



City of Humboldt
April 22, 2024 - Regular Council Meeting - 05:30 PM

- 1 Call To Order**
- 2 Adopt Agenda**
 - 2.1 Conflict of Interest
- 3 Public Acknowledgement**
- 4 Public Hearing**
 - 4.1 Suspend Council Meeting
 - 4.2 Public Hearing - Humboldt Golf Club Guarantor of Loan
 - 📎 Report - Public Hearing HGC Guarantor Bylaw
 - 4.3 Resume Council Meeting
- 5 Approve Minutes**
 - 5.1 Regular Meeting of Council held March 25, 2024
 - 📎 Regular Meeting of Council held March 25, 2024
 - 5.2 Special Meeting of Council held April 8, 2024
 - 📎 Special Meeting of Council held April 8, 2024
- 6 Delegations - None**
- 7 Correspondence - None**
- 8 Committee Reports**
 - 8.1 Vacated Chair
 - 8.2 Executive Committee Meeting held April 8th, 2024
 - 📎 Executive Committee Meeting held April 8th, 2024
 - 8.3 Humboldt and District Museum and Gallery Board
 - 📎 Humboldt and District Museum and Gallery Board of Directors held March 14th, 2024
- 9 Bylaws**
 - 9.1 Recommendation - City Assessor - 2024 Tax Policy
 - 📎 Report - City Assessor - 2024 Tax Policy
 - 📎 Bylaw 03/2024 - Taxation Rates Bylaw
 - 9.2 Bylaw No. 03/2024 - 2024 Taxation Rate Bylaw
 - 9.3 Bylaw No. 03/2024 - 2024 Taxation Rate Bylaw
 - 9.4 Bylaw No. 03/2024 - 2024 Taxation Rate Bylaw
 - 9.5 Bylaw No. 03/2024 - 2024 Taxation Rate Bylaw

- 9.6 Recommendation - City Controller - HGC Guarantor Bylaw Amendment Report
 - 📎 Report - City Controller - HGC Guarantor Bylaw Amendment Report
 - 📎 Bylaw 04/2024 - Amend Bylaw 05/2022 HGC Guarantor Bylaw
- 9.7 Bylaw No. 04/2024 - Amend Bylaw 05/2022 HGC Guarantor Bylaw
- 9.8 Bylaw No. 04/2024 - Amend Bylaw 05/2022 HGC Guarantor Bylaw
- 9.9 Bylaw No. 04/2024 - Amend Bylaw 05/2022 HGC Guarantor Bylaw
- 9.10 Bylaw No. 04/2024 - Amend Bylaw 05/2022 HGC Guarantor Bylaw
- 9.11 Resumed Chair

- 10 New Business**
- 10.1 Recommendation - Proclamation - Naturopathic Medicine Week
 - 📎 Proclamation - Naturopathic Medicine Week, May 12-18 2024
- 10.2 Recommendation - Proclamation - National Public Works Week
 - 📎 Proclamation - National Public Works Week, May 19-25 2024
- 10.3 Recommendation - City Controller - Downtown Business Improvement District 2024 Budget
 - 📎 Report - City Controller - Downtown Business Improvement District 2024 Budget
- 10.4 Recommendation - City Controller - Humboldt and District Community Services Parking Request
 - 📎 Report - City Controller - Humboldt and District Community Services Parking Request
- 10.5 Recommendation - City Controller - Downtown Street Closure Request
 - 📎 Report - City Controller - Downtown Street Closure Request

- 11 Enquiries**
- 12 Committee of the Whole**
- 13 Adjourn**



CITY OF HUMBOLDT REPORT

TITLE: Public Hearing – Humboldt Golf Club Guarantor of Loan
PREPARED BY: Jace Porten, Interim City Clerk/City Controller
REVIEWED BY: Joe Day, City Manager
PREPARED FOR: City Council
DATE: April 22, 2024

RECOMMENDATION

That this report be accepted for information and filed.

BACKGROUND

Pursuant to Section 3(e) of the City of Humboldt's Public Notice Policy #4475, Public notice shall be given before Council initially considers borrowing money, lending money or guaranteeing the repayment of a loan.

CURRENT SITUATION

The notice was posted at City Hall and on the City's web site for ten clear days prior to the Regular Council meeting on April 22nd, 2024, at which Council will consider the matter. Those wishing to submit their comments on this matter must have made their submission to the Interim City Clerk by noon on Thursday, April 18, 2024.

FINANCIAL IMPLICATION

There is no anticipated financial impact of the recommended action.

CONCLUSION

The Interim City Clerk did not receive any written submissions regarding the City of Humboldt updating the existing loan terms in which the City is a guarantor for the Humboldt Golf Club Inc.



City of Humboldt

Meeting Minutes

Regular Council Meeting March 25, 2024 - 05:30 PM

PRESENT
:

- Mayor Michael Behiel
- Councillor Larry Jorgenson
- Councillor Roger Nordick
- Councillor Amanda Klitch
- Councillor Rob Muench
- Councillor Roger Korte
- Councillor Kelly Herperger (via Zoom)
- City Manager Joe Day
- City Controller/Interim City Clerk Jace Porten
- Marketing and Development Manager Penny Lee
- Director of Public Works Peter Bergquist
- Director of Leisure Services Mike Ulriksen
- Director of Cultural Services Jennifer Fitzpatrick

1 Call To Order

Mayor Behiel called the meeting to order at 5:27 p.m.

Resolution:
2024.060

2 Adopt Agenda

Moved By: Councillor Amanda Klitch

Seconded By: Councillor Roger Nordick

That the agenda be adopted as presented.

CARRIED

2.1 Conflict of Interest

3 Public Acknowledgement

Councillor Nordick congratulated Eddy Schreiner on his upcoming retirement and thanked him for his 17 years of service to the City of Humboldt.

4 Public Hearing - None

Mayor – Michael Behiel

Interim City Clerk – Jace Porten

5 Approve Minutes

Resolution:
2024.061

5.1 Regular Meeting of Council held February 26, 2024

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

That the Minutes of the Regular Meeting of Council held February 26, 2024 be approved as amended, recorded, and circulated.

CARRIED

Resolution:
2024.062

5.2 Special Meeting of Council held March 11, 2024

Moved By: Councillor Amanda Klitch
Seconded By: Councillor Rob Muench

That the Minutes of the Special Meeting of Council held March 11, 2024 be approved as amended and circulated.

CARRIED

Amend Chairperson to Mayor Behiel

6 Delegations

Resolution:
2024.063

6.1 Humboldt & District Museum & Gallery Board

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

That the presentation of the annual report by the Humboldt & District Museum and Gallery Board be accepted for information.

CARRIED

Resolution:
2024.064

6.2 Humboldt Housing Authority

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

That the presentation from the Humboldt Housing Authority be accepted for information.

CARRIED

Resolution:
2024.065

6.3 Kimberley and Avrom Ries - North Park Development

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

That the presentation from Kimberly and Avrom Ries be accepted for information.

7 Correspondence - None

7.1 "A" Items Requiring Council Resolution

7.2 "B" Items Received for Information Only

Mayor – Michael Behiel

Interim City Clerk – Jace Porten

8 Committee Reports

Resolution: 8.1 **Executive Committee Meeting held March 11th, 2024**
2024.066 **Moved By:** Councillor Amanda Klitch
Seconded By: Councillor Roger Nordick

That the Minutes of the Executive Committee Meeting held March 11, 2024 be accepted for information.

CARRIED

Resolution: 8.2 **Reid Thompson Public Library Board**
2024.067 **Moved By:** Councillor Roger Nordick
Seconded By: Councillor Amanda Klitch

That the minutes of the Reid-Thompson Public Library Board meetings dated February 12th, 2024 be accepted for information and filed.

CARRIED

9 Bylaws - No Bylaws

10 New Business

Resolution: 10.1 **Proclamation - 2017-18 Humboldt Broncos Day**
2024.068 **Moved By:** Councillor Rob Muench
Seconded By: Councillor Amanda Klitch

That the Mayor be authorized to proclaim Saturday, April 6, 2023 as "2017-18 Humboldt Broncos Day" in the City of Humboldt.

CARRIED

Resolution: 10.2 **Proclamation - Green Shirt Day**
2024.069 **Moved By:** Councillor Kelly Herperger
Seconded By: Councillor Roger Nordick

That the Mayor be authorized to proclaim Sunday, April 7, 2024 "Green Shirt Day" in the City of Humboldt to raise awareness of the importance of organ donation and to encourage citizens to "have the kitchen table talk" with their families and to wear green on this day to show your support.

