



City of Humboldt
Meeting Minutes
Regular Meeting of Council July 28, 2025 - 05:30 PM

- PRESENT:
- Mayor Rob Muench
 - Councillor Larry Jorgenson
 - Councillor Roger Korte
 - Councillor Sarah McInnis
 - Councillor Dave Rowe
 - Councillor Marilyn Scott
 - Councillor Karen Siermachesky
 - City Manager Joe Day
 - City Controller Jace Porten
 - Director of Protective Services Mike Kwasnica
 - Director of Public Works Peter Bergquist
 - Director of Cultural Services Jennifer Fitzpatrick
 - Marketing and Development Manager Jarrett Delbridge
 - Planning Coordinator Tanner Zimmerman
 - Communications Coordinator Angie Rolheiser

1 Call To Order

Mayor Muench called the meeting to order at 5:29 p.m.

2 Land Acknowledgement

As we gather here today, we acknowledge we are on Treaty 6 Territory and the Homeland of the Métis. We pay our respect to the First Nations and Métis ancestors of this place and reaffirm our relationship with one another.

Resolution: 3
2025.236

Adopt Agenda

Moved By: Councillor Larry Jorgenson

Seconded By: Councillor Sarah McInnis

That the agenda be adopted as amended to remove 7.1 and include an in camera item 13.6 on the City Hall Basement Renovations.

CARRIED

3.1 Conflict of Interest

Councillor McInnis declared a Conflict of Interest on 7.2 due to her stepfather being a contractor on the project.
Councillor McInnis declared a Conflict of Interest on 13.5 as her spouse is a firefighter.

4 Public Acknowledgement

Councillor McInnis congratulated Camden Suchan on earning a spot on Team Sask for 16U and 19U Women’s Softball. Councillor McInnis acknowledged Easton Gosselin and Team Saskatchewan for performing well at the Football Canada Cup as well as Stephen Gray who officiated at the tournament held in Nova Scotia from July 12-20.

Councillor McInnis also acknowledged the firefighters who have been going up north to aid in the wildfire situation. Councillor Siermachesky congratulated Councillor Dave Rowe on his retirement from teaching and on winning the 2025 Saskatchewan High School Athletic Association (SHSAA) Service Award for providing outstanding leadership, service, and promotion of athletics in the Horizon School Division.

Councillor Rowe acknowledged Humboldt Motors for being awarded the SGI High Performance Partner Award.

Councillor Rowe also extended congratulations to Barrett Smith on being signed with the Regina Thunder Football Team.

Mayor Muench acknowledged the U11 Humboldt Dodgers for hosting the Provincial U11 Baseball Championships. The team not only hosted the event but came out with a gold medal.

Mayor Muench also recognized City of Humboldt staff for their hard work and dedication with the flurry of major events in June and July that included the Summer Sizzler, Living Skies Music Festival, HCI Grad, Canada Day, and the Saskatchewan Sheep Breeders Show.

5 Public Hearing

Resolution:
2025.237

5.1 Suspend Council Meeting

Moved By: Councillor Marilyn Scott

Seconded By: Councillor Dave Rowe

That the Regular Meeting of Council be suspended and that we move to enter the Public Hearing, the time being 5:39p.m.

CARRIED

Resolution:
2025.238

5.2 Recommendation - City Controller - Public Hearing - Bylaw No. 15/2025 – The South Area Structure Plan

Moved By: Councillor Sarah McInnis

Seconded By: Councillor Karen Siermachesky

That this report be accepted for information and filed.

CARRIED

Resolution:
2025.239

5.3 Recommendation - City Controller - Public Hearing - Discretionary Use Construction Trade

Moved By: Councillor Roger Korte

Seconded By: Councillor Sarah McInnis

That this report be accepted for information and filed.

CARRIED

Resolution:
2025.240

5.4 Resume Meeting

Moved By: Councillor Dave Rowe

Seconded By: Councillor Karen Siermachesky

That the Public Hearing be closed, and that Council revert to the Regular Meeting, the time being 5:42 p.m.

CARRIED

6 Approve Minutes

Resolution: 6.1 **Regular Meeting of Council held June 23, 2025**
2025.241 **Moved By:** Councillor Marilyn Scott
Seconded By: Councillor Karen Siermachesky

That the Minutes of the Regular Meeting of Council held June 23, 2025 be approved as recorded, and circulated.

CARRIED

7 Delegations

Resolution: 7.1 **Lorena Taquiqui - 512 Main Street Water/Sewer Line Billing**
2025.242 **Moved By:** Councillor Larry Jorgenson
Seconded By: Councillor Marilyn Scott

That this presentation be accepted for information and filed.

