at 818 17th Street; legally described as Lots 10, 11 & 12, Block 63, Plan G247.

CURRENT SITUATION

Family Child Care Homes, Type II are considered a discretionary use in the R1 Zoning District within the City’s Zoning Bylaw No. 04/2016.

Family Child Care Home: an accessory use to a one unit dwelling, two unit dwelling, manufactured home, semi-detached dwelling or townhouse, where the occupants of the dwelling provide child care services, supervision or pre-school services. Family Child Care Home, Type II: a family child care home where the total number of children under care or supervision, including the number of children who are resident in the dwelling, exceeds four but does not exceed twelve.

In accordance with Section 24 (1)(c) of the Planning and Development Act, 2007, an approving authority may follow its public notice policy respecting any matters relating to an application for discretionary use pursuant to Section 55.

COMMUNICATION AND ENGAGEMENT

The Notice was posted at City Hall, the City’s web site, and social media platforms for ten clear days prior to the Regular Council meeting on October 23rd, 2023, at which Council will initially consider the matter. The landowners within 75 meters of the application were notified of the public hearing. Those wishing to submit their comments on this



matter must have made their submission to the Acting City Clerk by noon on Thursday, October 19th, 2023.

FINANCIAL IMPLICATION

There is no anticipated financial impact of the recommended action.

ATTACHMENT

N/A

CONCLUSION

The Acting City Clerk did not receive any submissions or requests to address Council in regards to the discretionary use of the family child care home, type II.



City of Humboldt
Meeting Minutes
Regular Council Meeting September 25, 2023 - 05:30 PM

PRESENT:

Mayor Michael Behiel	
Councillor Roger Korte	
Councillor Larry Jorgenson	
Councillor Roger Nordick	
Councillor Amanda Klitch	
Councillor Rob Muench	
City Manager	Joe Day
Acting City Clerk	Donna Simpson
Marketing and Development Manager	Penny Lee
Fire Chief/Director of Protective Services	Mike Kwasnica
Director of Public Works	Peter Bergquist
Finance Manager	Jace Porten
Leisure Services Director	Mike Ulriksen

VIA ZOOM:

Councillor Kelly Herperger	
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1 Call To Order

Mayor Behiel called the meeting to order at 5:32 p.m.

Resolution:
2023.206

2 Adopt Agenda

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

That the agenda be adopted as presented.

CARRIED

2.1 Conflict of Interest

3 Public Acknowledgement

Councillor Nordick acknowledged our Humboldt Fire Department for their quick response and great work dealing with a house fire early Friday morning. Thanks to their efforts the house was saved and there were no injuries.

Councillor Nordick also acknowledged Ty, a former Humboldt Bronco who was involved in the 2018 bus crash, who along with his partner Kat, won the latest season of The Amazing Race Canada. He was a great representative for Humboldt, congratulations TyKat!

Councillor Muench acknowledged former Humboldt resident Paige Crozon who along with Team Canada, won a second straight 3 x 3 basketball World Cup Women's title. They defeated France in the final where Paige scored the winning basket with no time left on the clock. Congratulations!

Mayor – Michael Behiel

Acting City Clerk – Donna Simpson

Councillor Klitch acknowledged the opening of the Humboldt Market and welcomed them to downtown Humboldt. They provide laundry services and have partnerships with local artisans in the store as well.

4 Public Hearing - No Public Hearing

5 Approve Minutes

Resolution: 5.1 **Regular Meeting of Council held August 28, 2023**
2023.207

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

That the Minutes of the Regular Meeting of Council held August 28, 2023 be approved as recorded and circulated.

CARRIED

6 Delegations - No Delegations

7 Correspondence

Resolution: 7.1 **"A" Items Requiring Council Resolution**
2023.208

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

That this correspondence be accepted for information and filed.

CARRIED

7.2 "B" Items Received for Information Only

8 Committee Reports

Resolution: 8.1 **Executive Committee Meeting**
2023.209

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

That the Minutes of the Executive Committee Meeting held September 11, 2023 be accepted for information.

CARRIED

Resolution: 8.2 **Humboldt & District Museum Gallery Board Minutes - July 2023**
2023.210

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

That the minutes of the Humboldt & District Museum & Gallery Board meeting held July 17, 2023 be accepted for information and filed.

CARRIED

9 Bylaws

10 New Business

Resolution: 10.1 **Proclamation - Reconciliation Week - September 24 - 30, 2023**
2023.211

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

That the Mayor be authorized to proclaim September 24 - 30, 2023 as "Truth and Reconciliation Week" in the City of Humboldt.

CARRIED

Mayor – Michael Behiel

Acting City Clerk – Donna Simpson

Resolution: 2023.212 **10.2 Proclamation - Agriculture Month - October 2023**
Moved By: Councillor Rob Muench
Seconded By: Councillor Kelly Herperger

That the Mayor be authorized to proclaim October 2023 as "Agriculture Month" in the City of Humboldt.

CARRIED

Resolution: 2023.213 **10.3 Recommendation - Director of Public Works & Utilities - Emergency Flood Damage Reduction Program**
Moved By: Councillor Roger Nordick
Seconded By: Councillor Kelly Herperger

That administration be authorized to apply for a \$30,000 East Side Drainage Design Project to the Emergency Flood Damage Reduction Program (EFDRP).

CARRIED

Resolution: 2023.214 **10.4 Recommendation - City Manager - Development Appeals Board**
Moved By: Councillor Roger Korte
Seconded By: Councillor Larry Jorgenson

That Sandra Pauli, Dave Mueller, and Frank Carpentieri be named to the City of Humboldt’s Development Appeals Board.

CARRIED

11 Enquiries

Councillor Muench mentioned he has received complaints about the cell coverage after the old tower was taken down and is wondering if there is a timeline on the new tower being up and running. Director of Protective Services Mike Kwasnica said that he’s been in touch with SaskTel a couple times and was told that the time between taking down the old tower and putting up the new one would be 3 - 4 weeks.