CARRIED

Resolution: 10.3 **Recommendation - Director of Public Works - Streetfest Closure Request**
2024.070 **Moved By:** Councillor Larry Jorgenson
Seconded By: Councillor Roger Korte

That the requested Streetfest special event closure for August 23rd and 24th, 2024 on Main Street from the south side of 8th Avenue (Hwy 5) to the north side of 5th Avenue be approved.

CARRIED

Mayor – Michael Behiel

Interim City Clerk – Jace Porten

Resolution: 2024.071 10.4 Recommendation - Director of Public Works - 2024 Concrete Tender

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

That the 2024 Concrete Replacement Program be awarded to Sautner Concrete Services in the value of \$294,670 plus applicable taxes, and further,

that the 2024 Concrete Patching Program be awarded to Westcrete Curb and Landscaping Inc. in the value of \$90,635.00 plus applicable taxes.

CARRIED

Resolution: 2024.072 10.5 Recommendation - Director of Public Works - 2024 Road Reconstruction Tender

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

That the 2024 Road Reconstruction Program be awarded to Brockman Enterprises Ltd. in the value of \$444,279.15 plus applicable taxes.

CARRIED

Resolution: 2024.073 10.6 Recommendation - Director of Public Works - 2024 Paving Tender

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

That the 2024 Paving Program be awarded to Paramount Paving Ltd. in the value of \$818,558.25 plus applicable taxes.

CARRIED

Resolution: 2024.074 10.7 Recommendation - Director of Public Works - 2024 Lagoon Chemical Award

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

Award the 2024 Lagoon Chemical – Ferric Sulphate to ClearTech at an estimated cost of \$157,200 plus taxes.

CARRIED

11 Enquiries

Councillor Nordick enquired on the City's plan to pave the access to the Water Ridge community.

Resolution: 2024.075 12 Committee of the Whole

Moved By: Councillor Amanda Klitch
Seconded By: Councillor Amanda Klitch

That we sit in a private session as Committee of the Whole, the time being 6:54 p.m.

CARRIED

Mayor – Michael Behiel

Interim City Clerk – Jace Porten

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 (via Zoom), Councillor Roger Korte, Councillor Amanda Klitch, City Manager Joe Day, City Controller/Interim Jace Porten and Marketing and Development Manager Penny Lee

12.3 Assessor - CW Storage Solutions – Request for Tax Exemption

Resolution:
2024.076

12.4 Revert

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

That Council revert to the Regular Meeting, the time being 7:05 p.m.

CARRIED

Resolution:
2024.077

12.5 Recommendation - Assessor - CW Storage Solutions Tax Exemption Request

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

That the City does not grant a tax exemption for the 2025 and 2026 tax years to CW Storage Solutions on the proposed 6,400 square foot storage building they plan to build on their property at 2108 4th Avenue, Humboldt.

CARRIED

Resolution:
2024.078

13 Adjourn

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

That we do now adjourn, the time being 7:06 p.m.

CARRIED

Mayor – Michael Behiel

Interim City Clerk – Jace Porten



City of Humboldt

Meeting Minutes

Special Council Meeting April 8, 2024 - 05:15 PM

PRESENT: Mayor Michael Behiel
 Councillor Kelly Herperger (via Zoom)
 Councillor Larry Jorgenson
 Councillor Amanda Klitch
 Councillor Roger Korte
 Councillor Rob Muench
 Councillor Roger Nordick
 City Manager Joe Day
 City Controller/Interim City Clerk: Jace Porten
 Marketing and Development Manager: Penny Lee
 Director of Public Works and Utilities: Peter Bergquist
 Director of Cultural Services Jennifer Fitzpatrick
 Director of Public Works Mike Kwasnica

1 Call To Order

Mayor Behiel called the meeting to order at 5:12 p.m.

Resolution:
2024.079

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 New Business

Resolution:
2024.080

3.1 Recommendation - City Manager - Council Appointments to City Positions

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

That the following appointments of City Positions pursuant to provincial requirements be made for 2024;
I.Development Appeals Board: Jace Porten as Secretary
II.Interim City Clerk – Jace Porten

CARRIED

Mayor – Michael Behiel

Interim City Clerk – Jace Porten

Resolution:
2024.081

3.2 Recommendation - Director of Public Works & Utilities - Winter Sander Replacement

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

Approve the purchase of a salt/sand spreader at a cost of approximately \$18,450 plus applicable taxes from Commercial Truck Equipment.

CARRIED

Resolution: 4
2024.082

Committee of the Whole
Moved By: Councillor Roger Korte
Seconded By: Councillor Kelly Herperger

That we sit in a private session as Committee of the Whole, the time being 5:14 p.m.

CARRIED

4.1 Authority

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

4.2 Present in the Committee of the Whole

Mayor Michael Behiel, Councillor Kelly Herperger (via Zoom), Councillor Larry Jorgenson, Councillor Amanda Klitch, Councillor Roger Korte, Councillor Rob Muench, Councillor Roger Nordick, City Manager Joe Day, City Controller/Interim City Clerk Jace Porten

4.3 Report - City Manager - Out of Scope Policy #1280

Resolution: 4.4
2024.083

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

That Council revert to the Regular Meeting, the time being 5:23pm.

CARRIED

Resolution: 4.5
2024.084

Recommendation - City Manager - Out of Scope Policy #1280
Moved By: Councillor Roger Nordick
Seconded By: Councillor Larry Jorgenson

That revised Policy 1280 as attached be adopted as amended.

CARRIED

Resolution: 5
2024.085

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

That we do now adjourn, the time being 5:24 p.m.

CARRIED

Mayor – Michael Behiel

Interim City Clerk – Jace Porten



**City of Humboldt
Meeting Minutes**

Executive Committee Meeting April 8, 2024 - 05:30 PM

- Present:**
- Chairperson:** Amanda Klitch
 - Mayor:** Michael Behiel
 - Councillors:** Kelly Herperger
Larry Jorgenson
Roger Korte
Rob Muench
Roger Nordick
 - City Manager:** Joe Day
 - City Controller/Interim City Clerk:** Jace Porten
 - Director of Leisure Services:** Mike Ulriksen
 - Director of Cultural Services:** Jennifer Fitzpatrick
 - Director of Public Works and Utilities:** Peter Bergquist
 - Director of Protective Services:** Mike Kwasnica
 - Marketing and Development Manager:** Penny Lee

Call To Order

1 Chairperson Klitch called the meeting to order at 5:28 p.m.

2 Adopt Agenda

Moved By: Mayor Michael Behiel

That the agenda be adopted as presented.

CARRIED

2.1 Conflict of Interest

3 Delegations - No Delegations

4 Correspondence - No Correspondance

5 Reports From Administration

5.1 Director of Protective Services' Report

Moved By: Councillor Roger Nordick

That this report be accepted for information and filed.

CARRIED

Chairperson – Amanda Klitch

Interim City Clerk – Jace Porten

- 5.2 City Controller's Report**
Moved By: Councillor Roger Korte
That this report be accepted for information and filed.
CARRIED
- 5.3 Director of Cultural Services' Report**
Moved By: Councillor Larry Jorgenson
That this report be accepted for information and filed.
CARRIED
- 5.4 Marketing & Communications Manager's Report**
Moved By: Mayor Michael Behiel
That this report be accepted for information and filed.
CARRIED
- 5.5 Director of Leisure Services' Report**
Moved By: Councillor Kelly Herperger
That this report be accepted for information and filed.
CARRIED
- 5.6 Director of Public Works & Utilities' Report**
Moved By: Councillor Roger Korte
That this report be accepted for information and filed.
CARRIED
- 6 New Business**
- 6.1 Recommendation - City Controller - Downtown Business Improvement District Budget Request**
Moved By: Councillor Roger Nordick
That the 2024 Downtown Business Improvement District budget be approved.
CARRIED
- 6.2 Recommendation - Assessor - 2024 Tax Policy Report**
Moved By: Mayor Michael Behiel
That this report be accepted for information and filed.
CARRIED
- 6.3 Recommendation - Director of Leisure Services - CLS Project Summary Report**
Moved By: Councillor Larry Jorgenson
That this report be accepted for information and filed.
CARRIED

Chairperson – Amanda Klitch

Interim City Clerk – Jace Porten

7 Enquiries

Councillor Nordick enquired on replacement of the signs along Water Ridge Pond. The Director of Leisure services addressed the Councillors concerns saying they are looking into replacing those with the water ridge park upgrades.

