



City of Humboldt
June 10, 2024 - Special Council Meeting - 05:30 PM

- 1 Call To Order**
- 2 Adopt Agenda**
 - 2.1 Conflict of Interest
- 3 New Business**
 - 3.1 Recommendation - City Manager - Development Levy and Servicing Fee Study RFP Award
 - 📎 Report - Development Levy and Servicing Fee Study RFP Award
 - 3.2 Recommendation - Planning Coordinator - Plan Adoption Westwood Subdivision
 - 📎 Report - Plan Adoption - Westwood Subdivision
 - 3.3 Recommendation - Director of Protective Services - Regional Emergency Management Organization
 - 📎 Report - Regional Emergency Management Organization
 - 3.4 Recommendation - Director of Public Works - 6th Avenue Storm Sewer Outfall
 - 📎 Report - 6th Avenue Storm Sewer Outfall
- 4 Committee of the Whole**
- 5 Adjourn**



CITY OF HUMBOLDT REPORT

TITLE: Development Levy and Servicing Fee Study RFP Award
PREPARED BY: Joe Day, City Manager
REVIEWED BY: Joe Day, City Manager
PREPARED FOR: City Council
DATE: June 10, 2024

RECOMMENDATION

That the City of Humboldt award the Development Levy and Servicing Fee Study to the team of Wallace Insights and Catterall & Wright, led by Mr. Alan Wallace as Project Manager, in the amount of \$62,720 plus applicable taxes.

BACKGROUND

In 2015 the City of Humboldt adjusted its development levies and servicing fee levies (off-site levies) through Bylaw 15/2015. In the time that has passed since the adoption of that bylaw there has been: changes to the City’s expected growth, dramatic inflation in the cost of infrastructure construction, and concerns voiced about the cost to land developers from the off-site charges. City Administration has been wanting to get the Off-site Bylaw reviewed and updated for a few years, and in fact it was initially approved as a project in the 2023 budget and then carried forward into the 2024 because the initiative had not yet been started at that time.

CURRENT SITUATION

A Request for Proposal (RFP) was issued to SaskTenders and closed on May 28th. There were two bids received as summarized below:

	Summary of RFP Evaluations		
Vendor	Potential Points	Wallace / Catterall	Pinter / Wallace
Complete and On time	Pass/Fail	Pass	Pass
Methodology	20%	20%	18%
Schedule	10%	10%	8%
Qualifications / References	35%	34%	30%
		\$62,720	\$55,270
Fee	35%	31%	35%
Total	100%	95%	91%

Both bid packages presented strong teams with a demonstrated ability to get the project completed.

OPTIONS

- Award the contract as recommended.
- Refer the matter back to Administration for follow-up.

ATTACHMENTS

None

COMMUNICATION AND ENGAGEMENT

The bidding consultants will be notified of the decision.

FINANCIAL IMPLICATION

The 2024 budget included an allocation of \$50,000 for consulting services which was earmarked for services such as this project. The City has also applied for federal funding for initiatives to facilitate increased housing and that application estimated costs of \$60,000 to \$100,000 for an updated study such as this.

It is anticipated that the cost of this contract will be covered by the 2024 budget allocation and funding from grant programs.

CONCLUSION

The proposal that is led by Wallace Insights with engineering services from Catterall & Wright was determined by the evaluation committee to be the strongest proposal for the City of Humboldt and resulted in the recommendation from the committee to award the contract to that team.



CITY OF HUMBOLDT REPORT

TITLE: Plan Adoption – Westwood Subdivision
PREPARED BY: Tanner Zimmerman, Planning Coordinator
REVIEWED BY: Joe Day, City Manager
PREPARED FOR: City Council
DATE: June 10, 2024

RECOMMENDATION

That the Plan of Subdivision: 510-00401-04 received June 3, 2024, be adopted as the official plan of the Westwood Subdivision;

And That the street names Lakewood Drive and Lakewood Cove be adopted as the legal street names for Phase 1 of the Westwood Subdivision;

And That the relaxation of the requirement for urban roadway cross-sections be approved and replaced with rural roadway cross-sections per the details in plan 510-0401-04 noted within this report.

BACKGROUND

In May of 2022, Council recommended their support for a twelve-lot subdivision at SE25-37-23-W2M informally known as “**Westwood.**” Since then, the developers of the subdivision (“**the Developers**”) have been working with City Administration and Community Planning to finalize the details and submit an official Plan of Subdivision.

Along with the request for approval, the Developers are requesting to use rural cross-sections instead of the required urban cross-sections. Urban cross-sections typically utilize a “curb and gutter” format while rural cross-sections opt for drainage ditches. As the urban cross-section requirement is not in a bylaw but rather a development standard within the Development Agreement, Council may allow for relaxations of the standard.

The Developers are also requesting to use street names they have provided. As per City Policy Number 1530, “Naming of Street, Parks and Public Buildings,” there is a list of suitable names to choose from. However, section 5 states that “Private Developers developing subdivisions within City limits may provide the City with suggested names for streets in their development for Council’s consideration. Council maintains the right to approve or deny the developer’s suggestions.”

CURRENT SITUATION

As shown in Attachment A, Westwood is a twelve-lot subdivision nearing the end of the approval phase to begin development and titling of the lots. The final requirements the Developers must fulfill are to have the plan approved, have the street names approved, and have the rural cross-sections approved.

The Developers wish to use the names, “Lakewood Drive” as the main collector/local road and “Lakewood Cove” as the phase 1 cul-de-sac. While the proposed names hold no historical significance to the City, the names are appropriate as a small “lake” is present roughly in the middle of the property.

The Developers have included plans to develop a trail system throughout the subdivision – both present and future. This trail system will be used in place of sidewalks that are typically required in the City’s design standards. Additionally, “ditches” will be developed on either side of the roads (Lakewood Drive and Lakewood Cove) with grates in each driveway for drainage.

OPTIONS

1. Approve all requests as presented.
2. Approve a combination of requests and refer others back to administration.
3. Refer the matter back to administration.

ATTACHMENTS

- A. Official Plan of Subdivision: 510-00401-04 dated April 22, 2024, received June 3, 2024.
- B. Official Street name adoption/relaxation request from Westwood Development Corp.

COMMUNICATION AND ENGAGEMENT

No external communications or engagement required.

FINANCIAL IMPLICATION

There is no anticipated financial impact of the recommended action.

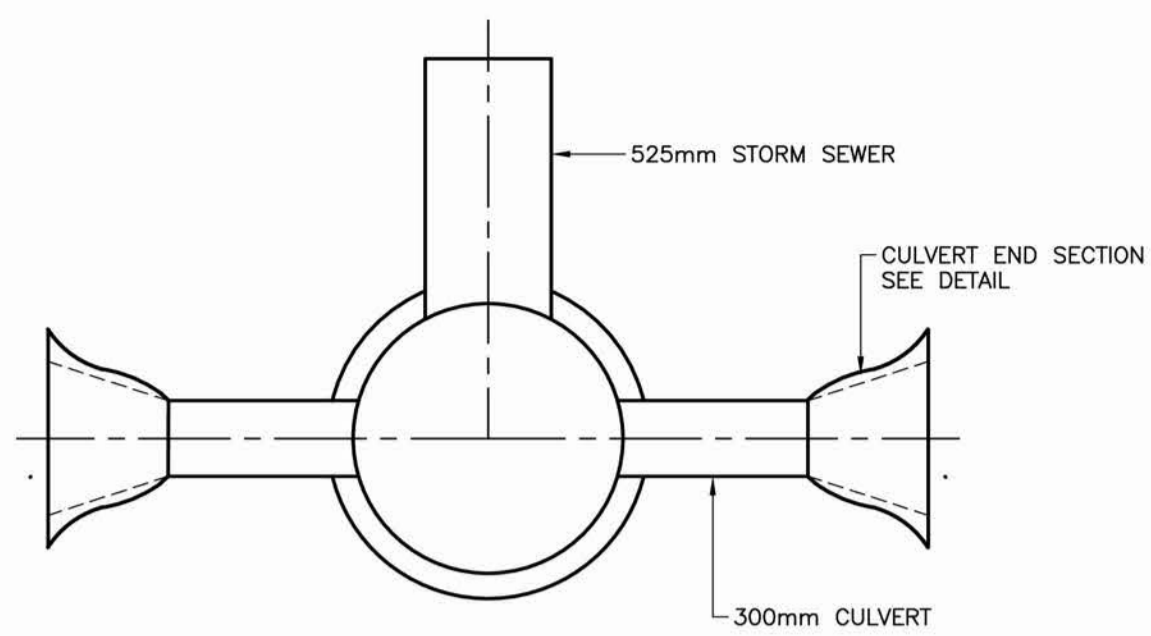
CONCLUSION

Approving the Developer’s requests will satisfy the requirements the Developer needs for final approval of the Westwood Subdivision. The provided street names are not on the