Resolution: 2023.215 **12 Committee of the Whole**
Moved By: Councillor Amanda Klitch
Seconded By: Councillor Roger Nordick

That we sit in a private session as Committee of the Whole, the time being 5:45 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 Roger Korte, Councillor Amanda Klitch, City Manager Joe Day, Acting City Clerk Donna Simpson, Works & Utilities Director Peter Bergquist, Community & Leisure Services Director Mike Ulriksen, Finance Manager Jace Porten, Fire Chief/ Director of Protective Services Mike Kwasnica, Marketing and Development Manager Penny Lee and via Zoom Councillor Kelly Herperger.

12.3 Presentation - Shaun McLeod from Catterall & Wright - Lagoon Project Update - 6:00 p.m.

 Mayor – Michael Behiel

 Acting City Clerk – Donna Simpson

12.4 City Manager - Golf Course Operations Update

12.5 City Manager - Verbal Update on Developments

City Manager Joe Day left Council Chambers at 6:55 p.m.

12.6 Acting City Clerk - City Manager Contract

City Manager Joe Day returned to Council Chambers at 6:56 p.m.

Resolution:
2023.216

12.7 Revert

Moved By: Councillor Roger Nordick

Seconded By: Councillor Roger Korte

That Council revert to the Regular Meeting, the time being 6:56 p.m.

CARRIED

Resolution:
2023.217

12.8 Recommendation - Presentation - Shaun McLeod from Catterall & Wright - Lagoon Project Update

Moved By: Councillor Rob Muench

Seconded By: Councillor Larry Jorgenson

That this presentation be accepted as information.

CARRIED

Resolution:
2023.218

12.9 Recommendation - Golf Course Operations Update

Moved By: Councillor Kelly Herperger

Seconded By: Councillor Larry Jorgenson

That this report be received and filed for information.

CARRIED

Resolution:
2023.219

12.10 Recommendation - Verbal Update on Developments

Moved By: Councillor Amanda Klitch

Seconded By: Councillor Roger Korte

That the verbal update be accepted for information.

CARRIED

Resolution:
2023.220

12.11 Recommendation - City Manager Contract

Moved By: Councillor Larry Jorgenson

Seconded By: Councillor Roger Korte

That the Mayor and Acting City Clerk be authorized to sign the City Manager contract with Joe Day for the period of August 15, 2023 to August 15, 2026.

CARRIED

Resolution:
2023.221

13 Adjourn

Moved By: Councillor Larry Jorgenson

Seconded By: Councillor Amanda Klitch

That we do now adjourn, the time being 6:57 p.m.

CARRIED

Mayor – Michael Behiel

Acting City Clerk – Donna Simpson



City of Humboldt
Meeting Minutes
Special Council Meeting October 10, 2023 - 05:15 PM

PRESENT:	Deputy Mayor Herperger	
	Councillor Rob Muench	
	Councillor Roger Korte	
	Councillor Roger Nordick	
	Councillor Larry Jorgenson	
	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
	Director of Protective Services	Mike Kwasnica

1 Call To Order
Deputy Mayor Herperger called the meeting to order at 5:13 p.m.

Resolution: **2 Adopt Agenda**
2023.222 **Moved By:** Councillor Roger Nordick
Seconded By: Councillor Roger Korte
That the agenda be adopted as presented.

CARRIED

2.1 Conflict of Interest

3 New Business

Resolution: **3.1 Recommendation - City Manager - North Twenty Place Homes Servicing Agreement**
2023.223 **Moved By:** Councillor Rob Muench
Seconded By: Councillor Larry Jorgenson
That the Mayor and City Manager be authorized to sign the attached servicing agreement with North Twenty Place Homes Ltd.

CARRIED

Resolution: **4 Adjourn**
2023.224 **Moved By:** Councillor Larry Jorgenson
Seconded By: Councillor Roger Nordick
That we do now adjourn, the time being 5:18 p.m.

CARRIED

Deputy Mayor – Kelly Herperger

Acting City Clerk – Donna Simpson

September 18, 2023

Dear Municipal Official:

On June 30, 2023, the Honourable Laura Ross, Minister of Parks, Culture and Sport, launched the 125 for 125 Initiative to encourage communities to celebrate and protect Saskatchewan's history through the designation of Municipal Heritage Property. The goal is to have 125 new designations by the time Saskatchewan celebrates its 125th anniversary in 2030.

Heritage property designation is a tangible way in which municipalities can recognize people, places and events that are significant to the history of the community or area. In addition to preserving these places and their stories for future generations, designation also supports and promotes economic development, environmental sustainability, community pride, "sense of place" and well-being.

The Ministry of Parks, Culture and Sport would also like to increase the number of different communities which have a designation as well as the diversity of stories which are recognized. At present, less than 50 per cent of the province's municipalities have designated a heritage property. As well, there are several important stories and themes in the province's history which are underrepresented within the designation program, such as the roles and contributions of women to Saskatchewan, post-1940 architectural design, and 20th-century Indigenous heritage.

If you, your colleagues or Council are interested in finding out more about the 125 for 125 Initiative, learning how your community can designate a heritage property, or looking at the Saskatchewan Register of Heritage Properties to see what has previously been designated by your municipality or others in the province, please visit saskatchewan.ca/heritage or contact our Heritage Policy and Designations Advisor, Krista Liggett at 306-787-8519 or historic.places@gov.sk.ca.

We look forward to working with you to conserve and share Saskatchewan's rich and diverse heritage.

Sincerely,



Dr. Thomas Richards
Executive Director, Heritage Conservation Branch

cc. Krista Liggett



City of Humboldt

Meeting Minutes

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

Present: **Chairperson:** Kelly Herperger
 Councillors: Roger Nordick
 Larry Jorgenson
 Roger Korte
 Rob Muench

City Manager: Joe Day
Acting City Clerk: Donna Simpson
Leisure Services Director: Mike Ulriksen
Director of Public Works: Peter Bergquist
Finance Manager: Jace Porten
Director of Protective Services/Fire Chief: Mike Kwasnica
Marketing and Development Manager: Penny Lee

1 Call To Order

Chairperson Herperger called the meeting to order at 5:24 p.m.

