

**MINUTES OF THE REGULAR PLANNING COMMITTEE MEETING OF THE CITY OF NORTH BATTLEFORD HELD VIA ZOOM AND IN COUNCIL CHAMBERS, MONDAY, NOVEMBER 21<sup>ST</sup>, 2022 COMMENCING AT 5:15 P.M.**

**MEMBERS PRESENT:**

Mayor David Gillan

Councillors Kelli Hawtin  
Thomas Ironstand  
Greg Lightfoot  
Kent Lindgren  
Len Taylor

**REGRETS:**

Councillor Ross MacAngus

**ADMINISTRATION PRESENT:**

Randy Patrick, City Manager  
Stacey Hadley, City Clerk  
Brent Nadon, Director of Finance  
Lindsay Holm, Director of Protective Services  
Cheryl DeNeire, Director of Parks & Recreation  
Stewart Schafer, Director of Operations  
Margarita Pena, Finance Manager  
Jeff Blanchard, Environmental Manager  
Candace Toma, Public Relations Coordinator  
Dustin MacDonald, Communications Administrator

**OTHERS PRESENT:**

Jayelle Bischoff, Allnorth Consulting  
Kori Humenny, Executive Director, BID  
Derrek Schmidt, Board Chair, BID

Deputy Mayor Hawtin called the meeting to order at 6:00 p.m.

**AGENDA**

19/22 BE IT RESOLVED That the Planning Committee Agenda for November 21<sup>st</sup>, 2022, be approved.

Moved by Councillor Taylor  
CARRIED



## MINUTES

20/22 BE IT RESOLVED That the Minutes of the Planning Committee Meeting held October 17<sup>th</sup>, 2022, be adopted.

Moved by Councillor Lightfoot  
CARRIED

The City Manager welcomed and introduced Jan Swanson, new Economic Development Manager for the City of North Battleford to City Council.

## DELEGATIONS

DOWNTOWN BUSINESS IMPROVEMENT DISTRICT  
Re: 2023 Budget Presentation

Derrek Schmidt and Kori Humenny were in attendance to present the Downtown Business Improvement District's 2023 Budget for Council's approval and discussion was held regarding ongoing activities and initiatives.

*D. Schmidt and K. Humenny left the meeting at 6:10 p.m.*

## CITY PLANNER

Re: Allnorth Consulting

Jayelle Bischoff was in attendance to present information regarding the City of North Battleford's core assets and current levels of service with respect to water, wastewater sidewalks, roads, and flood protection and to provide recommendations for a long term risk management plan.

*J. Bischoff left the meeting at 6:44 p.m.*

## NEW BUSINESS

## CITY PLANNER

Re: 2023 UPAR Update

The City Planner provided information to the Committee regarding the Underground Pipe and Asphalt Replacement Program projects for 2023 and it was noted that the proposed work is based on the 2023 budget increase.



Re: Proposed Zoning Bylaw Amendment – Temporary Billboards

The City Planner provided information to Planning Committee regarding the definition of “Temporary Use” as it relates to the placement of billboards outside of the current corridor on a discretionary basis.

Discussion was held regarding the intent of discretionary uses and it was noted that a fixed time will be applied to all temporary billboards should the proposed bylaw amendment be adopted.

**DIRECTOR OF PARKS & RECREATION**

Re: Cemeteries Bylaw No. 2133

The Director of Parks & Recreation presented the proposed Cemeteries Bylaw No. 2133 to the Committee noting significant changes to the layout and organization of the document, that the bylaw required general updating and that rate increases have been included within the proposed draft.

Discussion was held regarding the methodology behind the proposed rate increases including perpetual care fees.

*Planning Committee recommended proposed Cemeteries Bylaw No. 2133 to the Regular Council Meeting on November 28<sup>th</sup>, 2022, for consideration.*

**CORRESPONDENCE**

**MINISTRY OF ENVIRONMENT**

Re: Environmental Compliance Audit – Drinking Water Advisories

The Director of Operations provided an update noting that the City of North Battleford has been selected to undergo an Environmental Compliance Audit, scheduled January 31 – February 2, 2023.

**REPORTS**

**DIRECTOR OF OPERATIONS**

Re: Fall Compost Collection Program Report

The Director of Operations presented the Fall Compost Collection Program report. No discussion was held regarding this matter.



## INQUIRIES

Discussion was held regarding various inquiries of Council.

## IN CAMERA

21/22 BE IT RESOLVED That pursuant to Section 94 of the *Cities Act*, Part III of the *Local Government Freedom of Information and Protection of Privacy Act*, and as outlined in the Procedure Bylaw No. 2108, Schedule "A", That the Meeting move In Camera at 7:28 p.m.

Moved by Councillor Taylor  
CARRIED

22/22 BE IT RESOLVED That Planning Committee reconvene to open session at 8:42 p.m.

Moved by Councillor Lindgren  
CARRIED

**NEXT MEETING DATE** – Monday, January 16<sup>th</sup>, 2023, commencing at 5:15 p.m.

## ADJOURNMENT

23/22 BE IT RESOLVED That the meeting adjourn at 8:43 p.m.

Moved by Councillor Lightfoot  
CARRIED