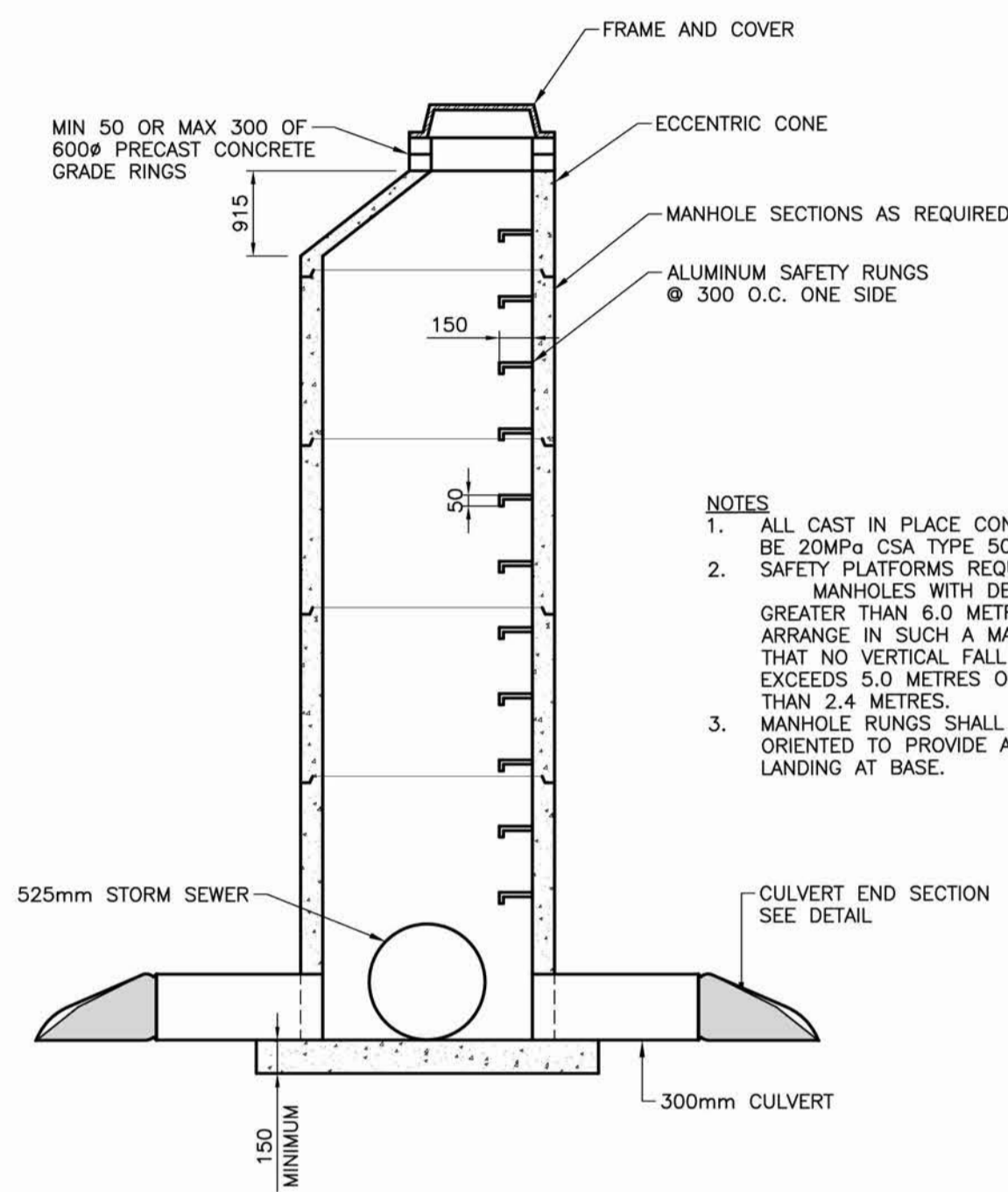


list of approved names, but may be approved by Council. City Administration does not foresee any issues with approving Lakewood Drive and Lakewood Cove.

Urban cross-sections are the City's development standard as they provide plenty of pedestrian maneuverability and aesthetic appeal. The Developer's proposed trail network plan aides pedestrian traffic and allows for pedestrians to walk in areas not adjacent to a road with vehicular traffic.



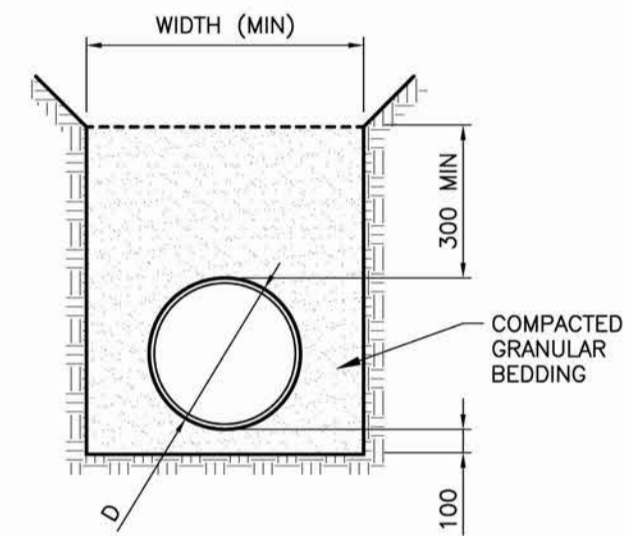
PLAN



SECTION THROUGH MANHOLE

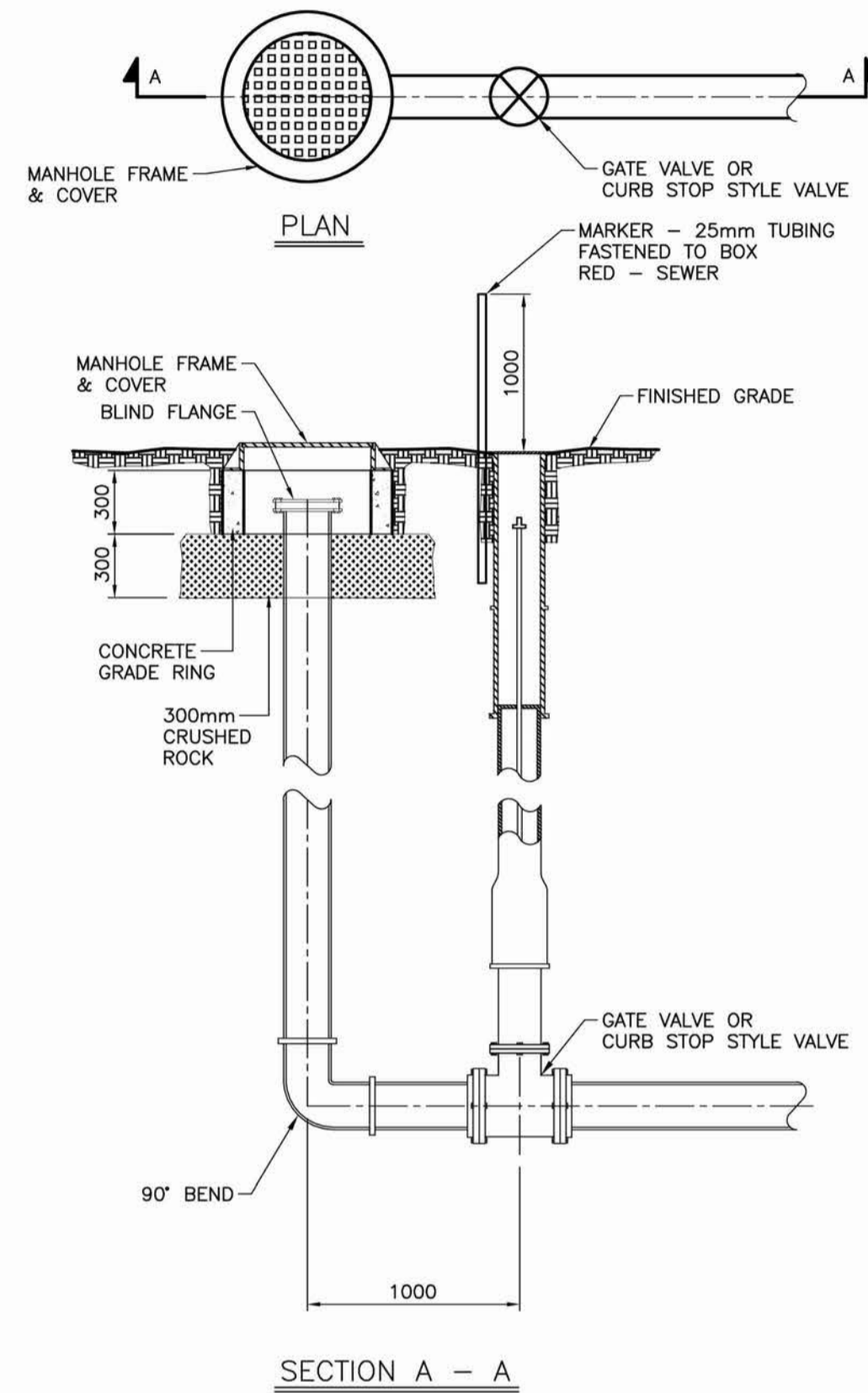
STORM MANHOLE DETAIL
SCALE: N.T.S.

