



City of Humboldt
March 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 - NA**
- 5 Correspondence - NA**
- 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
 - 6.7 Marketing and Communication Coordinator's Report
 - 📎 Report - Marketing and Communication Coordinator
- 7 New Business**
 - 7.1 Recommendation - Director of Leisure Services - Cemetery Bylaw Amendment
 - 📎 Report - Cemetery Bylaw Amendment
 - 7.2 Recommendation - Director of Leisure Services - CLS User Subsidies
 - 📎 Report - CLS User Subsidies
 - 7.3 Recommendation - Director of Leisure Services - Fitness Room Renovations
 - 📎 Report - Fitness Room Renovations
 - 7.4 Recommendation - Assessor - Bylaw 08/2025 - A Bylaw to Provide for the Exemption and Abatement from Taxation for the Assessment of Certain Properties
 - 📎 Report - Bylaw 08/2025 - A Bylaw to Provide for the Exemption and Abatement from

Taxation for the Assessment of Certain Properties

- 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: March 10, 2025

RECOMMENDATION

That this report be accepted for information and filed.

BACKGROUND

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

CURRENT SITUATION

Notable information and updates:

1. Fire Department -

- In City Area: 6 responses
 - 2 - Fire alarm response.
 - 2 – Stars Landing at HDH
 - 1 - Positive CO readings in a residence
 - 1 – Frozen Sprinkler line with fire alarm activation
- Weekend Standbys: 0
 - 0
- Fire Department Practice:
 - Reviewed Self Contained Breathing Apparatus (SCBA) Donning, Doffing and maintenance.
 - Fire Appliances and Extrication Equipment Review
- HDFPA Area: 4 responses
 - 1 – Vehicle Fire
 - 1 – Structure Fire
 - 1 – Two vehicle MVC
 - 1 – Single vehicle rollover
- Conducted 23 Fire inspections in February.



2. Emergency Measures Operations

Ongoing, communicate with Ray as he continues to gather information for our regional group.

3. Occupational Health and Safety

- Safe Work Procedure Revision/Development
- Violence Policy and Prevention Plan Development
- Developed Workplace Violence Report and Follow up Report
- Revising Onboarding Documentation/Checklist for all Departments
- Developed Monthly Checklist for Directors/Managers
- Site Visits/Audits/Discussions

- Safety Orientations for Employees and Contractors
- Violence Policy and Prevention Plan Development
- Safe Work Procedure Revision/Development
- Worksite Inspections/Site Visits

OPTIONS

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

ATTACHMENTS

CSO Report for February.

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.



CITY OF HUMBOLDT REPORT

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

RECOMMENDATION

That this report be accepted for information and filed.

BACKGROUND

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

CURRENT SITUATION

February brought many complaints and concerns regarding wildlife in the City of Humboldt. We have approached one individual who is the subject of most of the complaints and he has agreed to stop feeding the wildlife. There were several complaints for wildlife running around in town. Through partnership with Public Works and the Conservation Officers we have mitigated many of these concerns. There is currently no Bylaw or Provincial Act prohibiting the feeding of wildlife. Stunting and Cellphones continue to be the two biggest traffic concerns.

There are still four vehicles in the impound lot. Two vehicles have reached the mandatory minimum and then some so we are going to provide the owner one last chance to redeem them or the City will sell them.

The CSO attended court 2 days in February.

The CSO addressed the following violations/concerns:

Traffic/Parking Bylaw:

During the month of February 3 bylaw tickets were issued and 4 warnings/conversations.

Traffic Safety Act:

During the month of February there were approximately 14 traffic stops completed, resulting in 7 summary offence tickets.

Tickets for February included:

- 1 – 57(1)(a) – Operate an unregistered vehicle
- 1 – 248(1) – Driver fail to wear seatbelt.
- 1 – 199(1)(b) – exceed speed limit
- 4 – 241.1(2) – use electronic communications device

Property Maintenance:

February had 6 complaints or concerns.

- One resulted in an order being issued
- One is being worked in partnership with the RCMP

Animal Control:

February had 9 concerns for animal control

- All the concerns were for wildlife. Where the CSO assisted the Conservation Officers or spoke with complainants.

RCMP Assists:

February had 3 assists

These included a property maintenance complaint, serving subpoenas, and traffic enforcement.

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.

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

February 28, 2025

City of Humboldt

From January 1, 2024 – December 31 2024, Humboldt/Lanigan Detachment had 3120 police occurrences. There were 1476 in the City of Humboldt. For the crime stats for the City of Humboldt, there was approximately a 13% decrease compared to 2023.

It is time to update our annual Detachment Action Plan with respect to the issues / initiatives for police to focus on for this upcoming year. As representatives for the community as a whole, we would appreciate your input and feedback on important issues or areas of concern for the community that you would like to see the police focus attention towards.