2 Adopt Agenda

Moved By: Councillor Rob Muench

That the agenda be adopted as amended:

Remove Item from New Business:

6.6 Recommendation - Public Works & Utilities Director - Urban Highway Connector Program

and

Add Items to Committee of the Whole

8.6 Recommendation - Public Works & Utilities Director - Main Street Railway Crossing

8.7 Recommendation - Public Works & Utilities Director - Urban Highway Connector Program

8.8 Verbal Report - Leisure Services Director - Request for Event Sponsorship

CARRIED

2.1 Conflict of Interest

3 Delegations - No Delegations

4 Correspondence - No Correspondence

5 Reports From Administration

5.1 Fire Chief/Protective Services Director's Reports

Moved By: Councillor Roger Korte

That this report be accepted for information and filed.

CARRIED

Chairperson – Kelly Herperger

Acting City Clerk – Donna Simpson

Fire Chief/Protective Services Director Mike Kwasnica left the meeting at 5:33p.m.

5.2 Finance Manager’s Report

Moved By: Councillor Roger Nordick

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’s Report

Moved By: Councillor Roger Korte

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 Public Works & Utilities Director’s Report

Moved By: Councillor Rob Muench

That this report be accepted for information and filed.

CARRIED

6 New Business

6.1 Recommendation - Community & Leisure Services Director - Project Summary Report

Moved By: Councillor Roger Nordick

That this report be accepted for information and filed.

CARRIED

6.2 Recommendation - Community & Leisure Services Director - Arena Needs Assessment

Moved By: Councillor Larry Jorgenson

That administration be authorized to proceed with stakeholder engagement and the design of a second ice surface for the community.

CARRIED

6.3 Recommendation - Public Works & Utilities Director - Project Tracking Report

Moved By: Councillor Roger Korte

That this report be accepted for information and filed.

CARRIED

6.4 Recommendation - Public Works & Utilities Director - Preparation Work for 2024

Moved By: Councillor Roger Nordick

That administration be authorized to proceed with design work for:

- 4th Avenue Lane W of 10th St to 14th St Road Project - \$44,200
- 6th Avenue Storm Channel Improvements Project - \$40,000
- 9th Street (1200 block) Utility and Road Improvements - \$20,000

CARRIED

Chairperson – Kelly Herperger

Acting City Clerk – Donna Simpson

6.5 Recommendation - Marketing & Development Manager - SMA Nominations

Moved By: Councillor Larry Jorgenson

That the HUGS park project be nominated for a Regionally Lead Saskatchewan Municipal Award and the reconciliation mural be nominated for a Community Lead Saskatchewan Municipal Award.

CARRIED

6.6 Recommendation - Community Development Coordinator - Discretionary Use Application

Moved By: Councillor Roger Korte

That this report be accepted for information and filed.

CARRIED

7 Enquiries

8 Committee of the Whole

Moved By: Councillor Larry Jorgenson

That we sit in a private session as Committee of the Whole, the time being 6:15p.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

Deputy Mayor Kelly Herperger, Councillor Rob Muench, Councillor Larry Jorgenson, Councillor Roger Nordick, Councillor Roger Korte, City Manager Joe Day, Acting City Clerk Donna Simpson, Works & Utilities Director Peter Bergquist, Community & Leisure Services Director Mike Ulriksen, Finance Manager Jace Porten and Marketing and Development Manager Penny Lee

8.3 Finance Manager - 2024 Preliminary Budget Overview

8.4 Public Works & Utilities Director - Airport Feasibility & Planning Study

8.5 Director of Public Works & Utilities - Community Airport Partnership Grant Application

8.6 Director of Public Works & Utilities - Main Street Railway Crossing

8.7 Director of Public Works & Utilities - Urban Highway Connector Program

8.8 Community & Leisure Services Director - Verbal Request for Event Sponsorship

8.9 Revert

Moved By: Councillor Larry Jorgenson

That Council revert to the Regular Meeting, the time being 7:47 p.m.

CARRIED

8.10 Recommendation - Finance Manager - 2024 Budget Overview

Moved By: Councillor Roger Korte

That this report be accepted for information and filed.

CARRIED

8.11 Recommendation - Airport Feasibility & Planning Study

Moved By: Councillor Roger Nordick

That the report be received for information as well as authorization given to finalize the report and make it available to the public.

CARRIED

Chairperson – Kelly Herperger

Acting City Clerk – Donna Simpson

8.12 Recommendation - Community Airport Partnership Grant Application

Moved By: Councillor Larry Jorgenson

That this report be accepted for information and discussion.

CARRIED

8.13 Recommendation - Main Street Railway Crossing

Moved By: Councillor Rob Muench

That administration be authorized to respond back to CN advising that the City will not be signing the crossing agreement that CN requires in order to upgrade the Main Street crossing to precast concrete.

CARRIED

8.14 Recommendation - Urban Highway Connector Program

Moved By: Councillor Larry Jorgenson

That this report be accepted for information and filed.

CARRIED

8.15 Recommendation - Request for Event Sponsorship

Moved By: Councillor Roger Korte

That this report be accepted for information.

CARRIED

9 Next Meeting

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

10 Adjourn

Moved By: Councillor Larry Jorgenson

That we do now adjourn, the time being 7:50 p.m.

CARRIED

Chairperson – Kelly Herperger

Acting City Clerk – Donna Simpson



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 June 12, 2023

Attendance: Amanda Klitch, Marliss Fleischhacker, Rosemarie Buttinger, Jennifer Malmsten, Susan Bradley, Sheila Nordick, Colleen Jenkins

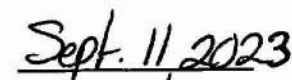
Recording Secretary: Kate Lucyshyn (Branch Librarian)