CARRIED

8 Committee of the Whole

Moved By: Councillor Kelly Herperger

That we sit in a private session as Committee of the Whole, the time being 6:16 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, City Controller/Interim City Clerk Jace Porten, Director of Public Works & Utilities Peter Bergquist, Director of Leisure Services Mike Ulriksen, Director of Protective Services Mike Kwasnica, and Marketing and Development Manager Penny Lee

8.3 Assessor - Commercial Tax Comparison

8.4 Director of Leisure Services - Carlton Trail Regional College - Rental Discount Request

8.5 Director of Leisure Services - North Hospital Greenspace: Response to March 25th Council Delegation

8.6 Director of Leisure Services - Humboldt Campground - 2024 Operations Plan

That this report be accepted for information and filed.

8.7 Director of Leisure Services - 2024 Streetfest Sponsorship and Noise Bylaw Request

8.8 Director of Public Works & Utilities - Humboldt Airport Funding Model Proposal

8.9 City Manager - Status of Current Land Development April 2024

8.10 Revert

Moved By: Mayor Michael Behiel

That Executive Committee revert to the Regular Meeting, the time being 7:45 p.m.

CARRIED

Chairperson – Amanda Klitch

Interim City Clerk – Jace Porten

8.11 Recommendation - Assessor - Commercial Tax Comparison

Moved By: Councillor Roger Nordick

That this report be accepted for information and filed.

CARRIED

8.12 Recommendation - Director of Leisure Services - Carlton Trail Regional College - Rental Discount Request

Moved By: Councillor Larry Jorgenson

That the City decline a request from the Carlton Trail Regional College to provide a rate reduction of 50% for all Administration rentals booked in the Uniplex Convention Centre.

CARRIED

8.13 Recommendation - Director of Leisure Services - North Hospital Greenspace: Response to March 25th Council Delegation

Moved By: Councillor Rob Muench

That this report be accepted for information and filed.

CARRIED

8.14 Recommendation - Director of Leisure Services - Humboldt Campground - 2024 Operations Plan

Moved By: Councillor Kelly Herperger

That this report be accepted for information and filed.

CARRIED

8.15 Recommendation - Director of Leisure Services - 2024 Streetfest Sponsorship and Noise Bylaw

Moved By: Mayor Michael Behiel

That Council recommend that the City Manager approve the request from the Humboldt Business Improvement District to carry on activities outside the designated hours of Bylaw No. 07/2021 until Midnight, the Noise Bylaw, during the August 23rd and 24th Streetfest.

That the City sponsor the 2024 Streetfest through the waiving of all fees associated with the provision and setup of the City's event stage and costs associated with temporary traffic control.

CARRIED

8.16 Recommendation - Director of Public Works & Utilities - Humboldt Airport Funding Model Proposal

Moved By: Councillor Larry Jorgenson

Approve staff to proceed with the Proposed Airport Funding Model to the local Flying Club, local RM's and Municipalities within a 30km radius of the airport.

CARRIED

Chairperson – Amanda Klitch

Interim City Clerk – Jace Porten

8.17 Recommendation - City Manager - Status of Land Development April 2024

Moved By: Councillor Roger Korte

That this report be accepted for information and filed.

CARRIED

9 Next Meeting

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

10 Adjourn

Moved By: Councillor Larry Jorgenson

That we do now adjourn, the time being 7:49 p.m.

CARRIED

Chairperson – Amanda Klitch

Interim City Clerk – Jace Porten



CITY OF HUMBOLDT

Minutes of a Meeting of the Humboldt and District Museum and Gallery Board of Directors on March 14, 2024, commencing at 9:00 am at the Gallery



- PRESENT:** Chairperson: Carol McLaren
Board Members:
Ivan Buehler
Susan Bellamy
Aaron Lukan
Larry Jorgenson – Council Rep.
Jennifer Fitzpatrick – Director
- REGRETS:** Karen Siermachesky and Kevin Garinger sent their regrets.
- CALL TO ORDER:** Carol called the meeting to order at 9:01 AM.
- LAND**
- ACKNOWLEDGEMENT:** Carol read her land acknowledgement to open the meeting.
- ADOPT AGENDA:** Buehler / Lukan:
That the agenda of March 14, 2024, Humboldt & District Museum & Gallery be adopted.
Motion Carried
- ACKNOWLEDGEMENTS:** Aaron acknowledged the Director and staff for their assistance with the Sports Hall of Fame and Museum programs. Carol acknowledged the Director and staff for the recent array of events and programs.
- ADOPT MINUTES:** Jorgenson / Lukan:
That the minutes of February 8, 2024, Humboldt & District Museum & Gallery be adopted as presented.
Motion Carried
- BUSINESS ARISING:** Carol noted that the Annual report will be presented to Council at the March 25 meeting.
- ANNUAL REPORT:**
- BENCHMARKING:** Carol noted that there is still research to be done on the benchmarking study.
- PERFORMANCE APPRAISAL:** Carol provided an overview of the Director’s Performance Appraisal and thanked members who provided feedback to include in the appraisal. The responsibilities drafted by the board for the Director’s Job Evaluation were included in the appraisal.

Carol reported on the meeting that she and Karen Siermachesky had with the City Manager.
- DEPARTURE:** The Director left the meeting at 9:25 am.
- RETURN:** The Director returned to the meeting at 9:35 am.
- ARRIVAL** Susan Bellamy arrived at the meeting at 9:40 am.
- CHAIRPERSON & VICE-CHAIRPERSON:** Lukan / Buehler:
That Carol McLaren be appointed as Chairperson and Susan Bellamy as Vice-chairperson of the Board for a two-year term.
Motion Carried
- Board members thanked Carol and Susan for taking on these roles.

Chairperson’s initials

Museum Minutes for March 14, 2024, Page 2

- COMMITTEE APPOINTMENTS:** Bellamy / Lukan:
That the following board members be appointed to the respective committees:
- Original Humboldt Committee – Ivan Buehler, Kevin Garinger
 - Water Tower Committee – Chairperson Susan Bellamy, Aaron Lukan, Carol McLaren as alternate
 - Collections Management Committee – Susan Bellamy, Carol McLaren, Karen Siermachesky
 - Friends of the Museum & Gallery – Karen Siermachesky
 - HDMG Foundation Committee – Chairperson Carol McLaren, Susan Bellamy, Ivan Buehler
 - Humboldt and District Sports Hall of Fame – Aaron Lukan
- DIRECTOR’S REPORT:** Jennifer provided an overview of her report, highlighting maintenance issues, new exhibits and programs and the survey on Reconciliation. The Director’s report was received for information.
- COUNCIL REPORT:** Larry provided an update on the Broncos Memorials Committee projects.
- DEPARTURE:** Larry departed from the meeting at 10:05 am.
- FINANCIAL STATEMENT:** The financial statement was received for information.
- MUNICIPAL HERITAGE ADVISORY COMMITTEE:** There was nothing to report at this time.
- FRIENDS OF THE MUSEUM REPORT:** There was nothing to report at this time.
- FOUNDATION REPORT:** Jennifer noted she was meeting with John Scott about the preparation of the financial statements.
- ORIGINAL HUMBOLDT REPORT:** Jennifer reported that the committee met this month to review the 2023 operations. The financial statement was included in the board package.
Buehler / Bellamy:
That the 2023 financial statement for Original Humboldt be received for information.
- Motion Carried
- SPORTS HALL OF FAME REPORT:** Aaron gave an update on the plans for the banquet on April 5.
- PUBLIC ART COMMITTEE REPORT:** The committee has a meeting planned for next week.
- WATER TOWER COMMITTEE REPORT:** A rental of the tower for filming was completed this month. The committee is meeting at the end of the month to discuss the 2024 operations.
- OTHER BUSINESS:** There was no other business.
- NEXT MEETING:** Due to conflicting schedules, the April meeting is cancelled and the next regular meeting for the Board will be May 9, 2024, at 9 am at the Gallery.
- ADJOURNMENT:** Lukan / Bellamy:
That the meeting adjourn at 10:22 AM.
- Motion Carried

Carol McLaren - Chairperson

Jennifer Fitzpatrick – Secretary



CITY OF HUMBOLDT REPORT

TITLE: 2024 Tax Policy
PREPARED BY: Donna Simpson, Assessor
REVIEWED BY: Joe Day, City Manager
PREPARED FOR: City Council
DATE: April 22, 2024

RECOMMENDATION

That this report be accepted for information and filed.

BACKGROUND

Each year following budget deliberations, City Council needs to set the property tax rates for the current year. For 2024, Administration looked at different ways to raise the required revenue and there are a few components of the overall tax policy system that City Council may wish to adjust compared to what was utilized in 2024.

CURRENT SITUATION

The City of Humboldt generates the majority of its revenues through the property taxation system and also raises money on behalf of the local School Divisions to go towards their operations.