For reference, last year the priorities we focused on: Prolific offender - we do compliance checks on offenders who are on court ordered conditions. Drugs - plans are in place with the overall goal of enforcement, along with educational and awareness campaigns. Increased police presence - increase patrols and organized traffic enforcement projects. This not only contributes to traffic safety, also an increased police presence is a deterrence for crime. Police/community relations - which includes school visits, education and awareness increased campaigns, attend community events. We also have plans in place to ensure our members have the adequate training to better serve the communities. With consultation throughout the year, we do not anticipate many changes.

As we are approaching a deadline to have our Detachment Action Plan developed for the upcoming year, we would appreciate a response with your ideas and suggestions by March 21, 2025.

If you have any questions or concerns, please call me at 682-2535.

Yours truly,



S/Sgt Rod Rudnisky
Detachment Commander - Humboldt RCMP



RCMP OCCURRENCE STATISTICS

CITY OF HUMBOLDT

Offence Type	2023	2024	% Change
Persons Offences*	93	87	-6%
Homicide	0	0	-
Attempted Murder	0	0	-
Sexual Assaults	6	6	0%
Sexual Crime - Other	9	3	-67%
Assaults	28	41	46%
<i>Assault</i>	24	31	29%
<i>Assault With Weapon or Causing Bodily Harm</i>	4	7	75%
<i>Aggravated Assault</i>	0	0	-
<i>Other Assaults</i>	0	3	-
Robbery	4	0	-100%
Firearms - Use Of, Discharge, Pointing	0	0	-
Kidnapping / Forcible Confinement	1	0	-100%
Harassment / Uttering Threats	42	34	-19%
Other Persons Offences	3	3	0%
Property Offences	236	243	3%
Arson	1	0	-100%
Break and Enter	24	18	-25%
<i>Break and Enter - Business</i>	9	13	44%
<i>Break and Enter - Residence</i>	12	4	-67%
<i>Break and Enter - Other</i>	3	1	-67%
<i>Break & Enter to Steal Firearm</i>	0	0	-
Theft	55	70	27%
<i>Theft of Motor Vehicle</i>	6	8	33%
<i>Other Theft Over \$5,000</i>	4	9	125%
<i>Theft \$5,000 or Under</i>	45	53	18%
Mischief**	118	110	-7%
<i>Mischief - Damage to Property</i>	54	33	-39%
<i>Mischief - Obstruct Enjoyment of Property</i>	64	77	20%
Fraud	34	33	-3%
Have / Traffic Stolen Goods	4	12	200%
Other Criminal Code Offences	99	101	2%
Administration of Justice Offences***	53	65	23%
Disturbing the peace	29	25	-14%
Other Criminal Code Violations	17	11	-35%
Criminal Code Traffic	24	17	-29%
Impaired-related Offences	17	13	-24%
Dangerous Operation	1	3	200%
Other Criminal Code Traffic	6	1	-83%
Provincial Traffic	657	455	-31%
Speeding	136	95	-30%
Collisions	43	42	-2%
Traffic Program - Checkstop	44	49	11%
Impaired-related Offences (Roadside Suspensions)	2	2	0%
Other Provincial Traffic	432	267	-38%
Non-Offence Codes	548	532	-3%
Assistance	84	84	0%
False Alarms	120	139	16%
Breach of Peace	10	20	100%
911 Act - Other Activities	37	31	-16%
Suspicious Person / Vehicle / Property	41	7	-83%
Mental Health Act - Other Activities	39	50	28%
Other Non Offence Codes	217	201	-7%
Federal Statute Offences	1	5	400%
Provincial Statute Offences	40	27	-33%
Drug Offences	4	9	125%
Grand Total	1,702	1,476	-13%

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

March 4, 2025

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

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

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

Reported incidents are up this month (104) as compared to last month (100), and up from February 2024 (102). Traffic charges are down this month (21) compared to last month (24) and up from February 2024 (16).

There were (9) reported False Alarms this month. This is up from last month (5), and down from February 2024 (17).

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 87.

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 FEBRUARY 2025

	DATE	HOURS	LOCATION	OVERTIME	ATTENDED
1	2025-02-06	22:17	10467 8 Avenue – Kirsch Construction	N	Y
2	2025-02-13	05:16	10225 8 Avenue – Peavey Mart	N	N
3	2025-02-13	22:07	10225 8 Avenue – Peavey Mart	N	Y
4	2025-02-14	13:35	1503 8 Avenue – Family Pizza	N	Y
5	2025-02-15	04:20	904 11 Street	N	N
6	2025-02-18	00:58	10225 8 Avenue – Peavey Mart	N	Y
7	2025-02-18	02:28	10225 8 Avenue – Peavey Mart	N	N
8	2025-02-18	17:35	703 Main Street – Royal Bank	N	Y
9	2025-02-19	16:31	615 17 Street – Humboldt Collegiate	N	N