Call to order by M. Fleischhacker at 3:25 pm

- 1) Agenda: Moved by C. Jenkins, seconded by S. Nordick to accept the agenda with the following addition – Board Meeting Package. Carried.
- 2) Review and Approval of Minutes: Moved by R. Buttinger, seconded by C. Jenkins that the minutes be adopted presented. Carried.
- 3) Moved by J. Malmsten, seconded by S. Bradley that the correspondence be received and filed as presented. Carried.
- 4) Financial Reports: Moved by S. Nordick, seconded by A. Klitch that the monthly financial reports be adopted as presented. Carried.
Moved by S. Bradley, seconded by C. Jenkins that the 2023 Behiel Tax and Accounting yearly review of Reid-Thompson Public Library Fines Account be adopted as presented. Carried.
- 5) Branch Librarian's Report: Adopted as presented.
- 6) Action List: Moved by S. Nordick, seconded by R. Buttinger to spend up to \$150.00 from the Reid-Thompson Public Library Fines account on gift certificates purchased from Reel Attractions Ltd. to be used as prizes to encourage teen library survey responses. Carried.
- 7) Repairs/Maintenance Report: Update presented.
- 8) Business Arising:
 - a) Library will be closed on Saturday, July 1 and Monday, July 3. Staff scheduled to work on Saturday, July 1 to be offered make up hours on other days.
 - b) Moved by A. Klitch, seconded by S. Nordick to use the Reid-Thompson Fines account to pay for a Saskatchewan Reptile Show Public event during the 2023 TD Summer Reading Club summer program. Carried.
 - c) Moved by S. Nordick, seconded by S. Bradley that the Statement of Room Use Guidelines be adopted for program room usage. Carried.
- 9) Additions to Agenda: Discussion took place over trying to have the board meeting packages out earlier than the Friday before the meeting. Librarian will endeavor to do so.
- 10) Next meeting: September 11, 2023 at 3:30 pm.
- 11) Adjournment: Moved by J. Malmsten, seconded by S. Nordick that the meeting be adjourned at 4:40 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 ~~June 12, 2023~~ ^{Sept. 11} *MLL*

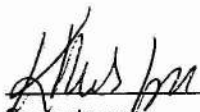
Attendance: Amanda Klitch, Marliss Fleischhacker, Jennifer Malmsten, Susan Bradley, Sheila Nordick

Absent: Colleen Jenkins, Rosemarie Buttinger

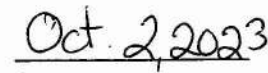
Recording Secretary: Kate Lucyshyn (Branch Librarian)

Call to order by M. Fleischhacker at 3:30 pm

- 1) Agenda: Moved by S. Bradley, seconded by S. Nordick to accept the agenda as presented. Carried.
- 2) Review and Approval of Minutes: Moved by A. Klitch, seconded by S. Nordick that the minutes be adopted presented. Carried.
- 3) Correspondence: Career Services Job Research Centre – Contract has not been awarded yet. Cynthie Gaetz – Use of library is approved. Lifesaver First Aid Inc. - Postponed the decision about first aid course until the next meeting. EC Carpet Cleaning – Postponed the decision about awarding carpet cleaning until next meeting. Moved by J. Malmsten, seconded by S. Bradley that the correspondence be received and filed as presented. Carried.
- 4) Financial Reports: Moved by S. Bradley, seconded by S. Nordick that the monthly financial reports be adopted as presented. Carried.
- 5) Branch Librarian's Report: Presented.
- 6) Action List: Update presented.
- 7) Repairs/Maintenance Report: Update presented.
- 8) Business Arising:
 - a) Capital purchase – Postponed until next meeting when quotes have been received.
 - b) Wapiti 2024 budget – A motion to approve the 2024 Wapiti Area Resource Centre Services Humboldt Public Library Budget was made by J. Malmsten, seconded by S. Bradley. Motion was passed by the board.
 - c) Federated Co-op donation request postponed until the next meeting.
- 9) Next meeting: October 2, 2023 at 3:30 pm.
- 10) Adjournment: Moved by S. Nordick, seconded by A. Klitch that the meeting be adjourned at 4:55 pm. Carried.


Secretary


Chairperson


Date



CITY OF HUMBOLDT

PROCLAMATION

Saskatchewan Multicultural Week

“Celebrate Community, Honour Diversity, Act for Equity”

- WHEREAS:** the province of Saskatchewan has enacted multicultural legislation to recognize the diversity of Saskatchewan people with respect to race, cultural heritage, religion, ethnicity, ancestry and place of origin is a fundamental characteristic of Saskatchewan society that enriches the lives of all Saskatchewan people.
- AND WHEREAS:** the Multicultural Council in Saskatchewan is committed to promoting, fostering, improving and developing Multiculturalism in the economic, cultural, and political life of Saskatchewan while working to achieve equality of residents;
- AND WHEREAS:** Saskatchewan Multicultural Week is celebrated annually to acknowledge the benefits of multiculturalism as seen in the enrichment and contributions of many individuals, groups and communities in Saskatchewan.
- AND WHEREAS:** we encourage residents to engage in conversations that focus on our diversity, collective strength and contributions, as well as our challenges because respectful relationships and addressing contemporary issues are essential for everyone to be valued for all aspects of their identities.
- NOW THEREFORE:** the City of Humboldt does hereby proclaim the week of November 18-26, 2023 as Multicultural Week in the City of Humboldt.

Mayor – Michael Behiel

CITY OF HUMBOLDT REPORT

TITLE: Discretionary Use Report – Family Child Care Home, Type II – 818 17th St.

PREPARED BY: Tanner Zimmerman, Community Development Coordinator

REVIEWED BY: Joe Day, City Manager

PREPARED FOR: Regular Council

DATE: October 23, 2023

RECOMMENDATION

That the Discretionary Use Application to allow for the operation of the proposed *Family Child Care Home – Type II* at 818 17th St., legally described as Lots 10, 11 & 12, Block 63, Plan No. G247, with the condition that a maximum of 12 children may be cared for at one time be approved.

BACKGROUND

The City of Humboldt has received a discretionary use application from Brandi Roettger and her business partner, Tabitha Wegleitner, to operate a daycare out of Ms. Wegleitner’s home located at 818 17th St.

The activities carried out by Ms. Roettger and Ms. Wegleitner are regulated in *The Child Care Act, 2014* and *The Child Care Regulations, 2015* overseen by the Government of Saskatchewan.