During the budget process it was determined that the City needed to raise an extra \$365,829 in tax revenue in 2024 compared to 2023. At the time of developing the 2024 budget this increase was estimated as a 4.58% tax increase if applied uniformly to all municipal levies applied to all taxable properties.

Administration evaluated the strengths and weaknesses of the options available to Council for generating the required additional tax revenue through base taxes, or the mill rate, or a combination of increases to base taxes and the mill rate. Council will see that the attached Bylaw recommends an increase to the Infrastructure Levy and Road Levy as well as an increase to the mill rate. The Road & Infrastructure Levies have not had an increase since 2019, and at that time it was only a \$5 increase to each one. The mill rate factor for Multi-Residential Apartments decreased to offset the increase caused by the Road & Infrastructure Levy's as they are levied on a per unit basis.

Tax Policy:

The following is a comparison of the 2023 Tax Policy to the recommended 2024 Tax Policy that is to be formalized by Bylaw at an upcoming meeting.

1) Education Mill Rates

The Province has confirmed that the mill rates approved for 2024 have not changed from 2023.

School Mill Rates		
	2023	2024
Agricultural	1.42	1.42
Residential	4.54	4.54
Commercial / Industrial	6.86	6.86
Resource (oil and gas, mines, and pipelines)	9.88	9.88

These mill rates are not affected by mill rate factors or any other tax tools that the City sets.

2) Municipal Mill Rate

Uniform Mill Rates		
	2023	2024
Uniform Mill Rate	9.606	10.035

The Uniform Mill Rate is meant to be the one mill rate that if applied uniformly to all properties (without adjustment by the mill rate factor) will raise the required amount of revenue.

3) Mill Rate Factors

Mill Rate Factors					
	2020	2021	2022	2023	2024
Agricultural	0.787	0.700	0.700	0.700	0.700
RM Agricultural	1.426	1.024	1.012	1.012	1.012
Residential and Condominiums	0.787	0.828	0.828	0.828	0.828
Multi-Residential Apartments	1.167	1.550	1.550	1.550	1.500
Hotels/Motels and Malls	2.150	1.500	1.500	1.500	1.500
Commercial and Industrial (General & Land)	2.150	1.500	1.500	1.500	1.500
Commercial and Industrial (Workshops)	1.775	1.700	1.700	1.700	1.700

4) General Municipal Base Tax

The recommendation for 2024 is that the General Municipal Base Tax amounts **remain unchanged**.

General Municipal Base Tax		
	2023	2024
Agricultural Land	\$500	\$500
Vacant Residential	\$500	\$500
Improved Residential	\$500	\$500
Condominium	\$500	\$500
Apartment Buildings	\$500	\$500
Vacant Commercial	\$500	\$500
Improved Commercial	\$500	\$500
Railway	\$500	\$500

Some municipalities have made efforts to tie a General Municipal Base Tax to a particular bundle of services that the municipality provides. Although this can help to justify the amount of the base tax, essentially the main feature of implementing a base tax is that it sets a minimum, or “base” amount of tax that each property will pay irrespective of the assessed value of a property. Whether tied to a particular bundle of services or not, most people understand that regardless of the assessed value of each property within a municipality, they do benefit equally for much of what the municipality is responsible for such as roads, police, fire, administration, etc.

The higher that a base tax is, the less impact the assessed value and the mill rate will have on the calculation of the taxes. This does create a level of stability in the property tax system; however, some argue this causes lower valued properties to pay a disproportionate share of the overall taxes.

5) Infrastructure Base Tax

The recommendation for 2024 is that the Infrastructure Base Tax amounts change as shown in the table below:

	Infrastructure Base Tax		
	2023		2024
Residential (per property)	\$135.00	Residential (per property)	\$160.00
Condominium (per property)	\$135.00	Condominium (per property)	\$160.00
Apartment Buildings (per suite)	\$135.00	Apartment Buildings (per suite)	\$160.00

Commercial including Railways, Hotels / Motels & Malls	2023	Commercial including Railways, Hotels / Motels & Malls	2024
Less than \$200,000	\$135.00	Less than \$200,000	\$160.00
\$200,000 to \$299,999	\$270.00	\$200,000 to \$299,999	\$320.00
\$300,000 to \$399,999	\$405.00	\$300,000 to \$399,999	\$480.00
\$400,000 to \$499,999	\$540.00	\$400,000 to \$499,999	\$640.00
\$500,000 to \$599,999	\$675.00	\$500,000 to \$599,999	\$800.00
\$600,000 to \$699,999	\$810.00	\$600,000 to \$699,999	\$960.00
\$700,000 to \$799,999	\$945.00	\$700,000 to \$799,999	\$1,120.00
\$800,000 to \$899,999	\$1,080.00	\$800,000 to \$899,999	\$1,280.00
\$900,000 to \$999,999	\$1,215.00	\$900,000 to \$999,999	\$1,440.00
\$1,000,000 to \$1,099,999	\$1,350.00	\$1,000,000 to \$1,099,999	\$1,600.00
\$1,100,000 to \$1,499,999	\$2,025.00	\$1,100,000 to \$1,499,999	\$2,400.00
\$1,500,000 to \$1,999,999	\$2,700.00	\$1,500,000 to \$1,999,999	\$3,200.00
\$2,000,000 and above	\$3,375.00	\$2,000,000 to \$2,999,999	\$4,000.00
		\$3,000,000 and above	\$4,800.00

6) Road Rehabilitation Base Tax

The recommendation for 2024 is that the Road Rehabilitation Base Tax amounts change as shown in the table below:

	Road Rehabilitation Base Tax		
	2023	2024	
Residential (per property)	\$70.00	Residential (per property)	\$80.00
Condominium (per property)	\$70.00	Condominium (per property)	\$80.00
Apartment Buildings (per suite)	\$70.00	Apartment Buildings (per suite)	\$80.00
Commercial including Railways, Hotels / Motels & Malls:	2023	Commercial including Railways, Hotels / Motels & Malls	2024
Less than \$200,000	\$70.00	Less than \$200,000	\$80.00
\$200,000 to \$299,999	\$140.00	\$200,000 to \$299,999	\$160.00
\$300,000 to \$399,999	\$210.00	\$300,000 to \$399,999	\$240.00
\$400,000 to \$499,999	\$280.00	\$400,000 to \$499,999	\$320.00
\$500,000 to \$599,999	\$350.00	\$500,000 to \$599,999	\$400.00
\$600,000 to \$699,999	\$420.00	\$600,000 to \$699,999	\$480.00
\$700,000 to \$799,999	\$490.00	\$700,000 to \$799,999	\$560.00

\$800,000 to \$899,999	\$560.00	\$800,000 to \$899,999	\$640.00
\$900,000 to \$999,999	\$630.00	\$900,000 to \$999,999	\$720.00
\$1,000,000 to \$1,099,999	\$700.00	\$1,000,000 to \$1,099,999	\$800.00
\$1,050,000 to \$1,499,999	\$1,050.00	\$1,100,000 to \$1,499,999	\$1,200.00
\$1,500,000 to \$1,999,999	\$1,400.00	\$1,500,000 to \$1,999,999	\$1,600.00
\$2,000,000 and above	\$1,750.00	\$2,000,000 to \$2,999,999	\$2,000.00
		\$3,000,000 and above	\$2,400.00

7) Business Improvement District (BID)

The City has received confirmation of the BID’s levy requirements, and it will be consistent with the \$25,000 they have requested in past years. The Mill rate component will remain unchanged from 2023 and will achieve the required revenues:

Business Improvement District Rates		
	2023	2024
Base Amount	\$135.00	\$135.00
Mill Rate	0.35	0.35

With the rates shown, the BID Levy will raise approximately \$25,400. In 2023 the levy raised approximately \$25,035 which was then directly transferred to the Humboldt Downtown BID.

OPTIONS

- 1) Receive this report with feedback provided to Administration.
- 2) Request further information from Administration.

ATTACHMENTS

- 1) Examples of Property Tax Changes for samples of properties from different property classes.
- 2) Bylaw 03/2024 – 2024 Taxation Rates Bylaw

COMMUNICATION AND ENGAGEMENT

Once the rates are approved by City Council, Administration will determine what level of communication is appropriate before, during and following the issuance of the tax notices.

FINANCIAL IMPLICATION

The mill rates, mill rate factors, and base taxes are being presented concurrently in a Bylaw in order to raise the required revenue from the eligible properties within the City, and in a manner to try to achieve the objectives of Council to control tax shifts.