HUMBOLDT CITY DETACHMENT

POLICING STATISTICS

MONTH OF FEBRUARY 2025

HUMBOLDT MUNICIPAL 2024	HUMBOLDT MUNICIPAL 2025	OFFENCE CATEGORY
3	1	MVA's (Fatal/injury/Property Damage)
16	21	Traffic Offences (Charges Laid)
20	12	Traffic Offences (No Charges Laid)
0	0	Traffic Offences (Criminal Code)
0	2	Impaired Operation of Motor Vehicle
0	0	Dangerous Driving (Criminal Code)
12	10	Provincial Statues
1	1	Municipal Bylaws
10	9	Other Criminal Code/Federal
0	1	Offensive Weapons
2	0	Drug Trafficking
0	0	Drug Possession
0	1	Sexual Offences
3	2	Robbery/Extortion/Harassments/Threats
6	5	Assaults
0	2	Theft Under \$5,000/Possess Stolen Prop.
0	0	Theft Over \$5,000/Theft of motor vehicle
2	8	Mischief
0	1	Frauds
0	0	Break, Enter and Theft
17	9	False Alarms
10	19	Other (Susp vehicle, animal calls, missing person, wellbeing check)
102	104	Total Calls



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: March 10, 2025

RECOMMENDATION

That this report be accepted for information and filed.

BACKGROUND

This report is intended to provide an update on the ongoings of the Corporate Services department, along with actual revenue and expenditure information for year-to-date operations of the City, in comparison to budgeted activities and the previous year.

CURRENT SITUATION

Corporate Services

Corporate Services is working on the 2024 year-end processes, completing all the necessary transactions and reconciliations to complete draft financial statements in the coming weeks. MNP will be on site March 25-27th for the City’s annual audit.

The City will have a vacancy on the Development Appeals Board as a current member of the board is now a contractor of the City. The City will advertise the vacancy and bring a recommendation to an upcoming Council meeting to appoint a replacement.

The contractor of the City’s Mobility Van services has notified the City they intend to discontinue providing the services at the August 2025 contract expiration. Administration will explore its options for the vans operations. The City has issued an RFP for the purchase of a second van with intentions of awarding the purchase at the upcoming Council March meeting.

COMMUNICATION AND ENGAGEMENT

No external communications or engagement required.

ATTACHMENTS

- Finance Manager’s Report



FINANCIAL IMPLICATION

There are no direct financial implications for this report.

CONCLUSION

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

CITY OF HUMBOLDT REPORT

TITLE: Finance Manager’s Report - Budget to Actual
PREPARED BY: Connor Piller, Finance Manager
REVIEWED BY: Jace Porten, City Controller
PREPARED FOR: Executive Committee
DATE: March 10, 2025

RECOMMENDATION

That this report be accepted for information and filed.

BACKGROUND

This report provides actual revenue and expenditure information for year-to-date operations of the City, in comparison to budgeted activities with comparison to the previous year.

CURRENT SITUATION

The attached report shows the revenues and expenditures for the first two months of 2025. Some variances exist due to timing of allocated budget, and when the expenses or revenues are recorded.

Variances greater than \$5,000 are listed below:

Cost Centre	Variance	Explanation
Taxation and Grants – Grants	(107,925)	This cost centre’s favourable position is due to the receipt of more than anticipated revenues from the ‘Investing in Canada Infrastructure Program’ relating to both the lagoon and Carl Shen projects. A total of \$2,887,530 has been received from this grant so far this year.
Bylaw & Policing – RCMP Policing	(9,372)	Due to greater than anticipated fine revenue, this cost centre is in a favourable position.
Leisure Services – General Recreation Administration	101,944	This cost centre’s unfavourable position is due to an unbudgeted grant from the City of Humboldt to the Humboldt Golf Course of \$100,000.
Leisure Services – Arena	15,093	Receipt of less than anticipated fees from Humboldt Minor Hockey is the primary cause for the unfavourable position within this cost centre. This variance will likely correct itself throughout the year.