In *The Zoning Bylaw, 2016*, a home-based daycare is considered discretionary use in any residential area if it is deemed to be a Family Child Care Home, Type II. A Family Child Care Home is defined as, “an accessory use to a one-unit dwelling, two unit dwelling, manufactured home, semi-detached dwelling or townhouse, where the occupants of the dwelling provide child care services, supervision or pre-school services.” A Family Child Care Home, Type II is defined as, “a family childcare home where the total number of children under care or supervision, including the number of children who are residents in the dwelling, exceeds four but does not exceed twelve.”

S.3.10.3 of *The Zoning Bylaw, 2016* requires that a Discretionary Use be reviewed using the following evaluation criteria:

- i) Conformance with the official Community Plan and applicable sections of the Zoning Bylaw;

- ii) Serviceability by community infrastructure including roadways, water & sewer services, etc.;
- iii) The potential effect of noise, odour, dust, lighting, glare, vibrations, emissions, hazardous substances, etc. to the health, safety, convenience or general welfare of persons residing or working within the vicinity or injurious effects to property, or potential development in the vicinity of the project;
- iv) Landscaping and screening, and, wherever applicable, the preservation of existing vegetation;
- v) Potential traffic generation by the use, and the ability for existing roadways to accommodate for the use, as well as the adequate provision of parking accommodations;
- vi) Presence of activities located in the area and on the site, and effects to the surrounding urban environment;
- vii) Pedestrian safety and convenience both within the site, and in terms of the relationship to the road network in and around the adjoining area;
- viii) All operations shall comply with all regulations of Saskatchewan Environment and Saskatchewan Labour which govern their operation and development; and
- ix) Traffic entrances and exits to or from major roadways and truck routes.

In August of 2023, approval was granted for Ms. Roettger and Ms. Wegleitner to operate a Family Child Care Home, Type II at Ms. Roettger's house at 218 14th St. This discretionary use is to change the approved location.

CURRENT SITUATION

Ms. Wegleitner lives in an R1 zone which has a capacity for 16 children, however, the maximum number of children at one time for a Family Child Care Home, Type II is 12. The capacity is based on provincial legislation regulating the maximum child to caretaker ratio as 8:1. The maximum of 12 children is outlined in the definition of "Family Child Care Home, Type II" in section 2 of *The Zoning Bylaw, 2016*.

According to Table 10-1 of *The Zoning Bylaw, 2016*, the development standards replicate those set forth for any single-family, detached residential use. A Family Child Care Home – Type II falls under parking category 16 which states, "1 space plus 1 additional space per every 10 persons enrolled in the facility per day." Additionally, a Home-Based Business – Type II requires 1 space for the resident and 1 space for any other "employees" of the business. With a maximum of twelve children under the care of Ms. Roettger and Ms. Wegleitner, 3 parking spaces would be required to satisfy the parking requirements. Ms. Roettger and Ms. Wegleitner will have enough parking to fulfill the requirements. No further improvements are required to the building in which the business will operate.

OPTIONS

- Approve the recommendation as presented.
- Refer the matter back to Administration for further review.

ATTACHMENTS

- A. Map location showing properties within 75m.
- B. Letter from Ms. Roettger and Ms. Wegleitner explaining their stance.
- C. Pictures of the inside and location of the home-based business as provided by Ms. Roettger.

COMMUNICATION AND ENGAGEMENT

In the lead up to the proposed public meeting for October 23rd, 2023, the City will undertake all required communications relating to public notice and consultation that relate to discretionary use applications.

