



**City of Humboldt**  
**February 10, 2025 - Executive Committee Meeting - 06:00 PM**

- 1 Call To Order**
- 2 Land Acknowledgement**
- 3 Adopt Agenda**
  - 3.1 Conflict of Interest
- 4 Delegations - N/A**
- 5 Correspondence - N/A**
- 6 Reports From Administration**
  - 6.1 Director of Protective Services' Reports
    - 📎 Report - Director of Protective Services
  - 6.2 City Controller's Report
    - 📎 Report - City Controller
  - 6.3 Director of Cultural Services' Report
    - 📎 Report - Director of Cultural Services
  - 6.4 Director of Leisure Services' Report
    - 📎 Report - Director of Leisure Services
  - 6.5 Director of Public Works' Report
    - 📎 Report - Director of Public Works
  - 6.6 Planning Coordinator's Report
    - 📎 Report - Planning Coordinator
- 7 New Business**
  - 7.1 Recommendation - City Controller - Amend Council Procedures Bylaw
    - 📎 Report - Amend Council Procedures Bylaw
  - 7.2 Recommendation - Director of Leisure Services - Cemetery Bylaw Review
    - 📎 Report - Cemetery Bylaw Review
- 8 Enquiries**
- 9 Committee of the Whole**
- 10 Next Meeting**
- 11 Adjourn**



## CITY OF HUMBOLDT REPORT

**TITLE:** Director of Protective Services Report  
**PREPARED BY:** Mike Kwasnica, Director of Protective Services  
**REVIEWED BY:** Joe Day, City Manager  
**PREPARED FOR:** Executive Committee  
**DATE:** February 10, 2025

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### RECOMMENDATION

That this report be accepted for information and filed.

### BACKGROUND

This report reflects the activities of the protective services for the month of January 2025.

### CURRENT SITUATION

Notable information and updates:

#### 1. Fire Department -

- In City Area: 8 responses
  - 2 - Fire alarm response.
  - 1 – Stars Landing at HDH
  - 2 – Report of smoke in a building
  - 1 - Positive CO readings in a business
  - 1 - report of a fireplace malfunction
  - 1 – Provided the Paramedic course from Carleton Trail College with a mock vehicle accident and extrication demo.
- Weekend Standbys: 0
  - 0
- Fire Department Practice:
  - Reviewed SOP's and did annual FIT testing for the members.
  - Emergency Vehicle Operator Course – Completed 3 modules for the regulations around operating emergency vehicles and the operating guidelines as well.
- HDFPA Area: 1 response
  - 1 – Skid steer fire
- Conducted 11 Fire inspections in January.

## 2. Emergency Measures Operations

Communication between Ray Unrau and the group is continuing, Ray has started meeting with the communities to discuss the current state of each community and creating plans for the next steps of performing hazard assessments for each community.

## 3. Occupational Health and Safety

- Safety Orientation for 1 new CoH Employee
  - Quarterly Meeting with WCB
  - Site Inspection of Arena, Sask. OHS Officer-Cindy Soles
  - Violence Policy Template
  - Conducted Workplace Violence Risk Assessment- All Departments
  - Revising Onboarding Procedure with HR
  - Incident Investigation
  - Site Visits/Audits/Discussions
- 
- Safety Orientations for Employees and Contractors
  - Developing Onboarding Checklist for each Department
  - Violence Policy and Prevention Plan Development
  - Audit- Corrective Action Plan Items

### OPTIONS

1. Approve the recommendation.
2. Not approve of the recommendation.

### ATTACHMENTS

RCMP Report for January.

CSO Report for January.

### COMMUNICATION AND ENGAGEMENT

No external communications or engagement required.

### FINANCIAL IMPLICATION

N/A

### CONCLUSION

All areas within Protective Services continue to see increases in service.

NCO i/c RCMP  
Box 1480  
Humboldt, Sask.  
S0K 2A0

February 3, 2025

City of Humboldt  
Box 640  
Humboldt, Sask.  
S0K 2A0

City of Humboldt – Updated Police Report for the Month of January, 2025.

Please find the attached Police Report for the month of January 2025.

Reported incidents are down this month (100) as compared to last month (123), and up from January 2024 (97). Traffic charges are up this month (24) compared to last month (22) and up from January 2024 (15).

There were (5) reported False Alarms this month. This is down from last month (9), and up from January 2024 (3).

Criminal Record Checks are completed on a walk-in basis on Tuesday, Wednesday and Thursday of every week. No appointments are needed. The total number of record checks completed this month was 115.

If you have any questions or concerns, please feel free to contact us at your convenience.

Yours truly,



S/Sgt Rod Rudnisky  
Detachment Commander - Humboldt RCMP

**HUMBOLDT CITY DETACHMENT**

**FALSE ALARM REPORT**

**MONTH OF JANUARY 2025**

|          | <b>DATE</b>       | <b>HOURS</b> | <b>LOCATION</b>                                | <b>OVERTIME</b> | <b>ATTENDED</b> |
|----------|-------------------|--------------|--|-----------------|-----------------|
| <b>1</b> | <b>2025-01-10</b> | <b>11:26</b> | <b>324 Main Street – Royal Canadian Legion</b> | <b>N</b>        | <b>Y</b>        |
| <b>2</b> | <b>2025-01-11</b> | <b>19:55</b> | <b>615 17 Street – Humboldt Collegiate</b>     | <b>N</b>        | <b>N</b>        |
| <b>3</b> | <b>2025-01-15</b> | <b>04:07</b> | <b>2315B 8 Avenue – Discovery Edge</b>         | <b>N</b>        | <b>N</b>        |
| <b>4</b> | <b>2025-01-17</b> | <b>22:32</b> | <b>10467 8 Avenue – Kirsch Construction</b>    | <b>N</b>        | <b>Y</b>        |
| <b>5</b> | <b>2025-01-24</b> | <b>19:29</b> | <b>2311 8 Avenue – Affinity Credit Union</b>   | <b>N</b>        | <b>Y</b>        |

## HUMBOLDT CITY DETACHMENT

### POLICING STATISTICS

#### MONTH OF JANUARY 2025

| HUMBOLDT MUNICIPAL<br>2024 | HUMBOLDT MUNICIPAL<br>2025 | OFFENCE CATEGORY  |
|----------------------------|----------------------------|---|
| 5                          | 3                          | MVA's (Fatal/injury/Property Damage)                                |
| 15                         | 24                         | Traffic Offences (Charges Laid)                                     |
| 3                          | 9                          | Traffic Offences (No Charges Laid)                                  |
| 0                          | 0                          | Traffic Offences (Criminal Code)                                    |
| 0                          | 1                          | Impaired Operation of Motor Vehicle                                 |
| 0                          | 0                          | Dangerous Driving (Criminal Code)                                   |
| 19                         | 18                         | Provincial Statues  |
| 0                          | 0                          | Municipal Bylaws  |
| 4                          | 2                          | Other Criminal Code/Federal   |
| 4                          | 0                          | Offensive Weapons   |
| 0                          | 1                          | Drug Trafficking  |
| 1                          | 0                          | Drug Possession   |
| 0                          | 1                          | Sexual Offences   |
| 3                          | 1                          | Robbery/Extortion/Harassments/Threats                               |
| 1                          | 2                          | Assaults  |
| 7                          | 1                          | Theft Under \$5,000/Possess Stolen Prop.                            |
| 0                          | 0                          | Theft Over \$5,000/Theft of motor vehicle                           |
| 7                          | 13                         | Mischief  |
| 3                          | 0                          | Frauds  |
| 1                          | 2                          | Break, Enter and Theft  |
| 3                          | 5                          | False Alarms  |
| 21                         | 17                         | Other (Susp vehicle, animal calls, missing person, wellbeing check) |
| 97                         | 100                        | Total Calls   |



## CITY OF HUMBOLDT REPORT

**TITLE:** CSO Report for January 2025  
**PREPARED BY:** Justin Tarrant, Community Safety Officer  
**REVIEWED BY:** Mike Kwasnica, Director of Protective Services  
**PREPARED FOR:** Executive Committee  
**DATE:** February 4, 2025

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### **RECOMMENDATION**

That this report be accepted for information and filed.

### **BACKGROUND**

This report reflects the activities of the CSO for the month of January 2025.

### **CURRENT SITUATION**

January was similar to December in regards to complaints and concerns. There is an above normal accumulation of snow so far this year and people leaving vehicles in snowbanks or piling snow where it doesn't belong continues to be the largest bylaw concerns. Stunting and Cellphones continue to be the two biggest traffic concerns.

There was one vehicle impounded for being parked on city streets without valid plates. And another where we could work with the owner to plate the vehicle before impounding. This brings the total to four vehicles in impound.

The CSO attended court 3 days in December.

The CSO addressed the following violations/concerns:

#### **Traffic/Parking Bylaw:**

During the month of January 6 bylaw tickets were issued and 2 vehicles buried in snow were addressed.

#### **Traffic Safety Act:**

During the month of January there were approximately 12 traffic stops completed, resulting in 7 summary offence tickets.

Tickets for January included:

- 1 – 32(1) – drive without a license

- 1 – 38(1) – Fail to follow license restriction or endorsement.
- 1 – 199(1)(b) – exceed speed limit
- 4 – 241.1(2) – use electronic communications device

**Property Maintenance:**

January had 3 complaints or concerns.

**Animal Control:**

January had 2 concerns for animal control

**RCMP Assists:**

January had 4 assists

These included serving subpoenas, summons, and an investigation for impaired driver.

**OPTIONS**

1. Approve the recommendation.
2. Not approve the recommendation.

**ATTACHMENTS**

None.

**COMMUNICATION AND ENGAGEMENT**

The CSO has spoken with many homeowners and private operators about proper snow removal. As well as numerous vehicles left in the roads to be buried by the graders.

**FINANCIAL IMPLICATION**

N/A

**CONCLUSION**

Continued communication and proactive measures are essential in maintaining and enhancing community safety. The CSO program is committed to addressing community concerns and complaints both through communication and enforcement.





## CITY OF HUMBOLDT REPORT

**TITLE:** City Controller's Report  
**PREPARED BY:** Jace Porten, City Controller  
**REVIEWED BY:** Joe Day, City Manager  
**PREPARED FOR:** Executive Committee  
**DATE:** February 10, 2025

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### RECOMMENDATION

That this report be accepted for information and filed.

### BACKGROUND

The report typically provides actual revenue and expenditure information for year-to-date operations of the City, in comparison to budgeted activities and comparison to the previous year. In the absence of the Director of Corporate Services, it will also provide an update on the ongoings of the Corporate Services department.

### CURRENT SITUATION

#### Corporate Services

To utilize the funding from the Rural Transit Solutions Fund grant, Corporate Services will soon issue Requests for Proposals (RFPs) for both an additional para-transit vehicle and an on-demand scheduling platform. The RFP for the para-transit vehicle anticipated that we will seek proposals for a van that will be equipped with a lift. Project expenses are to be incurred by September 30, 2025, the RFPs will be issued to allow for adequate vehicle delivery dates through production. Further consultations are still planned to determine the long-term development of a comprehensive transit program and assess public transit needs.

Due to a scheduling conflict with the 2025 SUMA Convention and Tradeshow in Saskatoon, which many council members and senior administration plan to attend, Administration recommends rescheduling the April Executive Committee meeting. Instead of the originally scheduled April 14th, the meeting would be moved to April 7th.

Administration has explored options for in-person council training sessions and recommends a four-hour session with Keith Comstock from the Johnson Shoyama Graduate School of Public Policy. Mr. Comstock's proposed session will cover Governance Basics, Roles and Relationships, and Effective Governance Work.



The Downtown Business Improvement District (DBID) has requested a street closure for their annual Streetfest event to be hosted August 22<sup>nd</sup> and 23<sup>rd</sup>. A report regarding their request to close Main Street from 5th to 8th Avenue will be presented at the upcoming February Regular Council meeting.

**COMMUNICATION AND ENGAGEMENT**

No external communications or engagement required.

**ATTACHMENTS**

- Proposal from Johnson Shoyama Graduate School.
- December 2024 Payment Listing
- January 2025 Payment Listing
- BMO Statement, ending December 15, 2024
- BMO Statement, ending January 15, 2025

**FINANCIAL IMPLICATION**

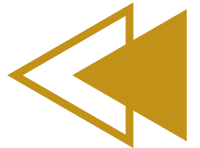
There are no direct financial implications of this report.

**CONCLUSION**

Recommend that the City Controller's Report be accepted as presented.



# COUNCIL ORIENTATION



*for*

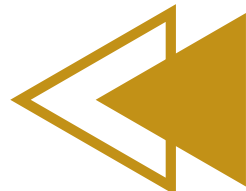
*City of Humboldt, Saskatchewan*



**JOHNSON  
SHOYAMA**

## *Working Towards Governance Excellence*

Prepared by Executive Education  
Johnson Shoyama Graduate  
School of Public Policy



# Good Governance and Why it Matters

The Johnson Shoyama Graduate School (JSGS) has been engaged in governance training since 2010. In 2017, JSGS developed a program specifically for the Saskatchewan public sector and not-for-profit entities. We continued to expand our governance offerings through a partnership with the First Nations University of Canada and tailored programs for specific audiences including municipal governance and boards of revision training.

In January 2025, we launched the *Governance Essential for the Municipal Sector (GEMS)* program; delivered fully online with the goal of providing elected municipal leaders with the insights, knowledge and understanding to govern their municipality with confidence.

Good governance provides the direction setting, oversight and accountability to ensure an organization reaches their goals and remains sustainable long term. At JSGS our mission is to research and train participants in governance best practices to ensure participants have both a deeper understanding of key concepts and an enhanced ability to ensure a board is functioning at its best.



## Governance Basics

Our governance programs break down the primary responsibilities of a council into two main areas: Setting Direction and Monitoring and Reporting. During the session we will cover both areas but with a focus on Clarity of Purpose and ensuring council has a common vision of priorities and the future.



## Roles and Relationships

Do all councillors understand where their roles start and stop? Are the relationships with administration and other levels of government working well? We will focus on chain of command and communication issues that can arise, and the importance of building and maintaining effective relationships.



## Effective Governance Work

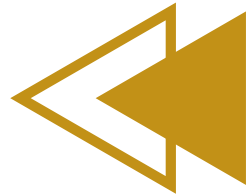
Effective teams are comprised of effective individuals. We will explore how council members can improve the overall effectiveness of their own work, while contributing to the larger team. We will share best practices in problem solving, infrastructure stewardship, and, establishing a positive culture around the council table.

## Our Approach and What is Included



|                             |  |
|-----------------------------|--|
| <p>Workshop Development</p> | <ul style="list-style-type: none"> <li>• Development of a custom half day governance workshop for the City of Humboldt.</li> <li>• The City of Humboldt will provide any relevant documents, policies or reports that may help JSGS ensure an effective and useful session.</li> <li>• Participants will be provided with workshop materials to review approximately a week before the session.</li> </ul> |
| <p>The Actual Day</p>       | <ul style="list-style-type: none"> <li>• Delivery of the 4-hour session either in person in the City of Humboldt space (or delivered online via zoom)</li> <li>• An interactive session that takes advantage of adult learning strategies and activities.</li> </ul>   |
| <p>Program Cost</p>         | <p>Workshop materials and the development &amp; delivery of a 4 hour session has a fee of \$3,000. This fee covers the materials and facilitation and travel for the facilitator. All other costs, such as venue, AV and catering (if any), is the responsibility of the Client.</p>   |
| <p>After Session</p>        | <p>1 hour debrief session to be held virtually, if requested (to take place within 1 month of the delivered workshop)</p>  |
| <p>Online Option</p>        | <p>This session can be moved online (via zoom) in the event of inclement weather.</p>  |





## The JSGS Facilitators



**Keith Comstock** joined Saskatchewan's public service in 1979; his career included many years of direct community development work and stints as the province's lead on the cultural industries file, as manager of Legislation and Regulation for Municipal Affairs, and as Executive Director of Strategy and Sector Relations. Keith spent the last 8 years of his public service as Assistant Deputy Minister of Government Relations, and was responsible for Community Planning, Northern Municipal Services, Municipal Infrastructure and Finance, and Advisory Services and Municipal Relations. After joining the Johnson Shoyama Graduate School of Public Policy in 2019, Keith worked on developing a 3-day governance course designed for municipal leaders that was launched in the fall of 2020. This program was then further developed into the online *Governance Essentials for the Municipal Sector* program (GEMS) where participants can earn the Municipal Sector Governance designation (MS.Gov) upon successful completion of the course and exam. This program is available to ensure easy access to hard-working Councils across Saskatchewan.

## What happens next?

Please review our proposal and let us know if it meets your needs. If our approach is a good match, we can move to choosing a date and customizing the content. If we missed something, just let us know and we can revisit our understanding and update the proposal for your consideration.

Please send your proposal response to: [andrea.geisbauer@uregina.ca](mailto:andrea.geisbauer@uregina.ca)

## December 2024 Payment Listing

| Date       | Payment Number | Vendor Name                    | Amount Paid |
|------------|----------------|--------------------------------|-------------|
| 2024-12-02 | CHAMBERS 1224  | Chambers of Commerce Group Ins | \$24,320.00 |
| 2024-12-02 | Pre-Authorized | Elavon                         | \$684.79    |
| 2024-12-02 | Pre-Authorized | Moneris                        | \$436.89    |
| 2024-12-04 | BMO CC 1124    | BMO MasterCard                 | \$22,365.03 |
| 2024-12-05 | Pre-Authorized | RBC Royal Bank                 | \$503.41    |
| 2024-12-05 | 44110          | AltaWest Group Ltd             | \$19,204.50 |
| 2024-12-05 | 44111          | David Coombs                   | \$100.00    |
| 2024-12-05 | 44112          | Julieann Dressler              | \$200.00    |
| 2024-12-05 | 44113          | Harlan Fairbanks               | \$586.05    |
| 2024-12-05 | 44114          | Gerry Howe                     | \$100.00    |
| 2024-12-05 | 44115          | Bev Korosi                     | \$50.00     |
| 2024-12-05 | 44116          | Robert Muench                  | \$16.65     |
| 2024-12-05 | 44117          | NorthEastNow                   | \$157.50    |
| 2024-12-05 | 44118          | Postmedia Payment Centre       | \$61.35     |
| 2024-12-05 | 44119          | Receiver General of Canada     | \$41,149.53 |
| 2024-12-05 | 44120          | The Stew                       | \$146.00    |
| 2024-12-05 | 44121          | CRONE JENNIFER                 | \$108.78    |
| 2024-12-05 | 44122          | MARDELL ALLISON                | \$61.31     |
| 2024-12-05 | 44123          | JAEB MELVIN                    | \$35.46     |
| 2024-12-05 | 44124          | HARDES BREHANNA & KEN          | \$30.20     |
| 2024-12-05 | 44125          | FRAMED INDUSTRIAL SOLUTIONS    | \$27.04     |
| 2024-12-05 | 44126          | THIBAULT JESSE & PARKER LILA   | \$178.92    |
| 2024-12-05 | 44127          | ROSS SILEESHA                  | \$93.42     |
| 2024-12-05 | EFT04839       | Michael Behiel                 | \$83.35     |
| 2024-12-05 | EFT04840       | Coca-Cola Canada Bottling Limi | \$2,913.37  |
| 2024-12-05 | EFT04841       | Complete Distribution Services | \$568.83    |
| 2024-12-05 | EFT04842       | Direct Drive Taxi              | \$4,641.00  |
| 2024-12-05 | EFT04843       | Earthworks Equipment Corp.     | \$827.64    |
| 2024-12-05 | EFT04844       | Eecol Electric Corp            | \$734.59    |
| 2024-12-05 | EFT04845       | Jennifer Fitzpatrick           | \$700.00    |
| 2024-12-05 | EFT04846       | Golden West Broadcasting Ltd.  | \$4,139.10  |
| 2024-12-05 | EFT04847       | HBI Office Plus Inc.           | \$1,331.38  |
| 2024-12-05 | EFT04848       | Hergott Electric Ltd.          | \$832.84    |
| 2024-12-05 | EFT04849       | Humboldt Minor Hockey Associat | \$0.01      |
| 2024-12-05 | EFT04850       | Old Dutch Foods Ltd.           | \$263.59    |
| 2024-12-05 | EFT04851       | Prairie Meats                  | \$1,263.22  |
| 2024-12-05 | EFT04852       | Pratts Wholesale Ltd.          | \$2,425.05  |
| 2024-12-05 | EFT04853       | Quill Creek Farms              | \$550.20    |
| 2024-12-05 | EFT04854       | Ricoh Canada Inc.              | \$67.93     |
| 2024-12-05 | EFT04855       | Toshiba Business Solutions     | \$85.81     |
| 2024-12-05 | EFT04856       | Van Houtte Coffee Services Inc | \$1,439.41  |
| 2024-12-05 | EFT04857       | Wilco Contractors Southwest In | \$8,880.00  |
| 2024-12-05 | Nov-24         | Ministry of Finance            | \$55,975.39 |
| 2024-12-11 | Pre-Authorized | RBC Royal Bank                 | \$97.35     |
| 2024-12-13 | 44128          | Canoe Procurement Group of Can | \$1,414.51  |