CONCLUSION

Administration has made an effort to develop a combination of Tax Tools to mitigate many of the large tax increases and decreases that would otherwise occur.

The proposed tax tools generally achieve the following objectives:

- A change to the Road Levy, Infrastructure levy and mill rate to increase property tax revenue by approximately \$365,829 over the 2023 budgeted amount.

Residential Tax Examples							
Roll Number	2019	2020	2021	2022	2023	2024	Tax Change
505022900	\$ 1,230.41	\$ 1,243.58	\$ 1,337.29	\$ 1,351.23	\$ 1,379.67	\$ 1,433.85	3.93%
505001450	\$ 1,679.45	\$ 1,703.87	\$ 1,662.34	\$ 1,683.44	\$ 1,726.49	\$ 1,790.53	3.71%
495003050	\$ 2,046.22	\$ 2,079.84	\$ 2,530.68	\$ 2,570.93	\$ 2,840.94	\$ 2,936.67	3.37%
505122500	\$ 2,119.24	\$ 2,154.70	\$ 2,159.74	\$ 2,191.81	\$ 2,257.23	\$ 2,336.36	3.51%
495022300	\$ 2,270.31	\$ 2,309.55	\$ 2,224.38	\$ 2,257.86	\$ 2,326.20	\$ 2,407.29	3.49%
494913450	\$ 2,708.44	\$ 2,758.67	\$ 2,820.14	\$ 2,866.76	\$ 2,961.88	\$ 3,061.05	3.35%
494913150	\$ 2,888.89	\$ 2,943.64	\$ 2,970.95	\$ 3,020.89	\$ 3,122.80	\$ 3,226.54	3.32%
494913250	\$ 3,128.93	\$ 3,189.69	\$ 3,249.16	\$ 3,305.23	\$ 3,419.65	\$ 3,531.83	3.28%
494903150	\$ 3,440.32	\$ 3,508.89	\$ 3,725.96	\$ 3,792.54	\$ 3,928.40	\$ 4,055.04	3.22%
485105800	\$ 3,849.90	\$ 3,928.74	\$ 4,506.26	\$ 4,590.04	\$ 4,760.99	\$ 4,911.30	3.16%
495210650	\$ 5,808.02	\$ 5,935.94	\$ 6,414.38	\$ 6,540.20	\$ 6,796.97	\$ 7,005.17	3.06%
	\$ 31,170.13	\$ 31,757.11	\$ 33,601.28	\$ 34,170.93	\$ 35,521.22	\$ 36,695.63	3.31%

Condominium Tax Examples							
Roll Number	2019	2020	2021	2022	2023	2024	Tax Change
495112328	\$ 2,876.30	\$ 2,930.74	\$ 3,591.06	\$ 3,654.68	\$ 3,784.47	\$ 3,907.02	3.24%
505107759	\$ 2,004.25	\$ 2,036.82	\$ 2,152.25	\$ 2,184.14	\$ 2,249.23	\$ 2,328.13	3.51%
495112356	\$ 2,136.03	\$ 2,171.90	\$ 2,452.00	\$ 2,490.51	\$ 2,569.08	\$ 2,657.07	3.42%
495100413	\$ 2,856.15	\$ 2,910.08	\$ 2,819.20	\$ 2,865.80	\$ 2,960.88	\$ 3,060.01	3.35%
505016457	\$ 2,477.63	\$ 2,522.07	\$ 2,540.99	\$ 2,581.45	\$ 2,664.03	\$ 2,754.72	3.40%
495112347	\$ 2,726.07	\$ 2,776.73	\$ 3,275.38	\$ 3,332.04	\$ 3,447.64	\$ 3,560.61	3.28%
505004827	\$ 2,915.75	\$ 2,971.17	\$ 2,721.77	\$ 2,766.23	\$ 2,856.93	\$ 2,953.11	3.37%
505112052	\$ 3,553.62	\$ 3,625.03	\$ 3,251.04	\$ 3,307.15	\$ 3,421.65	\$ 3,533.89	3.28%
495112394	\$ 2,851.96	\$ 2,905.78	\$ 3,470.22	\$ 3,531.18	\$ 3,655.54	\$ 3,774.42	3.25%
505104811	\$ 2,068.04	\$ 2,102.21	\$ 2,079.18	\$ 2,109.47	\$ 2,171.27	\$ 2,247.95	3.53%
	\$23,589.50	\$24,021.79	\$24,762.03	\$25,167.97	\$25,996.25	\$26,869.91	3.36%

Apartment Tax Examples							
Roll Number	2019	2020	2021	2022	2023	2024	Tax Change
505128550	\$ 5,845.09	\$ 5,898.16	\$ 5,778.53	\$ 5,880.71	\$ 6,124.48	\$ 6,304.83	2.9%
505003700	\$ 10,177.00	\$ 10,271.26	\$ 9,917.53	\$ 10,095.78	\$ 10,650.03	\$ 11,001.52	3.3%
505104600	\$ 15,339.98	\$ 15,485.17	\$ 14,926.36	\$ 15,200.57	\$ 15,854.83	\$ 16,383.14	3.3%
505111500	\$ 37,176.37	\$ 37,522.36	\$ 33,097.65	\$ 33,680.34	\$ 35,070.31	\$ 36,525.43	4.1%
494801100	\$ 77,176.04	\$ 79,830.04	\$ 70,656.15	\$ 72,160.58	\$ 75,749.75	\$ 77,113.95	1.8%
495009300	\$ 7,615.02	\$ 7,662.82	\$ 10,996.48	\$ 11,199.45	\$ 11,683.67	\$ 12,043.84	3.1%
505112200	\$ 10,791.06	\$ 10,855.85	\$ 8,929.10	\$ 7,094.11	\$ 7,293.17	\$ 7,816.12	7.2%
515002300	\$ 5,436.11	\$ 5,468.47	\$ 5,012.96	\$ 5,088.19	\$ 5,267.68	\$ 5,507.40	4.6%
505105750	\$ 8,662.21	\$ 8,719.15	\$ 8,436.18	\$ 8,580.47	\$ 8,924.71	\$ 9,261.70	3.8%
495045950	\$ 21,182.94	\$ 21,331.30	\$ 20,754.80	\$ 21,134.41	\$ 22,040.09	\$ 22,820.02	3.5%
	\$199,401.82	\$203,044.58	\$188,505.74	\$190,114.61	\$198,658.72	\$204,777.95	3.1%

Gen Comm Tax Examples							
Roll Number	2019	2020	2021	2022	2023	2024	Tax Change
505019700	\$ 18,453.83	\$ 18,636.16	\$ 14,985.07	\$ 15,265.53	\$ 15,884.16	\$ 16,511.45	3.95%
505121300	\$ 2,918.65	\$ 2,941.79	\$ 3,099.77	\$ 3,148.07	\$ 3,254.62	\$ 3,323.65	2.12%
505021150	\$ 5,040.35	\$ 5,084.81	\$ 5,789.83	\$ 5,891.25	\$ 6,114.98	\$ 6,335.89	3.61%
505100350	\$ 55,181.48	\$ 55,731.45	\$ 79,524.05	\$ 81,100.88	\$ 84,578.99	\$ 89,000.08	5.23%
505019050	\$ 6,770.51	\$ 6,834.23	\$ 9,771.78	\$ 9,949.55	\$ 10,341.70	\$ 10,746.22	3.91%
505002450	\$ 9,487.54	\$ 11,380.29	\$ 10,591.41	\$ 12,092.86	\$ 12,589.13	\$ 13,098.88	4.05%
505100050	\$ 11,210.21	\$ 11,318.77	\$ 11,188.87	\$ 11,396.93	\$ 11,855.90	\$ 12,305.49	3.79%
495201100	\$ 26,529.09	\$ 26,800.58	\$ 40,276.16	\$ 41,052.22	\$ 42,764.03	\$ 44,618.69	4.34%
505015550	\$ 6,544.72	\$ 6,605.92	\$ 8,939.06	\$ 9,103.42	\$ 9,465.97	\$ 9,815.53	3.69%
505019050	\$ 6,770.51	\$ 7,969.77	\$ 9,771.78	\$ 9,949.55	\$ 10,341.70	\$ 10,746.22	3.91%
	\$148,906.89	\$153,303.77	\$ 193,937.78	\$198,950.26	\$207,191.18	\$216,502.10	4.49%