CARRIED

Resolution: 7.1.1 **Further**
2025.243 **Moved By:** Councillor Karen Siermachesky
Seconded By: Councillor Marilyn Scott

That this matter be referred back to Administration for follow-up.

CARRIED

8 Correspondence

Resolution: 8.1 **Items Received for Information Only**
2025.244 **Moved By:** Councillor Dave Rowe
Seconded By: Councillor Karen Siermachesky

That the following correspondence be accepted for information:

1. Central Area Transportation Planning Committee Meeting
Minutes dated March 26, 2025

CARRIED

9 Committee Reports

9.1 Vacate Chair

Mayor Muench vacated the Chair and Deputy Mayor Jorgenson presided at 6:10pm.

Resolution: 9.2 **Executive Committee Meeting held July 14, 2025**
2025.245 **Moved By:** Councillor Roger Korte
Seconded By: Councillor Marilyn Scott

That the Minutes of the Executive Committee Meeting held July 14, 2025 be accepted for information.

CARRIED

Resolution: 9.3 **Humboldt & District Museum & Gallery Board Meeting June 13, 2025**
2025.246 **Moved By:** Councillor Dave Rowe
Seconded By: Councillor Karen Siermachesky

That the Minutes of the Humboldt & District Museum & Gallery Board Meeting held June 13, 2025 be accepted for information.

CARRIED

10 Bylaws

Resolution: 2025.247 10.1 Recommendation - Planning Coordinator - Bylaw No. 15/2025 - The South Area Structure Plan
Moved By: Councillor Dave Rowe
Seconded By: Councillor Sarah McInnis

That this report be accepted for information and filed.

CARRIED

Resolution: 2025.248 10.1.1 Bylaw No. 15/2025 - First Reading
Moved By: Councillor Roger Korte
Seconded By: Councillor Marilyn Scott

Resolved that Bylaw No. 15/2025, known as the South Area Structure Plan, be introduced and read a first time.

CARRIED

Resolution: 2025.249 10.1.2 Bylaw No. 15/2025 - Second Reading
Moved By: Councillor Dave Rowe
Seconded By: Councillor Sarah McInnis

Resolved that Bylaw No. 15/2025, known as the South Area Structure Plan, be read a second time.

CARRIED

Resolution: 2025.250 10.1.3 Bylaw No. 15/2025 - Given Three Readings
Moved By: Councillor Marilyn Scott
Seconded By: Mayor Rob Muench

Resolved that Bylaw No. 15/2025, known as the South Area Structure Plan, be given all three readings at this meeting.

CARRIED UNANIMOUSLY

Resolution: 2025.251 10.1.4 Bylaw No. 15/2025 - Third Reading
Moved By: Councillor Roger Korte
Seconded By: Councillor Karen Siermachesky

Resolved that Bylaw No. 15/2025, known as the South Area Structure Plan, be read a third time and now be adopted.

CARRIED

10.2 Resume Chair

Mayor Muench resumed the Chair, the time being 6:16 p.m.

11 New Business

Resolution: 2025.252 11.1 Recommendation - City Controller - Council Appointment to Boards and Committees
Moved By: Councillor Marilyn Scott
Seconded By: Councillor Sarah McInnis

That the following Council appointments be made for the remainder of 2025:

- Reid-Thompson Public Library Board: Councillor Karen Siermachesky
- Wapiti Regional Library Board: Councillor Karen Siermachesky
- Humboldt District Hospital Foundation: Councillor Roger Korte
- Humboldt Golf Club: Councillor Larry Jorgenson, Director of Leisure Services Michael Ulriksen.