|            |          |                                |             |
|------------|----------|--------------------------------|-------------|
| 2024-12-13 | 44129    | Capital H2O Systems Inc.       | \$727.34    |
| 2024-12-13 | 44130    | Carr McLean                    | \$618.11    |
| 2024-12-13 | 44131    | Christensen, Terry             | \$140.00    |
| 2024-12-13 | 44132    | Fastrack Logistics             | \$20.00     |
| 2024-12-13 | 44133    | Marliss Fleischhacker          | \$443.99    |
| 2024-12-13 | 44134    | Humboldt Collegiate Institute  | \$750.00    |
| 2024-12-13 | 44135    | Investor's Group Trust Co. #90 | \$300.00    |
| 2024-12-13 | 44136    | Johnny's Bistro                | \$483.76    |
| 2024-12-13 | 44137    | Magnetsigns Humboldt           | \$1,018.50  |
| 2024-12-13 | 44138    | Darin Pray                     | \$289.38    |
| 2024-12-13 | 44139    | Pauline Rath                   | \$754.31    |
| 2024-12-13 | 44140    | Receiver General of Canada     | \$44,660.28 |
| 2024-12-13 | 44141    | Schidlowsky, Matt              | \$195.51    |
| 2024-12-13 | 44142    | Barrett Smith                  | \$32.07     |
| 2024-12-13 | EFT04858 | Pamela Adam                    | \$457.55    |
| 2024-12-13 | EFT04859 | Allied Infrastructure          | \$28,835.63 |
| 2024-12-13 | EFT04860 | Brockman Enterprises Ltd.      | \$3,148.82  |
| 2024-12-13 | EFT04861 | Canadian Union of Public Emplo | \$4,667.45  |
| 2024-12-13 | EFT04862 | Canadian National              | \$15.75     |
| 2024-12-13 | EFT04863 | Canadian Linen & Uniform Servi | \$136.46    |
| 2024-12-13 | EFT04864 | Catterall & Wright             | \$12,143.51 |
| 2024-12-13 | EFT04865 | Citation Canada Inc.           | \$0.01      |
| 2024-12-13 | EFT04866 | Cleartech Industries Inc.      | \$2,765.08  |
| 2024-12-13 | EFT04867 | Coca-Cola Canada Bottling Limi | \$972.28    |
| 2024-12-13 | EFT04868 | Dafco Filtration Group         | \$761.37    |
| 2024-12-13 | EFT04869 | Discovery Ford Sales Ltd.      | \$210.00    |
| 2024-12-13 | EFT04870 | Eecol Electric Corp            | \$136.20    |
| 2024-12-13 | EFT04871 | Eternity Studios               | \$0.01      |
| 2024-12-13 | EFT04872 | Flocor                         | \$7,859.81  |
| 2024-12-13 | EFT04873 | Graphic Ad                     | \$1,408.59  |
| 2024-12-13 | EFT04874 | Grain Bags Canada              | \$686.65    |
| 2024-12-13 | EFT04875 | HBI Office Plus Inc.           | \$118.72    |
| 2024-12-13 | EFT04876 | Hergott Electric Ltd.          | \$3,845.05  |
| 2024-12-13 | EFT04877 | Humboldt Lumber Mart           | \$1,008.17  |
| 2024-12-13 | EFT04878 | Humboldt Minor Hockey Associat | \$121.80    |
| 2024-12-13 | EFT04879 | Ingerium-Canada's Museums of S | \$0.01      |
| 2024-12-13 | EFT04880 | Kirsch Construction            | \$1,890.00  |
| 2024-12-13 | EFT04881 | Lancaster Aviation Fuels       | \$3,363.37  |
| 2024-12-13 | EFT04882 | Lifesaving Society             | \$185.00    |
| 2024-12-13 | EFT04883 | Lo-Cost Propane                | \$1,125.81  |
| 2024-12-13 | EFT04884 | Millsap Fuel Distributors Ltd. | \$17,273.20 |
| 2024-12-13 | EFT04885 | Municipal Employees Pension Pl | \$24,959.24 |
| 2024-12-13 | EFT04886 | Municode Services Ltd.         | \$1,606.15  |
| 2024-12-13 | EFT04887 | Nixon Electrical Services Ltd  | \$113.22    |
| 2024-12-13 | EFT04888 | Noratek Solutions Inc.         | \$12,271.05 |
| 2024-12-13 | EFT04889 | NorthEastNow                   | \$0.01      |
| 2024-12-13 | EFT04890 | Purolator Courier Ltd.         | \$45.00     |



|            |                |                                |                |
|------------|----------------|--------------------------------|----------------|
| 2024-12-13 | EFT04891       | Quill Creek Farms              | \$361.56       |
| 2024-12-13 | EFT04892       | REACT Waste Management         | \$34,868.80    |
| 2024-12-13 | EFT04893       | Redhead Equipment              | \$2,055.50     |
| 2024-12-13 | EFT04894       | Ricoh Canada Inc.              | \$3,302.04     |
| 2024-12-13 | EFT04895       | SaskWater                      | \$171,059.12   |
| 2024-12-13 | EFT04896       | Saskatchewan Research Council  | \$101.59       |
| 2024-12-13 | EFT04897       | Sautner Concrete Services Inc. | \$47,405.33    |
| 2024-12-13 | EFT04898       | SENDR                          | \$48.20        |
| 2024-12-13 | EFT04899       | Donna Simpson                  | \$58.58        |
| 2024-12-13 | EFT04900       | South 20 Dodge Chrysler Ltd.   | \$891.13       |
| 2024-12-13 | EFT04901       | Strueby Plumbing & Heating     | \$71.79        |
| 2024-12-13 | EFT04902       | Toshiba Business Solutions     | \$673.83       |
| 2024-12-13 | EFT04903       | TWA - Head Office 00           | \$137.50       |
| 2024-12-13 | EFT04904       | United Rentals of Canada       | \$0.01         |
| 2024-12-13 | EFT04905       | Vinyl Expressions              | \$112.96       |
| 2024-12-13 | EFT04906       | Your Dollar Store With More    | \$59.39        |
| 2024-12-17 | 44143          | Success Office Systems         | \$15,303.31    |
| 2024-12-18 | Pre-authorized | RBC Royal Bank                 | \$67,341.97    |
| 2024-12-19 | 44144          | Big Brothers & Big Sisters     | \$1,800.00     |
| 2024-12-19 | 44146          | Con-Tech General Contractors L | \$2,539,978.52 |
| 2024-12-19 | 44147          | Focus Goaltending              | \$288.59       |
| 2024-12-19 | 44148          | Forever in Motion              | \$500.00       |
| 2024-12-19 | 44149          | Fountas, Louizo                | \$91.05        |
| 2024-12-19 | 44150          | Friends of the Museum          | \$280.00       |
| 2024-12-19 | 44151          | Humboldt Overhead Doors Ltd.   | \$222.00       |
| 2024-12-19 | 44152          | Humboldt Girls Softball        | \$1,500.00     |
| 2024-12-19 | 44153          | Humboldt & District Soccer Ass | \$2,000.00     |
| 2024-12-19 | 44154          | Humboldt Minor Baseball        | \$2,000.00     |
| 2024-12-19 | 44155          | Humboldt Karate Club           | \$750.00       |
| 2024-12-19 | 44156          | HUMBOLDT & AREA TEAM T1D       | \$2,000.00     |
| 2024-12-19 | 44157          | Humboldt Minor Basketball      | \$2,000.00     |
| 2024-12-19 | 44158          | Humboldt Stingrays Water Polo  | \$400.00       |
| 2024-12-19 | 44159          | Tiffany Martinka               | \$180.02       |
| 2024-12-19 | 44160          | Safe Community Humboldt & Area | \$1,000.00     |
| 2024-12-19 | 44161          | Saskatchewan Writers' Guild    | \$70.00        |
| 2024-12-19 | 44162          | Sobeys Humboldt                | \$1,135.01     |
| 2024-12-19 | 44163          | Teryn Ulriksen                 | \$60.00        |
| 2024-12-19 | EFT04907       | Brandt Tractor Ltd.            | \$144.86       |
| 2024-12-19 | EFT04908       | Canadian Linen & Uniform Servi | \$80.96        |
| 2024-12-19 | EFT04909       | Catterall & Wright             | \$125,077.97   |
| 2024-12-19 | EFT04910       | Citation Canada Inc.           | \$3,573.09     |
| 2024-12-19 | EFT04911       | Coca-Cola Canada Bottling Limi | \$2,070.26     |
| 2024-12-19 | EFT04912       | Complete Distribution Services | \$511.91       |
| 2024-12-19 | EFT04913       | D & M Fire Safety Systems      | \$207.38       |
| 2024-12-19 | EFT04914       | GFL Environmental Inc.         | \$0.01         |
| 2024-12-19 | EFT04915       | Grain Bags Canada              | \$9,997.63     |
| 2024-12-19 | EFT04916       | HBI Office Plus Inc.           | \$8.75         |

|            |                |                                |             |
|------------|----------------|--------------------------------|-------------|
| 2024-12-19 | EFT04917       | Hergott Electric Ltd.          | \$233.79    |
| 2024-12-19 | EFT04918       | Amelia Hillier                 | \$434.90    |
| 2024-12-19 | EFT04919       | Ingerium-Canada's Museums of S | \$1,575.00  |
| 2024-12-19 | EFT04920       | Lo-Cost Propane                | \$0.01      |
| 2024-12-19 | EFT04921       | MLT Aikins LLP                 | \$666.00    |
| 2024-12-19 | EFT04922       | Nelson Granite Limited         | \$733.95    |
| 2024-12-19 | EFT04923       | Office Experts                 | \$169.73    |
| 2024-12-19 | EFT04924       | Old Dutch Foods Ltd.           | \$57.33     |
| 2024-12-19 | EFT04925       | Prairie Meats                  | \$1,687.19  |
| 2024-12-19 | EFT04926       | Pratts Wholesale Ltd.          | \$3,936.05  |
| 2024-12-19 | EFT04927       | Quill Creek Farms              | \$198.65    |
| 2024-12-19 | EFT04928       | Rawlco Radio Ltd.              | \$2,940.00  |
| 2024-12-19 | EFT04929       | Rubber Stone Saskatoon         | \$0.01      |
| 2024-12-19 | EFT04930       | SUMA                           | \$0.01      |
| 2024-12-19 | EFT04931       | Tyler Dies Forge & Fabrication | \$14,430.00 |
| 2024-12-19 | EFT04932       | Van Houtte Coffee Services Inc | \$608.14    |
| 2024-12-19 | EFT04933       | Vipond Fire Protection         | \$1,890.00  |
| 2024-12-19 | EFT04934       | Your Dollar Store With More    | \$32.19     |
| 2024-12-20 | EFT04935       | Rubber Stone Saskatoon         | \$4,995.00  |
| 2024-12-24 | SK ENERGY 1124 | Sask Energy                    | \$18,372.16 |
| 2024-12-31 | 44208          | Animal Health Clinic of Humbol | \$160.95    |
| 2024-12-31 | 44209          | Leslie Blacklock               | \$4.20      |
| 2024-12-31 | 44210          | Allison Brandt Malinski        | \$65.10     |
| 2024-12-31 | 44211          | BREKER, ANDREW                 | \$35.00     |
| 2024-12-31 | 44212          | Carlton Trail Ski Club         | \$1,200.00  |
| 2024-12-31 | 44213          | Tyler Dies                     | \$774.78    |
| 2024-12-31 | 44214          | Maureen Doetzel                | \$112.70    |
| 2024-12-31 | 44215          | Dzinehaus Computers Inc        | \$2,294.37  |
| 2024-12-31 | 44216          | 101278277 Saskatchewan LTD     | \$500.00    |
| 2024-12-31 | 44218          | Kayla Hanson                   | \$52.50     |
| 2024-12-31 | 44219          | Leane Harasymhuk               | \$38.50     |
| 2024-12-31 | 44220          | Kayden Hoppe                   | \$1,000.00  |
| 2024-12-31 | 44221          | Carrie Ann Hradecki            | \$21.70     |
| 2024-12-31 | 44222          | Humboldt Hammerheads Swim Team | \$1,000.00  |
| 2024-12-31 | 44223          | Humboldt Music Festival Associ | \$1,000.00  |
| 2024-12-31 | 44224          | Humboldt Community Soup Kitche | \$290.00    |
| 2024-12-31 | 44225          | Humboldt Slo-Pitch             | \$750.00    |
| 2024-12-31 | 44226          | Humboldt Broncos U7            | \$100.00    |
| 2024-12-31 | 44227          | HUMBOLDT & AREA TEAM T1D       | \$70.00     |
| 2024-12-31 | 44228          | Humboldt Coed Adult Soccer     | \$750.00    |
| 2024-12-31 | 44229          | Humboldt Camera Club           | \$500.00    |
| 2024-12-31 | 44230          | Humboldt Broncos 2012          | \$340.00    |
| 2024-12-31 | 44231          | Lorraine Jansen                | \$63.00     |
| 2024-12-31 | 44232          | Johnny's Bistro                | \$3,623.95  |
| 2024-12-31 | 44233          | Michelle Lafayette             | \$56.00     |
| 2024-12-31 | 44234          | Monique Martin                 | \$35.00     |
| 2024-12-31 | 44235          | Robert Muench                  | \$91.00     |

|            |          |                                |              |
|------------|----------|--------------------------------|--------------|
| 2024-12-31 | 44236    | Mural Mosaic Inc.              | \$10.00      |
| 2024-12-31 | 44237    | PEE-ACE, KEVIN                 | \$28.00      |
| 2024-12-31 | 44238    | Petty Cash - Library           | \$96.50      |
| 2024-12-31 | 44239    | Pinter & Associates            | \$4,838.40   |
| 2024-12-31 | 44240    | Sharon Powell                  | \$38.35      |
| 2024-12-31 | 44241    | Reid Thompson Public Library   | \$600.00     |
| 2024-12-31 | 44242    | Sask Arch Society              | \$7.00       |
| 2024-12-31 | 44243    | Schenn`s Farm Supply           | \$386.28     |
| 2024-12-31 | 44246    | Tyler Shaw                     | \$10.50      |
| 2024-12-31 | 44247    | Special Olympic SK             | \$1,800.00   |
| 2024-12-31 | 44248    | Leslie Stadnichuk              | \$80.50      |
| 2024-12-31 | 44249    | Marilee Sterner                | \$23.10      |
| 2024-12-31 | 44250    | St. Mary's Villa               | \$1,000.00   |
| 2024-12-31 | 44251    | SEVERIN MARK                   | \$48.57      |
| 2024-12-31 | EFT04936 | 1st Stop Auto Parts & Industri | \$243.27     |
| 2024-12-31 | EFT04937 | Munisight Ltd.                 | \$4,981.68   |
| 2024-12-31 | EFT04938 | Brandt Tractor Ltd.            | \$407.07     |
| 2024-12-31 | EFT04939 | Brockman Enterprises Ltd.      | \$138,616.95 |
| 2024-12-31 | EFT04940 | Canadian Linen & Uniform Servi | \$55.50      |
| 2024-12-31 | EFT04941 | Canoe Procurement Group of Can | \$0.01       |
| 2024-12-31 | EFT04942 | Capital H2O Systems Inc.       | \$0.01       |
| 2024-12-31 | EFT04943 | CJVR                           | \$354.38     |
| 2024-12-31 | EFT04944 | CKJH                           | \$354.38     |
| 2024-12-31 | EFT04945 | CQ World Wide Consulting       | \$46.55      |
| 2024-12-31 | EFT04946 | Discovery Ford Sales Ltd.      | \$234.69     |
| 2024-12-31 | EFT04947 | D & M Fire Safety Systems      | \$175.88     |
| 2024-12-31 | EFT04948 | Eecol Electric Corp            | \$74.59      |
| 2024-12-31 | EFT04949 | Eternity Studios               | \$114.35     |
| 2024-12-31 | EFT04950 | Fastrack Logistics             | \$20.00      |
| 2024-12-31 | EFT04951 | Graphic Ad                     | \$5,516.70   |
| 2024-12-31 | EFT04952 | Grain Bags Canada              | \$166.35     |
| 2024-12-31 | EFT04953 | Greater Saskatoon Catholic Sch | \$69,166.33  |
| 2024-12-31 | EFT04954 | Geneva Grest                   | \$60.00      |
| 2024-12-31 | EFT04955 | Nicole Haeusler                | \$99.88      |
| 2024-12-31 | EFT04956 | Catherine Harrison             | \$30.00      |
| 2024-12-31 | EFT04957 | Hergott Electric Ltd.          | \$2,031.05   |
| 2024-12-31 | EFT04958 | Humboldt Home Hardware         | \$5,018.97   |
| 2024-12-31 | EFT04959 | Humboldt Minor Hockey Associat | \$2,000.00   |
| 2024-12-31 | EFT04960 | Jay's Transporation Group Ltd. | \$100.00     |
| 2024-12-31 | EFT04961 | Swish Kemsol                   | \$399.35     |
| 2024-12-31 | EFT04962 | Knight Archer Insurance        | \$1,241.26   |
| 2024-12-31 | EFT04963 | Kova Engineering (Saskatchewan | \$0.01       |
| 2024-12-31 | EFT04964 | Lifesaving Society             | \$169.00     |
| 2024-12-31 | EFT04965 | Lo-Cost Propane                | \$1,233.27   |
| 2024-12-31 | EFT04966 | Canadian Tire 638 Humboldt     | \$722.38     |
| 2024-12-31 | EFT04967 | Millsap Fuel Distributors Ltd. | \$571.77     |
| 2024-12-31 | EFT04968 | Municipal Employees Pension Pl | \$27,599.68  |

|            |                |                               |             |
|------------|----------------|-------------------------------|-------------|
| 2024-12-31 | EFT04969       | NorthEastNow                  | \$525.00    |
| 2024-12-31 | EFT04970       | Lindsey Nydegger              | \$57.37     |
| 2024-12-31 | EFT04971       | Office Experts                | \$1,542.61  |
| 2024-12-31 | EFT04972       | Prairie Meats                 | \$1,796.16  |
| 2024-12-31 | EFT04973       | Pratts Wholesale Ltd.         | \$2,587.59  |
| 2024-12-31 | EFT04974       | Quill Creek Farms             | \$351.74    |
| 2024-12-31 | EFT04975       | Rawlco Radio Ltd.             | \$1,470.00  |
| 2024-12-31 | EFT04976       | Redhead Equipment             | \$903.86    |
| 2024-12-31 | EFT04977       | Rocky Mountain Phoenix        | \$666.00    |
| 2024-12-31 | EFT04978       | Saskatchewan Research Council | \$478.02    |
| 2024-12-31 | EFT04979       | Toshiba Business Solutions    | \$32.46     |
| 2024-12-31 | EFT04980       | Uline Canada Corporation      | \$894.03    |
| 2024-12-31 | EFT04981       | Nick Vanderveen               | \$250.00    |
| 2024-12-31 | EFT04982       | Vinyl Expressions             | \$80.42     |
| 2024-12-31 | EFT04983       | Wheelers Wholesale Ltd.       | \$2,634.90  |
| 2024-12-31 | EFT04984       | Rachel Wormsbecher            | \$97.64     |
| 2024-12-31 | EFT04985       | Your Dollar Store With More   | \$47.73     |
| 2024-12-31 | PST 1124       | Minister of Finance           | \$2,877.41  |
| 2024-12-31 | SK POWER 1124  | SaskPower                     | \$53,576.58 |
| 2024-12-31 | Pre-Authorized | First Data                    | \$180.93    |
| 2024-12-31 | Pre-Authorized | Moneris                       | \$466.49    |