Whse / Wrkshp Tax Examples							
Roll Number	2019	2020	2021	2022	2023	2024	Tax Change
505023700	\$ 7,417.93	\$ 7,464.51	\$ 8,591.72	\$ 8,750.52	\$ 9,111.61	\$ 9,460.17	3.83%
505104900	\$ 7,325.50	\$ 7,371.38	\$ 6,733.02	\$ 6,856.05	\$ 7,135.80	\$ 7,394.50	3.63%
504910000	\$ 26,700.43	\$ 26,878.55	\$ 13,633.81	\$ 13,899.96	\$ 14,505.13	\$ 15,088.34	4.02%
494808000	\$ 75,700.83	\$ 76,240.59	\$ 66,882.53	\$ 68,228.95	\$ 71,351.60	\$ 74,293.61	4.12%
495305300	\$ 120,156.43	\$ 121,038.61	\$ 116,207.77	\$ 118,638.35	\$ 124,470.61	\$ 130,283.14	4.67%
515010000	\$ 57,860.01	\$ 58,262.35	\$ 56,733.93	\$ 57,857.30	\$ 60,411.62	\$ 63,009.59	4.30%
505200650	\$ 18,893.56	\$ 19,022.60	\$ 17,622.21	\$ 17,967.01	\$ 18,751.03	\$ 19,524.87	4.13%
505116700	\$ 3,817.19	\$ 3,841.16	\$ 3,832.88	\$ 3,901.63	\$ 4,057.95	\$ 4,198.40	3.46%
505009900	\$ 5,122.10	\$ 5,154.54	\$ 4,623.58	\$ 4,709.72	\$ 4,905.56	\$ 5,072.66	3.41%
504910100	\$ 22,227.59	\$ 22,380.74	\$ 17,269.15	\$ 17,606.19	\$ 18,372.56	\$ 19,134.50	4.15%
505014675	\$ 6,166.31	\$ 6,204.98	\$ 6,368.63	\$ 6,483.78	\$ 6,745.61	\$ 6,992.22	3.66%
	\$351,387.88	\$353,860.01	\$318,499.23	\$324,899.46	\$339,819.08	\$354,452.00	4.31%

CITY OF HUMBOLDT

BYLAW NO. 03/2024

A BYLAW OF THE CITY OF HUMBOLDT IN THE PROVINCE OF SASKATCHEWAN FIXING THE MILL RATE FOR THE YEAR 2024, PROVIDING FOR A BUSINESS IMPROVEMENT DISTRICT LEVY AND ESTABLISHING MILL RATE FACTORS AND BASE TAXES FOR CLASSES AND SUB-CLASSES OF LAND AND IMPROVEMENTS

WHEREAS, the Council of every municipality with lands in a school division shall levy the tax rates with respect to those lands and,

WHEREAS, the Council of the City of Humboldt has established a Business Improvement District and shall authorize a levy to be paid by the owners of the properties in the District and,

WHEREAS, the Council of the City of Humboldt shall adopt a property tax bylaw annually, and shall determine a uniform rate sufficient to raise the amount of taxes required to meet the estimated expenditures set out in the budget of the City and,

WHEREAS, the Council of the City of Humboldt deems it necessary to establish Mill Rate Factors to be multiplied by the Uniform Mill Rate for certain classes and sub-classes of property and,

WHEREAS, the Council of the City of Humboldt deems it necessary to establish base taxes payable with respect to classes or sub-classes of property;

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

1. That the Education Property Tax Mill Rate for the year 2024 for Educational purposes as established by the Province of Saskatchewan be set as follows:

Agricultural Property	1.42 mills
Residential Property	4.54 mills
Commercial/Industrial	6.86 mills
Resource (oil and gas, mines & pipelines)	9.88 mills

2. That the Uniform Mill Rate for the year 2024 for municipal purposes be set as follows:

Municipal	10.035 mills
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3. That the Mill Rate Factors mill rate factors be set as follows:

- a) That the mill rate factor to be utilized in respect to the land, improvements, or both of the **agricultural (A)** class as established by the regulations set by the Lieutenant Governor in Council shall be 0.70.
- b) That the mill rate factor to be utilized in respect to the land, improvements, or both of the **RM agricultural (AGRM)** class as defined by Council pursuant to Section 254 of the *Cities Act* shall be 1.012.
- c) That the mill rate factor to be utilized in respect to the land, improvements, or both of the **residential (R)** class, and **multi-residential (MR)** class as established by the regulations set by the Lieutenant-Governor in Council shall be 0.828.
- d) That the mill rate factor to be utilized in respect to the land and improvements or both of the **Multi-Residential (MA)** class as defined by Council pursuant to Section 254 of the *Cities Act* shall be 1.50.
- e) That the mill rate factor to be utilized in respect to the land, improvements, or both of the **Commercial and Industrial (General) (C)** class as established by the regulations set by the Lieutenant Governor in Council shall be 1.50.

- f) That the mill rate factor to be utilized in respect to the land, improvements or both of the **Motels/Hotels and Malls (MH)** class as defined by Council pursuant to Section 254 of the *Cities Act* shall be 1.50.
- g) That the mill rate factor to be utilized in respect to the land, improvements, or both of the **Commercial and Industrial (Workshops & Land)(CW)** class as defined by Council pursuant to Section 254 of the *Cities Act* shall be 1.70.
- h) That the mill rate factor to be utilized in respect to the land, improvements, or both of the **Railway** class as defined by Council pursuant to Section 254 of the *Cities Act* shall be 1.70.

4. That a base tax for the year 2024 be levied on the following classes of property:

a)	Residential (R) – Improved	\$500.00
b)	Multi-Residential (MR) – Improved	\$500.00
c)	Commercial (C) – Vacant Land	\$500.00
d)	Residential (R) – Vacant Land	\$500.00
e)	Agricultural (A) – Vacant Land	\$500.00
f)	Railway	\$500.00
g)	Commercial (C) – Improved	\$500.00
h)	Multi-Residential (MA)	\$500.00
i)	Commercial Workshops (CW)	\$500.00

5. That an Infrastructure Base Tax be levied on each parcel of land as follows:

- a) a flat rate of \$160.00 per property for every residential property.
- b) Condominiums and apartment buildings will be charged the flat rate of \$160.00 multiplied by the number of units in the property.
- c) Commercial, railway & commercial workshop properties to be based on the following:

Assessment	Amount
Less than \$200,000	\$160.00
\$200,000 to \$299,999	\$320.00
\$300,000 to \$399,999	\$480.00
\$400,000 to \$499,999	\$640.00
\$500,000 to \$599,999	\$800.00
\$600,000 to \$699,999	\$960.00
\$700,000 to \$799,999	\$1,120.00
\$800,000 to \$899,999	\$1,280.00
\$900,000 to \$999,999	\$1,440.00
\$1,000,000 to \$1,099,999	\$1,600.00
\$1,100,000 to \$1,499,999	\$2,400.00
\$1,500,000 to \$1,999,999	\$3,200.00
\$2,000,000 to \$2,999,999	\$4,000.00
\$3,000,000 and above	\$4,800.00

6. That a Road Rehabilitation Tax be levied on each parcel of land as follows:

- a) a flat rate of \$80.00 per property for every residential property.
- b) Condominium and apartment buildings will be charged the flat rate of \$80.00 multiplied by the number of units in the property.
- c) Commercial, railway and commercial workshop properties to be based on the following:

Assessment	Amount
Less than \$200,000	\$80.00
\$200,000 to \$299,999	\$160.00
\$300,000 to \$399,999	\$240.00
\$400,000 to \$499,999	\$320.00
\$500,000 to \$599,999	\$400.00
\$600,000 to \$699,999	\$480.00
\$700,000 to \$799,999	\$560.00
\$800,000 to \$899,999	\$640.00
\$900,000 to \$999,999	\$720.00
\$1,000,000 to \$1,099,999	\$800.00
\$1,100,000 to \$1,499,999	\$1,200.00
\$1,500,000 to \$1,999,999	\$1,600.00
\$2,000,000 to \$2,999,999	\$2,000.00
\$3,000,000 and above	\$2,400.00

7. That a Business Improvement District (BID) Levy of \$135.00 plus 0.35 mills be implemented for the 2024 taxation year in conjunction with Bylaw No. 02/2012 applying to those properties depicted in Schedule "A" attached hereto and forming part of this bylaw.
8. That Bylaw No. 02/2023 is hereby repealed.
9. This Bylaw shall come into force and take effect on the day of its final passing.

Mayor: Michael Behiel

Interim City Clerk: Jace Porten

INTRODUCED AND READ A FIRST TIME THIS 22ND DAY OF APRIL, 2024.
 READ A SECOND TIME THIS 22ND DAY OF APRIL, 2024.
 READ A THIRD AND FINAL TIME THIS 22ND DAY OF APRIL, 2024.