- NOTES
1. ALL CAST IN PLACE CONCRETE TO BE 20MPa CSA TYPE 50.
 2. SAFETY PLATFORMS REQUIRED FOR MANHOLES WITH DEPTHS GREATER THAN 6.0 METRES & ARRANGE IN SUCH A MANNER SO THAT NO VERTICAL FALL DISTANCE EXCEEDS 5.0 METRES OR IS LESS THAN 2.4 METRES. MANHOLE RUNGS SHALL BE ORIENTED TO PROVIDE A CLEAR LANDING AT BASE.

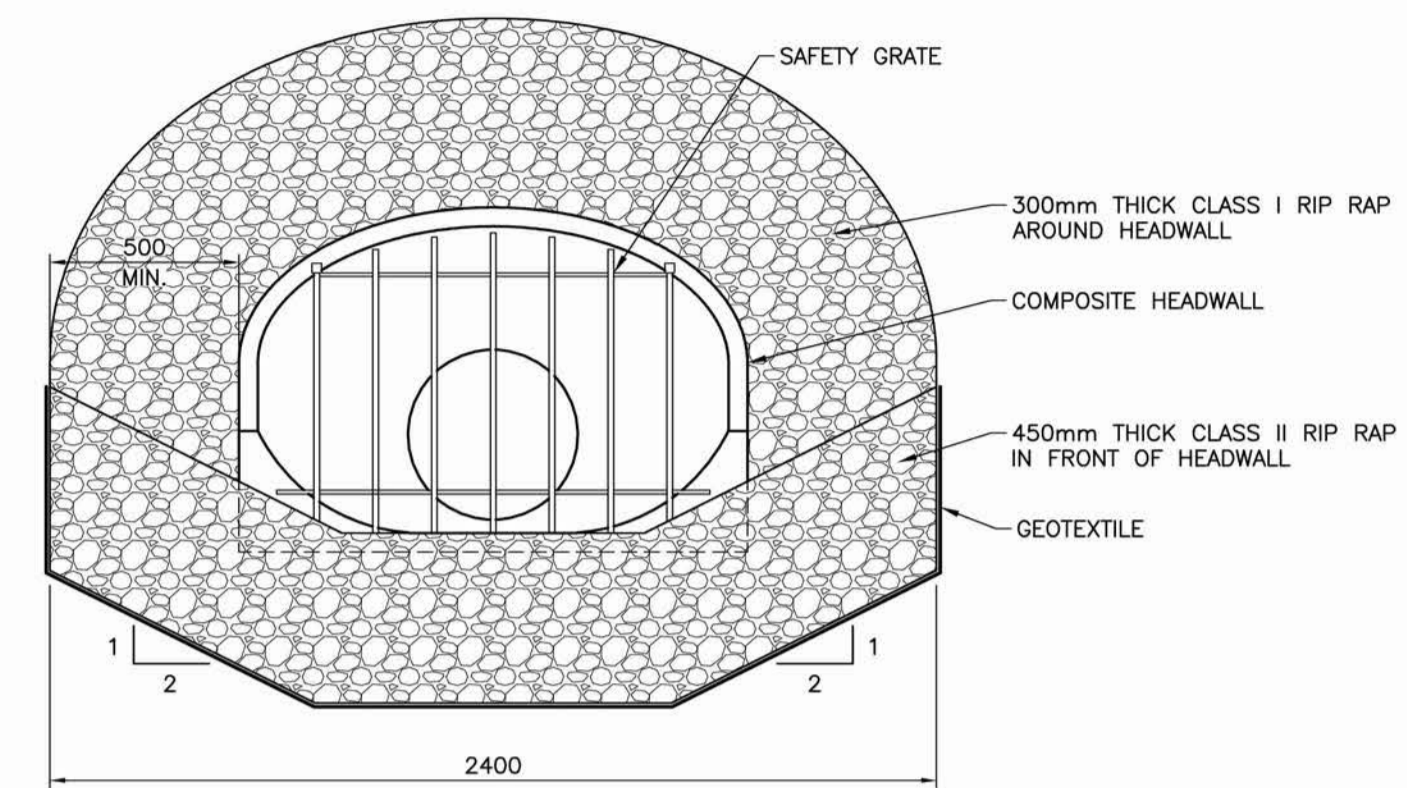


TRENCH WIDTH AT TOP OF PIPE		LEGEND
D	WIDTH	D = DIAMETER
≥ 900	D + 600	
D + 400		
< 900	(MIN. 900)	

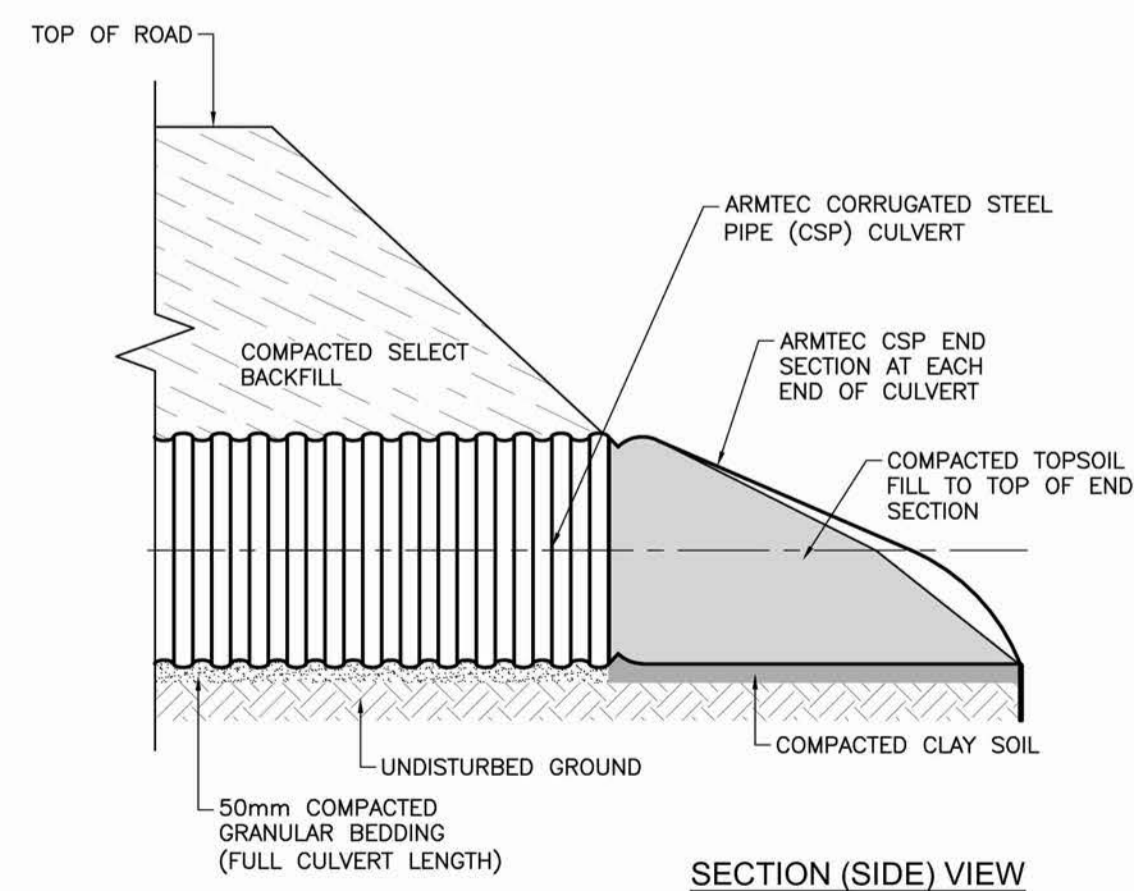
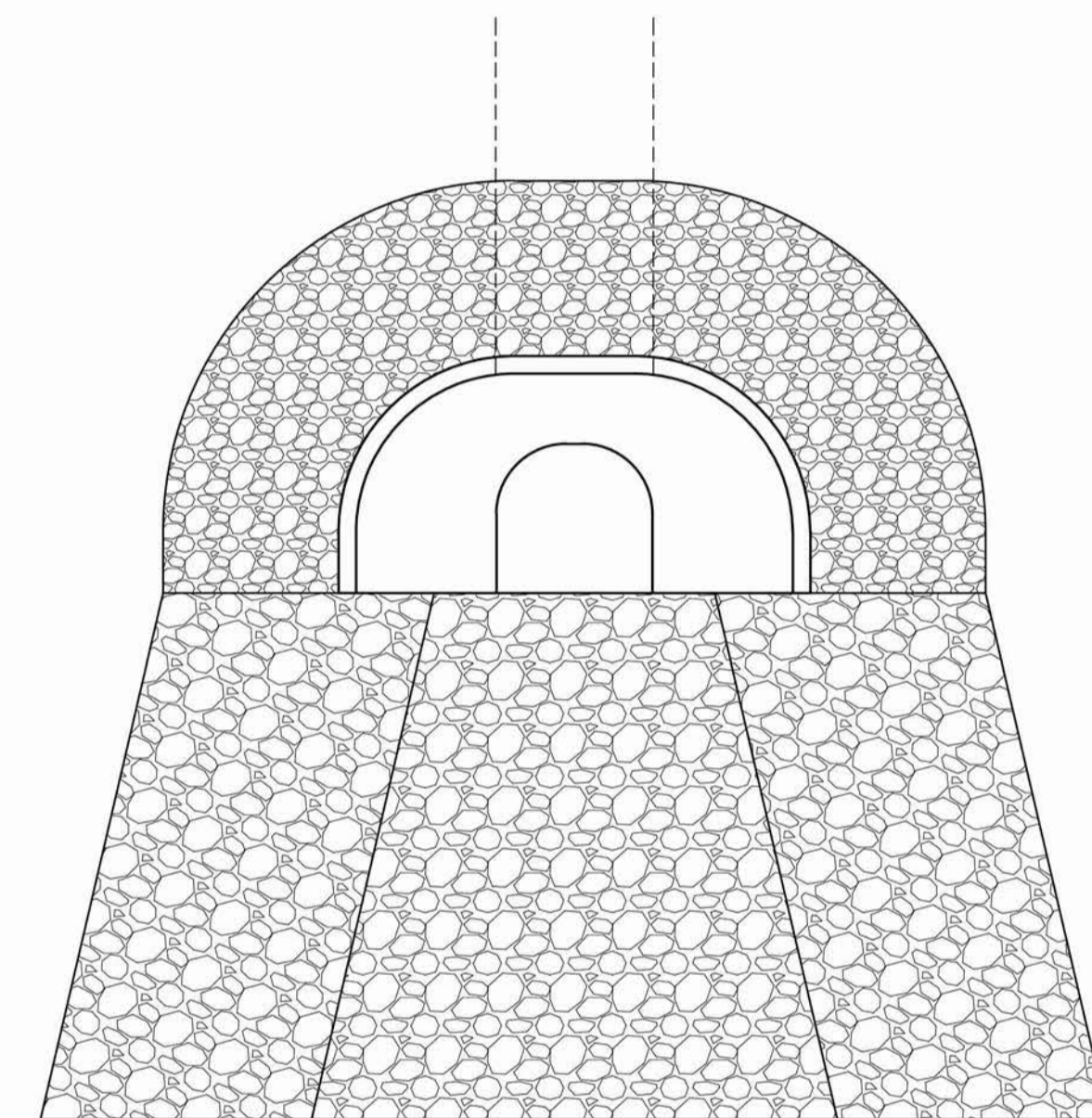
PIPE BEDDING DETAIL
SCALE: N.T.S.