CARRIED

- Resolution: 2025.253 11.2 Recommendation - City Controller - Council Appointment to City Positions**
Moved By: Councillor Roger Korte
Seconded By: Councillor Dave Rowe
- That the following appointments be made to City Positions pursuant to provincial requirements be made for the remainder of 2025;
- I. Business Licensing Inspector and Community Safety Officer – Bruce Ehalt
 - II. Building Inspectors from Municode – Amanda Kaufmann
 - III. Development Officer – Mike Kwasnica, Director of Protective Services
- CARRIED**
- Resolution: 2025.254 11.3 Recommendation - City Controller - Mobility Van Operations**
Moved By: Councillor Karen Siermachesky
Seconded By: Councillor Roger Korte
- That the City of Humboldt approve the sole source procurement of Mobility Van operations to J & D Courier Services for a contracted cost of \$5,000 per month, with an additional fee of \$925 per month for the sharing of storage costs, for a term of one year.
- CARRIED**
- Resolution: 2025.255 11.4 Recommendation - Assessor - Downtown Revitalization Tax Exemption Policy 4215 Revision**
Moved By: Councillor Dave Rowe
Seconded By: Councillor Marilyn Scott
- That policy 4215 be amended to include updates as shown in the attached policy.
- CARRIED**
- Resolution: 2025.256 11.5 Recommendation - Director of Cultural Services - Community Economic Development Initiative (CEDI) Update**
Moved By: Councillor Roger Korte
Seconded By: Councillor Karen Siermachesky
- That the Mayor and Council support the participation in First Nation-Municipal Community Economic Development Initiative (CEDI) from the date of this Council Resolution until March 2027.
- CARRIED**
- Resolution: 2025.257 11.6 Recommendation - Planning Coordinator - Discretionary Use - Construction Trade - Unit 6, 520 9th Street**
Moved By: Councillor Roger Korte
Seconded By: Councillor Dave Rowe
- That a discretionary use be approved to operate a Construction Trade at Unit 6, 520 9th Street, legally described as Lot 30 – Block 6 – Plan 99H01872, with the condition that no activities be undertaken that will create excessive noise, glare, dust, or odours.
- CARRIED**
- Resolution: 2025.258 11.7 Recommendation - Marketing & Development Manager - 101st St Lots Listing Price**
Moved By: Councillor Larry Jorgenson
Seconded By: Councillor Dave Rowe

That the proposed table of “List Prices” for the 11 lots on the east side of 101st Street be approved.

CARRIED

12 Enquiries

Councillor McInnis enquired with residents concerns with respects to parking near St Augustine School during daycare drop off. The Director of Public Works and Director of Protective Services responded that the City can explore communications to the culprits to advise them of the legal parking requirements in the neighbourhood.

Councillor McInnis enquired regarding grass cutting on a property along 5th street and another on 3rd avenue. The Director of Protective Services responded that the City is adressing the concerns.

Mayor Muench enquired regarding concerns with the public cemetery, a member of the public had with the current state of aging graves in the cemetery. The City Manager responded that the Director of Leisure Services will be in touch with the mayor to review the concerns.

Resolution:
2025.259

13 Committee of the Whole

Moved By: Councillor Roger Korte

Seconded By: Councillor Sarah McInnis

That we sit in a private session as Committee of the Whole, the time being 7:18 p.m.

CARRIED

13.1 Authority

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

13.2 Present in the Committee of the Whole

Mayor Rob Muench, Councillor Larry Jorgenson, Councillor Roger Korte, Councillor Sarah McInnis, Councillor Dave Rowe, Councillor Marilyn Scott, Councillor Karen Siermachesky, City Manager Joe Day, City Controller Jace Porten, Director of Protective Services Mike Kwasnica, Marketing and Development Manager Jarrett Delbridge, Communications Coordinator Angie Rolheiser.

13.3 Marketing and Development Manager - Lot Pricing

13.4 Director of Protective Services - Wildfire Response Update

13.5 Finance Manager - RCMP Multi-Year Financial Plan Authorization

Resolution:
2025.260

13.6 Revert

Moved By: Councillor Marilyn Scott

Seconded By: Councillor Sarah McInnis

That Council revert to the Regular Meeting, the time being 8:14 pm.

CARRIED

Resolution:
2025.261

13.7 Recommendation - Marketing & Development Manager - Lot Pricing

Moved By: Councillor Roger Korte

Seconded By: Councillor Karen Siermachesky

That the proposed table of “Fair Market Values” for the 11 lots on the east side of 101st Street be approved.

CARRIED

Resolution: 2025.262 13.8 Recommendation - Director of Protective Services - Wildfire Response Update

Moved By: Councillor Larry Jorgenson

Seconded By: Councillor Dave Rowe

That the City of Humboldt supports the continued collaboration with the SPSA on future emergency deployments where appropriate, and that firefighter remuneration for the 2025 forest fire response be approved as recommended in the Financial Implications section of this report, retroactive to May 30, 2025.

CARRIED

Resolution: 2025.263 13.9 Recommendation - Finance Manager - RCMP Multi-Year Financial Plan Authorization

Moved By: Councillor Dave Rowe

Seconded By: Councillor Roger Korte

That the Mayor be authorized to sign the RCMP Municipal Police Service – Multi-Year Financial Plan (April 1, 2026 to March 31, 2031).

CARRIED

Resolution: 2025.264 14 Adjourn
Moved By: Councillor Larry Jorgenson
Seconded By: Councillor Roger Korte

That we do now adjourn, the time being 8:16 p.m.

CARRIED