Leisure Services – Community Centre	(16,731)	Due to greater than anticipated Rental Fee revenues as well as less than anticipated Maintenance Supplies expenses, this cost centre is currently in a favourable position.
Leisure Services – Curling Rink	(5,170)	Lower than anticipated utility expenses have caused this cost centre to be in a favourable position. As the year continues, this cost centre will likely trend towards budget.
Leisure Services – Aquatic Services	(16,797)	Greater than anticipated revenues from user fees as well as less than anticipated staffing needs and utility costs have resulted in this cost centre’s favourable position.
Leisure Services – Concessions	(7,989)	The favourable position of this cost centre is primarily due to higher than expected concession sales.
Leisure Services – Fleet	(11,197)	Due to minimal expenditure with respect to fuel, maintenance, and insurance, this cost centre is currently in a favourable position. It is anticipated that this position will trend towards budget within the year.
Public Health – Cemetery	5,478	The unfavourable position of this cost centre is due to fewer than anticipated Cemetery Plot Sales.
Utilities – Utility Administration	(56,224)	The favourable position of this cost centre is the result of less than anticipated water purchase expenses as well as greater than expected revenues from water and sewer base charges.
Utilities – Water Main Maintenance	11,221	Due to a water main break at the intersections of Highways 5 and 20, this cost centre is currently in a unfavourable position which will likely return to within tolerances throughout the year.
Utilities – Lagoon	(5,282)	A lack of required maintenance within the first two months of the year have resulted in the favourable position of this cost centre.
Utilities – Lift Stations	(7,426)	The favourable position of this cost centre is due to less than anticipated utility costs, which will likely revert back to budget later in the year.
Land Development – Land Development	(20,230)	As the result of greater than anticipated land sales, this cost centre is currently in a favourable position.

COMMUNICATION AND ENGAGEMENT

No external communications or engagement required.



ATTACHMENTS

- Budget to Actual for the Two Months Ending February 28, 2025.
- February 2025 Payment Listing.
- February 2025 BMO Statement.

FINANCIAL IMPLICATION

There are no direct financial implications of this report.

CONCLUSION

Recommend that the Finance Manager's Report be accepted as presented.



	ACTUAL	YTD BUD	VARIANCE	ANNUAL	PRIOR YEAR
Tax and Grants In Lieu of Tax					
Property Taxes	(\$5,563)	(\$7,000)	\$1,437	(\$8,927,220)	(\$7,221)
Grants	-3,098,545	-2,990,620	-107,925	-17,170,710	-2,526,691
TOTAL TAXES AND GIL	-3,104,108	-2,997,620	-106,487	-26,097,930	-2,533,912
Administration					
General Administration	136,689	137,010	-321	645,230	106,758
Information Technology	48,251	48,000	251	190,640	43,382
City Manager's Office	52,856	53,750	-894	225,520	53,399
Elected Officials	48,266	45,650	2,616	188,300	32,496
Other General Administration	0	-400	400	34,330	0
TOTAL ADMINISTRATION	286,062	284,010	2,053	1,284,020	236,035
Communications					
Corporate Communications	16,588	12,590	3,998	126,790	25,644
TOTAL COMMUNICATION AND DEV	16,588	12,590	3,998	126,790	25,644
Fire and Building Inspections					
Fire Protection Administration	75,320	77,710	-2,390	584,340	89,199
Fire Fleet and Equipment	1,335	5,960	-4,625	-117,040	20,291
Fire Hall Building	2,254	5,060	-2,806	26,720	4,012
Building Inspection Services	13,302	12,090	1,212	6,410	8,494
TOTAL FIRE AND BLDG INSP	92,211	100,820	-8,609	500,430	121,996
Bylaw and Policing					
Bylaw Enforcement	27,904	30,520	-2,616	127,000	27,465
Animal Licensing & Control	-4,908	-5,690	782	-7,950	-4,747
Business Licensing	-59,250	-54,660	-4,590	-85,000	-54,500
RCMP Policing	-4,992	4,380	-9,372	893,110	7,780
Other Protective Services	92	4,740	-4,648	44,490	92
Health and Safety	14,351	15,710	-1,359	88,670	13,965
TOTAL BYLAW AND POLICING	-26,803	-5,000	-21,803	1,060,320	-9,945
Planning and Development					
Economic Development	3,943	6,100	-2,157	136,000	1,672
Planning and Development	12,873	14,380	-1,507	227,170	6,892
TOTAL PLANNING & DEVELOPMENT	16,816	20,480	-3,664	363,170	8,564
Leisure Services					
General Recreation Administration	189,464	87,520	101,944	1,123,240	77,278
Leisure Pass Program	-10,936	-11,790	854	-75,700	-15,934
LED Sign	-775	0	-775	-8,000	0
Facilities Maintenance	46,688	44,940	1,748	339,220	63,981
Arena	55,803	40,710	15,093	457,690	109,525
Fitness Centre	1,163	2,180	-1,017	18,670	-96
Community Centre	22,799	39,530	-16,731	152,880	54,937
Curling Rink	-6,360	-1,190	-5,170	55,150	13,173
Aquatic Centre	38,863	55,660	-16,797	336,160	83,042
Concessions	-15,699	-7,710	-7,989	0	980
Parks and Playgrounds	33,405	36,520	-3,115	446,660	-12,600
Spray Park	0	70	-70	21,790	161
Community Gardens	558	0	558	770	28
Weed and Insect Control	0	0	0	17,500	0
Urban Beautification	0	0	0	8,000	0
Urban Forest	0	0	0	38,650	0
Trail System	856	100	756	12,380	3,092
Historical Campground	350	60	290	12,190	1,500