## January 2025 Payment Listing

| Date       | Payment Number | Vendor Name                    | Amount Paid  |
|------------|----------------|--------------------------------|--------------|
| 2025-01-02 | CHAMBERS 0125  | Chambers of Commerce Group Ins | \$25,328.26  |
| 2025-01-02 | Pre-Authorized | Elavon                         | \$916.59     |
| 2025-01-06 | BMO CC 1224    | BMO MasterCard                 | \$8,399.41   |
| 2025-01-07 | Pre-Authorized | RBC Royal Bank                 | \$520.81     |
| 2025-01-07 | 44252          | Animal Health Clinic of Humbol | \$66.60      |
| 2025-01-07 | 44253          | Bolt Cleaners                  | \$1,110.00   |
| 2025-01-07 | 44254          | BREKER, ANDREW                 | \$14,592.00  |
| 2025-01-07 | 44255          | Humboldt Area Arts Council     | \$2,025.00   |
| 2025-01-07 | 44256          | Investor's Group Trust Co. #90 | \$200.00     |
| 2025-01-07 | 44257          | Robert Muench                  | \$100.00     |
| 2025-01-07 | 44258          | The Stew                       | \$185.00     |
| 2025-01-07 | 44259          | Stacey Stroeder                | \$750.00     |
| 2025-01-07 | 44260          | Wallace Insights Inc.          | \$13,041.00  |
| 2025-01-07 | EFT04987       | Brockman Enterprises Ltd.      | \$180.19     |
| 2025-01-07 | EFT04988       | Canadian Union of Public Emplo | \$3,123.25   |
| 2025-01-07 | EFT04989       | Direct Drive Taxi              | \$4,641.00   |
| 2025-01-07 | EFT04990       | Golden West Broadcasting Ltd.  | \$2,714.25   |
| 2025-01-07 | EFT04991       | HBI Office Plus Inc.           | \$402.68     |
| 2025-01-07 | EFT04992       | Hergott Electric Ltd.          | \$237.50     |
| 2025-01-07 | EFT04993       | Municipal Employees Pension Pl | \$2,808.00   |
| 2025-01-07 | EFT04994       | Rawlco Radio Ltd.              | \$4,467.75   |
| 2025-01-07 | EFT04995       | Ricoh Canada Inc.              | \$162.28     |
| 2025-01-07 | EFT04996       | Toshiba Business Solutions     | \$88.07      |
| 2025-01-07 | EFT04997       | Van Houtte Coffee Services Inc | \$990.73     |
| 2025-01-07 | EFT04998       | Greater Saskatoon Catholic Sch | \$69,936.04  |
| 2025-01-08 | EPT 1224       | Ministry of Finance            | \$69,698.13  |
| 2025-01-14 | 44261          | Aon Reed Stenhouse Inc.        | \$213,038.00 |
| 2025-01-14 | 44262          | Inspired Vapor Company         | \$8,000.00   |
| 2025-01-14 | 44263          | Jaguar Media                   | \$693.00     |
| 2025-01-14 | 44264          | Monique Martin                 | \$3,525.00   |
| 2025-01-14 | 44265          | Mary Lou Schmitz               | \$42.00      |
| 2025-01-14 | 44266          | MEYERS DALE & HYRA-MEYERS ROXA | \$32.92      |
| 2025-01-14 | 44267          | BRINKMAN RUTH                  | \$35.49      |
| 2025-01-14 | 44268          | ENGELE BRANDEN & HUZIEK HEIDI  | \$52.70      |
| 2025-01-14 | 44269          | 102028500 SASKATCHEWAN LTD.    | \$9,265.87   |
| 2025-01-14 | EFT04999       | Accu-Sharp                     | \$336.33     |
| 2025-01-14 | EFT05000       | Canadian Linen & Uniform Servi | \$55.50      |
| 2025-01-14 | EFT05001       | Carlton Trail College          | \$500.00     |
| 2025-01-14 | EFT05002       | Noratek Solutions Inc.         | \$4,769.67   |
| 2025-01-14 | EFT05003       | Old Dutch Foods Ltd.           | \$233.88     |
| 2025-01-14 | EFT05004       | Pitnew Bowes of Canada Ltd.    | \$39,375.00  |
| 2025-01-14 | EFT05005       | Prairie Meats                  | \$418.83     |
| 2025-01-14 | EFT05006       | Pratts Wholesale Ltd.          | \$782.36     |
| 2025-01-14 | EFT05007       | REACT Waste Management         | \$165,907.50 |
| 2025-01-14 | EFT05008       | SUMA                           | \$9,009.58   |

|            |          |                                |             |
|------------|----------|--------------------------------|-------------|
| 2025-01-14 | EFT05009 | Minster of Finance             | \$23,169.30 |
| 2025-01-14 | EFT05010 | Shine Media Group              | \$1,575.00  |
| 2025-01-14 | EFT05011 | Superior Infrastructure Restor | \$0.01      |
| 2025-01-14 | EFT05012 | Technical Safety Authority of  | \$727.00    |
| 2025-01-14 | EFT05013 | Toshiba Business Solutions     | \$33.71     |
| 2025-01-14 | EFT05014 | Western Municipal Consulting L | \$0.01      |
| 2025-01-15 | 44270    | 101305864 Sask. Ltd.           | \$750.00    |
| 2025-01-15 | 44271    | Friends of the Museum          | \$280.00    |
| 2025-01-15 | 44272    | Rod Haugerud                   | \$1,000.00  |
| 2025-01-15 | 44273    | Gerry Howe                     | \$221.95    |
| 2025-01-15 | 44274    | Humboldt Motors                | \$765.18    |
| 2025-01-15 | 44275    | Humboldt Community Soup Kitche | \$477.08    |
| 2025-01-15 | 44276    | Little Manitou Art Gallery     | \$1,110.00  |
| 2025-01-15 | 44277    | Paul McDonald                  | \$250.00    |
| 2025-01-15 | 44278    | Olynick Water & Sewer Ltd.     | \$4,514.52  |
| 2025-01-15 | 44279    | OMNISport Inc.                 | \$363.10    |
| 2025-01-15 | 44280    | Petty Cash - Leisure Services  | \$106.70    |
| 2025-01-15 | 44281    | Humboldt Prairie Pure Water    | \$414.00    |
| 2025-01-15 | 44282    | SGI                            | \$444.00    |
| 2025-01-15 | 44283    | U13 Humboldt Broncos           | \$257.58    |
| 2025-01-15 | EFT05015 | Brockman Enterprises Ltd.      | \$1,365.00  |
| 2025-01-15 | EFT05016 | Canadian Linen & Uniform Servi | \$161.92    |
| 2025-01-15 | EFT05017 | Coca-Cola Canada Bottling Limi | \$721.66    |
| 2025-01-15 | EFT05018 | Complete Distribution Services | \$388.10    |
| 2025-01-15 | EFT05019 | Discovery Ford Sales Ltd.      | \$157.96    |
| 2025-01-15 | EFT05020 | Fastrack Logistics             | \$60.00     |
| 2025-01-15 | EFT05021 | Grain Bags Canada              | \$763.84    |
| 2025-01-15 | EFT05022 | HBI Office Plus Inc.           | \$276.60    |
| 2025-01-15 | EFT05023 | Hergott Electric Ltd.          | \$612.72    |
| 2025-01-15 | EFT05024 | ISL Engineering & Land Service | \$1,003.28  |
| 2025-01-15 | EFT05025 | Kova Engineering (Saskatchewan | \$3,356.20  |
| 2025-01-15 | EFT05026 | Canadian Tire 638 Humboldt     | \$1,423.74  |
| 2025-01-15 | EFT05027 | Millsap Fuel Distributors Ltd. | \$11,620.04 |
| 2025-01-15 | EFT05028 | MLT Aikins LLP                 | \$266.40    |
| 2025-01-15 | EFT05029 | Municipal Employees Pension Pl | \$28,809.84 |
| 2025-01-15 | EFT05030 | Municode Services Ltd.         | \$9,500.49  |
| 2025-01-15 | EFT05031 | Quill Creek Farms              | \$595.40    |
| 2025-01-15 | EFT05032 | REACT Waste Management         | \$34,147.35 |
| 2025-01-15 | EFT05033 | Redhead Equipment              | \$262.68    |
| 2025-01-15 | EFT05034 | Rubber Stone Saskatoon         | \$4,995.00  |
| 2025-01-15 | EFT05035 | Saskatchewan Research Council  | \$304.77    |
| 2025-01-15 | EFT05036 | Saskatchewan Health Authority  | \$69.00     |
| 2025-01-15 | EFT05037 | Minster of Finance             | \$3,405.48  |
| 2025-01-15 | EFT05038 | SecurTek                       | \$123.04    |
| 2025-01-15 | EFT05039 | Success Office Systems         | \$136.45    |
| 2025-01-15 | EFT05040 | Toshiba Business Solutions     | \$1,457.87  |
| 2025-01-15 | EFT05041 | Van Houtte Coffee Services Inc | \$298.49    |

|            |          |                                |                |
|------------|----------|--------------------------------|----------------|
| 2025-01-16 | 44284    | Susan Bellamy                  | \$13.99        |
| 2025-01-16 | 44285    | Friends of the Museum          | \$9,792.00     |
| 2025-01-16 | 44286    | Friends of the Museum          | \$80.00        |
| 2025-01-16 | 44287    | Friends of the Museum          | \$78.25        |
| 2025-01-22 | 44288    | Benson-Hingley Military Museum | \$700.00       |
| 2025-01-22 | 44289    | Calico Gymnastics Club         | \$1,000.00     |
| 2025-01-22 | 44290    | City of Humboldt               | \$9,851.36     |
| 2025-01-22 | 44291    | Con-Tech General Contractors L | \$1,299,817.20 |
| 2025-01-22 | 44292    | GEM Refrigeration              | \$505.05       |
| 2025-01-22 | 44293    | Horizon School Division        | \$168.00       |
| 2025-01-22 | 44294    | Humboldt Curling Club          | \$1,000.00     |
| 2025-01-22 | 44295    | Humboldt Regional Newcomer Cen | \$1,000.00     |
| 2025-01-22 | 44296    | Humboldt Area Arts Council     | \$1,450.00     |
| 2025-01-22 | 44297    | Receiver General of Canada     | \$1,514.16     |
| 2025-01-22 | 44298    | Receiver General of Canada     | \$47.18        |
| 2025-01-22 | 44299    | Receiver General of Canada     | \$1,600.80     |
| 2025-01-22 | 44300    | Receiver General of Canada     | \$38,773.88    |
| 2025-01-22 | 44301    | Receiver General of Canada     | \$39,327.11    |
| 2025-01-23 | 44302    | Redhead Equipment              | \$47,730.00    |
| 2025-01-23 | EFT05075 | 1st Stop Auto Parts & Industri | \$86.74        |
| 2025-01-23 | EFT05076 | Allied Infrastructure          | \$13,662.61    |
| 2025-01-23 | EFT05077 | Avon Security Products         | \$70.82        |
| 2025-01-23 | EFT05078 | Brandt Tractor Ltd.            | \$524.80       |
| 2025-01-23 | EFT05079 | Brockman Enterprises Ltd.      | \$20,832.64    |
| 2025-01-23 | EFT05080 | Canadian Linen & Uniform Servi | \$80.96        |
| 2025-01-23 | EFT05081 | Canoe Procurement Group of Can | \$1,713.09     |
| 2025-01-23 | EFT05082 | Fastrack Logistics             | \$52.00        |
| 2025-01-23 | EFT05083 | Graphic Ad                     | \$99.44        |
| 2025-01-23 | EFT05084 | Grain Bags Canada              | \$481.30       |
| 2025-01-23 | EFT05085 | Hergott Electric Ltd.          | \$3,367.87     |
| 2025-01-23 | EFT05086 | Humboldt Co-op                 | \$601.33       |
| 2025-01-23 | EFT05087 | Humboldt Home Hardware         | \$3,533.63     |
| 2025-01-23 | EFT05088 | Humboldt Lumber Mart           | \$8,119.26     |
| 2025-01-23 | EFT05089 | Lifesaving Society             | \$185.00       |
| 2025-01-23 | EFT05090 | Lo-Cost Propane                | \$133.20       |
| 2025-01-23 | EFT05091 | MSL Traffic and Instrumentatio | \$4,245.75     |
| 2025-01-23 | EFT05092 | Nelson Granite Limited         | \$1,293.60     |
| 2025-01-23 | EFT05093 | Pleasureway Sales              | \$3,276.03     |
| 2025-01-23 | EFT05094 | Pratts Wholesale Ltd.          | \$3,222.64     |
| 2025-01-23 | EFT05095 | REACT Waste Management         | \$2,955.46     |
| 2025-01-23 | EFT05096 | Redhead Equipment              | \$1,923.51     |
| 2025-01-23 | EFT05097 | Ricoh Canada Inc.              | \$702.09       |
| 2025-01-23 | EFT05098 | SaskWater                      | \$157,986.19   |
| 2025-01-23 | EFT05099 | Saskatchewan Health Authority  | \$69.00        |
| 2025-01-23 | EFT05100 | SENDR                          | \$48.18        |
| 2025-01-23 | EFT05101 | Stevenson Industrial Refrigera | \$2,336.31     |
| 2025-01-23 | EFT05102 | Strueby Plumbing & Heating     | \$4,156.38     |

|            |                |                                |              |
|------------|----------------|--------------------------------|--------------|
| 2025-01-23 | EFT05103       | Success Office Systems         | \$867.94     |
| 2025-01-23 | EFT05104       | Troy Life & Fire Safety Ltd.   | \$1,155.00   |
| 2025-01-23 | EFT05105       | Van Houtte Coffee Services Inc | \$282.73     |
| 2025-01-23 | EFT05106       | Wheelers Wholesale Ltd.        | \$2,187.99   |
| 2025-01-24 | 44303          | Bella Vista Inn                | \$266.30     |
| 2025-01-24 | 44304          | Brooke Davis                   | \$26.50      |
| 2025-01-24 | 44305          | Federation of Canadian Municip | \$2,327.76   |
| 2025-01-24 | 44306          | Harlan Fairbanks               | \$252.15     |
| 2025-01-24 | 44308          | REGAN KELLY                    | \$149.10     |
| 2025-01-24 | 44309          | Tiffany Martinka               | \$50.66      |
| 2025-01-24 | 44310          | Chris McLeod                   | \$19.10      |
| 2025-01-24 | 44311          | Spider Heavy Duty Repair       | \$993.93     |
| 2025-01-24 | 44312          | TK Elevator (Canada) Limited   | \$1,082.78   |
| 2025-01-24 | EFT05107       | Acklands Grainger              | \$232.30     |
| 2025-01-24 | EFT05108       | Big Hill Services Ltd          | \$71.60      |
| 2025-01-24 | EFT05109       | Brockman Enterprises Ltd.      | \$7,537.00   |
| 2025-01-24 | EFT05110       | Canadian Linen & Uniform Servi | \$283.10     |
| 2025-01-24 | EFT05111       | Carlton Trail College          | \$1,258.95   |
| 2025-01-24 | EFT05112       | Clark's Supply and Service Inc | \$214.21     |
| 2025-01-24 | EFT05113       | Cleartech Industries Inc.      | \$316.31     |
| 2025-01-24 | EFT05114       | Coca-Cola Canada Bottling Limi | \$2,393.70   |
| 2025-01-24 | EFT05115       | Complete Distribution Services | \$1,169.40   |
| 2025-01-24 | EFT05116       | Discovery Ford Sales Ltd.      | \$73.50      |
| 2025-01-24 | EFT05117       | Fastrack Logistics             | \$25.20      |
| 2025-01-24 | EFT05118       | Flocor                         | \$1,551.97   |
| 2025-01-24 | EFT05119       | Graphic Ad                     | \$38.85      |
| 2025-01-24 | EFT05120       | Gregg Distributors LP          | \$172.18     |
| 2025-01-24 | EFT05121       | Chris Harrow                   | \$233.09     |
| 2025-01-24 | EFT05122       | HBI Office Plus Inc.           | \$262.27     |
| 2025-01-24 | EFT05123       | Hergott Electric Ltd.          | \$378.37     |
| 2025-01-24 | EFT05124       | Kova Engineering (Saskatchewan | \$349.78     |
| 2025-01-24 | EFT05125       | Millsap Fuel Distributors Ltd. | \$188.62     |
| 2025-01-24 | EFT05126       | Office Experts                 | \$9.20       |
| 2025-01-24 | EFT05127       | Pinter & Associates            | \$0.01       |
| 2025-01-24 | EFT05128       | Poulin's Pest Control          | \$0.01       |
| 2025-01-24 | EFT05129       | Prairie Meats                  | \$1,179.32   |
| 2025-01-24 | EFT05130       | Pratts Wholesale Ltd.          | \$3,367.40   |
| 2025-01-24 | EFT05131       | Purolator Courier Ltd.         | \$25.89      |
| 2025-01-24 | EFT05132       | Quill Creek Farms              | \$995.71     |
| 2025-01-24 | EFT05133       | REACT Waste Management         | \$33,943.68  |
| 2025-01-24 | EFT05134       | Saskatchewan Research Council  | \$884.37     |
| 2025-01-24 | EFT05135       | Saskatchewan Health Authority  | \$23.00      |
| 2025-01-24 | EFT05136       | SENDR                          | \$73.62      |
| 2025-01-24 | EFT05137       | Your Dollar Store With More    | \$66.60      |
| 2025-01-24 | SK ENERGY 1224 | Sask Energy                    | \$107,517.85 |
| 2025-01-27 | 44313          | Receiver General of Canada     | \$43,826.35  |
| 2025-01-27 | PST 1224       | Minister of Finance            | \$2,190.42   |



|            |          |                                |              |
|------------|----------|--------------------------------|--------------|
| 2025-01-30 | 44314    | Bishop, Glaboff                | \$34.85      |
| 2025-01-30 | 44315    | Warren & Myrna Bjorklund       | \$29.92      |
| 2025-01-30 | 44316    | Brigadier Security Systems (20 | \$1,114.35   |
| 2025-01-30 | 44317    | Christianson, Jake             | \$131.25     |
| 2025-01-30 | 44318    | Vincent Denomy                 | \$250.00     |
| 2025-01-30 | 44319    | CentralSquare Canada Software  | \$3,204.60   |
| 2025-01-30 | 44320    | Ecolab Co.                     | \$1,665.24   |
| 2025-01-30 | 44321    | Ediger, Preston                | \$99.31      |
| 2025-01-30 | 44322    | Jay's Carpentry                | \$399.60     |
| 2025-01-30 | 44323    | Lucak, Michelle                | \$106.00     |
| 2025-01-30 | 44324    | Monique Martin                 | \$509.41     |
| 2025-01-30 | 44325    | Receiver General of Canada     | \$51,864.63  |
| 2025-01-30 | 44327    | R J England Consulting Ltd.    | \$514.50     |
| 2025-01-30 | 44328    | Rose Marking Devices Ltd.      | \$147.63     |
| 2025-01-30 | 44329    | SK Printmakers                 | \$50.00      |
| 2025-01-30 | 44330    | ESTATE OF HOWARD LEES          | \$31.51      |
| 2025-01-30 | 44331    | WICKENHAUSER OWEN              | \$43.18      |
| 2025-01-30 | 44332    | KNOBLAUCH DOLORES              | \$191.00     |
| 2025-01-30 | 44333    | HOFER BRAYDEN                  | \$197.63     |
| 2025-01-30 | 44334    | Twins Treats                   | \$85.00      |
| 2025-01-30 | EFT05138 | Auto Ethics Enterprises LTD    | \$86.74      |
| 2025-01-30 | EFT05139 | Peter Bergquist                | \$155.60     |
| 2025-01-30 | EFT05140 | Brockman Enterprises Ltd.      | \$90.10      |
| 2025-01-30 | EFT05141 | Canadian Linen & Uniform Servi | \$137.86     |
| 2025-01-30 | EFT05142 | CJVR                           | \$295.31     |
| 2025-01-30 | EFT05143 | CKJH                           | \$295.31     |
| 2025-01-30 | EFT05144 | Coca-Cola Canada Bottling Limi | \$1,130.81   |
| 2025-01-30 | EFT05145 | Commercial Truck Equipment Co. | \$73.26      |
| 2025-01-30 | EFT05146 | Discovery Ford Sales Ltd.      | \$76.58      |
| 2025-01-30 | EFT05147 | Grain Bags Canada              | \$251.91     |
| 2025-01-30 | EFT05148 | HBI Office Plus Inc.           | \$727.76     |
| 2025-01-30 | EFT05149 | Hergott Electric Ltd.          | \$1,748.25   |
| 2025-01-30 | EFT05150 | Humboldt Co-op                 | \$855.23     |
| 2025-01-30 | EFT05151 | Humboldt Lumber Mart           | \$26.24      |
| 2025-01-30 | EFT05152 | Humboldt Golf Club             | \$100,000.00 |
| 2025-01-30 | EFT05153 | Canadian Tire 638 Humboldt     | \$1,276.57   |
| 2025-01-30 | EFT05154 | Municipal Employees Pension Pl | \$27,903.60  |
| 2025-01-30 | EFT05155 | NorthEastNow                   | \$262.50     |
| 2025-01-30 | EFT05156 | Office Experts                 | \$132.76     |
| 2025-01-30 | EFT05157 | Old Dutch Foods Ltd.           | \$202.68     |
| 2025-01-30 | EFT05158 | Poulin's Pest Control          | \$1,470.00   |
| 2025-01-30 | EFT05159 | Prairie Meats                  | \$744.43     |
| 2025-01-30 | EFT05160 | Purolator Courier Ltd.         | \$65.77      |
| 2025-01-30 | EFT05161 | REACT Waste Management         | \$190.64     |
| 2025-01-30 | EFT05162 | Ricoh Canada Inc.              | \$339.71     |
| 2025-01-30 | EFT05163 | Rocky Mountain Phoenix         | \$355.20     |
| 2025-01-30 | EFT05164 | Saskatchewan Research Council  | \$46.00      |

|            |                |                                |             |
|------------|----------------|--------------------------------|-------------|
| 2025-01-30 | EFT05165       | SUMA                           | \$5,590.49  |
| 2025-01-30 | EFT05166       | SecurTek                       | \$266.40    |
| 2025-01-30 | EFT05167       | Strueby Plumbing & Heating     | \$222.00    |
| 2025-01-30 | EFT05168       | Success Office Systems         | \$6,216.00  |
| 2025-01-30 | EFT05169       | Tyler Dies Forge & Fabrication | \$13,875.00 |
| 2025-01-30 | EFT05170       | Van Houtte Coffee Services Inc | \$1,922.93  |
| 2025-01-30 | EFT05171       | Wapiti Regional Library        | \$69,379.50 |
| 2025-01-30 | EFT05172       | Western Municipal Consulting L | \$250.00    |
| 2025-01-30 | Pre-Authorized | First Data                     | \$132.38    |
| 2025-01-31 | Pre-Authorized | Moneris                        | \$578.78    |