FLUSHOUT DETAIL
SCALE: N.T.S.

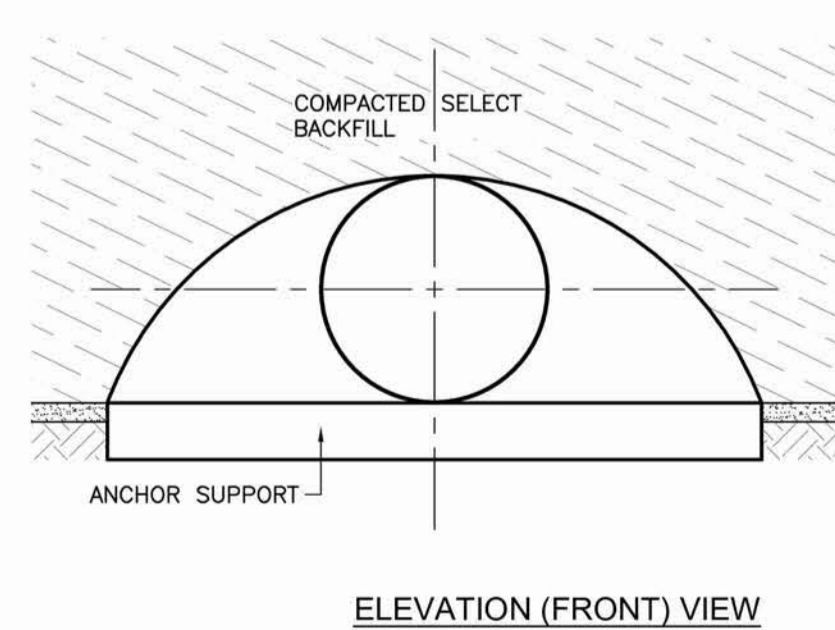


STORM SEWER OUTFALL & RIP RAP ELEVATION
SCALE: N.T.S.

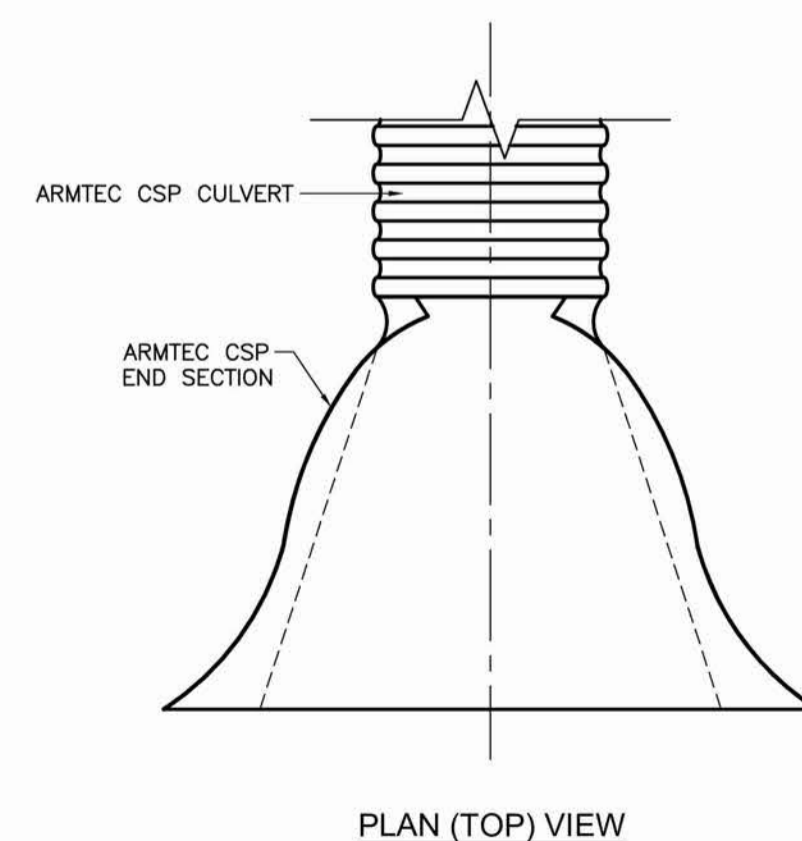


SECTION (SIDE VIEW)

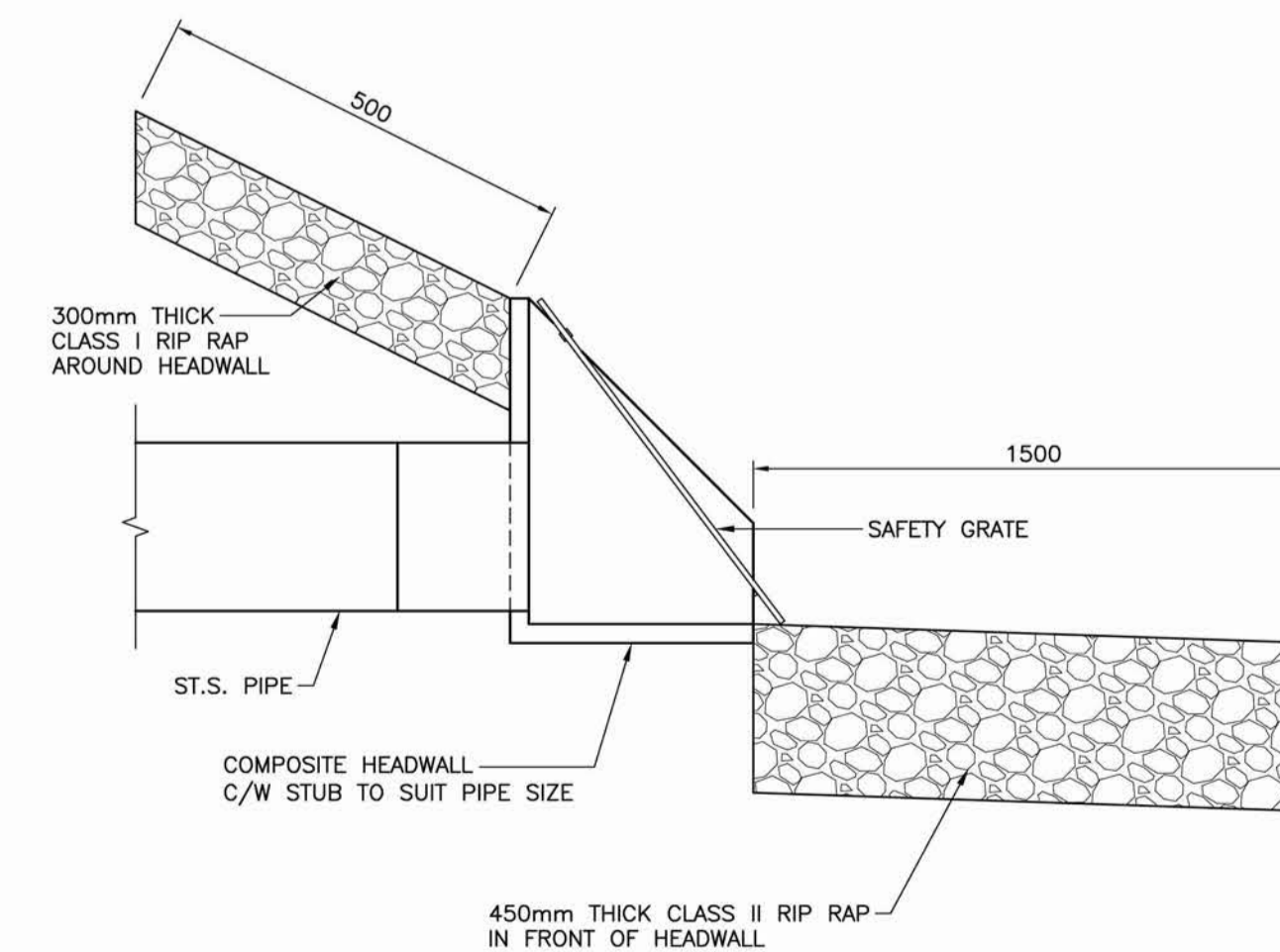
CULVERT DETAIL
SCALE: N.T.S.