	ACTUAL	YTD BUD	VARIANCE	ANNUAL	PRIOR YEAR
Recreation Special Events	21,362	17,780	3,582	158,580	13,213
Joint Use Administration	-5,591	-9,310	3,719	-9,000	-1,422
Leisure Services Fleet	1,923	13,120	-11,197	-104,460	8,719
TOTAL LEISURE SERVICES	373,873	308,190	65,684	3,002,370	399,577
Library					
Library Services	77,068	78,960	-1,892	205,300	77,853
TOTAL LIBRARY	77,068	78,960	-1,892	205,300	77,853
Cultural Services					
Museum Services	33,150	30,800	2,350	105,170	44,593
Museum Building	28,216	32,510	-4,294	187,900	11,964
Merchants Bank - Gallery Building	28,581	28,570	11	165,200	12,187
Original Humboldt	0	2,690	-2,690	8,930	0
Humboldt Public Art	12,241	10,860	1,381	33,000	-10
Water Tower	75	2,570	-2,495	7,620	1,147
TOTAL CULTURAL SERVICES	102,263	108,000	-5,737	507,820	69,881
Public Health					
Waste Mangement	106,754	111,500	-4,746	50,000	75,335
Cemetery Administration	68	-5,410	5,478	-24,940	-10,750
Mobility Van	3,410	8,040	-4,630	74,500	7,539
Transit Fleet	869	3,020	-2,151	-18,900	1,495
Other Public Health	0	0	0	9,500	0
TOTAL PUBLIC HEALTH	111,101	117,150	-6,048	90,160	73,619
Transportation					
Transportation Admin	65,124	67,220	-2,096	1,882,540	76,185
Street Lighting	12,479	15,440	-2,961	154,420	25,121
Street Systems	0	3,480	-3,480	589,060	5,663
Street Sweeping	0	120	-120	79,580	0
Storm Water Infrastructure	0	4,520	-4,520	236,140	9,559
Street and Curb Painting	0	0	0	20,000	0
Public Works Shop	13,733	16,860	-3,127	123,950	19,736
Snow and Ice Control	66,191	65,000	1,191	462,770	52,886
EmulsionTreated Roads Mtce	0	0	0	17,630	0
Gravel Road Mtce	0	2,000	-2,000	88,740	-1,826
Back Lane Mtce	0	0	0	27,540	0
Dust Control	0	0	0	29,400	0
Transportation Equipment	45,865	49,650	-3,785	-281,080	65,741
Traffic Signals	1,395	5,740	-4,345	47,840	3,198
Traffic Signs	0	4,250	-4,250	26,440	5,774
Sidewalk Mtce	0	0	0	79,180	1,425
Ditch Mowing	0	0	0	41,270	74
Winter Sidewalks	5,190	5,850	-660	16,660	3,346
Airport	1,370	3,300	-1,930	4,690	1,087
Christmas Decorations	4,068	5,300	-1,232	18,930	3,740
TOTAL TRANSPORTATION	215,415	248,730	-33,314	3,665,700	271,709
Utilities					
Utility Administration	-584,614	-528,390	-56,224	-1,829,440	-477,217
Water Main Mtce	46,381	35,160	11,221	303,020	22,510
Water Distribution Facility	26,485	25,550	935	199,370	42,618
Water Meter Reading & Billing	24,585	28,920	-4,335	211,920	74,578
Sewer Mains	11,213	9,740	1,473	195,770	9,458
Lagoon	5,098	10,380	-5,282	966,890	8,448
Lift Stations	10,004	17,430	-7,426	173,410	32,420
TOTAL UTILITIES	-460,848	-401,210	-59,637	220,940	-287,185



	ACTUAL	YTD BUD	VARIANCE	ANNUAL	PRIOR YEAR
Land Development					
Land Development	-70,530	-50,300	-20,230	-291,800	0
TOTAL LAND DEVELOPMENT	-70,530	-50,300	-20,230	-291,800	0
SUM OF OPERATIONS	-2,370,892	-2,175,200	-195,688	-15,362,710	-1,546,164
Capital					
Leisure Services Capital	59,729	0	59,729	580,000	116,784
Public Health Capital	0	0	0	265,450	25,000
Transportation Capital	45,580	0	45,580	1,515,660	0
Utilities Capital	1,410,038	0	1,410,038	1,509,340	50,811
TOTAL CAPITAL EXPENDITURES	1,515,347	0	1,515,346	3,870,450	192,595