# Statement

|                                       |                        |                          |                     |
|---------------------------------------|------------------------|--------------------------|---------------------|
| <b>Account Name:</b>                  | BILLING ACCOUNT 178859 | <b>Card Number:</b>      | xxxx-xxxx-xxxx-8859 |
| <b>Company Name:</b>                  | CITY OF HUMBOLDT       | <b>Account Limit:</b>    | \$ 100,000.00       |
| <b>Employee ID:</b>                   | 772890000021008        | <b>Available Credit:</b> | \$ 91,600.59        |
| <b>Statement Date (MM/DD/YYYY):</b>   | 12/15/2024             | <b>Currency:</b>         | CANADIAN DOLLAR     |
| <b>Payment Due Date (MM/DD/YYYY):</b> | 01/11/2025             |                          |                     |

## Statement Summary:

*Report any items which do not agree with your records within 30 days of the statement date.*

|                             |               |
|-----------------------------|---------------|
| <b>Previous Balance:</b>    | \$ 22,365.03  |
| <b>Payments:</b>            | \$ -22,365.03 |
| <b>Adjustments:</b>         | \$ 0.00       |
| <b>Net Purchases:</b>       | \$ 8,399.41   |
| <b>Cash Advance:</b>        | \$ 0.00       |
| <b>Fees:</b>                | \$ 0.00       |
| <b>Other Charges:</b>       | \$ 0.00       |
| <b>New Account Balance:</b> | \$ 8,399.41   |

## Transaction Summary:

| Trans Date  | Posting Date<br>Trans ID | Description                     | Pre-Tax Amount<br>Auth # | Total Tax                  | Trans Amount         |
|---|--------------------------|---------------------------------|--------------------------|----------------------------|----------------------|
| <b>Card Number xxxx-xxxx-xxxx-8859 BILLING ACCOUNT 178859</b> |                          |                                 |                          |                            |                      |
| 12/04   | 12/04<br>564237441       | AUTOMATIC PYMT RECEIVED         | \$ -22,365.03            | \$ 0.00                    | \$ -22,365.03        |
|   |                          |                                 | <b>TOTAL CREDITS</b>     | <b>xxxx-xxxx-xxxx-8859</b> | <b>\$ -22,365.03</b> |
|   |                          |                                 | <b>TOTAL DEBITS</b>      | <b>xxxx-xxxx-xxxx-8859</b> | <b>\$ 0.00</b>       |
| <b>Card Number xxxx-xxxx-xxxx-2545 BERGQUIST, PETER</b>       |                          |                                 |                          |                            |                      |
| 11/14   | 11/18<br>561658887       | CANADIAN TIRE #638 HUMBOLDT SK  | \$ 21.99<br>058333       | \$ 2.42 (e)                | \$ 24.41             |
| 11/25   | 11/26<br>563115262       | AED ADVANTAGE SASKATOON SK      | \$ 359.04<br>075309      | \$ 39.49 (e)               | \$ 398.53            |
| 12/04   | 12/05<br>564643763       | BEST BUY CANADA #955 REGINA SK  | \$ 70.32<br>084963       | \$ 7.74 (e)                | \$ 78.06             |
|   |                          |                                 | <b>TOTAL CREDITS</b>     | <b>xxxx-xxxx-xxxx-2545</b> | <b>\$ 0.00</b>       |
|   |                          |                                 | <b>TOTAL DEBITS</b>      | <b>xxxx-xxxx-xxxx-2545</b> | <b>\$ 501.00</b>     |
| <b>Card Number xxxx-xxxx-xxxx-2907 DEPT, CITY HALL</b>        |                          |                                 |                          |                            |                      |
| 10/18   | 12/06<br>564729325       | FACEBK NLQNPCL3C2 MENLO PARK CA | \$ -2.54<br>069826       | \$ -0.28 (e)               | \$ -2.82             |
| 10/19   | 12/06<br>564729326       | FACEBK MXDBTCC4C2 MENLO PARK CA | \$ -2.54<br>011759       | \$ -0.28 (e)               | \$ -2.82             |
| 11/02   | 12/06<br>564729328       | FACEBK 4K7HGDCXX2 MENLO PARK CA | \$ -2.57<br>085429       | \$ -0.28 (e)               | \$ -2.85             |

|       |                    |   |                      |               |           |
|-------|--------------------|---|----------------------|---------------|-----------|
| 11/02 | 12/06<br>564729327 | INDEED 99561176 DUBLIN  | \$ -349.35<br>061978 | \$ -38.43 (e) |           |
| 11/15 | 11/18<br>561658967 | OFFICE EXPERTS OFFICE HUMBOLDT SK                             | \$ 103.35<br>084613  | \$ 11.37 (e)  | \$ 114.72 |
| 11/15 | 11/18<br>561658966 | TELUS MOBILITY PREAUTH CALGARY AB                             | \$ 63.63<br>009856   | \$ 7.00 (e)   | \$ 70.63  |
| 11/29 | 11/29<br>563632362 | ADOBE SAN JOSE CA   | \$ 29.99<br>096796   | \$ 3.30       | \$ 33.29  |
| 11/29 | 11/29<br>563632436 | FACEBK X3LSVFLPJ2 MENLO PARK CA<br>US DOLLAR 2.00@1.440000000 | \$ 2.88<br>076180    | \$ 0.00       | \$ 2.88   |
| 11/29 | 12/06<br>564729329 | FACEBK X3LSVFLPJ2 MENLO PARK CA                               | \$ -2.59<br>076180   | \$ -0.29 (e)  | \$ -2.88  |
| 11/30 | 12/02<br>564015452 | FACEBK 96TKSE4PJ2 MENLO PARK CA<br>US DOLLAR 2.00@1.440000000 | \$ 2.88<br>003144    | \$ 0.00       | \$ 2.88   |
| 11/30 | 12/06<br>564728133 | FACEBK 96TKSE4PJ2 MENLO PARK CA                               | \$ -2.59<br>003144   | \$ -0.29 (e)  | \$ -2.88  |
| 12/01 | 12/02<br>564015454 | FACEBK U8NGPF8PJ2 MENLO PARK CA<br>US DOLLAR 3.00@1.436666666 | \$ 4.31<br>007941    | \$ 0.00       | \$ 4.31   |
| 12/01 | 12/02<br>564015453 | FACEBK HSAR4GQPJ2 MENLO PARK CA<br>US DOLLAR 3.00@1.436666666 | \$ 4.31<br>054518    | \$ 0.00       | \$ 4.31   |
| 12/01 | 12/06<br>564728134 | FACEBK HSAR4GQPJ2 MENLO PARK CA                               | \$ -3.88<br>054518   | \$ -0.43 (e)  | \$ -4.31  |
| 12/01 | 12/06<br>564728135 | FACEBK U8NGPF8PJ2 MENLO PARK CA                               | \$ -3.88<br>007941   | \$ -0.43 (e)  | \$ -4.31  |
| 12/02 | 12/02<br>564015455 | FACEBK YC44UFUNJ2 MENLO PARK CA<br>US DOLLAR 5.00@1.438000000 | \$ 7.19<br>011910    | \$ 0.00       | \$ 7.19   |
| 12/02 | 12/03<br>564153822 | FACEBK V546VFUNJ2 MENLO PARK CA<br>US DOLLAR 7.00@1.438571428 | \$ 10.07<br>077803   | \$ 0.00       | \$ 10.07  |
| 12/02 | 12/03<br>564153823 | FACEBK WM4STGYNJ2 MENLO PARK CA<br>US DOLLAR 5.00@1.438000000 | \$ 7.19<br>014548    | \$ 0.00       | \$ 7.19   |
| 12/02 | 12/06<br>564728138 | FACEBK WM4STGYNJ2 MENLO PARK CA                               | \$ -6.48<br>014548   | \$ -0.71 (e)  | \$ -7.19  |
| 12/02 | 12/06<br>564728137 | FACEBK YC44UFUNJ2 MENLO PARK CA                               | \$ -6.48<br>011910   | \$ -0.71 (e)  | \$ -7.19  |
| 12/02 | 12/06<br>564728136 | FACEBK V546VFUNJ2 MENLO PARK CA                               | \$ -9.07<br>077803   | \$ -1.00 (e)  | \$ -10.07 |
| 12/04 | 12/05<br>564643844 | FACEBK V4LMEGC9N2 MENLO PARK CA<br>US DOLLAR 2.00@1.445000000 | \$ 2.89<br>071450    | \$ 0.00       | \$ 2.89   |
| 12/04 | 12/05<br>564643920 | FACEBK UGFS9FU8N2 MENLO PARK CA<br>US DOLLAR 2.00@1.445000000 | \$ 2.89<br>000962    | \$ 0.00       | \$ 2.89   |
| 12/04 | 12/05<br>564643921 | FACEBK ZSZX2G89N2 MENLO PARK CA<br>US DOLLAR 2.00@1.445000000 | \$ 2.89<br>042380    | \$ 0.00       | \$ 2.89   |
| 12/04 | 12/05<br>564643922 | FACEBK WRLMCGG9N2 MENLO PARK CA<br>US DOLLAR 2.00@1.445000000 | \$ 2.89<br>083357    | \$ 0.00       | \$ 2.89   |
| 12/04 | 12/06<br>564728373 | FACEBK V4LMEGC9N2 MENLO PARK CA                               | \$ -2.60<br>071450   | \$ -0.29 (e)  | \$ -2.89  |
| 12/04 | 12/06<br>564728376 | FACEBK WRLMCGG9N2 MENLO PARK CA                               | \$ -2.60<br>083357   | \$ -0.29 (e)  | \$ -2.89  |
| 12/04 | 12/06<br>564728375 | FACEBK ZSZX2G89N2 MENLO PARK CA                               | \$ -2.60<br>042380   | \$ -0.29 (e)  | \$ -2.89  |

|       |                    |   |                     |               |             |
|-------|--------------------|---|---------------------|---------------|-------------|
| 12/04 | 12/06<br>564728374 | FACEBK UGFS9FU8N2 MENLO PARK CA                               | \$ -2.60<br>000962  | \$ -0.29 (e)  |             |
| 12/05 | 12/05<br>564643843 | FACEBK J8Q59HL8N2 MENLO PARK CA<br>US DOLLAR 2.00@1.445000000 | \$ 2.89<br>007895   | \$ 0.00       | \$ 2.89     |
| 12/05 | 12/05<br>564643923 | FACEBK LGUDAFU8N2 MENLO PARK CA<br>US DOLLAR 2.00@1.445000000 | \$ 2.89<br>067936   | \$ 0.00       | \$ 2.89     |
| 12/05 | 12/05<br>564643924 | FACEBK PLS6DGG9N2 MENLO PARK CA<br>US DOLLAR 2.00@1.445000000 | \$ 2.89<br>070184   | \$ 0.00       | \$ 2.89     |
| 12/05 | 12/06<br>564728453 | FACEBK PLS6DGG9N2 MENLO PARK CA                               | \$ -2.60<br>070184  | \$ -0.29 (e)  | \$ -2.89    |
| 12/05 | 12/06<br>564728454 | PITNEY BOWES CANADA MISSISSAUGA ON                            | \$ 969.05<br>045973 | \$ 106.60 (e) | \$ 1,075.65 |
| 12/05 | 12/06<br>564728372 | FACEBK J8Q59HL8N2 MENLO PARK CA                               | \$ -2.60<br>007895  | \$ -0.29 (e)  | \$ -2.89    |
| 12/05 | 12/06<br>564728377 | FACEBK LGUDAFU8N2 MENLO PARK CA                               | \$ -2.60<br>067936  | \$ -0.29 (e)  | \$ -2.89    |
| 12/06 | 12/09<br>565118197 | FACEBK HSAR4GQPJ2 MENLO PARK CA<br>US DOLLAR 3.00@1.383333333 | \$ -4.15<br>054518  | \$ 0.00       | \$ -4.15    |
| 12/06 | 12/09<br>565118195 | FACEBK V546VFUNJ2 MENLO PARK CA<br>US DOLLAR 7.00@1.381428571 | \$ -9.67<br>077803  | \$ 0.00       | \$ -9.67    |
| 12/06 | 12/09<br>565118192 | FACEBK V4LMEGC9N2 MENLO PARK CA<br>US DOLLAR 2.00@1.380000000 | \$ -2.76<br>071450  | \$ 0.00       | \$ -2.76    |
| 12/06 | 12/09<br>565118124 | FACEBK LGUDAFU8N2 MENLO PARK CA<br>US DOLLAR 2.00@1.380000000 | \$ -2.76<br>067936  | \$ 0.00       | \$ -2.76    |
| 12/06 | 12/09<br>565118194 | FACEBK PLS6DGG9N2 MENLO PARK CA<br>US DOLLAR 2.00@1.380000000 | \$ -2.76<br>070184  | \$ 0.00       | \$ -2.76    |
| 12/06 | 12/09<br>565118125 | FACEBK X3LSVFLPJ2 MENLO PARK CA<br>US DOLLAR 2.00@1.380000000 | \$ -2.76<br>076180  | \$ 0.00       | \$ -2.76    |
| 12/06 | 12/09<br>565118123 | FACEBK 96TKSE4PJ2 MENLO PARK CA<br>US DOLLAR 2.00@1.380000000 | \$ -2.76<br>003144  | \$ 0.00       | \$ -2.76    |
| 12/06 | 12/09<br>565118121 | FACEBK NLQNPCL3C2 MENLO PARK CA<br>US DOLLAR 2.00@1.380000000 | \$ -2.76<br>069826  | \$ 0.00       | \$ -2.76    |
| 12/06 | 12/09<br>565118120 | FACEBK MXDBTCC4C2 MENLO PARK CA<br>US DOLLAR 2.00@1.380000000 | \$ -2.76<br>011759  | \$ 0.00       | \$ -2.76    |
| 12/06 | 12/09<br>565118126 | FACEBK ZSZX2G89N2 MENLO PARK CA<br>US DOLLAR 2.00@1.380000000 | \$ -2.76<br>042380  | \$ 0.00       | \$ -2.76    |
| 12/06 | 12/09<br>565118193 | FACEBK YC44UFUNJ2 MENLO PARK CA<br>US DOLLAR 5.00@1.382000000 | \$ -6.91<br>011910  | \$ 0.00       | \$ -6.91    |
| 12/06 | 12/09<br>565118196 | FACEBK WRLMCGG9N2 MENLO PARK CA<br>US DOLLAR 2.00@1.380000000 | \$ -2.76<br>083357  | \$ 0.00       | \$ -2.76    |
| 12/06 | 12/09<br>565118122 | FACEBK 4K7HGDCXX2 MENLO PARK CA<br>US DOLLAR 2.00@1.380000000 | \$ -2.76<br>085429  | \$ 0.00       | \$ -2.76    |

**TOTAL CREDITS** xxxx-xxxx-xxxx-2907 **\$ -503.66**  
**TOTAL DEBITS** xxxx-xxxx-xxxx-2907 **\$ 1,353.35**

**Card Number xxxx-xxxx-xxxx-2594 Kwasnica, Mike**

|       |                    |                                    |                     |              |           |
|-------|--------------------|------------------------------------|---------------------|--------------|-----------|
| 11/18 | 11/19<br>561991645 | AUTO ETHICS ENTERPRISE HUMBOLDT SK | \$ 105.00<br>058819 | \$ 11.55 (e) | \$ 116.55 |
| 11/19 | 11/20<br>562055591 | HORIZON FERTILIZER HUM HUMBOLDT SK | \$ 146.00<br>093597 | \$ 16.06 (e) | \$ 162.06 |

|       |                    |                                    |                    |              |          |
|-------|--------------------|------------------------------------|--------------------|--------------|----------|
| 11/20 | 11/22<br>562498904 | CANADIAN TIRE #638 HUMBOLDT SK     | \$ 99.99<br>002103 | \$ 11.00 (e) |          |
| 11/22 | 11/25<br>562885507 | JOHNNYS BISTRO HUMBOLDT SK         | \$ 42.94<br>040978 | \$ 4.72 (e)  | \$ 47.66 |
| 12/06 | 12/09<br>565118191 | THE WIRELESS AGE HUMBO HUMBOLDT SK | \$ 55.96<br>066348 | \$ 6.16 (e)  | \$ 62.12 |

**TOTAL CREDITS** xxxx-xxxx-xxxx-2594 **\$ 0.00**  
**TOTAL DEBITS** xxxx-xxxx-xxxx-2594 **\$ 499.38**

**Card Number xxxx-xxxx-xxxx-0126 LUNG, PATRICIA**

|       |                    |                                  |                     |              |           |
|-------|--------------------|----------------------------------|---------------------|--------------|-----------|
| 11/14 | 11/18<br>561658964 | CANADIAN TIRE #133 SASKATOON SK  | \$ 237.73<br>009619 | \$ 26.15 (e) | \$ 263.88 |
| 11/15 | 11/18<br>561658965 | OPERATOR CERTIFICATION REGINA SK | \$ 157.66<br>048895 | \$ 17.34 (e) | \$ 175.00 |

**TOTAL CREDITS** xxxx-xxxx-xxxx-0126 **\$ 0.00**  
**TOTAL DEBITS** xxxx-xxxx-xxxx-0126 **\$ 438.88**

**Card Number xxxx-xxxx-xxxx-8216 MCLEOD, CHRIS**

|       |                    |                                  |                     |              |           |
|-------|--------------------|----------------------------------|---------------------|--------------|-----------|
| 11/14 | 11/18<br>561658885 | CANADIAN TIRE #638 HUMBOLDT SK   | \$ 187.98<br>077846 | \$ 20.68 (e) | \$ 208.66 |
| 11/15 | 11/18<br>561658886 | OPERATOR CERTIFICATION REGINA SK | \$ 157.66<br>015817 | \$ 17.34 (e) | \$ 175.00 |
| 11/19 | 11/21<br>562272294 | CANADIAN TIRE #638 HUMBOLDT SK   | \$ 39.99<br>064012  | \$ 4.40 (e)  | \$ 44.39  |
| 12/03 | 12/05<br>564643762 | CANADIAN TIRE #638 HUMBOLDT SK   | \$ 90.68<br>027461  | \$ 9.97 (e)  | \$ 100.65 |
| 12/11 | 12/13<br>565969676 | CANADIAN TIRE #638 HUMBOLDT SK   | \$ 79.85<br>097473  | \$ 8.78 (e)  | \$ 88.63  |