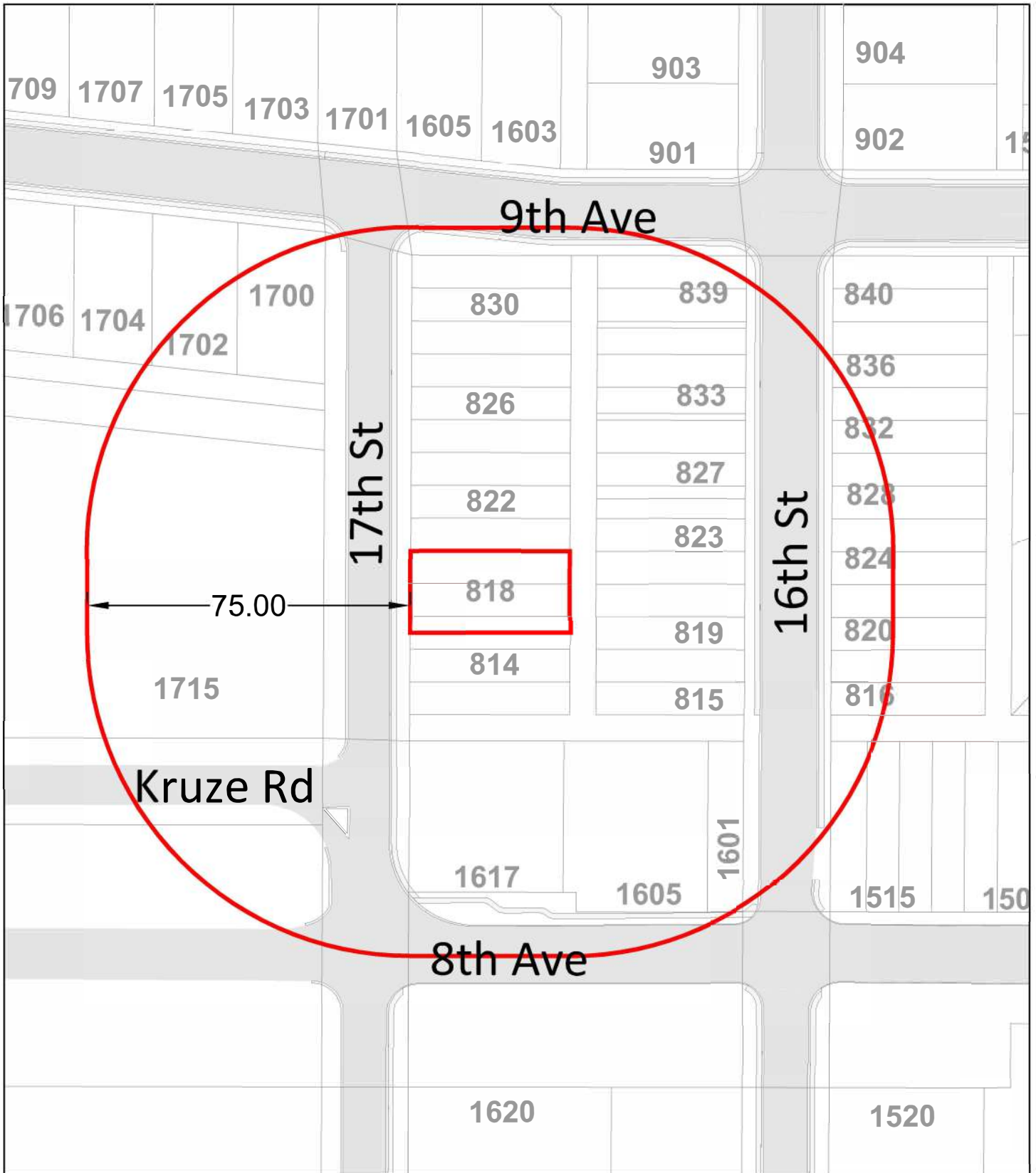
FINANCIAL IMPLICATION

There is no anticipated financial impact of the application.

CONCLUSION

Ms. Roettger and Ms. Wegleitner's business will satisfy a growing need for childcare within the City of Humboldt. The zoning requirements are satisfied, and the family childcare home will be able to operate more efficiently than at the originally approved location.

Attachment A



Notes:

- 75m Setback in Red from 818 17th St



Attachment B

To whom this may concern,

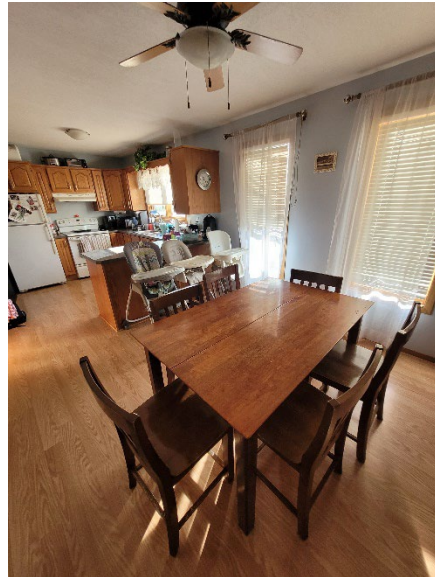
My business partner and I have opened our daycare in Humboldt to provide a place for children while their parents work, as well as before and after school. As you probably know there is a high demand for child care as the current daycares have long waiting lists, as parents we know how difficult it is to find child care in and around Humboldt. Our business is called Little Lily Bugs Daycare, we have it located at 218 24th street which is Brandi's home, because of certain circumstances we decided to relocate at 717 18th street, Tabitha's house. Our hours of operation are 7am till 5pm. We provide children with a safe and fun environment where they can play with supervision inside the home and outside in a fenced yard. This will include creative and educational activities, preparing and serving snacks and lunch, and maintaining a clean environment for the children. We are both mothers who are primary care givers to our children and whom practice patience everyday with our little ones. I myself have an 8 year old and my partner Tabitha has 2 kids who are under the age of 5 and we both have lots of experience being around other children. We both are certified in First Aid and CPR.

In the home we have set up a play room with lots of different aged toys organized in it, as well as a baby toy bucket located in the living room for younger children. We have 1 baby gate that blocks the section of the steps in the home to the entrance, play pens for younger children to nap, high chairs for little ones to eat in, table to sit at during meal and snack time and operating smoke detectors.

We both really hope you take into consideration how much our city needs more child care and how ideal the location is to us, as it is right beside the resource center and easy for parents to find! We appreciate your time, thank you!!

Sincerely,
Brandi and Tabitha

Attachment C





CITY OF HUMBOLDT REPORT

TITLE: Preparation Expense Requests for 2024 Projects

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

REVIEWED BY: Lori Yaworski – Acting City Manager

PREPARED FOR: City Council

DATE: October 23, 2023

RECOMMENDATION

That administration be authorized to proceed with design work for:

- 4th Avenue Lane W of 10th St to 14th St Road Project - \$44,200
- 6th Avenue Storm Channel Improvements Project - \$40,000

BACKGROUND

The city attempts to prepare and tender projects early in the year to achieve favorable pricing from contractors. In order to tender early in the year some elements such as fall surveying and detail design over winter is typically desired.

CURRENT SITUATION

Staff are currently in the process of determining the 2024 projects to be presented to Council for consideration. Several projects in this report are desired to be started this fall.

Project	Estimated costs for preparation work
4 th Avenue – Lane W of 10 th St to 14 th St – Curbing, Road Rebuilding, Storm and Paving – Surveying and Design	\$44,200
6 th Avenue Storm Channel Design – 2 nd St to the east	\$40,000

The work is intended to be coordinated with consultants or contractors this fall. In the event that the final 2024 budgets exclude these projects, design related work can be “shelved” and retain its value until a time when approval is granted to proceed with construction.

OPTIONS

- Approve the request

- Not approve the request
- Approve specific items in the request

ATTACHMENTS

N/A

COMMUNICATION AND ENGAGEMENT

With approval from the City Manager, staff will engage the appropriate contractors and consultants for the work.

FINANCIAL IMPLICATION

The projects noted in this report have not yet been approved by Council. Therefore, if they are approved in the 2024 budget deliberations, the costs will be part of the applicable capital projects. If they are not approved to proceed, partial expenses will exist and likely need to be absorbed in operating budgets.

CONCLUSION

The requested work would help accelerate the projects anticipated for 2024 and get tendering completed early in 2024.



CITY OF HUMBOLDT REPORT

TITLE: Community Airport Partnership Grant Application
PREPARED BY: Peter Bergquist A.Sc.T; Public Works and Utilities Director
REVIEWED BY: Lori Yaworski, Acting City Manager
PREPARED FOR: City Council
DATE: October 23, 2023

RECOMMENDATION

Not apply to the CAP grant at this time and direct staff to further explore funding and ownership opportunities.