February 2025 Payment Listing

Date	Payment Number	Vendor Name	Amount Paid
2025-02-03	Pre-Authorized	Elvaon	\$1,333.47
2025-02-03	CHAMBERS 0225	Chambers of Commerce Group Ins	\$25,167.56
2025-02-04	BMO CC 0125	BMO MasterCard	\$25,409.58
2025-02-05	44335	9352155 Canada Inc. Focuss Can	\$503.50
2025-02-05	44336	Robert Muench	\$100.00
2025-02-05	44337	Paramount Paving Ltd.	\$117,195.08
2025-02-05	44338	Phoenix Fireworks Ltd.	\$5,250.00
2025-02-05	44339	Receiver General of Canada	\$240,012.00
2025-02-05	44340	Sobeys Humboldt	\$905.37
2025-02-05	44341	Syed, Muhammad Ahmad Naveed	\$26.50
2025-02-05	44342	Talbot Acres Mobile Petting Zo	\$170.00
2025-02-05	EFT05173	Coca-Cola Canada Bottling Limi	\$2,855.35
2025-02-05	EFT05174	Complete Distribution Services	\$1,764.04
2025-02-05	EFT05175	Direct Drive Taxi	\$4,661.00
2025-02-05	EFT05176	Graphic Ad	\$150.44
2025-02-05	EFT05177	Greater Saskatoon Catholic Sch	\$13,241.06
2025-02-05	EFT05178	HBI Office Plus Inc.	\$244.63
2025-02-05	EFT05179	Hergott Electric Ltd.	\$469.65
2025-02-05	EFT05180	Humboldt Home Hardware	\$665.54
2025-02-05	EFT05181	Humboldt Lumber Mart	\$327.44
2025-02-05	EFT05182	Lifesaving Society	\$38.00
2025-02-05	EFT05183	Office Experts	\$88.75
2025-02-05	EFT05184	Prairie Meats	\$1,075.32
2025-02-05	EFT05185	Pratts Wholesale Ltd.	\$2,221.09
2025-02-05	EFT05186	REACT Waste Management	\$25.50
2025-02-05	EFT05187	Ricoh Canada Inc.	\$67.93
2025-02-05	EFT05188	Success Office Systems	\$872.46
2025-02-05	EFT05189	Van Houtte Coffee Services Inc	\$547.78
2025-02-05	EFT05190	Wheelers Wholesale Ltd.	\$234.93
2025-02-05	EFT05191	Your Dollar Store Wlth More	\$99.90
2025-02-05	EFT05192	Canadian Linen & Uniform Servi	\$55.50
2025-02-05	REMIT0000000000000467	Toshiba Business Solutions	\$0.00
2025-02-06	Pre-Authorized	RBC Royal Bank	\$544.58
2025-02-07	EFT05193	Greater Saskatoon Catholic Sch	\$58,523.25
2025-02-10	EPT 0125	Ministry of Finance	\$54,806.55
2025-02-13	44343	Canadian Automotive Museum	\$1,921.00
2025-02-13	44344	Humboldt Overhead Doors Ltd.	\$288.60
2025-02-13	44345	Humboldt & District Fire Prote	\$7,387.77
2025-02-13	44346	Humboldt Broncos U9	\$225.00
2025-02-13	44347	Investor's Group Trust Co. #90	\$200.00
2025-02-13	44348	Katzer, Cheryl	\$21.00
2025-02-13	44349	Naytowhow, Joseph	\$345.00
2025-02-13	44350	Olynick Water & Sewer Ltd.	\$1,501.27
2025-02-13	44351	Darin Pray	\$1,725.15
2025-02-13	44352	Prytula, Danielle	\$26.50