ELEVATION (FRONT VIEW)



PLAN (TOP VIEW)



STORM SEWER OUTFALL & RIP RAP SECTION
SCALE: N.T.S.



CATTERALL & WRIGHT
CONSULTING ENGINEERS

1231 - 8th STREET EAST
SASKATOON, SK S7H 0S5

TEL: (306) 343-7280 | www.cwce.ca



SCALE VERIFICATION

WHEN DRAWING IS PLOTTED FULL SIZE THIS LINE IS 60mm IN LENGTH.

DATE	REVISION
24/04/22	ISSUED FOR APPROVAL
24/04/15	ISSUED FOR APPROVAL
24/03/14	ISSUED FOR APPROVAL
24/03/11	ISSUED FOR APPROVAL
24/02/23	ISSUED FOR APPROVAL

OWNER/CLIENT

WESTWOOD DEVELOPMENT CORP

LOCATION
HUMBOLDT, SK

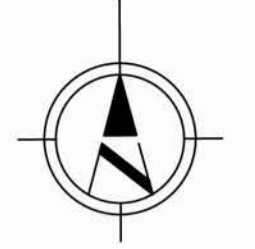
PROJECT
WEST WOOD RESIDENTIAL PHASE 1

SHEET TITLE
DETAILS

SCALE	DESIGNED
AS SHOWN	RJR
DRAWN	CHECKED
DJR	
DATE	SHEET
23/07/05	2 of 4
DRAWING NUMBER	510-00402

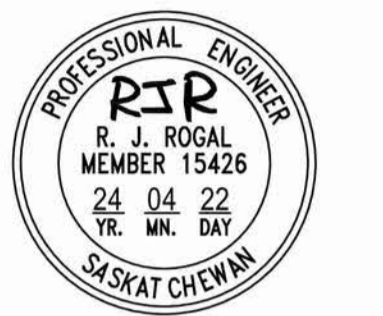


BACK TO BACK 100YR EVENTS NO
 OUTLET = 565.25
 HWL = 564.18 (WITH PUMPED OUTLET)
 NWL = 563.00
 FLOOR = 561.00



CATTERALL & WRIGHT
 CONSULTING ENGINEERS

1231 - 8th STREET EAST
 SASKATOON, SK S7H 0S5
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- LEGEND:**
- XXX.XX DESIGN ELEVATION
 - - - - - DITCH ELEVATION
 - - - - - DITCH
 - - - - - DRAINAGE DIRECTION & SLOPE
 - [P] EXIST. POWER PEDESTAL
 - - - - - DRAINAGE DITCH
 - - - - - EXIST. GROUND CONTOUR
 - - - - - FUTURE CULVERT
 - - - - - DESIGN ROAD
 - - - - - DESIGN PATHWAY
 - ⊗ DESIGN CURB STOP

SCALE VERIFICATION
 WHEN DRAWING IS PLOTTED FULL SIZE THIS LINE IS 60mm IN LENGTH.

DATE	REVISION
24/04/22	ISSUED FOR APPROVAL
24/04/15	ISSUED FOR APPROVAL
24/03/14	ISSUED FOR APPROVAL
24/03/11	ISSUED FOR APPROVAL
24/02/23	ISSUED FOR APPROVAL

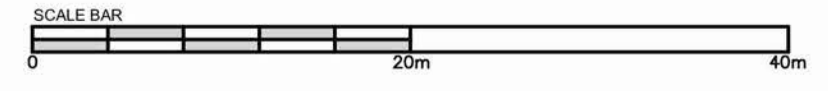
OWNER/CLIENT
WESTWOOD DEVELOPMENT CORP

LOCATION
 HUMBOLDT, SK

PROJECT
 WEST WOOD RESIDENTIAL PHASE 1

SHEET TITLE
 LOT GRADE PLAN

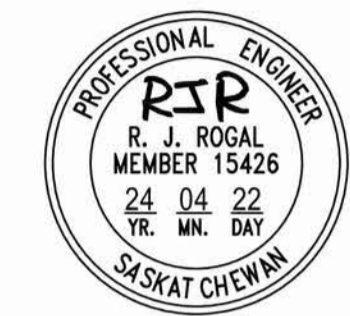
SCALE	DESIGNED
1:400	RJR
DRAWN	CHECKED
DJR	
DATE	SHEET
23/07/05	3 of 4
DRAWING NUMBER	
510-00403	





CATTERALL & WRIGHT
CONSULTING ENGINEERS

1231 - 8th STREET EAST
SASKATOON, SK S7H 0S5
TEL: (306) 343-7280 | www.cwce.ca



LEGEND:

- XXX.XX DESIGN ELEVATION
- - - - - DITCH ELEVATION
- - - - - DRAINAGE DIRECTION & SLOPE
- [P] EXIST. POWER PEDESTAL
- - - - - DRAINAGE DITCH
- - - - - EXIST. GROUND CONTOUR
- [Shaded Area] DESIGN ROAD
- [Thick Line] DESIGN PATHWAY

SCALE VERIFICATION

WHEN DRAWING IS PLOTTED FULL SIZE THIS LINE IS 60mm IN LENGTH.

DATE	REVISION
24/04/22	ISSUED FOR APPROVAL
24/04/15	ISSUED FOR APPROVAL
24/03/14	ISSUED FOR APPROVAL
24/03/11	ISSUED FOR APPROVAL
24/02/23	ISSUED FOR APPROVAL