**TOTAL CREDITS** xxxx-xxxx-xxxx-8216 **\$ 0.00**  
**TOTAL DEBITS** xxxx-xxxx-xxxx-8216 **\$ 617.33**

**Card Number xxxx-xxxx-xxxx-7730 MUSEUM, HUMBOLDT**

|       |                    |                                    |                     |              |           |
|-------|--------------------|------------------------------------|---------------------|--------------|-----------|
| 11/16 | 11/18<br>561658888 | INTUIT MAILCHIMP EDMONTON AB       | \$ 37.58<br>039023  | \$ 4.13 (e)  | \$ 41.71  |
| 11/21 | 11/22<br>562498906 | PHARMASAVE 429 HUMBOLDT SK         | \$ 7.42<br>045521   | \$ 0.82 (e)  | \$ 8.24   |
| 11/21 | 11/22<br>562498905 | DANISH OVEN HUMBOLDT SK            | \$ 40.54<br>081305  | \$ 4.46 (e)  | \$ 45.00  |
| 11/21 | 11/25<br>562885584 | SOBEYS HUMBOLDT #5395 HUMBOLDT SK  | \$ 82.91<br>075702  | \$ 9.12 (e)  | \$ 92.03  |
| 11/22 | 11/25<br>562885509 | YOUR DOLLAR STORE WITH HUMBOLDT SK | \$ 17.76<br>004060  | \$ 1.95 (e)  | \$ 19.71  |
| 11/23 | 11/25<br>562885508 | DOLLARAMA #1197 HUMBOLDT SK        | \$ 29.76<br>006363  | \$ 3.27 (e)  | \$ 33.03  |
| 11/26 | 11/27<br>563266100 | SP VALLEYTABLECLOTHS CORNWALL ON   | \$ 137.34<br>081676 | \$ 17.85 (e) | \$ 155.19 |
| 11/27 | 11/28<br>563570896 | SP DESERRES MONTREAL QC            | \$ 84.89<br>040531  | \$ 12.71 (e) | \$ 97.60  |

|       |                    |   |                     |              |           |
|-------|--------------------|---|---------------------|--------------|-----------|
| 11/27 | 11/28<br>563570895 | APPLE.COM/BILL 866-712-7753 ON          | \$ 17.99<br>066269  | \$ 1.98 (e)  |           |
| 11/27 | 11/28<br>563570819 | CARLTON TRAIL REGIONAL HUMBOLDT SK      | \$ 134.23<br>076120 | \$ 14.77 (e) | \$ 149.00 |
| 11/28 | 11/29<br>563632360 | CARLTON TRAIL REGIONAL HUMBOLDT SK      | \$ 161.26<br>087376 | \$ 17.74 (e) | \$ 179.00 |
| 11/28 | 11/29<br>563632361 | AMZN MKTP CA Z35YH03Q1 WWW.AMAZON.CA ON | \$ 227.58<br>045548 | \$ 25.02     | \$ 252.60 |
| 11/30 | 12/02<br>564016612 | SHOPPERS DRUG MART 434 HUMBOLDT SK      | \$ 29.98<br>003850  | \$ 3.30 (e)  | \$ 33.28  |
| 11/30 | 12/02<br>564016611 | PHARMASAVE 429 HUMBOLDT SK              | \$ 8.98<br>091198   | \$ 0.99 (e)  | \$ 9.97   |
| 11/30 | 12/02<br>564015451 | YOUR DOLLAR STORE WITH HUMBOLDT SK      | \$ 61.00<br>067811  | \$ 6.71 (e)  | \$ 67.71  |
| 11/30 | 12/02<br>564016610 | DOLLARAMA #1197 HUMBOLDT SK             | \$ 9.25<br>024510   | \$ 1.02 (e)  | \$ 10.27  |
| 12/04 | 12/05<br>564643764 | FACEBK JEDTYELDG2 MENLO PARK CA         | \$ 10.50<br>040768  | \$ 0.00      | \$ 10.50  |
| 12/04 | 12/05<br>564643841 | CANADIAN MUSEUMS ASSOC OTTAWA ON        | \$ 165.32<br>027123 | \$ 21.49 (e) | \$ 186.81 |
| 12/05 | 12/05<br>564643842 | HERITAGE CANADA - THE 888-955-5455 ON   | \$ 139.82<br>065202 | \$ 18.18 (e) | \$ 158.00 |
| 12/05 | 12/05<br>564643840 | FACEBK RX7ZPFYDG2 MENLO PARK CA         | \$ 1.27<br>018264   | \$ 0.00      | \$ 1.27   |
| 12/06 | 12/09<br>565118119 | HAUS OF STITCHES HUMBOLDT SK            | \$ 10.48<br>046442  | \$ 1.15 (e)  | \$ 11.63  |
| 12/06 | 12/09<br>565118118 | CANADIAN TIRE #638 HUMBOLDT SK          | \$ 659.35<br>062734 | \$ 72.53 (e) | \$ 731.88 |
| 12/08 | 12/09<br>565118117 | FACEBK LWE5VFYDG2 MENLO PARK CA         | \$ 0.80<br>079272   | \$ 0.00      | \$ 0.80   |
| 12/09 | 12/10<br>565455094 | SASKCULTURE REGINA SK                   | \$ 67.57<br>036972  | \$ 7.43 (e)  | \$ 75.00  |
| 12/10 | 12/11<br>565522272 | ZOOM.COM 888-799-9666 SAN JOSE CA       | \$ 214.90<br>014861 | \$ 23.64 (e) | \$ 238.54 |

**TOTAL CREDITS** xxxx-xxxx-xxxx-7730 **\$ 0.00**  
**TOTAL DEBITS** xxxx-xxxx-xxxx-7730 **\$ 2,628.74**

**Card Number xxxx-xxxx-xxxx-9684 ULRIKSEN, MICHAEL**

|       |                    |                                   |                     |              |           |
|-------|--------------------|-----------------------------------|---------------------|--------------|-----------|
| 11/16 | 11/18<br>561658884 | LANDSCAPE MANAGEMENT N MARKHAM ON | \$ 97.00<br>062314  | \$ 10.67 (e) | \$ 107.67 |
| 11/18 | 11/19<br>561991644 | SP LAKEVIEW AQUATIC HIGH RIVER AB | \$ 505.14<br>015640 | \$ 55.56 (e) | \$ 560.70 |
| 11/20 | 11/21<br>562272293 | SPOTIFY P31A33F801 STOCKHOLM      | \$ 10.99<br>072616  | \$ 1.21 (e)  | \$ 12.20  |
| 11/25 | 11/26<br>563115185 | AQUIFER DISTRIBUTION SASKATOON SK | \$ 688.52<br>076509 | \$ 75.74 (e) | \$ 764.26 |
| 11/25 | 11/26<br>563115184 | SLGA.COM REGINA SK                | \$ 75.68<br>000730  | \$ 8.32 (e)  | \$ 84.00  |
| 11/26 | 11/28<br>563570818 | TSASK REGINA SK                   | \$ 53.92<br>018901  | \$ 5.93 (e)  | \$ 59.85  |

|       |                    |   |                      |               |            |
|-------|--------------------|---|----------------------|---------------|------------|
| 12/02 | 12/03<br>564153746 | AMAZON ZL4QW0PY0 VANCOUVER BC           | \$ 18.86<br>047604   | \$ 0.00       |            |
| 12/04 | 12/06<br>564729248 | SOBEYS LIQUOR #9525 HUMBOLDT SK         | \$ 881.75<br>088365  | \$ 96.99 (e)  | \$ 978.74  |
| 12/10 | 12/10<br>565455093 | CFS-SAFECHECK 1 866-258-0643 AB         | \$ 24.36<br>056573   | \$ 1.22 (e)   | \$ 25.58   |
| 12/10 | 12/12<br>565742359 | SOBEYS LIQUOR #9525 HUMBOLDT SK         | \$ -394.72<br>038592 | \$ -43.42 (e) | \$ -438.14 |
| 12/12 | 12/13<br>565969674 | AMZN MKTP CA ZX4ZN24E1 WWW.AMAZON.CA ON | \$ 39.70<br>068530   | \$ 4.28       | \$ 43.98   |

**TOTAL CREDITS** xxxx-xxxx-xxxx-9684 **\$ -438.14**  
**TOTAL DEBITS** xxxx-xxxx-xxxx-9684 **\$ 2,655.84**

**Card Number xxxx-xxxx-xxxx-1679 WYTRYKUSZ, CHELSEA**

|       |                    |                                  |                     |              |           |
|-------|--------------------|----------------------------------|---------------------|--------------|-----------|
| 11/22 | 11/25<br>562885505 | DOLLARAMA #1197 HUMBOLDT SK      | \$ 3.60<br>097531   | \$ 0.40 (e)  | \$ 4.00   |
| 11/23 | 11/25<br>562885506 | SILVERWARE SILVERWARE TORONTO ON | \$ 146.81<br>059972 | \$ 19.09 (e) | \$ 165.90 |
| 11/25 | 11/26<br>563115186 | DOLLARAMA #1197 HUMBOLDT SK      | \$ 222.81<br>036430 | \$ 24.51 (e) | \$ 247.32 |
| 11/25 | 11/27<br>563266099 | CANADIAN TIRE #638 HUMBOLDT SK   | \$ 22.98<br>042522  | \$ 2.53 (e)  | \$ 25.51  |
| 12/05 | 12/06<br>564729324 | DOLLARAMA #1197 HUMBOLDT SK      | \$ 70.21<br>065472  | \$ 7.72 (e)  | \$ 77.93  |
| 12/12 | 12/13<br>565969675 | DOLLARAMA #1197 HUMBOLDT SK      | \$ 113.54<br>064820 | \$ 12.49 (e) | \$ 126.03 |

**TOTAL CREDITS** xxxx-xxxx-xxxx-1679 **\$ 0.00**  
**TOTAL DEBITS** xxxx-xxxx-xxxx-1679 **\$ 646.69**





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**CUSTOMER SERVICE:**

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Service Representatives are available to assist you 24 hours a day, seven days a week. Please have account number information ready.

**BMO**

Telephone Inquiries: 1-855-825-9232

Lost/Stolen cards: 1-844-316-3760

Outside Canada and USA call collect: 514-881-3808

TTY (For the Deaf and Hard of Hearing): 1-866-859-2089

Internet: [bmo.com/treasuryandpayment](http://bmo.com/treasuryandpayment)

**Diners Club**

Telephone Inquiries: 1-800-363-3333

Lost/Stolen cards: 1-866-890-9552

Outside Canada and USA call collect: 1-514-881-3735

TTY (For the Deaf and Hard of Hearing): 1-866-859-2089

Internet: [dinersclubnorthamerica.com](http://dinersclubnorthamerica.com)




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**PAYMENT INFORMATION:**


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|   | <b>BMO</b>  | <b>Diners Club</b>  |
|---|---|---|
| <b>You can mail your payment to:</b>                    | BMO<br>P.O. Box 6044, Station Centre-Ville<br>Montreal, QC H3C 3X2                                  | Diners Club<br>P.O. Box 6044, Station Centre-Ville<br>Montreal, QC H3C 3X2                          |
| <b>You may send your payment via overnight mail to:</b> | BMO<br>Symcor Inc (Remittance services)<br>650 Bridge Street<br>Montreal, Quebec<br>H3K 3K9         | Diners Club<br>Symcor Inc (Remittance services)<br>650 Bridge Street<br>Montreal, Quebec<br>H3K 3K9 |
| <b>IMPORTANT PAYMENT INFORMATION:</b>                   | For BMO accounts, please make your cheque or money order payable to:<br><b>BMO Bank of Montreal</b> | For Diners Club accounts, please make your cheque or money order payable to:<br><b>Diners Club</b>  |

**If you are paying by mail:**
**Remember**

- Enclose your cheque or money order, payable in the same currency as your credit card, with this payment coupon, but do not staple or tape them together.
- Write your account number on the front of your cheque or money order.
- Please do not send cash.

**A fee will be assessed against returned cheques.**

© Registered trade-mark of Bank of Montreal.



**The balance due will be automatically debited from your bank account as you authorized.**



# Statement

|                                       |                        |                          |                     |
|---------------------------------------|------------------------|--------------------------|---------------------|
| <b>Account Name:</b>                  | BILLING ACCOUNT 178859 | <b>Card Number:</b>      | xxxx-xxxx-xxxx-8859 |
| <b>Company Name:</b>                  | CITY OF HUMBOLDT       | <b>Account Limit:</b>    | \$ 100,000.00       |
| <b>Employee ID:</b>                   | 772890000021008        | <b>Available Credit:</b> | \$ 74,590.42        |
| <b>Statement Date (MM/DD/YYYY):</b>   | 01/15/2025             | <b>Currency:</b>         | CANADIAN DOLLAR     |
| <b>Payment Due Date (MM/DD/YYYY):</b> | 02/11/2025             |                          |                     |

## Statement Summary:

*Report any items which do not agree with your records within 30 days of the statement date.*

|                             |              |
|-----------------------------|--------------|
| <b>Previous Balance:</b>    | \$ 8,399.41  |
| <b>Payments:</b>            | \$ -8,399.41 |
| <b>Adjustments:</b>         | \$ 42.81     |
| <b>Net Purchases:</b>       | \$ 25,366.77 |
| <b>Cash Advance:</b>        | \$ 0.00      |
| <b>Fees:</b>                | \$ 0.00      |
| <b>Other Charges:</b>       | \$ 0.00      |
| <b>New Account Balance:</b> | \$ 25,409.58 |

## Transaction Summary:

| Trans Date  | Posting Date<br>Trans ID | Description             | Pre-Tax Amount<br>Auth # | Total Tax | Trans Amount |
|---|--------------------------|-------------------------|--------------------------|-----------|--------------|
| <b>Card Number xxxx-xxxx-xxxx-8859 BILLING ACCOUNT 178859</b> |                          |                         |                          |           |              |
| 01/06   | 01/06<br>568782625       | AUTOMATIC PYMT RECEIVED | \$ -8,399.41             | \$ 0.00   | \$ -8,399.41 |

|                      |                            |                     |
|----------------------|----------------------------|---------------------|
| <b>TOTAL CREDITS</b> | <b>xxxx-xxxx-xxxx-8859</b> | <b>\$ -8,399.41</b> |
| <b>TOTAL DEBITS</b>  | <b>xxxx-xxxx-xxxx-8859</b> | <b>\$ 0.00</b>      |

|   |                    |                                  |                       |               |             |
|---|--------------------|----------------------------------|-----------------------|---------------|-------------|
| <b>Card Number xxxx-xxxx-xxxx-2545 BERGQUIST, PETER</b> |                    |                                  |                       |               |             |
| 12/12   | 12/16<br>566304793 | ASSOCIATION OF PROFESS REGINA SK | \$ 425.68<br>067015   | \$ 46.82 (e)  | \$ 472.50   |
| 12/13   | 12/16<br>566304794 | WWW COSTCO CA 888-426-7826 ON    | \$ 1,808.90<br>063457 | \$ 235.16 (e) | \$ 2,044.06 |
| 12/14   | 12/16<br>566304795 | WWW COSTCO CA 888-426-7826 ON    | \$ 688.02<br>063457   | \$ 89.44 (e)  | \$ 777.46   |
| 12/16   | 12/18<br>566897132 | BEST BUY MARKET PLACE BURNABY BC | \$ 1,271.54<br>090170 | \$ 152.58 (e) | \$ 1,424.12 |
| 12/17   | 12/19<br>567038513 | BEST BUY #625 SAULT STE. MA ON   | \$ 127.69<br>054231   | \$ 16.60 (e)  | \$ 144.29   |
| 12/18   | 12/20<br>567305814 | TELUS MOBILITY SCARBOROUGH ON    | \$ 63.63<br>028468    | \$ 7.00 (e)   | \$ 70.63    |

|                      |                            |                    |
|----------------------|----------------------------|--------------------|
| <b>TOTAL CREDITS</b> | <b>xxxx-xxxx-xxxx-2545</b> | <b>\$ 0.00</b>     |
| <b>TOTAL DEBITS</b>  | <b>xxxx-xxxx-xxxx-2545</b> | <b>\$ 4,933.06</b> |

|   |  |  |  |  |  |
|---|--|--|--|--|--|
| <b>Card Number xxxx-xxxx-xxxx-0134 DAY, JOE</b> |  |  |  |  |  |
|---|--|--|--|--|--|

|       |                    |                              |                       |               |             |
|-------|--------------------|------------------------------|-----------------------|---------------|-------------|
| 12/17 | 12/18<br>566897134 | ADOBE ADOBE 4085366000 CA    | \$ 25.99<br>009849    | \$ 2.86       |             |
| 12/17 | 12/19<br>567038516 | SGI-MY SGI REGINA SK         | \$ 68.94<br>033523    | \$ 7.58 (e)   | \$ 76.52    |
| 12/17 | 12/19<br>567038515 | SGI-MY SGI REGINA SK         | \$ 1,432.09<br>052667 | \$ 157.53 (e) | \$ 1,589.62 |
| 01/07 | 01/07<br>569051246 | CIVICINFO BC 250-383-4898 BC | \$ 520.31<br>071911   | \$ 62.44 (e)  | \$ 582.75   |
| 01/11 | 01/13<br>570051610 | ADOBE ADOBE 4085366000 CA    | \$ 25.99<br>065445    | \$ 2.86       | \$ 28.85    |

**TOTAL CREDITS** xxxx-xxxx-xxxx-0134 **\$ 0.00**  
**TOTAL DEBITS** xxxx-xxxx-xxxx-0134 **\$ 2,306.59**

**Card Number xxxx-xxxx-xxxx-5955 DEPT, CITY HALL**

|       |                    |  |                       |               |             |
|-------|--------------------|--|-----------------------|---------------|-------------|
| 12/30 | 12/31<br>568456773 | ADOBE ADOBE 4085366000 CA              | \$ 29.99<br>083151    | \$ 3.30       | \$ 33.29    |
| 12/31 | 01/02<br>568601926 | SASKTEL WIRELINE WEB # REGINA SK       | \$ 3,326.48<br>064521 | \$ 365.91 (e) | \$ 3,692.39 |
| 12/31 | 01/02<br>568601939 | SASKTEL WIRELESS WEB # REGINA SK       | \$ 2,277.31<br>012868 | \$ 250.50 (e) | \$ 2,527.81 |
| 12/31 | 01/02<br>568601925 | SASKTEL WIRELINE WEB # REGINA SK       | \$ 2,156.77<br>073832 | \$ 237.25 (e) | \$ 2,394.02 |
| 12/31 | 01/02<br>568601924 | SASKTEL WIRELINE WEB # REGINA SK       | \$ 246.00<br>057395   | \$ 27.06 (e)  | \$ 273.06   |
| 01/03 | 01/03<br>568678192 | INFORMATION SERVICES C 866-275-4721 SK | \$ 1,801.80<br>035630 | \$ 198.20 (e) | \$ 2,000.00 |
| 01/03 | 01/06<br>568899485 | AMAZON.CA ZP2IF2L61 AMAZON.CA ON       | \$ 67.65<br>053797    | \$ 6.98       | \$ 74.63    |
| 01/08 | 01/09<br>569444069 | SAMSUNG CANADA ELECTRO MISSISSAUGA, ON | \$ 208.84<br>007044   | \$ 27.15 (e)  | \$ 235.99   |
| 01/08 | 01/09<br>569444068 | SAMSUNG CANADA ELECTRO MISSISSAUGA, ON | \$ 208.84<br>056856   | \$ 27.15 (e)  | \$ 235.99   |
| 01/08 | 01/09<br>569444070 | AMAZON.CA Z590103Q2 AMAZON.CA ON       | \$ 35.34<br>080785    | \$ 3.87       | \$ 39.21    |

**TOTAL CREDITS** xxxx-xxxx-xxxx-5955 **\$ 0.00**  
**TOTAL DEBITS** xxxx-xxxx-xxxx-5955 **\$ 11,506.39**

**Card Number xxxx-xxxx-xxxx-2907 DEPT, CITY HALL**

|       |                    |                                 |                   |             |         |
|-------|--------------------|---------------------------------|-------------------|-------------|---------|
| 10/18 | 12/18<br>566897135 | FACEBK NLQNPCL3C2 MENLO PARK CA | \$ 2.49<br>069826 | \$ 0.27 (e) | \$ 2.76 |
| 10/19 | 12/18<br>566897210 | FACEBK MXDBTCC4C2 MENLO PARK CA | \$ 2.49<br>011759 | \$ 0.27 (e) | \$ 2.76 |
| 11/02 | 12/18<br>566897211 | FACEBK 4K7HGDCXX2 MENLO PARK CA | \$ 2.49<br>085429 | \$ 0.27 (e) | \$ 2.76 |
| 11/29 | 12/18<br>566897212 | FACEBK X3LSVFLPJ2 MENLO PARK CA | \$ 2.49<br>076180 | \$ 0.27 (e) | \$ 2.76 |
| 11/30 | 12/18<br>566897213 | FACEBK 96TKSE4PJ2 MENLO PARK CA | \$ 2.49<br>003144 | \$ 0.27 (e) | \$ 2.76 |
| 12/01 | 12/18<br>566897214 | FACEBK HSAR4GQPJ2 MENLO PARK CA | \$ 3.74<br>054518 | \$ 0.41 (e) | \$ 4.15 |

|       |                    |                                 |                   |             |         |
|-------|--------------------|---------------------------------|-------------------|-------------|---------|
| 12/02 | 12/18<br>566897215 | FACEBK V546VFUNJ2 MENLO PARK CA | \$ 8.71<br>077803 | \$ 0.96 (e) | \$ 9.67 |
| 12/02 | 12/18<br>566897291 | FACEBK YC44UFUNJ2 MENLO PARK CA | \$ 6.23<br>011910 | \$ 0.68 (e) | \$ 6.91 |
| 12/04 | 12/18<br>566897294 | FACEBK WRLMCGG9N2 MENLO PARK CA | \$ 2.49<br>083357 | \$ 0.27 (e) | \$ 2.76 |
| 12/04 | 12/18<br>566897292 | FACEBK V4LMEGC9N2 MENLO PARK CA | \$ 2.49<br>071450 | \$ 0.27 (e) | \$ 2.76 |
| 12/04 | 12/18<br>566897293 | FACEBK ZSZX2G89N2 MENLO PARK CA | \$ 2.49<br>042380 | \$ 0.27 (e) | \$ 2.76 |