2025-02-13	44353	R-Cam Welding	\$666.00
2025-02-13	44354	Receiver General of Canada	\$48,176.84
2025-02-13	44355	SAMA - Saskatchewan Assessment	\$77,019.00
2025-02-13	44356	Schenn`s Farm Supply	\$156.51
2025-02-13	44357	SCHERBATIUK, MARK	\$50.00
2025-02-13	44358	SGI	\$222.00
2025-02-13	44359	THERRES ROSE MARY	\$29.54
2025-02-13	44360	Water Polo Saskatchewan	\$240.00
2025-02-13	44361	Olynick Water & Sewer Ltd.	\$5,565.00
2025-02-13	44362	SGI	\$12,011.92
2025-02-13	EFT05194	1st Stop Auto Parts & Industri	\$338.09
2025-02-13	EFT05195	Alpha Automation Ltd.	\$369.08
2025-02-13	EFT05196	Auto Ethics Enterprises LTD	\$357.90
2025-02-13	EFT05197	Canadian Union of Public Emplo	\$3,167.60
2025-02-13	EFT05198	Canadian Linen & Uniform Servi	\$80.96
2025-02-13	EFT05199	EMCO Waterworks	\$4,562.10
2025-02-13	EFT05200	Fastrack Logistics	\$25.20
2025-02-13	EFT05201	Flocor	\$2,326.94
2025-02-13	EFT05202	Graphic Ad	\$231.99
2025-02-13	EFT05203	Grain Bags Canada	\$1,211.72
2025-02-13	EFT05204	Gregg Distributors LP	\$358.78
2025-02-13	EFT05205	HBI Office Plus Inc.	\$302.79
2025-02-13	EFT05206	Hergott Electric Ltd.	\$1,093.27
2025-02-13	EFT05207	Hi-Tech Welding, Machining & F	\$168.17
2025-02-13	EFT05208	Canadian Tire 638 Humboldt	\$22.19
2025-02-13	EFT05209	Municipal Employees Pension Pl	\$28,188.68
2025-02-13	EFT05210	Municode Services Ltd.	\$797.65
2025-02-13	EFT05211	Office Experts	\$778.28
2025-02-13	EFT05212	Old Dutch Foods Ltd.	\$160.56
2025-02-13	EFT05213	Pratts Wholesale Ltd.	\$1,025.56
2025-02-13	EFT05214	Purolator Courier Ltd.	\$129.22
2025-02-13	EFT05215	Quill Creek Farms	\$700.00
2025-02-13	EFT05216	Redhead Equipment	\$12,198.74
2025-02-13	EFT05217	Rubber Stone Saskatoon	\$62,715.00
2025-02-13	EFT05218	Saskatchewan Research Council	\$338.63
2025-02-13	EFT05219	Troy Life & Fire Safety Ltd.	\$532.80
2025-02-13	EFT05220	Van Houtte Coffee Services Inc	\$2,153.58
2025-02-13	EFT05221	Wheelers Wholesale Ltd.	\$1,164.84
2025-02-13	EFT05222	Acklands Grainger	\$129.08
2025-02-13	EFT05223	Crosby Hanna & Associates	\$275.63
2025-02-13	REMIT0000000000000468	Ministry of Finance	\$0.00
2025-02-13	REMIT0000000000000469	Rawlco Radio Ltd.	\$0.00
2025-02-13	REMIT0000000000000470	Toshiba Business Solutions	\$0.00
2025-02-20	44363	Great Western Brewing Company	\$270.43
2025-02-20	44364	GIESELMAN SHALENE	\$128.29
2025-02-20	44365	Virtus Group LLP	\$50.00
2025-02-20	44366	Canadian Red Cross Atlantic Zo	\$250.00

2025-02-20	44367	Entandem	\$4,616.38
2025-02-20	44368	Saskatoon Potters Guild, Alber	\$700.00
2025-02-20	EFT05224	1st Stop Auto Parts & Industri	\$1,113.55
2025-02-20	EFT05225	Avon Security Products	\$341.67
2025-02-20	EFT05226	Canadian Linen & Uniform Servi	\$202.17
2025-02-20	EFT05227	Coca-Cola Canada Bottling Limi	\$1,544.77
2025-02-20	EFT05228	HBI Office Plus Inc.	\$922.03
2025-02-20	EFT05229	Hergott Electric Ltd.	\$361.19
2025-02-20	EFT05230	Humboldt Co-op	\$802.42
2025-02-20	EFT05231	Humboldt Home Hardware	\$3,364.20
2025-02-20	EFT05232	Paige Mann	\$30.64
2025-02-20	EFT05233	Canadian Tire 638 Humboldt	\$912.15
2025-02-20	EFT05234	MLT Aikins LLP	\$2,276.69
2025-02-20	EFT05235	Nelson Granite Limited	\$0.01
2025-02-20	EFT05236	Prairie Meats	\$1,311.73
2025-02-20	EFT05237	Pratts Wholesale Ltd.	\$2,106.92
2025-02-20	EFT05238	Quill Creek Farms	\$655.00
2025-02-20	EFT05239	Ricoh Canada Inc.	\$1,717.75
2025-02-20	EFT05240	Saskatchewan Health Authority	\$46.00
2025-02-20	EFT05241	TK Elevator (Canada) Limited	\$0.01
2025-02-20	EFT05242	Van Houtte Coffee Services Inc	\$587.12
2025-02-20	EFT05243	Wallace Insights Inc.	\$0.01
2025-02-20	EFT05244	Western Municipal Consulting L	\$12.50
2025-02-20	EFT05245	MNP LLP	\$16,095.00
2025-02-20	EFT05246	Ricoh Canada Inc.	\$398.57
2025-02-20	REMIT0000000000000471	Toshiba Business Solutions	\$0.00
2025-02-25	SK ENERGY 0125	Sask Energy	\$34,368.09
2025-02-25	SK POWER 0125	Sask Power	\$58,355.84
2025-02-26	44391	Beaudry, Norman	\$238.63
2025-02-26	44392	Biehl, Joann	\$190.00
2025-02-26	44393	Con-Tech General Contractors L	\$1,473,276.59
2025-02-26	44394	CentralSquare Canada Software	\$30,860.66
2025-02-26	44395	Eastside Paint & Wallpaper Inc	\$614.20
2025-02-26	44396	GEM Refrigeration	\$369.41
2025-02-26	44397	Harlan Fairbanks	\$388.75
2025-02-26	44398	Carrie Ann Hradecki	\$136.00
2025-02-26	44399	Katzer, Cheryl	\$250.00
2025-02-26	44400	Konica Minolta Business Soluti	\$88.25
2025-02-26	44401	Jennifer Korte	\$217.11
2025-02-26	44402	Localintel Inc.	\$1,998.00
2025-02-26	44403	Meridian Surveys	\$3,685.50
2025-02-26	44404	Stacy L Nielsen	\$217.11
2025-02-26	44405	Petty Cash - Library	\$92.79
2025-02-26	44406	Saskatchewan Safety Council	\$330.00
2025-02-26	44407	Sobeys Humboldt	\$211.03
2025-02-26	44408	The Stew	\$35.00
2025-02-26	44409	Suer, Jillian	\$50.00