OWNER/CLIENT
WESTWOOD DEVELOPMENT CORP

LOCATION
HUMBOLDT, SK

PROJECT
WEST WOOD RESIDENTIAL PHASE 1

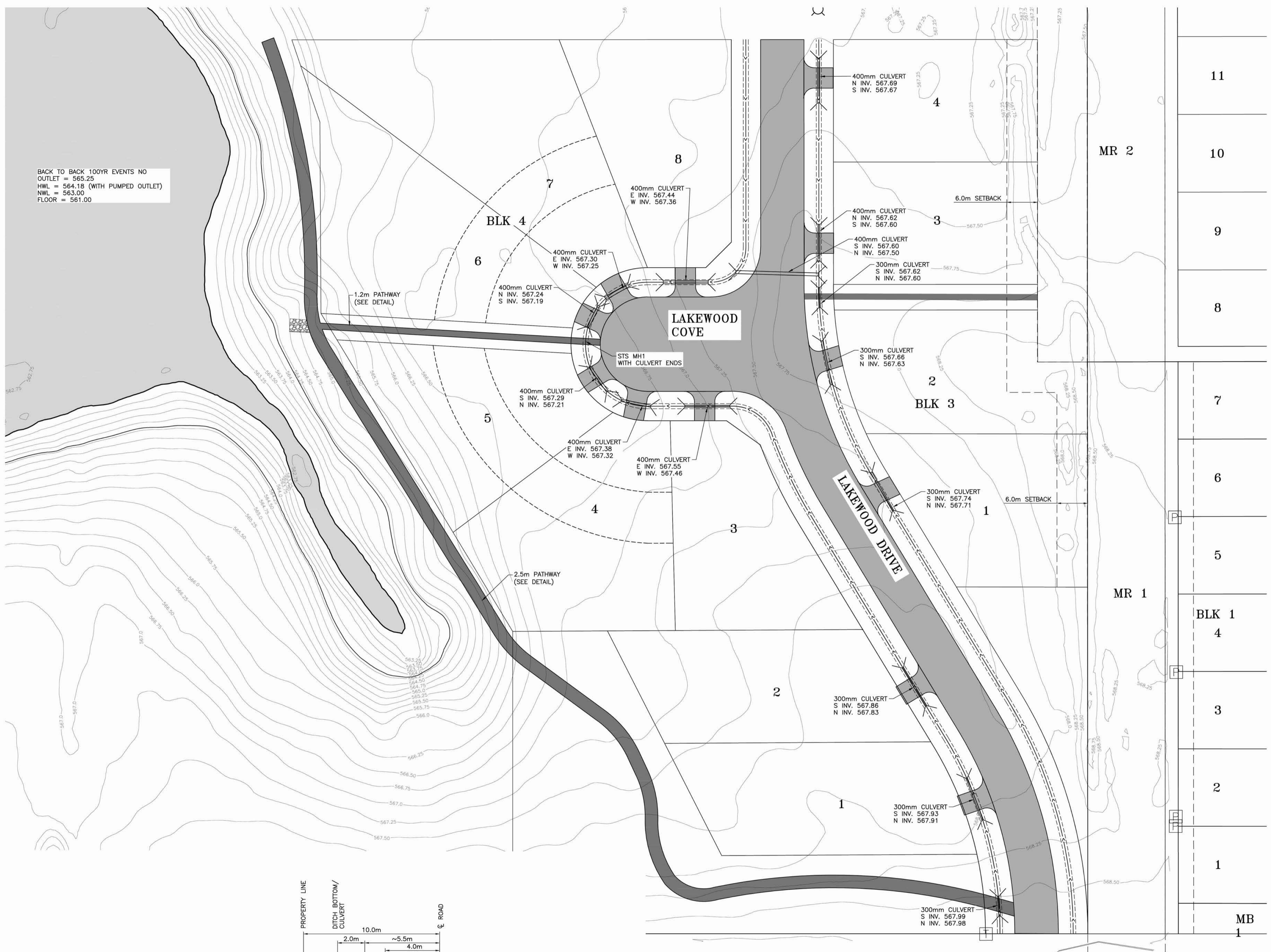
SHEET TITLE
ROADWAY CONSTRUCTION

SCALE 1:400 DESIGNED RJR

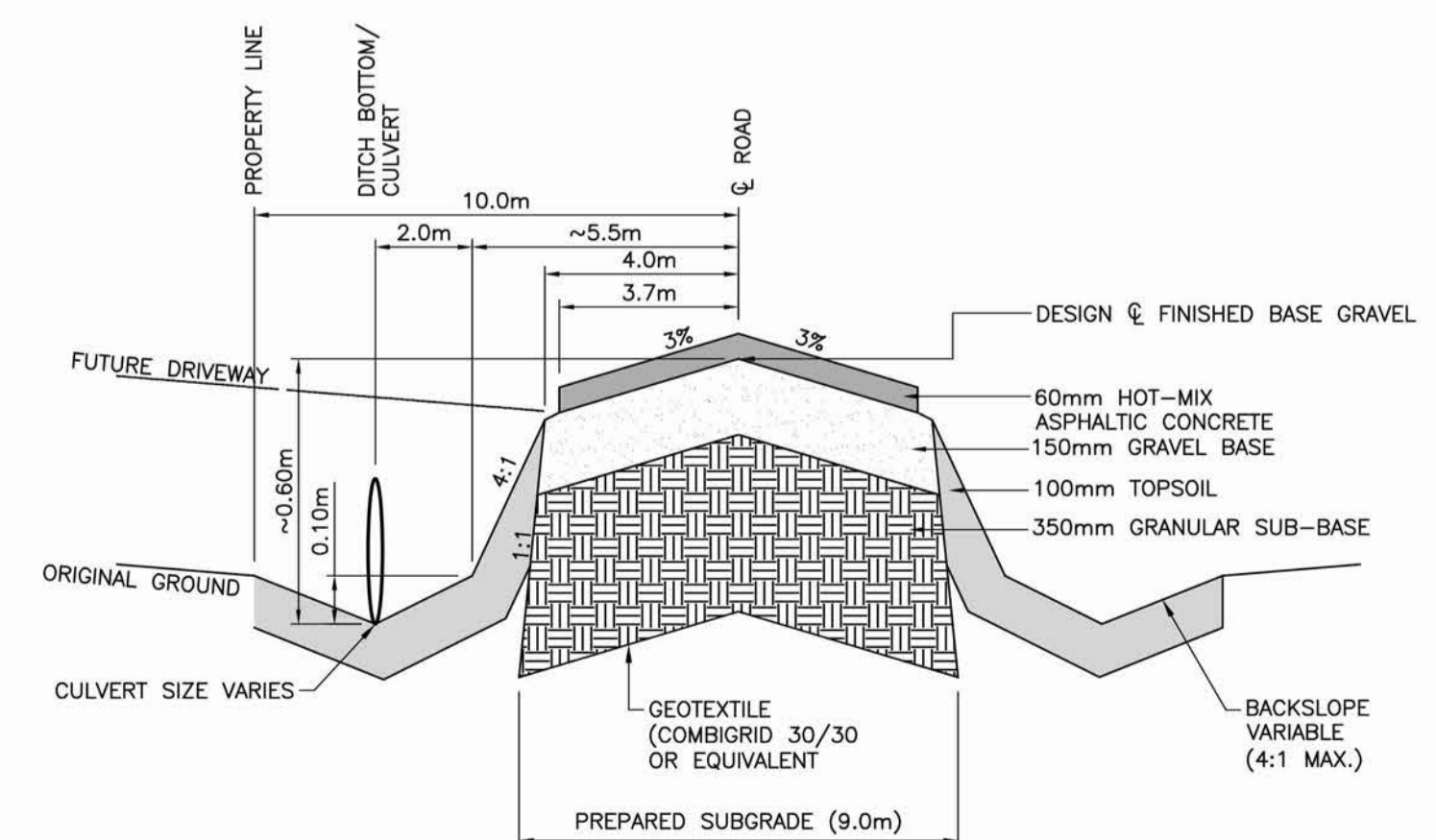
DRAWN DJR CHECKED

DATE 23/07/05 SHEET 4 of 4

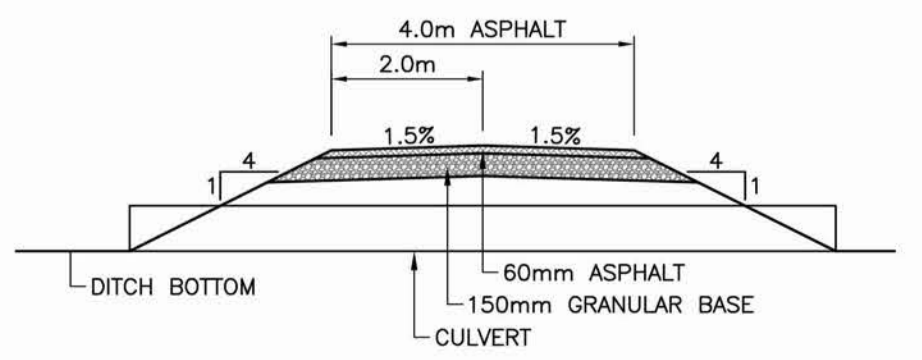
DRAWING NUMBER **510-00404**



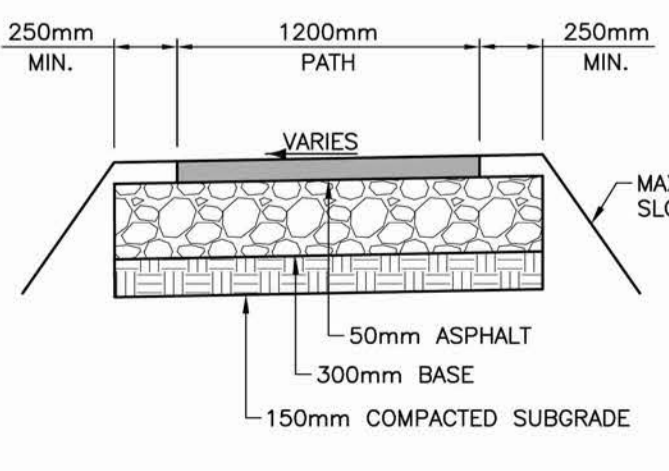
BACK TO BACK 100YR EVENTS NO
OUTLET = 565.25
HWL = 564.18 (WITH PUMPED OUTLET)
NWL = 563.00
FLOOR = 561.00



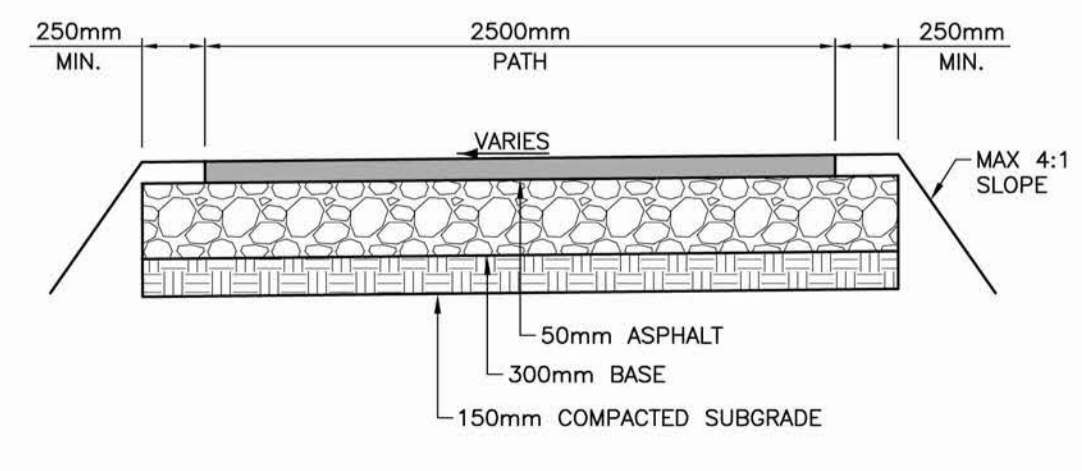
TYPICAL ROAD CROSS-SECTION WITH DITCHES
SCALE: NTS