**TOTAL CREDITS** xxxx-xxxx-xxxx-2907 **\$ 0.00**  
**TOTAL DEBITS** xxxx-xxxx-xxxx-2907 **\$ 42.81**

**Card Number xxxx-xxxx-xxxx-2594 Kwasnica, Mike**

|       |                    |                                       |                     |              |           |
|-------|--------------------|---------------------------------------|---------------------|--------------|-----------|
| 01/10 | 01/13<br>570051530 | CANADIANASSOCIATIONOFF 613-2709138 ON | \$ 292.70<br>059973 | \$ 38.05 (e) | \$ 330.75 |
|-------|--------------------|---------------------------------------|---------------------|--------------|-----------|

**TOTAL CREDITS** xxxx-xxxx-xxxx-2594 **\$ 0.00**  
**TOTAL DEBITS** xxxx-xxxx-xxxx-2594 **\$ 330.75**

**Card Number xxxx-xxxx-xxxx-0126 Lung, Patricia**

|       |                    |                                  |                     |              |           |
|-------|--------------------|----------------------------------|---------------------|--------------|-----------|
| 12/13 | 12/17<br>566671664 | ASSOCIATION OF PROFESS REGINA SK | \$ 425.68<br>076970 | \$ 46.82 (e) | \$ 472.50 |
|-------|--------------------|----------------------------------|---------------------|--------------|-----------|

**TOTAL CREDITS** xxxx-xxxx-xxxx-0126 **\$ 0.00**  
**TOTAL DEBITS** xxxx-xxxx-xxxx-0126 **\$ 472.50**

**Card Number xxxx-xxxx-xxxx-8216 McLeod, Chris**

|       |                    |                                  |                     |              |           |
|-------|--------------------|----------------------------------|---------------------|--------------|-----------|
| 12/30 | 12/31<br>568456772 | FAMILY PIZZA HUMBOLDT SK         | \$ 132.58<br>019482 | \$ 14.58 (e) | \$ 147.16 |
| 01/09 | 01/10<br>569652602 | PRINCESS AUTO 06 SASKATOON SK    | \$ 49.96<br>069159  | \$ 5.50 (e)  | \$ 55.46  |
| 01/09 | 01/13<br>570051529 | BOLT SUPPLY HOUSE#3 SASKATOON SK | \$ 176.28<br>040336 | \$ 19.39 (e) | \$ 195.67 |

**TOTAL CREDITS** xxxx-xxxx-xxxx-8216 **\$ 0.00**  
**TOTAL DEBITS** xxxx-xxxx-xxxx-8216 **\$ 398.29**

**Card Number xxxx-xxxx-xxxx-7730 Museum, Humboldt**

|       |                    |   |                     |              |           |
|-------|--------------------|---|---------------------|--------------|-----------|
| 12/13 | 12/16<br>566304951 | HERITAGE SASKATCHEWAN REGINA SK         | \$ 47.30<br>028409  | \$ 5.20 (e)  | \$ 52.50  |
| 12/13 | 12/16<br>566304870 | JOHNNYS BISTRO HUMBOLDT SK              | \$ 67.57<br>063520  | \$ 7.43 (e)  | \$ 75.00  |
| 12/13 | 12/16<br>566304950 | SOBEYS HUMBOLDT #5395 HUMBOLDT SK       | \$ 133.99<br>076252 | \$ 14.74 (e) | \$ 148.73 |
| 12/14 | 12/16<br>566304871 | JOHNNYS BISTRO HUMBOLDT SK              | \$ 15.75<br>074636  | \$ 1.73 (e)  | \$ 17.48  |
| 12/14 | 12/16<br>566304949 | MISTY GARDENS HUMBOLDT SK               | \$ 113.81<br>082328 | \$ 12.52 (e) | \$ 126.33 |
| 12/15 | 12/16<br>566304873 | AMZN MKTP CA Z10OY9822 WWW.AMAZON.CA ON | \$ 89.17<br>004069  | \$ 9.81      | \$ 98.98  |

|       |                    |   |                     |              |           |
|-------|--------------------|---|---------------------|--------------|-----------|
| 12/15 | 12/16<br>566304872 | AMZN MKTP CA ZX2FV3KD1 WWW.AMAZON.CA ON | \$ 89.69<br>066616  | \$ 9.87      |           |
| 12/16 | 12/16<br>566304869 | INTUIT MAILCHIMP EDMONTON AB            | \$ 37.95<br>018058  | \$ 4.18 (e)  | \$ 42.13  |
| 12/17 | 12/18<br>566897133 | CANVA I04368-79520759 CAMDEN DE         | \$ 135.13<br>050641 | \$ 14.86 (e) | \$ 149.99 |
| 12/18 | 12/19<br>567038514 | BEADSEH.CA GRAND FORKS BC               | \$ 67.27<br>085936  | \$ 7.40 (e)  | \$ 74.67  |
| 12/19 | 12/23<br>567583240 | SOBEYS HUMBOLDT #5395 HUMBOLDT SK       | \$ 34.68<br>025126  | \$ 3.82 (e)  | \$ 38.50  |
| 01/03 | 01/06<br>568899486 | CPC / SCP 543683 HUMBOLDT SK            | \$ 11.02<br>060872  | \$ 1.21 (e)  | \$ 12.23  |
| 01/08 | 01/09<br>569444146 | SQ THE SWEET SPOT - B HUMBOLDT SK       | \$ 190.89<br>091078 | \$ 21.00 (e) | \$ 211.89 |
| 01/10 | 01/13<br>570051533 | CPC / SCP 543683 HUMBOLDT SK            | \$ 23.13<br>060180  | \$ 2.54 (e)  | \$ 25.67  |
| 01/11 | 01/13<br>570051531 | FACEBK Q449UGLDG2 MENLO PARK CA         | \$ 10.50<br>056460  | \$ 0.00      | \$ 10.50  |
| 01/11 | 01/13<br>570051609 | PHARMASAVE 429 HUMBOLDT SK              | \$ 3.10<br>072854   | \$ 0.34 (e)  | \$ 3.44   |
| 01/12 | 01/13<br>570051532 | FACEBK TQ28GJ4EG2 MENLO PARK CA         | \$ 2.07<br>080843   | \$ 0.00      | \$ 2.07   |
| 01/14 | 01/15<br>570550130 | ENTANDEM INC. TORONTO ON                | \$ 219.73<br>034585 | \$ 28.57 (e) | \$ 248.30 |

**TOTAL CREDITS** xxxx-xxxx-xxxx-7730 **\$ 0.00**  
**TOTAL DEBITS** xxxx-xxxx-xxxx-7730 **\$ 1,437.97**

**Card Number xxxx-xxxx-xxxx-9684 ULRIKSEN, MICHAEL**

|       |                    |   |                       |              |             |
|-------|--------------------|---|-----------------------|--------------|-------------|
| 12/13 | 12/16<br>566304792 | FLOSPORTS SUBSCRIPTION AUSTIN TX        | \$ 199.99<br>058816   | \$ 22.00 (e) | \$ 221.99   |
| 12/15 | 12/16<br>566304791 | AMAZON ZX5028D81 VANCOUVER BC           | \$ 10.53<br>075182    | \$ 0.00      | \$ 10.53    |
| 12/16 | 12/17<br>566671663 | LANDSCAPE MANAGEMENT N MARKHAM ON       | \$ 97.00<br>092167    | \$ 10.67 (e) | \$ 107.67   |
| 12/17 | 12/18<br>566897131 | A-LINE FURNITURE LTD HUMBOLDT SK        | \$ 879.99<br>081523   | \$ 96.80 (e) | \$ 976.79   |
| 12/20 | 12/23<br>567583239 | SPOTIFY P328786F05 STOCKHOLM            | \$ 12.69<br>021070    | \$ 1.40 (e)  | \$ 14.09    |
| 12/24 | 12/24<br>567914373 | ULINE 800-295-5510 ON                   | \$ 1,560.31<br>009856 | \$ 171.63    | \$ 1,731.94 |
| 01/12 | 01/13<br>570051453 | AMAZON.CA PRIME MEMBER AMAZON.CA/PRI BC | \$ 99.00<br>073860    | \$ 10.89     | \$ 109.89   |
| 01/13 | 01/14<br>570358437 | AMZN MKTP CA Z51ON6YV2 WWW.AMAZON.CA ON | \$ 104.70<br>018113   | \$ 11.51     | \$ 116.21   |

**TOTAL CREDITS** xxxx-xxxx-xxxx-9684 **\$ 0.00**  
**TOTAL DEBITS** xxxx-xxxx-xxxx-9684 **\$ 3,289.11**

**Card Number xxxx-xxxx-xxxx-1679 WYTRYKUSZ, CHELSEA**

|       |                    |                           |                     |         |           |
|-------|--------------------|---------------------------|---------------------|---------|-----------|
| 12/19 | 12/20<br>567305813 | TWIGZ PRETZELS CALGARY AB | \$ 259.15<br>043857 | \$ 0.00 | \$ 259.15 |
|-------|--------------------|---------------------------|---------------------|---------|-----------|

|       |                    |                                  |                     |              |           |
|-------|--------------------|----------------------------------|---------------------|--------------|-----------|
| 12/23 | 12/24<br>567914374 | SILVERWARE SILVERWARE TORONTO ON | \$ 146.81<br>088996 | \$ 19.09 (e) | \$ 165.90 |
| 01/03 | 01/06<br>568899484 | DOLLARAMA #1197 HUMBOLDT SK      | \$ 154.04<br>097591 | \$ 16.95 (e) | \$ 170.99 |
| 01/08 | 01/09<br>569444067 | DOLLARAMA #1197 HUMBOLDT SK      | \$ 86.55<br>030649  | \$ 9.52 (e)  | \$ 96.07  |

|                      |                            |                  |
|----------------------|----------------------------|------------------|
| <b>TOTAL CREDITS</b> | <b>xxxx-xxxx-xxxx-1679</b> | <b>\$ 0.00</b>   |
| <b>TOTAL DEBITS</b>  | <b>xxxx-xxxx-xxxx-1679</b> | <b>\$ 692.11</b> |



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**CUSTOMER SERVICE:**

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Service Representatives are available to assist you 24 hours a day, seven days a week. Please have account number information ready.

**BMO**

Telephone Inquiries: 1-855-825-9232

Lost/Stolen cards: 1-844-316-3760

Outside Canada and USA call collect: 514-881-3808

TTY (For the Deaf and Hard of Hearing): 1-866-859-2089

Internet: [bmo.com/treasuryandpayment](http://bmo.com/treasuryandpayment)

**Diners Club**

Telephone Inquiries: 1-800-363-3333

Lost/Stolen cards: 1-866-890-9552

Outside Canada and USA call collect: 1-514-881-3735

TTY (For the Deaf and Hard of Hearing): 1-866-859-2089

Internet: [dinersclubnorthamerica.com](http://dinersclubnorthamerica.com)





**PAYMENT INFORMATION:**

|   | <b>BMO</b>  | <b>Diners Club</b>  |
|---|---|---|
| <b>You can mail your payment to:</b>                    | BMO<br>P.O. Box 6044, Station Centre-Ville<br>Montreal, QC H3C 3X2                                  | Diners Club<br>P.O. Box 6044, Station Centre-Ville<br>Montreal, QC H3C 3X2                          |
| <b>You may send your payment via overnight mail to:</b> | BMO<br>Symcor Inc (Remittance services)<br>650 Bridge Street<br>Montreal, Quebec<br>H3K 3K9         | Diners Club<br>Symcor Inc (Remittance services)<br>650 Bridge Street<br>Montreal, Quebec<br>H3K 3K9 |
| <b>IMPORTANT PAYMENT INFORMATION:</b>                   | For BMO accounts, please make your cheque or money order payable to:<br><b>BMO Bank of Montreal</b> | For Diners Club accounts, please make your cheque or money order payable to:<br><b>Diners Club</b>  |

**If you are paying by mail:**

**Remember**

- Enclose your cheque or money order, payable in the same currency as your credit card, with this payment coupon, but do not staple or tape them together.
- Write your account number on the front of your cheque or money order.
- Please do not send cash.

**A fee will be assessed against returned cheques.**

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**The balance due will be automatically debited from your bank account as you authorized.**



## CITY OF HUMBOLDT REPORT

**TITLE:** Cultural Services Report  
**PREPARED BY:** Jennifer Fitzpatrick, Director of Cultural Services  
**REVIEWED BY:** Joe Day, City Manager  
**PREPARED FOR:** Executive Committee  
**DATE:** February 10, 2025

### RECOMMENDATION

That this report be accepted for information and filed.

### CURRENT SITUATION

#### 1. Museum

- Exhibits – *On the Trail of the Monarch Butterfly* continues to draw in people to better understand the migration pattern of the monarch butterfly. This multimedia exhibit consists primarily of photography and video footage of the journey of Vico Guitierrez who, in 2005, followed the Monarch butterfly migration from Quebec to Mexico in order to draw attention to the loss of the Monarch overwintering habitat in Mexico near his home. An added bonus are specimens from the butterfly collection of local collector, Sean Pratchler.  
The exhibit is on display until February 22 and funded through the Department of Canadian Heritage Exhibition Circulation Fund.
- Programs – Historic Photos – Staff toured a grade 2 class from St. Augustine to view historical photographs of the community as part of their curriculum around learning about their city.
- Collections – This month, 99 items were accessioned into the collection, and there were two information requests.
- Volunteers worked on the archival inventory for items relating to baseball, and the Town of Humboldt Council minutes which are completed up to 1978.
- Brigadier Security conducted the annual review on the alarm panels at both buildings on January 21, and Vipond/Alsask inspected the alarm and sprinkler system at both buildings on January 20.

#### 2. Gallery

- Exhibits – *Vicissitude*, the art installation by Monique Martin and Alexandra Hedberg featuring thousands of butterflies continues to draw in people to the gallery. Thanks to the 24 volunteers who helped assemble the magnetic paper butterflies onto wire wrapped around branches over two days. In total, the volunteers put in almost 70 hours attaching the butterflies to the branches.
- Programs – An opening reception and artist talk with Monique was held on January 4 and audience members were able to try silk-screening as well. We added a variety of library books for visitors and school groups to use during their time at the Gallery. A visitor noted that the gallery is “an important space for the families who can’t enrol their children in things like expensive sports.”

- School programs are designed to take in the scientific information about the Monarch butterfly at the museum and then head to the gallery to view the butterfly exhibit and enjoy some silk-screening activities. We are offering drop-in opportunities on Saturday afternoons and a couple of evenings.
- On January 17, Futuristic Industries came for an art day at the Gallery and tried out the silk-screening activity. They selected blue as that is their corporate colour, and staff shared that they had cut out all the butterflies they had printed and were going to decorate their space with them.
- Writers Series - The Poetry Slam was held on January 23. The participants spent 45 minutes writing and then presented their work. Everyone wrote something completely different and thoughtful.
- We hosted a “Purple Window” at the Gallery on January 24 so the participants in the Purple Door organization could silk screen something that they brought from home without the \$5 fee. Only two people attended, but this was a place to start and hopefully we can continue to build a relationship with this group. One person who attended signed up to read at the Local Writers Night.
- Concert – Munro and Patrick performed to a sold-out crowd on January 11. Thanks to our partnership with the Humboldt Area Arts Council, with support from HSA Chartered Accountants, and the Friends of the Museum and Gallery, we are able to bring professional musicians to Humboldt. The butterfly canopy of the Viscissitude exhibit made the event even more magical.
- Rental - Two rentals took place at the Gallery in January - one was a private party, and the other was a yoga class.
- Collections - The public provided name suggestions for the Joe Fafard piglet that was donated to the Gallery by the Hamon Fafard family and the public voted on their favourite from the list of Hamlet, Artie, and Piper. There were 162 votes cast and the winner was Artie.

### 3. Water Tower

- Staff are checking the tower on a regular basis.

### 4. Original Humboldt

- Staff are conducting research for the Treaty 6 storyboard at the site.

### 5. Public Art

- Manufacturing Sculpture – Tyler Dies, a local blacksmith/artist has been awarded the contract to create the Iron Triangle Sculpture, which is a life size farm horse. He has been connected with the 6 regional manufacturing companies sponsoring the project and potentially providing material for the sculpture:
  - Michel’s Industries in St. Gregor
  - Schulte’s Industries in Englefeld
  - Doepker Industries in Annaheim



- Bourgault Industries in St. Brieux
- Bourgault Tillage Tools in St. Brieux
- Prairie Agricultural Machinery Institute in Humboldt

This piece will be placed in front of PAMI in early summer, and be funded through the Public Art committee reserve fund, sponsorships and donations.

**6. Administration**

- Governance – The annual report is in development for the presentation to Council in February.
- Management - The Entandem reports were submitted and the fees were paid for the 2024 concerts.
- Grants – An application for summer student funding through Young Canada Works in Heritage Organizations was submitted to the Canadian Museums Association and the National Trust.
- Thanks to our volunteers who contributed 144 hours of their time this month

**Upcoming Events and Programs**

|                   |         |  |
|-------------------|---------|--|
| February 4        | Gallery | Aboriginal Storytelling - with the Reid Thompson Library |
| February 5        | Gallery | Local Writers Night                                      |
| February 8        | Museum  | Archives Week Open House                                 |
| February 11       | Gallery | Friends Meeting  |
| February 12       | Gallery | Youth Writers Night                                      |
| February 14       | Gallery | Culture Days Planning meeting                            |
| February 15,20,22 | Gallery | Silk-screen drop in programs                             |

**COMMUNICATION AND ENGAGEMENT**

No external communications or engagement required.

**ATTACHMENTS**

None

**FINANCIAL IMPLICATIONS**

There is no anticipated financial impact of the recommended action.

**CONCLUSION**

These programs are developed to further the goals of the Department’s strategic plan.

Connected and Creative – Visitors to the Gallery are enjoying the ‘summertime’ feel of the space especially during these dark and cold winter months, which is supportive of good mental well-being.

Welcoming and Connected – Creating programming with our partners at Futuristic Industries helps ensure that all members of the community have access to cultural programming.

## CITY OF HUMBOLDT REPORT

**TITLE:** CLS Director’s Report  
**PREPARED BY:** Michael Ulriksen, Director of Community and Leisure Services  
**REVIEWED BY:** Joe Day, City Manager  
**PREPARED FOR:** Executive Committee  
**DATE:** February 10, 2025

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### RECOMMENDATION

That this report be accepted for information and filed.

### BACKGROUND

This report is a high-level summary of the Community and Leisure Services activities since the last department update and is intended to provide Executive Committee with highlights from the day-day operations of the department.

### CURRENT SITUATION

#### General Updates

1. **Outdoor Rinks** – Miles is looking for assistance from Fire Department to assist in getting water down. The delay has been a mix of weather and the availability of staffing resources. We are still working to open up the space for skating this winter and using what we have learned from this space to develop a full installation strategy for next winter.
2. **Pool Air Handling Unit** – Mechanical breakdowns led to the closure of the pool for a few days towards the end of January. Two specific parts failed, both of which were not readily available. We have reached out to a refrigeration specialist to assist us in reviewing all of our Air Handling Units to provide us with recommendations on how to reduce issues with the units. This will include identifying specific components/parts that we should have consider having on hand to reduce downtime in the event of future mechanical issues.
3. **Pool Hot Tub** – All parts for the hot tub arrived on Friday, January 31<sup>st</sup>. Strueby Plumbing and Heating began the installation process on February 3<sup>rd</sup> and they expect the repair to be completed in the next two weeks. The repair includes the replacement of the heat exchanger and pump, and the replacement and reconfiguration of a significant amount of the mechanical in the pool basement.