BACKGROUND

TetraTech completed an Airport Feasibility and Planning Study which notes many options for the city to consider. The CAP grant application intake dates have changed from spring each year to October 31st of each year. The CAP grant offers 50% funding for projects up to \$275,000.

CURRENT SITUATION

The recently completed report noted that there is considerable investment anticipated for the airport to bring it to current day standards. The report did not recommend shutting down the airport permanently, but it appears that if the city retains ownership, shares costs with surrounding RM's, or even attempts to sell/lease the airport there will likely be costs associated. The report shares that there is demand for the airport, but it doesn't necessarily benefit the City of Humboldt as much as perhaps the RM's surrounding Humboldt with spray plane services. City businesses may receive some economic benefits from these aerial applicators at the airport but not enough to perform sustainable capital replacements. If more time was available, discussing upgrade cost sharing with local RM's would be desired, however the application deadline for 2024 work is nearing.

Staff concerns are mounting that the sides and thresholds (ends) areas of the runway are labelled in poor condition and that further deterioration may become a safety concern. Staff feel obliged to seek and approach council with grant funding opportunities where they may exist however also acknowledge that economic conditions and upcoming budget deliberations may make a financial commitment difficult.

While the city may not be ready to make decisions on the airport's future, or know if the RM's surrounding Humboldt will contribute, the application intake timing for the CAP grant presents a decision to be made if the city should apply for funding and if so, for how much.

OPTIONS

1. Do not apply for 2024 funding.
2. Apply for \$155,000 to asphalt overlay the thresholds (City pays \$77,500).
3. Apply for the \$275,000 maximum for asphalt overly (City pays \$137,500).
4. Apply for a different amount.

ATTACHMENTS

- N/A

COMMUNICATION AND ENGAGEMENT

Staff will proceed as directed.

FINANCIAL IMPLICATION

The taxation impact on city budgets was estimated at \$20,660 in 2022. In 2023 estimated impact is \$33,700 now that the study is being half funded. These costs did not include any considerations for capital improvements.

During the next 10 years, the study estimates about \$2,055,000 to rehabilitate the existing airfield infrastructure to current day standards. The most immediate concerns are related to the runway conditions labelled as poor condition (sides and thresholds). The sides and thresholds have an estimated repair cost of approximately \$1,015,000. Seeking partners to help maximize the CAP grant would allow staff to patch, overlay, mill/pave sections to get more usable life out of the runway in the worst areas.

CONCLUSION

Assuming that the preference of Council is to continue to keep the airport open, the CAP program is valuable. The anticipated expenditure would require many years of CAP grants to achieve the repaving efforts of the existing runway.



CITY OF HUMBOLDT REPORT

TITLE: Urban Highway Connector Program Application
PREPARED BY: Peter Bergquist A.Sc.T; Public Works and Utilities Director
REVIEWED BY: Lori Yaworski, Acting City Manager
PREPARED FOR: City Council
DATE: October 23, 2023

RECOMMENDATION

Apply to the Urban Highway Connector Program for a traffic study of Hwy 5 and 20 at a cost of \$110,000.

BACKGROUND

The city makes applications annually to the Urban Highway Connector Program for projects related to Highways 5 and 20 through the city. In 2022 large sections of Highways 5 and 20 were paved under the program. In 2023 the city received approval for the Main Street railway crossing replacement.

CURRENT SITUATION

The application for the 2024 budget year is October 31st. Staff desire to apply for the 2024 project to continue accessing the funding opportunity.

The 2023 work at the Main Street railway crossing did not move forward as staff were instructed by Council to discuss concerns with CN regarding which party was responsible for the replacement and long-term maintenance of the crossing. A letter was crafted on behalf of the Mayor. At that time, the UHCP grant providers required updates as they desired the money to be used in other locations where budget overruns occurred. Staff informed them of the situation and the UHCP funding was essentially cancelled for 2023. On October 6th a response was received noting that if the city wanted the upgrade, the city would be required to fund it and maintain the crossing indefinitely. At the October 10th Executive Committee meeting, the decision was made to advise CN that the city will not be signing the crossing agreement that CN requires in order to upgrade the Main Street crossing to precast concrete. Therefore, this means that the city will no longer pursue the precast concrete upgrade. This message was conveyed by email with a request that CN moves forward with their original plans to repair/replace the existing worn planks at their earliest convenience.

Staff are recommending that the city pursue a traffic study for Hwy 5 and 20 for the 2024 application as there are several concerns that exist around intersection safety, signals, access points, pedestrian access, lane configurations, street lighting, road speed limits, etc. The study would provide MHI and the city with the necessary information and estimated costs to make decisions now and into the future as the city grows.

Following the study, staff are anticipating that an application will be made to request repaving Kruse Road and Andreason Road in 2025 but do desire the study to be completed prior to that capital request.

OPTIONS

For the 2024 UHCP application, potential application options include:

1. Apply for a traffic study of Hwy 5 and 20 at an estimated cost of \$110,000 (70% UHCP/30% City).
2. Reapply for the Main Street Railway Crossing Project (70% UHCP/30% City) – \$200,000. This would assume that CN would still not pay for any of the crossing replacement.
3. Apply for the repaving of Kruse Road and Andreason Road – Estimated Cost \$443,000 however 100% funded under the UHCP as the roads are noted as an outstanding obligation from the original UHCP agreement. At that point the city takes full ownership long-term.
4. Apply for all or select options.
5. Do not apply for 2024 UHCP funding.

ATTACHMENTS

- N/A

COMMUNICATION AND ENGAGEMENT

Staff will apply for the UHCP application as directed.

FINANCIAL IMPLICATION

Applying for the study is estimated to cost \$110,000 (70% UHCP/30% City). If successful, the city will fund its portion of \$33,000 from the annual operational road maintenance budget.

CONCLUSION

The UHCP program is valuable to apply for as year to year funding may not be reliable and we do see need for the traffic study now and as a guidance document as the city grows.



CITY OF HUMBOLDT REPORT

TITLE: Arena Needs Assessment

PREPARED BY: Michael Ulriksen, Director of Community and Leisure Services

REVIEWED BY: Joe Day, City Manager

PREPARED FOR: Council

DATE: October 23rd, 2023

RECOMMENDATION

That administration be authorized to proceed with stakeholder engagement and the design of a second ice surface for the community.