HUMBOLDT DOWNTOWN BUSINESS IMPROVEMENT DISTRICT





CITY OF HUMBOLDT REPORT

TITLE: HGC Guarantor Bylaw Amendment Report
PREPARED BY: Jace Porten, City Controller
REVIEWED BY: Joe Day, City Manager
PREPARED FOR: City Council
DATE: April 22, 2024

RECOMMENDATION

That this report be accepted for information and filed.

BACKGROUND

In 2022, the Humboldt Golf Club (HGC) began construction on the relocation and expansion of their tent Event Centre, located on City property. A 7900-square foot facility was constructed and equipped with an 1820-square foot storage and washroom facility.

The City supported the project by issuing a 5-yr short term loan of \$150,000, the issuance of Official Donation Receipts for Income Tax Purposes, and by guaranteeing a 20-year loan for \$230,522.

CURRENT SITUATION

The City originally guaranteed this loan in June 2022, and again in June 2023 on a one-year term with a maturity date of May 1, 2024. The HGC is signing a 5-year term at an interest rate of 6.02%. At the maturity date the balance at maturity is \$224,646.

As per the Cities Act, Division 8 Loans and Guarantees, the City must issue a bylaw when a guarantee is provided by a city to a non-profit organization, such as the Humboldt Golf Club. That bylaw must contain the term, interest rate, and payment structure that is within the mortgage agreement. With the change in terms and structure of the mortgage, an amendment to Bylaw No. 05/2022 is required to reflect the change.

ATTACHMENTS

- Bylaw No. 04/2024 – HGC Guarantee Agreement and Schedule “A”

COMMUNICATION AND ENGAGEMENT

As per City Policy #4475, public notice was previously issued that this bylaw is to be heard tonight, and the required 10-day window has been met.



FINANCIAL IMPLICATION

There are no direct financial implications to the City with this Bylaw, however, should the HGC default on their mortgage the City would be responsible for the outstanding amount, which would be approximately \$19,800 annually.

CONCLUSION

This report is intended to provide background information for the accompanying bylaw.

CITY OF HUMBOLDT

BYLAW NO. 04/2024

**A BYLAW TO AMEND THE GUARENTEE OF THE MORTGAGE BETWEEN
HUMBOLDT GOLF CLUB INC.(BORROWER) AND CONEXUS CREDIT
UNION 2006 (LENDER) BYLAW NO. 05/2022**

The Council of the City of Humboldt in the Province of Saskatchewan enacts as follows:

1. That the following Schedule “A” be removed:

The mortgage is a closed mortgage for a term of 12 months, bearing interest at a rate of 5.95 percent compounded monthly with blended interest and principal payments due monthly.

2. That the following Schedule “A” be inserted thereon:

The mortgage is a closed mortgage for a term of 60 months, bearing interest at a rate of 6.02 percent compounded monthly with blended interest and principal payments due monthly.

Mayor – Michael Behiel

Interim City Clerk – Jace Porten

INTRODUCED AND READ A FIRST TIME THIS 22nd OF APRIL 2024.
READ A SECOND TIME THIS 22nd OF APRIL 2024.
READ A THIRD AND FINAL TIME THIS 22nd OF APRIL 2024.

SCHEDULE “A”

Pursuant to Section 4 of Bylaw No. 04/2023, City of Humboldt.

1. The mortgage is a closed mortgage for a term of 60 months, bearing interest at a rate of 6.02 percent compounded monthly with blended interest and principal payments due monthly.



CITY OF HUMBOLDT

PROCLAMATION

NATUROPATHIC MEDICINE WEEK

May 12-18, 2024

WHEREAS, May 12-18, 2024 is marked as Naturopathic Medicine Week across Saskatchewan and Canada; and

WHEREAS, Naturopathic medicine is a form of primary care medicine that blends centuries-old natural, non-toxic therapies with current advances in the study of health and human systems, covering all aspects of family health from prenatal to geriatric care; and

WHEREAS, Naturopathic medicine concentrates on whole-patient wellness; the medicine is tailored to the patient and emphasizes prevention and self-care and factors in physical, social, environmental, emotional and spiritual factors; and

WHEREAS, more residents of Saskatchewan are seeking science-based, valid complementary healthcare; and

WHEREAS, the mission of the Saskatchewan Association of Naturopathic Doctors is to provide people with the health benefits of regulated, highly qualified, leading edge naturopathic medicine in Saskatchewan;

NOW, THEREFORE, I, Michael Behiel, Mayor of the city of Humboldt, do hereby proclaim the week of May 12-18, 2024 as **NATUROPATHIC MEDICINE WEEK** in the City of Humboldt, and I urge all citizens of our community to cooperate with and participate in activities sponsored by this group.

Michael Behiel
Mayor of Humboldt



CITY OF HUMBOLDT

PROCLAMATION

NATIONAL PUBLIC WORKS WEEK

May 19-25, 2024

WHEREAS, public works professionals focus on infrastructure, facilities and services that are of vital importance to sustainable and resilient communities and to the public health, high quality of life and wellbeing of the people of The City of Humboldt; and,

WHEREAS, these infrastructure, facilities and services could not be provided without the dedicated efforts of public works professionals, who are engineers, managers, and employees at all levels of government and the private sector, who are responsible for rebuilding, improving and protecting our nation's transportation, water supply, water treatment and solid waste systems, public buildings, and other structures and facilities essential for our citizens; and,

WHEREAS, it is in the public interest for the citizens, civic leaders and children in The City of Humboldt to gain knowledge of and to maintain a progressive interest and understanding of the importance of public works and public works programs in their respective communities; and,

WHEREAS, the year 2024 marks the 64th annual National Public Works Week sponsored by the Canadian Public Works Association/American Public Works Association be it now,

RESOLVED, I, Michael Behiel Mayor of The City of Humboldt do hereby designate the week May 19-25, 2024 as National Public Works Week; and I urge all citizens to join with representatives of the Canadian Public Works Association and government agencies in activities, events and ceremonies designed to pay tribute to our public works professionals, engineers, managers and employees and to recognize the substantial contributions they make to protecting our national health, safety, and quality of life.

Michael Behiel
Mayor of Humboldt



CITY OF HUMBOLDT REPORT

TITLE: Downtown Business Improvement District (BID) Budget Request
PREPARED BY: Jace Porten, City Controller
REVIEWED BY: Joe Day, City Manager
PREPARED FOR: City Council
DATE: April 22, 2024

RECOMMENDATION

That the City of Humboldt approve the Humboldt Downtown Business Improvement District (BID) 2024 Budget.

BACKGROUND

In 2012, the City of Humboldt established Bylaw 02/2012 - Downtown Business Improvement District to designate an area in the downtown core and establish a board of management. The purpose of the District is to encourage the development of a vibrant and prosperous downtown, improving the District's appearance and image, promoting and marketing the District, and undertaking initiatives and projects that facilitate the ongoing enhancement and redevelopment of the District as a business and shopping area.

Each year the BID is to provide a budget to City Council, for its approval, showing the revenue and expenditure estimates for the upcoming year, and indicates a grant that is required from the City. The City levies an amount to the businesses within the BID area and also calculates which percentage the City should pay for City owned buildings located within the district. In 2023 the City collected \$25,035 on behalf of the DBID and provided a grant for the City owned properties of \$1,950, totaling \$26,985.

CURRENT SITUATION

The 2024 budget for the BID requests a similar levy as 2023 of approximately \$27,000. The BID anticipates similar spending trends for the office and operations as last year, with the exceptions being approximately \$60,000 in Street Fest expenditures and have budgeted for \$35,000 in Downtown Beautification with plans to work with City Administration to explore crosswalk and sidewalk improvements within the Downtown Business Improvement District. The BID plans to offset the increase in expenditure with approximately \$20,000 in Street Fest revenue, and \$30,000 in sponsorships. The 2024 budget predicts a \$26,000 draw from reserves to balance.

OPTIONS

1. Approve the DBID Budget as presented.



2. Not approve the DBID budget as presented and request that the DBID provide a budget with additional detail and clarity.

ATTACHMENTS

- 2024 Humboldt Downtown BID 2024 Budget.

COMMUNICATION AND ENGAGEMENT

No external communications or engagement required.

FINANCIAL IMPLICATION

The City collects approximately \$25,000 from applicable downtown businesses and remits that amount to the BID. The City calculates an “amount in lieu” of what the levy would equate to for the exempt city-owned properties in the downtown and remits that amount to the BID as a grant. The 2023 implications were \$1,950

CONCLUSION

Pursuant to the Bylaw, for a BID levy to be placed on the tax notices of the applicable downtown businesses, City Council must approve the BID budget along with the Tax Levy Bylaw.