4. **Building Maintenance** – With the resignation of the previous Buildings Manager in October, the decision was made to reallocate the funds for that position to an Arena Supervisor position and that the Director would take over supervision and management of the Building Maintenance staff. Over the past 3 months, the Director has been reviewing the operations of the area to improve efficiency and streamline operations. Changes to task assignments, contractor engagement, inventory control, safety, training, and preventative maintenance are all expected to be rolled out over the coming months.
5. **Arena Supervisor Position** – Administration received two internal applications for the Arena Supervisor Position. The position has been offered to and accepted by Noreen Meckelborg. Noreen has been an employee with the City since 2007, spending one year in the Convention Centre and the remaining time as an arena operator. She is the most senior arena operator and is extremely knowledgeable about our annual events and rentals and will bring that knowledge to the position. Her official start date will be February 23<sup>rd</sup>. We have already begun the process of filling the vacancy that will be left in the arena from this promotion and are confident that we will be able to fill that internally as well.
6. **Municipal Roof Condition Assessment** – An RFP was posted on SaskTenders to find a contractor who is able to full assess the condition of all municipal building roof structures. The assessment will provide valuable information and recommendations on how to prioritize roofing maintenance over the next few years. We hope to have this assessment completed during the spring.
7. **Refrigeration System** – An RFI was posted on SaskTenders to explore the options available to the City for the replacement of our refrigeration system in 2026. This step aligns with the approved budget for 2025, in which we will identify the type of system that makes the most sense for our facility now and into the future. Through the RFI we will learn the options and determine how to proceed, at which time we will begin to develop the specifications required to procure a new system.
8. **Community Engagement: Recreation** – Administration has been working to develop a community engagement plan that will help us to identify what the next community facility should include. We are looking to set up community engagement open house sessions to get a full picture of what the demands are and create a community-led strategy for bringing the vision to fruition.

9. **Cemetery Reserve** – In 2023, the Cemetery Reserve was drawn into a negative position with the purchase of the remaining six columbarium units at St. Augustine Cemetery. Net revenues from cemetery operations in 2024, will result in a contribution to reserves of an estimated \$29,000, bringing the reserve to a negative balance of around \$113,500. At the time of the columbarium purchase, Administration advised that the balance would return to a reserve within three to five years. We are on pace to return to the positive balance by the end of 2028, less than five years after the purchase of the remaining units. To date we have sold 128 of the 624 total columbarium niches, averaging 11 niches/year over the past four years. The remaining 496 niches have a sale value of roughly \$1.2 million and will contribute to perpetual care of the cemeteries for at least the next couple of decades.

#### Project Planning and Partnerships

NA

#### Upcoming Events

1. Bronco Home Games – Feb 15, 17, 22, 26; Mar 9
2. February 14-15 – Humboldt Broncos Alumni Weekend
3. February 22 – Family Glow Curling
4. March 14-15 – Trappers Convention
5. March 14-15 – Great Western Open Mixed Curling Bonspiel
6. April 10-13 – OnStage Dance Festival
7. April 25 – Mark of Excellence Awards Banquet
8. April 27 to May 1 – SPRA Training Symposium

#### **OPTIONS**

1. Approve the recommendation to accept for information and file.
2. Provide alternative directions or recommendations pertaining to this report.

#### **ATTACHMENTS**

None

#### **COMMUNICATION AND ENGAGEMENT**

No external communication or engagement required.

#### **FINANCIAL IMPLICATION**

There is no anticipated financial impact of the recommended action.



**CONCLUSION**

The weather in January made it difficult to keep up with trail clearing and ice building within the parks and the freeze/thaw cycles created some water issues within the Uniplex. We are taking steps this spring to hopefully identify better processes and maintenance standards to overcome these impacts and be better prepared to respond. We are also working to better align our staffing resources to prioritize specific items within the department.



## CITY OF HUMBOLDT REPORT

**TITLE:** Public Works Director Report for February 10, 2025  
**PREPARED BY:** Peter Bergquist, P.Tech.; Public Works and Utilities Director  
**REVIEWED BY:** Joe Day, City Manager  
**PREPARED FOR:** Executive Committee  
**DATE:** February 10, 2025

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### RECOMMENDATION

That this report be accepted for information and filed.

### BACKGROUND

The public works department is responsible for the operations, maintenance, and engineering support related to water, wastewater, storm water, roads, signals, signs, lines, and airport.

### CURRENT SITUATION

Patricia (Trish) Lung announced her resignation from the City’s Public Works and Utilities Department, with her last day being Friday, February 7th. Trish joined the City in June 2017 as the Public Works and Utilities Manager. Throughout her tenure, she has played a pivotal role in enhancing the department’s processes, policies, and procedures through her exceptional organizational, communication, and planning abilities.

With a degree and Master’s in Chemical Engineering along with her extensive knowledge of departmental operations and maintenance, Trish has significantly contributed to the long-term planning and successful execution of several key projects. These include the development of the new Wastewater Treatment Facility, lift station upgrades, water main replacements, emergency response plans, monitoring programs, work order digitization and overall operational efficiencies.

We sincerely thank Trish for her dedicated public service to the Humboldt community and wish her all the best in her future endeavors.

January:

- Continued snow removal/hauling, plowing and pushing back windows. Additional small snowfalls have accumulated, and staff are making space for more snow.
- Staff are utilizing greenspace north of 16<sup>th</sup> Avenue for additional snow storage as

- the it is a much quicker haul for the north end while leaving space at the airport for the rest of the city.
- Significant temperature fluctuations experienced throughout January from -36°C (Jan 4<sup>th</sup> low) to +5°C (Jan 16<sup>th</sup> high).
  - Crews knocked down intersection corners where sight lines were beginning to be impacted by the piled snow.
  - Crew continues to dig out/exposed hydrants covered by snow as time permits.
  - Decorations and Christmas Tree were removed and stored.
  - Water Main Break on the 600 Block of 10<sup>th</sup> St. Was found by leak sensors as it was non-surfacing.
  - Water Main Break at 10<sup>th</sup> St and 2<sup>nd</sup> Ave. Was found by leak sensors as it was non-surfacing.
  - Regular sewer jetting occurred on warmer days.
  - Sump pump replacements and general maintenance at lift stations.
  - Our Environmental Protection Officer (EPO) from the Water Security Agency (WSA) completed the annual inspections of the waterworks infrastructure as it pertains to the City's Permit to Operate.
  - Water Meter Replacements and other work orders continued.
  - Oil changes and shaft greasing of the pumps at the Water Distribution Facility occurred.
  - Additional Fat Oil and Grease (FOG) inspections were conducted at commercial facilities.
  - New snowblower was received and awaiting assembly and swap out of the old unit from the tractor when time permits.
  - Major breakdown on the 2013 grader, anticipated to be the clutch pack - part of transmission. Currently locked out and in for repair at Redhead New Holland. Repair anticipated to take 2-4 weeks with estimated repair cost between \$20k-\$40k depending on what they find. Arrangements with contracted services have been made for potential small and big storms.
  - The Department is actively seeking to fill the vacant Public Works Manager as well as Skilled Labourer positions.

#### Tenders and Quotations:

- Ferric Sulphate Chemical Quotation – Award likely at February Council Meeting.
- Water Main Replacement Program – Tender Opened Feb 4<sup>th</sup> to Feb 18<sup>th</sup>.
- Road Reconstruction and Paving Program – Tender Opened Feb 5<sup>th</sup> to Feb 19<sup>th</sup>.
- Concrete Program – Tender Opened Feb 7<sup>th</sup> to Feb 20<sup>th</sup>.



All the above quotations and tenders are anticipated for review and award at the February Regular Council Meeting. The projects were designed internally and are out for tender ahead of previous years as per Council's direction.

The Aerodrome Ownership & Operations Request for Proposal Process – Opened January 14<sup>th</sup> closes on February 24<sup>th</sup>. Anticipated review and decision for the March Executive and Regular Council meetings.

#### **COMMUNICATION AND ENGAGEMENT**

Continued communications with concerned residents, customers seeking clarifications or maintenance requests occur daily as needed. The department utilizes an electronic work order system to track concerns and work requests. Daily safety meetings occur in the PW department as well as on-site tailgate meetings for larger projects.

#### **ATTACHMENTS**

N/A

#### **CONCLUSION**

The department continues to manage the operations and maintenance of the City's water, sewer, storm, and transportation infrastructure while regularly evaluating potential risks while being accountable and responsible with public funds.



## CITY OF HUMBOLDT REPORT

**TITLE:** Planning Coordinator's Report  
**PREPARED BY:** Tanner Zimmerman, Planning Coordinator  
**REVIEWED BY:** Mike Kwasnica, Director of Protective Services  
**PREPARED FOR:** Executive Committee  
**DATE:** February 10, 2025

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### RECOMMENDATION

That this report be accepted for information and filed.

### BACKGROUND

This report reflects the activities of the planning department for the month of January.

### CURRENT SITUATION

Notable information and updates:

1. Permits issued in January
  - a. 4 Permits issued.
    - i. 3 Commercial renovations
    - ii. 1 Residential renovation
2. Inspections in January
  - a. 2 Class 1 Inspections by Deputy Fire Chief
3. 2 Discretionary Use Approvals
  - a. 2 Educational Institutions
4. Major Projects
  - a. Completion of Development Charges Study
  - b. Information gathered for HAF yearly report
  - c. Updating City Basemap

### OPTIONS

1. Receive for information and file.

### ATTACHMENTS

- A. Spreadsheet displaying detailed permit stats.

### COMMUNICATION AND ENGAGEMENT



Public notices were completed for both Discretionary Use approvals as per Part X of the Planning and Development Act.

**FINANCIAL IMPLICATION**

The city received \$768.36 in permit fees in January. The fees help cover administrative costs such as review and inspection time.

**CONCLUSION**

January is often a slow month for development due to cold weather and many people coming back from the holiday season. The Planning Department took this time to prepare itself for the upcoming Housing Accelerator Fund yearly reporting. We also worked with Wallace Insights/Catterall & Wright to complete the updated Development Charge study.

# Attachment A

## Applied Filters

|                     |           |
|---------------------|-----------|
| <b>Permit Type:</b> | all       |
| <b>Status:</b>      | Issued    |
| <b>City:</b>        | All       |
| <b>Start Date:</b>  | 1/1/2025  |
| <b>End Date:</b>    | 1/31/2025 |

| Permit No. | Received Date | Issued Date | Lot   | Plan      | Building Code | Work Code |
|------------|---------------|-------------|-------|-----------|---------------|-----------|
| 2025-01    | 1/20/2025     | 1/29/2025   | 23    | 99H01872  | 520           | 03        |
| 2024-92    | 12/18/2024    | 1/6/2025    | 40    | 101952682 | 110           | 03        |
| 2024-42    |               | 1/10/2025   | A     | 7H00360   | 512           | 03        |
| 2024-41    | 12/16/2024    | 1/27/2025   | 37-40 | G267      | 520           | 03        |



## CITY OF HUMBOLDT REPORT

**TITLE:** Amendment to Council Procedures Bylaw No. 02/2025  
**PREPARED BY:** Jace Porten, City Controller  
**REVIEWED BY:** Joe Day, City Manager  
**PREPARED FOR:** Executive Committee  
**DATE:** February 10, 2025

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### RECOMMENDATION

That this report be received for information and be filed.

### BACKGROUND

At the January 27<sup>th</sup> meeting, Council adopted Bylaw No. 02/2025, which adds a Land Acknowledgement to the Procedures Bylaw. During the bylaw's discussion, council members recommended revisiting section 17.4, the automatic adjournment of meetings at 9:00 pm unless a unanimous vote decides to continue.

### CURRENT SITUATION

The proposed bylaw amendment would reverse the current automatic adjournment rule. Instead of meetings automatically adjourning after 9:00 pm unless unanimously voted to continue, any council member could call for adjournment if the meeting extends past that time.

### OPTIONS

- **Option 1:** Approve the recommendation as presented.
- **Option 2:** Advise of further changes to the procedure bylaw.
- **Option 3:** Deny the recommendation and make no changes to the Council Procedures Bylaw.

### ATTACHMENTS

- Draft Bylaw No 07/2025 – Amend Bylaw 02/2025 Council Procedures Bylaw

### CONCLUSION

While the automatic adjournment clause has been inconsistently enforced, revising its wording would achieve the same practical outcome. This change would avoid the need for a formal vote to continue past 9:00 pm, while still empowering council members to adjourn the meeting if desired.

**CITY OF HUMBOLDT**

**DRAFT BYLAW NO. 07/2025**

**A BYLAW OF THE CITY OF HUMBOLDT TO AMEND BYLAW NO. 02/2025 – THE  
PROCEDURE BYLAW**

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

1. That the following Section 17.4 be deleted:

**Every regular meeting of Council shall automatically adjourn at the hour of nine(9:00)o'clock p.m., if in session at that hour, unless otherwise determined by unanimous vote of the members present.**

2. That the following Section 17.4 be added:

**Any regular meeting of Council may be adjourned at the hour of nine(9:00)o'clock p.m., if in session at that hour, if any member of Council elects to call for an adjournment.**

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Mayor – Rob Muench

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Interim City Clerk – Jace Porten

INTRODUCED AND READ A FIRST TIME THIS \_\_\_<sup>th</sup> DAY OF \_\_\_\_\_ 202\_.  
READ A SECOND TIME THIS \_\_\_<sup>th</sup> DAY OF \_\_\_\_\_ 202\_.  
READ A THIRD AND FINAL TIME THIS \_\_\_<sup>th</sup> DAY OF \_\_\_\_\_ 202\_.



## CITY OF HUMBOLDT REPORT

**TITLE:** Cemetery Bylaw Review  
**PREPARED BY:** Michael Ulriksen, Director of Community and Leisure Services  
**REVIEWED BY:** Joe Day, City Manager  
**PREPARED FOR:** Council  
**DATE:** February 10, 2025

---

### RECOMMENDATION

That this report be accepted for information and filed.

### BACKGROUND

Historically the City's Cemetery Bylaw is reviewed every three years. The last review was completed in 2023, where the only amendments to the bylaw pertained to the Cemetery Fee Schedule.

### CURRENT SITUATION

Our next scheduled review of the cemetery bylaw was not scheduled to take place until late in 2026. However, due to the recent municipal election and recent enquiry from a Councillor, Administration felt that an opportunity for the new Council to review and discuss the existing bylaw at this point was warranted.

The bylaw aligns with provisions of the Public Health Act, the Vital Statistics Act and the Cemeteries Act. Whiles these Acts provide requirements and guidance for the operations of the cemeteries, the City does have some latitude on various aspects pertaining to how the cemeteries are specifically managed and operated.

Since our previous policy review the only item that has generated some discussion has related to the transfer of ownership of plots. The current bylaw states the following:

*2.3 – Lots or plots shall not be resold or transferred by the licensee. A licensee may surrender his license to the City for any unused lot or plot. A request to surrender a license must be made in writing to City hall and must include the original receipt of purchase. The City will refund to the original licensee the original purchase price of the license less a transfer fee of 50%.*

The Cemeteries Act provides the discretion to the owner of a cemetery to determine interment right cancellation and refund policies. Individuals who purchase a plot are not purchasing the land itself, but rather a license to inter on that plot of land or within a columbarium niche. It is completely within the discretion of the owner to determine the terms under which a contract can be cancelled, the amount of the refund and any other provisions, provided those are made clear at the time the contract was entered into by the buyer.

The current bylaw also identifies regulations on interments within a given plot or niche. While there are restrictions to numbers of bodies and cremated bodies permitted by a license holder, however there are no restrictions on who the license holder is permitted to have interred within a given plot or niche. The only restriction is that they must be human remains (i.e. pet remains are not permitted).

Aside from this item in the bylaw, no other concerns have been brought to the attention of Administration and there are no recommended changes being proposed at this time.

#### **OPTIONS**

1. Accept this report for information and file.
2. Direct Administration to explore changes to the bylaw.

#### **ATTACHMENTS**

1. Cemetery Bylaw No. 06/2023

#### **FINANCIAL IMPLICATION**

There is no financial implication to accepting this report for information.

The rates for 2024 to 2026 are outlined in the Cemetery Fee Schedule. Administration is not recommending any changes to the fee structure at this time and does not anticipate the need to revise the rates until a review is undertaken to determine rates beyond December 31<sup>st</sup>, 2026. The current rates are sufficient to cover our costs related to the grave openings and closings, and the plot sales are contributing to the perpetual care and upgrades to the cemetery. Apart from a draw from reserves to fund cemetery columbarium unit purchases, the operations have continued to generate an annual surplus. The unaudited financials show an operational surplus in excess of \$30,000 for 2024 which will be transferred to reserves.

#### **CONCLUSION**

At this time, Administration is not recommending any changes to the bylaw, however it is important that Council has the opportunity to understand the existing bylaws and be able to discuss the impacts of potential changes to the operations.

# CITY OF HUMBOLDT

## BYLAW NO. 06/2023

### A BYLAW OF THE CITY OF HUMBOLDT TO PROVIDE FOR THE CONTROL AND TO REGULATE THE OPERATION OF THE CEMETERIES WITHIN THE CITY LIMITS.

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The Council of the City of Humboldt enacts as follows:

#### I. DEFINITIONS

1. This Bylaw may be cited as “The Cemetery Bylaw”.
2.
  - a) **Block** means a subdivision of land in the cemeteries containing two or more plots.
  - b) **Cemetery:** means land within the City of Humboldt set apart for use as a place for the interment of the dead or in which human bodies have been buried, known as the Public Cemetery, the St. Augustine Cemetery, the Humboldt Ukrainian Cemetery, and the St. Elizabeth’s Convent Cemetery.
  - c) **City:** means the City of Humboldt.
  - d) **Columbarium:** means a structure or building in a cemetery designated for the purpose of storing or interring cremated human remains in sealed compartments or niches.
  - e) **Community and Leisure Services Director:** means the Director of the Community and Leisure Services Department for the City of Humboldt or any person acting under his instructions.
  - f) **Grave Lot:** means a division of land in the Cemeteries for the purpose of a single burial.
  - g) **Interment:** means
    - i) the burial of human remains, or cremated human remains in a cemetery;
    - ii) the entombment of human remains in a mausoleum,
    - iii) the inurnment of cremated human remains in a columbarium;
  - h) **Licensee:** means a person or persons who purchase a grave lot or lots in the cemetery.
  - i) **Monument:** means a structure in the cemeteries erected or constructed on a lot or lots as a memorial to the dead.
  - j) **Niche:** means each individual compartment in a columbarium to be used for the interment of up to two (2) urns of cremated human remains.
  - k) **Perpetual Care:** means the levelling of the ground of each lot, seeding and cutting the grass as required and generally keeping the cemetery in good order and repair. Notwithstanding the foregoing, it shall not include maintenance, repair or replacement of markers, tombstones, monuments or other like structures except as specifically provided by this Bylaw.
  - l) **Plot:** means a subdivision of land in the cemeteries of sufficient size for two or more graves.
  - m) **Vault/Dome:** means a structural enclosure designed to cover a casket and made of concrete, steel or fibreglass and used to prevent the sinking of graves.

- n) **Works and Utilities Director:** means the Director of the Works and Utilities Department for the City of Humboldt, or any person acting under his instructions.

## II. GENERAL REGULATIONS

1. The City may grant a license to any person for the exclusive use of any lot or plot. The said license shall be subject to all provisions of this Bylaw and any amendments or regulations passed from time to time by the Council of the City.
2. The license fee and all other charges for work done or service rendered shall be in accordance with the Cemetery Fee Schedule, attached and identified as Schedule "B" and forming a part of this Bylaw.
3. Lots or plots shall not be resold or transferred by the licensee. A licensee may surrender his license to the City for any unused lot or plot. A request to surrender a license must be made in writing to City Hall and must include the original receipt of purchase. The City will refund to the original licensee the original purchase price of the license less a transfer fee of 50%.
4. No grave shall be used for any other purpose than for the burial of the human dead.
5. No person shall bury any dead body in the cemeteries until such person shall have complied with the provisions of *The Public Health Act, The Vital Statistics Act and The Cemeteries Act, 1999* of the Province of Saskatchewan and with any regulations issued thereunder and as amended from time to time.
6. All persons, while in the cemeteries, shall conduct themselves in a quiet and orderly manner.
7. Persons within the cemeteries shall use only the avenues, roadways, walkways and alleys.
8. Persons visiting the cemeteries or attending funerals are strictly prohibited from picking flowers, wild, or cultivated, breaking, or injuring any tree, shrub or plants, or from writing upon, defacing, or injuring any memorial, fence or other structure within the cemetery grounds.
9. Motor cars and vehicles in the cemeteries shall travel only on the roadways provided for that purpose and shall not travel at a greater rate of speed than fifteen (15) kilometres per hour, except those vehicles used for the performance of maintenance.
10. No animals shall be allowed within the cemeteries.
11. Owners of grave lots or plots shall be entitled to have them kept in proper order by the city upon paying the amount required pursuant to **Schedule "B"** attached hereto.
  - i) Perpetual care will apply to all grave lots or plots sold but does not include headstone or marker maintenance.
12. The City reserves the right to temporarily suspend or modify any regulations where literal interpretation may appear to create undue or unnecessary hardship.
13. The City reserves the right to limit the number of services in any given morning or afternoon, so that the number of interments does not impact the City's commitment to fulfill the obligations of any interment.