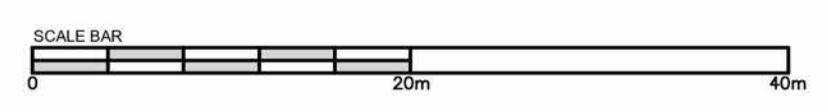
TYPICAL DRIVEWAY SECTION
SCALE: NTS



1.20m PATHWAY DETAIL
SCALE: NTS



2.50m PATHWAY DETAIL
SCALE: NTS





June 3, 2024

Humboldt City Hall
715 Main Street
Humboldt, Saskatchewan, S0K 2A0

Attention: Joe Day, City Manager

Dear Sir,

RE: Request to City Council of Humboldt for variance approval of the Servicing Agreement with Westwood Development Corporation dated June 6, 2023

We have been working closely with City administration and management on the Westwood Estates residential development. We jointly signed a servicing agreement with the City dated June 6, 2023. We anticipate having lots ready for sale this summer.

Our servicing agreement requires council approval for any identified variances in the initial agreement. This letter is a request for council to approve identified variances by City administration and ourselves in order to move the project forward.

1. Request for Street Names

We are requesting the street name, Lakewood Drive for the proposed road around the pond and Lakewood Cove as the first cul-d sac. These streets are listed on the most recent approved drawing which is attached to this letter.

2. Request for relaxation from urban roadway cross section

To develop a local residential neighbourhood with a rural cross section. The proposed rural cross section consists of an 8.0m wide road surface with 7.4m of the width covered with asphalt pavement and 0.3m wide gravelled shoulders. No curbs or sidewalks are provided. All drainage will be facilitated by ditches rather than curbs. Runoff will be directed to the main storm water retention pond via the rural cross section ditch system.

Proposed wording changes to Schedule F are as follows:

ROADS

GENERAL

All lanes shall be graveled and all streets paved. ~~Concrete curbs and gutters, (and sidewalks) shall be constructed according to approved plans.~~

GEOMETRIC DESIGN STANDARDS

- (A) ~~Curb to curb~~ width of all streets shall be determined by the City at the time application is approved.

Width of collector and arterial streets shall be as designated by the City.

(B) GRADES

- ~~Minimum gutter grades around curves shall be 0.50%.~~
- ~~Minimum gutter grades straight sections shall be 0.30%.~~
- All roads shall be crowned on a slope of 3%.

- ~~Surface drainage will be carried across streets at intersection in concrete swales.~~ Surface drainage will be carried from streets into ditches as per the rural cross section of the proposed roadways. Ditches carry surface water to the neighborhood storm water retention ponds at designated locations.
- (C) STREETS

All streets shall be constructed as follows:

SUB-GRADE: Must meet a minimum CBR of 8. Remove all organic or otherwise unacceptable sub-grade material replace with acceptable material with a minimum CBR of 8 compacted in 150 mm lifts to a minimum of 98% of the Standard Proctor Density. Top 150 mm of Sub-grade compacted to a minimum of 100% of Standard Proctor Density and graded to within 20 mm of final cross section and grade.

Construction zones will not be permitted to be opened without access to operational fire hydrants. No conditional development or conditional building permits will be issued for an area which there is no approved access via construction road. The water will not be turned on for any circumstance until the roadbed is approved by the Director of Public Works and Utilities and no person shall occupy the dwellings until the water is turned on.

~~CURBS AND GUTTERS AND SIDEWALKS~~

- ~~• Curbs, gutters, and sidewalks shall be constructed on both sides of streets. All curbs, gutters, and sidewalks shall be constructed of poured-in-place concrete in accordance with the City of Humboldt Standards.~~
- ~~• Curb returns at street intersections shall have a minimum radius of 8.000 meters (measured along back of curb) or as required by the City.~~
- ~~• The minimum curb radius in crescents and cul-de-sacs shall be 12.000 meters.~~

CONCRETE

Concrete for all sidewalk, curb and gutter construction shall have an air content of at least 5% and no more than 8% and shall have a minimum 28 day compressive strength of 32.0 MPa.

LOT DRAINAGE

The Developer shall submit to the City an overall plan of the area to be developed on which shall be indicated the individual lots with the proposed grading of the lots. Rear lot grades shall be 100mm above design lane grade. Also indicated on this plan shall be the design sidewalk or top of curb elevations and the invert to elevation of the sanitary sewer connection at the property line. Front finished grade elevations are to be set at 450 mm above the design sidewalk or top of curb elevations.

Lot Drainage shall take into account storm water drainage during major rainfall events consistent with engineering best practices. Basins that hold stormwater without a spill location to prevent property damage will not be allowed.

EARTHWORK

Detailed Earthwork Construction details are listed in section 2000 of the Construction

3. Request for adoption of final plan 510-00401 dated April 22, 2024

Attached is the final plan for approval.

If there are any questions, we would be pleased to discuss with City Council or Administration.

Yours truly,



Kelly Lutz and Steve Dillabough
Westwood Development Corporation



CITY OF HUMBOLDT REPORT

TITLE: Regional Emergency Management Organization
PREPARED BY: Mike Kwasnica, Director of Protective Services
REVIEWED BY: Joe Day, City Manager
PREPARED FOR: City Council
DATE: June 10th, 2024

RECOMMENDATION

That the City of Humboldt participate in the Regional EMO partnership pursuant to the attached Terms of Reference.

BACKGROUND

Over the past number of years, the City of Humboldt has been in discussion with surrounding municipalities about the creation of a regional emergency management group. Our overwhelming interest has led us to create an updated term of reference, as well the group has successfully applied for a TSS grant to allow us to hire a consultant to assist in developing an effective emergency plan for the region. Recently there was an RFP put out to look for companies or individuals that would be able to provide a report on creating our regional emergency preparedness group.

CURRENT SITUATION

The EMO regional group is looking at a three-year pilot project with measurable waypoints along the way to ensure that we are getting to where we need to be.

The RFP was awarded to Ray Unrau, retired Director of Emergency Management for the Saskatchewan Public Safety Agency.

OPTIONS

1. Authorize Administration to sign the TOR and proceed with the project.
2. Not authorize administration and provide direction from council on the regional project.

ATTACHMENTS

- Terms of Reference-Regional EMO Final copy

COMMUNICATION AND ENGAGEMENT

We have had interest from the following communities.

- *RM of Humboldt*
- *RM of Wolverine*
- *RM of St Peters*
- *RM of Three Lakes*
- *RM of Leroy*
- *Village of Muenster*
- *Village of Annahiem*
- *Village of Lake Lenore*
- *Town of Watson*
- *Village of Englefeld*
- *Village of Pilger*
- *Village of St Benedict*
- *Village of St Gregor*
- *Village of Drake*
- *Town of Lanigan*
- *Town of Nokomis*
- *Town of Watrous*
- *Resort Village of Manitou Beach*
- *Town of Leroy*
- *RM of Prairie Rose*
- *Village of Jansen*

FINANCIAL IMPLICATION

Through discussion and the creation of a steering committee we will come up with a budget that will be agreed upon and shared by each municipality.

In its 2024 Budget, the City of Humboldt increased funding for EMO activities to approximately \$30,420.

CONCLUSION

The members of this partnership are working together to build the resilience capacity of each municipality and the region as a whole to “adapt to disturbances resulting from hazards by preserving, recuperating or changing to reach and maintain an acceptable level of functioning” ([Public Safety Canada-What do Resilient Communities Look Like](#))

Terms of Reference: Regional Emergency Management

Purpose:

The members of this partnership are working together to build the resilience capacity of each municipality and the region as a whole to “adapt to disturbances resulting from hazards by persevering, recuperating or changing to reach and maintain an acceptable level of functioning” ([Public Safety Canada – What do Resilient Communities Look Like?](#)).

This partnership will have access to a Regional Emergency Coordinator employee to develop and maintain an emergency management program for each of the municipalities. This program will be compatible with other municipal emergency programs in the region and will be aligned with provincial and federal best practices. This will include the development of Emergency Management Plans, Business Continuity Plans and other relevant plans for resilience. This will build regional resiliency through sharing of information, sharing of resources, development of incident management teams, sharing of an Emergency Operations Centre Exercise Program and other key strategies and tactics.

Length of membership:

Members agree to a three-year pilot project with review process after the second year. Three years from the (signing date) the members will determine if they continue to participate.