Humboldt Downtown Business Improvement District

2024 Annual Budget

BUDGET TOTALS	2024 Budget	2023 Budget	DIFFERENCE
Income	103,350.00	45,550.00	57,800.00
Expenses + Capital	103,350.00	45,550.00	57,800.00
Balance (income minus expenses)	0.00	0.00	0.00

Annual Income

INCOME	2024 Budget	2023 Budget	DIFFERENCE
City of Humboldt Levy	27,000.00	27,000.00	0.00
Interest Revenue	250.00	250.00	0.00
Sponsorship Revenue	30,000.00		30,000.00
Streetfest Revenue	20,000.00		20,000.00
Transfers from Reserves	26,100.00	18,300.00	7,800.00
Total Income	103,350.00	45,550.00	57,800.00

Operating Expenses

OPERATING EXPENSES	2024 Budget	2023 Budget	DIFFERENCE
Advertising/Promotions	2,000.00	1,200.00	800.00
Contractual Services	6,000.00	6,000.00	0.00
Office supplies	350.00	350.00	0.00
Other (Streetfest costs)	60,000.00	3,000.00	57,000.00
Total Operating Expenses	68,350.00	10,550.00	57,800.00

CAPITAL ENHANCEMENTS	2024 Budget	2023 Budget	DIFFERENCE
Downtown Beautification, sidewalk and crosswalk	35,000.00	35,000.00	0.00
Total Capital Enhancements	35,000.00	35,000.00	0.00



CITY OF HUMBOLDT REPORT

TITLE: Request for Parking Passes – Humboldt and District Community Services

PREPARED BY: Jace Porten, City Controller/Interim City Clerk

REVIEWED BY: Joe Day, City Manager

PREPARED FOR: City Council

DATE: April 22, 2024

RECOMMENDATION

That Council approve the request from Humboldt and District Community Services to supply six parking passes for summer students employed over the summer months.

BACKGROUND

In 2022, the City of Humboldt started charging for daily parking on the City owned parking lots that are located within the downtown area, at a rate of \$360/year, or \$30 monthly.

Humboldt and District Community Services is a non-government funded program that relies on donations from the community and grants to sustain their operations. The organization does not have the budget to absorb the costs of the parking passes and wants to ensure they can alleviate a financial burden to their students during their summer employment.

CURRENT SITUATION

The City has sponsored the Humboldt and District Community Services with parking passes in the past and for 2024 the organization is seeking 1 pass for June through August and an additional 5 passes for the months of July and August. These parking passes will be used by their summer student that are hired to run their Summer Program.

OPTIONS

1. Approve the recommendation.
2. Reject the recommendation.

COMMUNICATION AND ENGAGEMENT

The City Controller/Interim City Clerk will be in contact with Humboldt and District Community Services to issue the parking passes.

ATTACHMENTS

- Letter of request from the Humboldt and District Community Services



FINANCIAL IMPLICATION

Accepting the recommendation would result in a loss of revenue of approximately \$410 for the City.

CONCLUSION

That the City support Humboldt and District Community Services request to ensure they can successfully run their Summer Program and minimize a financial burden on the students hired for the program.



CITY OF HUMBOLDT REPORT

TITLE: Request for Street Closures
PREPARED BY: Jace Porten, City Controller/Interim City Clerk
REVIEWED BY: Joe Day, City Manager
PREPARED FOR: City Council
DATE: April 22, 2024

RECOMMENDATION

That Council approve the request for multiple street closures in 2024 for the purpose of community fundraising barbecues and local performances:

- June 6, 2024, Sixth Avenue from Main Street east to the back alley. The closure would be from 8AM to 2PM inclusive.
- July 11, 2024, Sixth Avenue from Main Street east to the back alley. The closure would be from 8AM to 2PM inclusive.
- August 15, 2024, Sixth Avenue from Main Street east to back alley. The hours of closure would be from 8AM to 2PM inclusive.
- September 12, 2024, Sixth Avenue from Main Street east to the back alley. The closure would be from 8AM to 2PM inclusive.

BACKGROUND

Pursuant to the City of Humboldt's Policy #4510, requests for a street blockaded are to be presented at a Regular Council meeting for approval. Prior to the request being brought to Council, the City Controller/Interim City Clerk consulted with the other City departments to ensure that the requested street closures do not conflict with any City maintenance or operations.

CURRENT SITUATION

The City Controller/Interim City Clerk worked with the Director of Cultural Services to confirm with the Department Heads that the requested street closures will have no impact or conflict with any city operations.

The Department of Cultural Services, in partnership with the Downtown BID and various community groups will be organizing the fundraising barbecues. There will also be performances



by local musicians and groups during the lunch hour.

OPTIONS

1. Approve the recommendation.
2. Reject the recommendation and not allow the street closures.

COMMUNICATION AND ENGAGEMENT

No external communication or engagement required. The Department of Cultural Services will connect with the community groups involved.

ATTACHMENTS

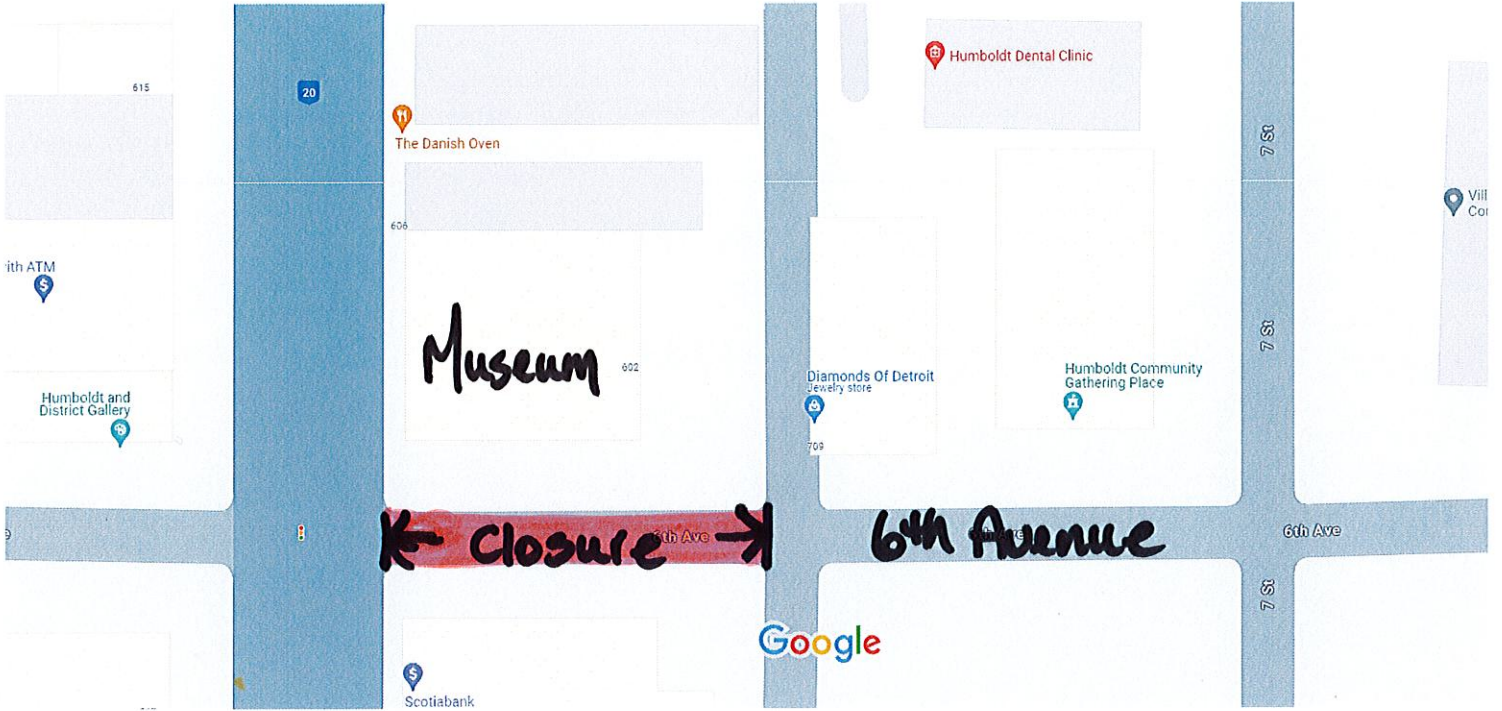
Please see map of the proposed street closure area.

FINANCIAL IMPLICATION

None

CONCLUSION

Upon the approval of the street closures for the four events, the Cultural Services department will continue to develop these programs for the summer season with community partners.



Map data ©2024 10 m