14. Forty-eight (48) hours' notice, two business days, exclusive of Saturdays, Sundays, Public and Statutory Holidays must be given to City Hall before an interment or disinterment takes place. No application or notice shall be received on Saturday, Sunday or on a Public or Statutory Holiday, except on production of a medical certificate that an early interment is desirable.

### III. DUTIES OF THE COMMUNITY AND LEISURE SERVICES DIRECTOR

1. The Community and Leisure Services Director shall have charge of the cemeteries and control of all maintenance performed and such other works that are carried out at the cemeteries.
2. It shall be the duty of the Community and Leisure Services Director to keep in good order all walk, paths, and driveways in the cemeteries and control of all maintenance performed and such other works that are carried out at the cemeteries.
3. It shall be the duty of the Community and Leisure Services Director or any person acting under his instructions to determine the location where a monument or marker may be erected and he shall mark the centre of each grave location prior to the erection thereof.

### IV. INTERMENTS

1. No interment of two or more bodies shall be made in one grave lot, except in the case of mother and child or two infants buried in one casket.
2. For all casket interments; with the exception of steel or concrete caskets, the use of a concrete, steel or fibreglass vault shall be mandatory.
3. No interment of more than four cremated bodies shall be made in one grave lot or no more than four cremated bodies with one human being in one grave lot with the human body being the first burial in the grave plot. In all cases, the interments of cremated bodies shall be made in the centre of the grave lot with the first cremation to be placed 0.61 meter (2 feet) from the space required for a marker or monument. The remaining cremations shall be spaced 0.61 meters (2 feet) apart as per the attached **Schedule "A"**.
4. No grave shall be less than 1.83 meters (6 feet) in depth from the surface of the ground.
5. No person other than a qualified funeral director shall have charge of the interment of any human body.
6. Whenever a block, plot or grave lot is held jointly by two or more parties, authority for interment in such block, plot or grave lot or any part thereof, will be accepted by the City of Humboldt from any one of the said parties or their executors or agents.
7. No interments shall be permitted in the cemeteries unless a proper burial permit is produced by the individual applying for the burial.

### VI. DISINTERMENTS

1. The disinterment of human remains, other than of cremated remains, shall be permitted by order of the Chief Coroner or upon issuance of a disinterment permit from the Minister of Health or his/her designate issued pursuant to an application under *The Public Health Act, 1994* and payment of the required fees as set out in Schedule "B".

2. A person making an application shall ensure that a funeral home representative is present during the disinterment for the handling and transportation of the human remains. All handling of liners, casket or remains are the responsibility of the funeral home representative.
3. The disinterment of cremated human remains shall be permitted only upon written request from the Licensee of the lot in question or his heirs, executors or assigns.
4. Whenever the remains are disinterred, the grave space or spaces so vacated shall be reverted to the City.

#### **VII. CARE OF GRAVES**

1. The City of Humboldt shall assume the general care of the entire cemeteries. The Licensee of a grave lot shall observe all rules and regulations passed from time to time by City Council for keeping the grave lots in order.
2. No borders, fences, railings, trellises, copings, hedges, grave covers, concrete or stone corners or iron posts shall be constructed or planted in or around any grave lot or plots.

#### **VIII. MONUMENTS AND MARKERS**

1. All monument providers must complete an agreement with the City of Humboldt prior to selling or installing headstones or markers in City of Humboldt Cemeteries.
2. All monuments and markers shall be constructed of granite, marble, bronze or U.V. stabilized polyethylene. Other materials requested for monuments are subject to prior approval of the Community and Leisure Services Director.
3. No more than one upright monument unit may be placed on one grave lot.
4. City of Humboldt Cemeteries have restricted areas whereby no monument can be larger than 18" in height. These areas will be designated by the Director of Community and Leisure Services.
5. All upright monuments must be set at the head of a grave lot and shall be in a line designated by the Community & Leisure Services Director.
6. No granite or marble monument or marker shall be erected except on a concrete foundation of a thickness of ten (10) to fifteen (15) centimetres (4 -6 inches). The foundation shall be reinforced with steel bars or steel mesh and shall be level with the ground surrounding the grave lot. The said foundation shall be of a dimension at least fifteen (15) centimetres (6 inches) wider and fifteen (15) centimetres (6 inches) longer than the base of the monument.
7. Monuments and markers made of U.V. stabilized polyethylene shall include an U. V. stabilized polyethylene base of a dimension at least fifteen (15) centimetres (6 inches ) wider and fifteen (15) centimetres (6 inches) longer than the monument or marker and placed level with the ground surrounding the grave lot.
8. In the sections of the cemeteries where the City has provided a concrete border; granite, marble or U.V. stabilized polyethylene monuments or markers may be erected without a foundation.

9. No monument or marker shall be erected in the cemeteries until the design and description thereof has been approved by the Community and Leisure Services Director and a written permit issued for the erection of such monument or marker in **Form "1"**, as attached hereto and forming a part of this Bylaw.
10. Grave covers of any type or description and of any material shall not be permitted.
11. Any monument company, its employees, contracted employees thereof and/or authorized individuals carrying out any monument work in the cemeteries will advise the Community and Leisure Services Department and shall be responsible for the restoration or repair of any damages to the Cemetery grounds or fixtures resulting from their actions. The City of Humboldt will not be held responsible for any monument damages or repairs required due to improper installation of the above noted monument.

#### **IX. CREMATION PLAQUES**

1. All cremation plaques shall be of brass, granite, marble or U.V. stabilized polyethylene.
2. No cremation plaque shall be larger than 40.64 centimetres (16 inches) X 50.8 centimetres (20 inches).
3. No plaque shall be erected except on a concrete foundation of a thickness of ten (10) to fifteen (15) centimetres (4-6 inches). The foundation shall be reinforced with steel bars or steel mesh and shall be level with the ground surrounding the grave lot. The said foundation shall be of a dimension of at least five (5) centimetres (2 inches) wider and five (5) centimetres (2 inches) longer than the base of the plaque.
4. In the sections of the cemeteries where the City has provided a concrete border; brass, granite, marble or U.V. stabilized polyethylene plaques may be erected without a foundation.
5. Bronze plaques for the columbarium and memorial areas are arranged and ordered strictly by the Director of Community and Leisure Services or any person acting under his instructions.

#### **X. MONUMENTS IN DISREPAIR**

1. Should any tombstone, monument, plaque or other structure placed or arranged in the cemeteries be in a state of disrepair, the City may have the said tombstone, monument, plaque or other structure removed from the cemeteries.
2. Whenever any owner of a tombstone, monument or plaque or other structure neglects to make required repairs or alterations after being given due notice by the Community and Leisure Services Director to do so, the Director shall allow a period of three (3) months to elapse after the giving of the said notice and shall then have power to remove such tombstone, monument, plaque or other structure from the cemeteries or repair it or replace with a suitable marker as determined by the Director.
3. All notices required to be given to Licensees of grave lots or owners of monuments or other parties by this Bylaw may be delivered in writing by the Community and Leisure Services Director or in writing, mailed postage paid to the last known address of such Licensee or Owner or other part. Proof of such notice having been mailed, properly addressed with prepaid, or delivered shall be sufficient proof that such notice has been given.

**XI. TREES, SHRUBS, FLOWERS AND OTHER ITEMS**

1. No person shall plant any trees, shrubs or any vegetation or do work of any kind in the cemeteries without the permission of the Community and Leisure Services Director.
2. If any tree or shrub situated on any grave lot or plot or part thereof shall, in the opinion of the Community and Leisure Services Director, become by means of its roots or branches in any way detrimental to any adjacent grave lot, plot, path or driveway or to the general appearance of the cemeteries or dangerous or inconvenient to the public, the Community and Leisure Services Director shall have the power to remove such tree or shrub or part thereof.
3. The Community and Leisure Services Director shall have authority to remove all floral designs, flowers, weeds, trees, shrubs, plants or herbage of any kind from the cemeteries as soon as they become unsightly, dangerous, detrimental or diseased.
4. All items placed in the cemetery by the public shall be at their own risk. The City will not accept responsibility for damaged or missing items.
5. The placing of flowers, wreaths, solar lights and other items shall be allowed only in receptacles which are affixed to the monument excepting that flowers, wreaths, solar lights and other items are permitted to be placed on the grave the day of the burial and left for a period of seven calendar days after which the flowers, wreaths, solar lights and other items will be removed and disposed of.
6. Any other items placed on a grave, flowerbed; or concrete foundation are considered temporary and will be removed and disposed of.

**XII. CHILDREN'S SECTIONS**

Sections of the cemeteries may be subdivided into smaller graves for interment of children up to six (6) years of age.

**XIII. ROYAL CANADIAN LEGION**

The Humboldt Branch of the Royal Canadian Legion shall be permitted to manage, supervise, and maintain the Legion Cemetery located within the Public Cemetery.

In the event the Legion Cemetery is not maintained to the standards of the Public Cemetery, The City shall have the authority to instruct the Legion to carry out such works as they deem necessary. Should the Legion neglect to carry out the required works, the City shall have the authority to do so and levy a charge for the works carried out.

**XIV. INTERMENT OF INDIGENT PERSONS**

The City shall provide interment rights free of charge for an unclaimed body or for a deceased indigent person where the City is instructed to provide interment rights free of charge pursuant to the provisions of *The Cemeteries Act, 1999* and any regulations thereto addressing the interment of indigent persons.

**XV. MAPS, PLANS AND RECORDS**

All grave lots and plots shall be described according to a Plan of Record in the City Hall. Suitable books of record shall be kept in the City Hall to record the description of each lot in the cemeteries, together with the name and address of the owner thereof, and such other records shall be kept to ensure a complete record of all business transacted in connection with the cemeteries. The records of the cemeteries shall be open to inspection during regular office hours.



The City shall have maps prepared of cemeteries indicating thereon the owners of each grave lot in the cemeteries, such maps to show the grave lots that are occupied and the grave lots that are reserved.

**XVI. INDEMNITY**

The City or any official thereof shall not be held responsible for any mistakes resulting from lack of precise or proper instructions regarding the grave space where an interment is to be or has been made. Any additional costs incurred by the City to correct such errors will be charged out based on actual costs incurred by the City.

The City shall indemnify and save harmless each of its employees and servants, from all liability, claims and causes of action including all costs in relation thereto, arising from all acts or omissions of each such person in the performance of his or her duties or services hereunder, provided the same have been carried out in good faith.

**XVII. PENALTY**

Any person guilty of an infraction of this Bylaw or any part thereof, shall be liable on summary conviction to the penalties prescribed by the General Penalty Bylaw of the City of Humboldt.

**XVIII. REPEAL**

Bylaw No. 09/2021 is hereby repealed.

This Bylaw shall come into full force and take effect January 1, 2024

\_\_\_\_\_  
Mayor –Michael Behiel

\_\_\_\_\_  
City Clerk –Lori Yaworski

INTRODUCED AND READ A FIRST TIME THIS 27<sup>th</sup> DAY OF NOVEMBER, 2023.

READ A SECOND TIME THIS 27<sup>th</sup> DAY OF NOVEMBER, 2023.

READ A THIRD AND FINAL TIME THIS 27<sup>th</sup> DAY OF NOVEMBER, 2023.

**Form "1"**

Pursuant to Section VIII of Bylaw No. 08/218, City of Humboldt

**MONUMENT MARKER AND PLAQUE APPLICATION FORM**



I, We \_\_\_\_\_, hereby apply for permission to construct a:

- Marker
- Monument
- Cremation Plaque
- Other \_\_\_\_\_

within the:

- St. Augustine Cemetery
- St. Elizabeth Convent Cemetery
- Public Cemetery

I/We hereby agree to the following conditions and have enclosed a detailed design and description of our proposed construction request.

I/We hereby agree to complete our request within three (3) months of approval of our application.

Conditions

1. All monuments and markers shall be of granite, marble, or U. V. stabilized polyethylene. All cremation plaques shall be of brass, granite, marble or U. V. polyethylene.
2. All monuments and markers must be set at the head of the grave lot and shall be in a line designated by the Community and Leisure Services Director.
3. No granite or marble monument or marker shall be erected except on a concrete foundation of a minimum thickness of 10-15 centimetres (4-6 inches). The foundation shall be reinforced with steel bars or steel mesh and shall be level with the ground surrounding the grave lot. The said foundation shall be of a dimension at least 15 centimetres (6 inches) wider and 15 centimetres (6 inches ) longer than the base of the monument.
4. Monuments and markers made of U.V. stabilized polyethylene shall include an U. V. stabilized polyethylene base of a dimension at least 15 centimetres (6 inches) wider and 15 centimetres (6 inches ) longer than the monument or marker and placed level with the ground surrounding the grave lot.
5. Monuments can not exceed the width of the plot on which they are installed.
6. In certain designated restricted areas, monuments can not be larger than 18 inches in height.
7. No plaque shall be erected except on a concrete foundation of a thickness of 10-15 centimetres (4-6 inches). The foundation shall be reinforced with steel bars on steel mesh and shall be level with the ground surrounding the grave lot. The said foundation shall be of a dimension at least 5 centimetres (2 inches) wider and 5 centimetres (2 inches) longer than the base of the plaque.
8. In the sections of the cemeteries where the City has provided a concrete border, plaques, monuments and markers may be erected without a concrete foundation.
9. Grave covers of any type or description and of any material shall not be permitted.
10. No monument, marker or plaque shall be erected within the cemeteries until the design and description thereof has been approved by the Leisure Services Director and written permission issued for the erection of such monument, marker or plaque.

\_\_\_\_\_  
Date of Application

\_\_\_\_\_  
Applicant's Signature

For Department Use Only:

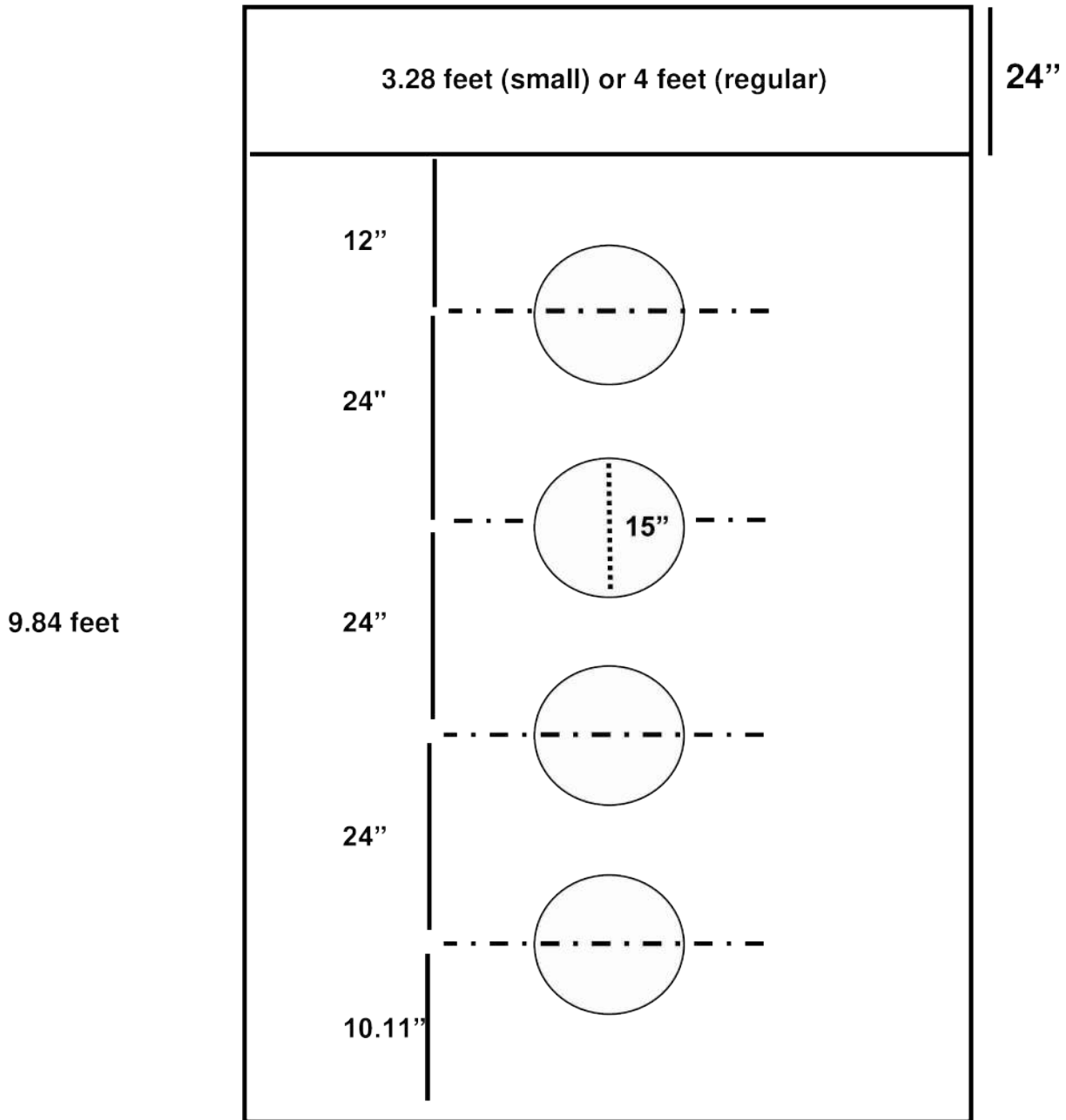
\_\_\_\_\_  
Date of Approval

\_\_\_\_\_  
Approved By Community and Leisure Services Director

Construction Completion Date: \_\_\_\_\_

**SCHEDULE "A"**

TOP



(not to scale)

**Cemetery Plot Size:**

**(Small)**  
3.28' X 9.84'  
(1.0 m X 3.0 m)

**(Regular)**  
4' x 9.84  
(1.2 m x 3.0m)

# CITY OF HUMBOLDT

## BYLAW NO. 06/2023

### SCHEDULE "B"

#### CEMETERY FEE SCHEDULE

| <u>Lot Purchase</u>   | <u>2024</u> | <u>2025</u> | <u>2026</u> |
|---|-------------|-------------|-------------|
| Cemetery Lot with Foundation  | \$1,200.00  | \$1,320.00  | \$1,450.00  |
| Cemetery Lot with Foundation & 18"<br>headstone height restriction area | \$800.00    | \$875.00    | \$960.00    |
| Infant Plots for Stillborn  | \$200.00    | \$220.00    | \$240.00    |

#### Grave Opening & Closing

|                   |          |          |           |
|-------------------|----------|----------|-----------|
| Regular Lot/Vault | \$880.00 | \$970.00 | \$1065.00 |
| Cremation Lot     | \$550.00 | \$605.00 | \$665.00  |

#### Columbarium Fees

|                    |            |            |            |
|--------------------|------------|------------|------------|
| Bottom Two Rows    | \$2,000.00 | \$2,200.00 | \$2,420.00 |
| All Remaining Rows | \$2,400.00 | \$2,640.00 | \$2,760.00 |

Note: All columbarium niches may have up to two (2) urns interred. First interment and a bronze plaque are included with the price of niche. A second interment is subject to a \$150.00 opening and closing fee. Bronze plaques are arranged and ordered strictly by the City of Humboldt.

|                         |          |          |          |
|-------------------------|----------|----------|----------|
| <u>Memorial Plaque:</u> | \$400.00 | \$420.00 | \$440.00 |
|-------------------------|----------|----------|----------|

Note: There are designated areas for placing memorial plaques. Memorial plaques are arranged and ordered strictly by the City of Humboldt.

#### Disinterment:

|                                     |                                  |
|-------------------------------------|----------------------------------|
| Removal of Remains/Cremated Remains | Cost plus 10% Administration Fee |
|-------------------------------------|----------------------------------|

\*\* GST to be added to the above rates.