BACKGROUND

Since the construction of the Elgar Petersen Arena in the early 1980's and the removal of the Leo Parker Arena, the City of Humboldt has had a single sheet of ice. The demand for ice time has fluctuated since that time as the population has steadily increased to over 6000 residents plus a large regional area that utilizes the City's facilities. The current demand for ice time is at an all-time high with no indications that the increase in demand will slow down. The population growth that is anticipated as a result of the BHP mine is expected to significantly increase not only the demand from existing user groups, but demand driven from other programs and events as well.

The Memorials Committee has been actively working to secure funding towards a legacy project, which includes a second ice surface for the community. It has been expected that the City would eventually take the lead in stakeholder engagement and the design of the new facility. While the fundraising has not progressed at the pace many had expected, Administration recognizes the immediate need for a second ice surface and is optimistic that moving forward with stakeholder engagement and design work could serve as a catalyst for fundraising.

CURRENT SITUATION

There is no debate that the EPA alone is unable to meet the existing demand for ice time within our community and surrounding region, let alone the growth that is expected in the coming years. The rental data shows that the existing ice surface is nearly booked to capacity, including undesirable ice times:

- In 2022-23 season over 3420 hours of ice was utilized at the EPA – equating to an average of 12.72 hours per day for the entire 269 days that the arena was in operation. This includes the bridge months (August, September, April), school hours and holidays.
- Humboldt Minor Hockey (HMH) saw a 9% increase in rental hours from the 2021-22

season to the 2022-23 season, booking 1063 hours. HMH even rented some ice time during school hours to run practices for older age groups due to the lack of available ice time.

- Private Rentals have increased by 76% from an average of 1.8 hours per day in 2019-20 to 3.2 hours per day in the 2022-23 season. These hours are primarily rented in the bridge months and at undesirable hours.
- Minor hockey estimates that in 2023-24 roughly 30 hours per week of additional ice time will be sourced at the peak of their season. They have also turned down AA Female U13 and U15 programs and host less tournaments than they would otherwise host as these would have displaced existing programming due to lack of ice time.

The EPA has seen this growth in rental hours, driven primarily by the following groups:

1. Hockey Programming: The largest single driver of ice demand is from hockey-related programming. This includes the Humboldt Broncos Junior A program, Humboldt Minor Hockey, Adult Rec hockey and private hockey renters. In total these groups currently utilize over 90% of all ice time currently rented at the EPA. In spite of the rising cost to participate in hockey, the growth of the sport continues and the desire for participants to access more ice time on a weekly basis is a key driver behind the rise in demand.
2. Skating Programs: The local Skate Humboldt skating program is the only non-hockey program offered in the EPA. The program offers a range of programming from learn-to-skate to competitive figure skating. The organization would like to expand its program offerings to include adult skating lessons, synchronized skating, and all-season power skating programs, however currently they would have to reduce existing programming to accommodate any new initiatives.
3. Junior A Broncos Club: The club utilizes the arena for 26 regular season home games, along with pre-season, playoffs, and camps. Their practices are primarily confined to weekdays during school hours. There is some demand for additional practice times for pre-skates, however the availability of weekend ice time does not exist.

The EPA is unable to meet the existing needs of these organizations, let alone accommodate the organizations' desire to expand their programming. Furthermore, the lack of ice time is limiting the opportunities for residents to access the facility or for new opportunities and organizations to be established within the community, including the following:

1. Public Skating: Between the months of October through March, public skating is limited to one prime time booking (Sundays 4:30pm to 5:45pm) and a couple random weekday morning skates. The inability for the general taxpayer to access ice time is a result of the high demand for paid ice rentals. Only a second ice surface would allow for additional public skating times.

2. Female Hockey: There is a significant push for female hockey in the region and the province and it is expected that over the coming decade female hockey will grow exponentially. There are currently no female hockey programs within the City of Humboldt, however many Humboldt residents travel to Leroy to play. A female program was established in Leroy due to the lack of available ice time in Humboldt. The introduction of the Saskatchewan Junior Female Hockey League will only spur on more interest in female hockey among youth.
3. New Sports Initiatives: As the community grows, we anticipate that new program initiatives will be requested including broomball, speed skating, sledge hockey, ringette and programming geared to newcomers. In addition, we expect there to be a greater demand for non-competitive hockey programming for those who cannot afford or are uninterested in the demands of competitive hockey programming. Currently there are limited options in the region for those who want to experience hockey in a more casual atmosphere.
4. Event Tourism: Administration is continuing to expand the opportunities for event tourism within the community. A second ice surface would usher in countless opportunities, both for major on ice events (i.e. curling bonspiels, major hockey tournaments, skating competitions) and off-ice events (i.e. tradeshows, concerts, etc.). The demand for ice time is so large at present that it is nearly impossible to fit in any major events, especially ones that would displace our existing users for multiple days.

OPTIONS

1. Authorize Administration to begin stakeholder engagement and design work for a second ice surface.
2. Provide alternative direction to Administration.

ATTACHMENTS

NA

COMMUNICATION AND ENGAGEMENT

Administration has reached out to our existing users to help form a better picture of the existing demand and the unmet needs of the groups. Some of that information has been included in this report. If approved, a more in depth stakeholder engagement process will begin immediately.

FINANCIAL IMPLICATION

There are no financial implications or requests within this report. Administration anticipates completing much of the stakeholder engagement internally within our existing operational budgets. However, any additional expenses needed for stakeholder engagement and the eventual

design work will come back to Council for authorization through the 2024 budget process or through a separate report.

CONCLUSION

The overwhelming conclusion to this report is that the City needs to move forward on the development of a second ice surface to serve the needs of our growing community. The demand for ice time already exceeds the supply available. The absence of a second ice surface for the foreseeable future will only serve to hurt the residents and the surrounding communities through the stagnation of existing programs, the inability to expand recreational programs and the inability to capture event tourism opportunities. Further stakeholder engagement will help to establish a more in-depth understanding of the demand and provide a develop a clear picture of the operational expectations of a second ice surface.