Roles and Responsibilities:

- Steering Committee:
 - Membership:
 - One representative with one alternate from the member communities
 - Director of Protective Services Humboldt
 - Responsibilities:
 - Development, review and updating of terms of reference
 - Hiring and employee review of the Regional Emergency Coordinator
 - Report to other members of the group
 - Review requests to join project from additional municipalities
- Director of Protective Services Humboldt:

- Responsibilities:
 - Day-to-day operations and regular review of employee and progress of plans
 - Provide operational support, supervision
 - Budget and financial operations oversight
 - Report to the steering committee on a regular basis
 - Coordinate a yearly joint meeting with the senior administration of each municipality to set and review goals

- City of Humboldt:
 - That the City of Humboldt collects all fees associated with the Regional EMO agreement.
 - Fees will be invoiced out by the City of Humboldt in January of that year.
 - All expenditures will be paid by the City on behalf of the Regional EMO members.

- Membership:
 - Responsibilities:
 - Ensure municipal staff and elected officials work closely with the Regional Emergency Coordinator, including providing access to documents and information necessary for emergency response planning
 - Participate in the yearly joint meeting with the Director of Protective Services to set and review goals.
 - Timely payments of contributions
 - Ensuring communication with the steering committee regarding progress of program

Review:

- Steering committee will annually review the terms of agreement in consultation with members.
- After the completion of the three-year pilot program, municipalities can provide 90-days termination notice from the membership in this agreement.

Membership:

Population (2021 Census) Budget (\$80,000)

	Village of Annaheim	206	\$1,021.57
	RM of Wolverine	511	\$2,534.09
	RM of St Peters	723	\$3,585.42
	Town of Watson	707	\$3,506.07
	City of Humboldt	6033	\$29,918.17
	Village of Englefeld	259	\$1,284.40
Remaining Members			\$0.00
	Village of Lake Lenore	289	\$1,433.18
	RM of Humboldt	961	\$4,765.68
	RM of Three Lakes	725	\$3,595.34
	Village of Pilger	65	\$322.34
	Village of St Benedict	80	\$396.73
	Village of St Gregor	104	\$515.75
	Village of Drake	197	\$976.94
	Town of Lanigan	1433	\$7,106.37
	Town of Nokomis	414	\$2,053.06
	Town of Watrous	1842	\$9,134.64
	Manitou Beach	364	\$1,805.11
	Town of Leroy	510	\$2,529.13
	RM of Prairie Rose	195	\$967.02
	Village of Jansen	111	\$550.46
Total Population		16132	\$80,000.00

<https://www12.statcan.gc.ca/census-recensement/2021/dp-pd/prof/index.cfm?Lang=E>

Cost is \$4.9590875/capita

Approval Date: _____

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DRAFT



CITY OF HUMBOLDT REPORT

TITLE: 6th Avenue Storm Sewer Outfall
PREPARED BY: Peter Bergquist, A.Sc.T.; Public Works and Utilities Director
REVIEWED BY: Joe Day, City Manager
PREPARED FOR: Special Council
DATE: June 10, 2024

RECOMMENDATION

That a sole-source engineering services contract for the 6th Avenue Storm Sewer Outfall project be awarded to Allied Infrastructure for an approximate value of \$62,000 plus applicable taxes.

BACKGROUND

The 6th Avenue Storm Sewer Outfall (Phase 1) project was proposed for approval in the 2024 budget process at an estimated cost of \$670,500 however was not approved/postponed as the city was awaiting decision whether Disaster Mitigation and Adaptation Funding application would be successful or not.

On May 21st, the department received a letter noting that the application was not successful.

CURRENT SITUATION

On June 3rd, FCM announced a new program called Local Leadership for Climate Adaptation (LLCA) initiative. It allows for up to \$70,000 for feasibility studies and up to \$1Million (Grant for 60% of Eligible Costs) for climate adaptation projects. All applications must be submitted by August 14, 2024.

The city has performed a City-Wide Heavy Rainfall Storm Water Study, however the FCM application appears to need a Climate Adaptation Plan or a Community Scale Climate Change Risk Assessment. To achieve this an estimate of \$10,000 was provided to update the models to better suit the application requirements.

As the application has an August 14th deadline, staff request that Council approve approximately \$52,000 in engineering to complete detailed design for the 6th Avenue Phase 1 project because it will allow us to have a thorough project identified for the FCM application, updated estimates, and also be shovel ready if awarded the grant and/or if

Council wants to proceed with the project. We did this for the Carl Schenn Project and was successful for construction timing.

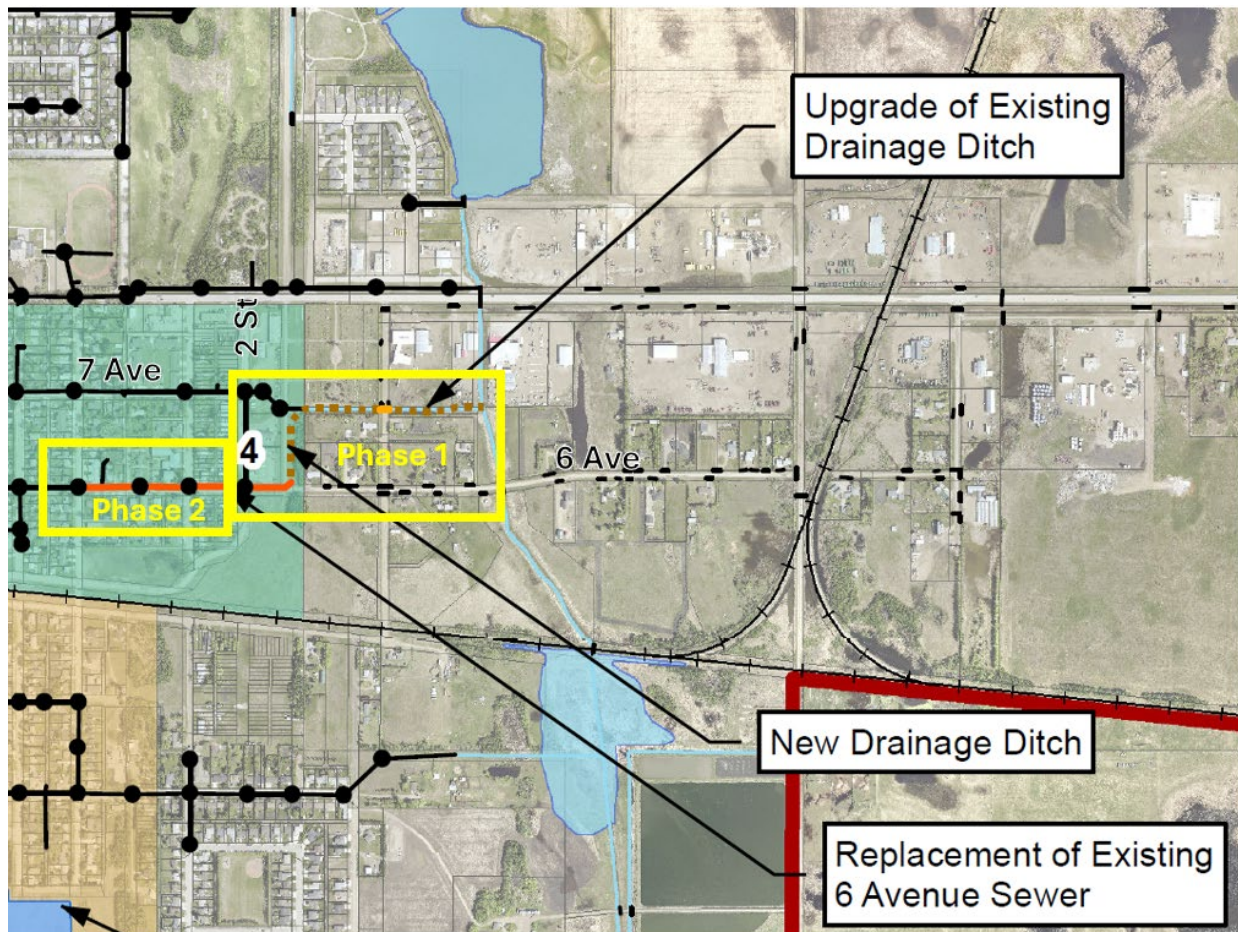
Staff request sole-sourcing Allied Infrastructure as the Engineer was the lead in the City-Wide Storm Water Study, the design Engineer for the Carl Schenn Project, is well versed on Humboldt's issues and currently has the available capacity to do the work on short notice to achieve the grant's deadline.

OPTIONS

1. Approve the recommendation.
2. Decline the recommendation.

ATTACHMENTS

6th Avenue Storm Sewer Outfall Project Concept – Phase 1 and 2.





COMMUNICATION AND ENGAGEMENT

Council’s decision will be communicated to the Consultant.

FINANCIAL IMPLICATION

The detailed design is estimated at \$52,000. The estimated costs to modify the City-Wide Storm Water Study to suit the FCM application requirements is estimated at \$10,000. A total of \$62,000 is being requested for Engineering services.

These funds would come from the Storm Water reserves which are funded from the monthly storm water fees on the utility bills.

CONCLUSION

Starting the Engineering and updating of specific documents now will help the city hopefully rank higher in the FCM application process. If the city gets the grant, this will save costs for ratepayers instead of fully funding the project. If the city doesn’t get the grant, at least the project will be tender and shovel ready if approved for construction in 2025.