2025-02-26	44410	Triod Supply	\$364.08
2025-02-26	44411	Tianna Vanvlerken	\$75.00
2025-02-26	44412	Zimroz, Debra	\$158.67
2025-02-26	EFT05247	Acklands Grainger	\$389.58
2025-02-26	EFT05248	Brockman Enterprises Ltd.	\$90.08
2025-02-26	EFT05249	Canadian Linen & Uniform Servi	\$145.27
2025-02-26	EFT05250	CJVR	\$202.13
2025-02-26	EFT05251	CKJH	\$202.13
2025-02-26	EFT05252	Coca-Cola Canada Bottling Limi	\$2,103.57
2025-02-26	EFT05253	Eecol Electric Corp	\$19.98
2025-02-26	EFT05254	Everguard Fire and Safety	\$579.34
2025-02-26	EFT05255	Golden West Broadcasting Ltd.	\$1,818.60
2025-02-26	EFT05256	Grain Bags Canada	\$73.10
2025-02-26	EFT05257	HBI Office Plus Inc.	\$109.56
2025-02-26	EFT05258	Receiver General for Canada	\$3,240.65
2025-02-26	EFT05259	Sherry Kwasnica	\$56.34
2025-02-26	EFT05260	Nelson Granite Limited	\$71.40
2025-02-26	EFT05261	NorthEastNow	\$315.00
2025-02-26	EFT05262	Office Experts	\$87.44
2025-02-26	EFT05263	Old Dutch Foods Ltd.	\$159.00
2025-02-26	EFT05264	Pleasureway Sales	\$4,148.23
2025-02-26	EFT05265	Pratts Wholesale Ltd.	\$2,326.66
2025-02-26	EFT05266	SaskWater	\$170,747.38
2025-02-26	EFT05267	Saskatchewan Research Council	\$533.60
2025-02-26	EFT05268	SUMA	\$44.40
2025-02-26	EFT05269	Saskatchewan Health Authority	\$69.00
2025-02-26	EFT05270	SENDR	\$49.08
2025-02-26	EFT05271	Stevenson Industrial Refrigera	\$5,183.65
2025-02-26	EFT05272	Success Office Systems	\$162.22
2025-02-26	EFT05273	Uline Canada Corporation	\$2,373.74
2025-02-26	EFT05274	Van Houtte Coffee Services Inc	\$939.66
2025-02-26	EFT05275	Warner Industries Saskatoon	\$61.31
2025-02-26	EFT05276	Your Dollar Store Wlth More	\$123.21
2025-02-26	EFT05277	Canadian Linen & Uniform Servi	\$93.57
2025-02-26	EFT05278	Crosby Hanna & Associates	\$10,605.00
2025-02-26	EFT05279	Pleasureway Sales	\$4,059.04
2025-02-27	PST 0125	Minister of Finance	\$3,020.57
2025-02-27	Pre-Authorized	First Data	\$68.70
2025-02-28	Pre-Authorized	Moneris	\$579.66



Statement

Account Name:	BILLING ACCOUNT 178859	Card Number:	xxxx-xxxx-xxxx-8859
Company Name:	CITY OF HUMBOLDT	Account Limit:	\$ 100,000.00
Employee ID:	772890000021008	Available Credit:	\$ 83,486.38
Statement Date (MM/DD/YYYY):	02/15/2025	Currency:	CANADIAN DOLLAR
Payment Due Date (MM/DD/YYYY):	03/14/2025		

Statement Summary:

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

Previous Balance:	\$ 25,409.58
Payments:	\$ -25,409.58
Adjustments:	\$ 0.00
Net Purchases:	\$ 16,513.62
Cash Advance:	\$ 0.00
Fees:	\$ 0.00
Other Charges:	\$ 0.00
New Account Balance:	\$ 16,513.62

Transaction Summary:

Trans Date	Posting Date Trans ID	Description	Pre-Tax Amount Auth #	Total Tax	Trans Amount
Card Number xxxx-xxxx-xxxx-8859 BILLING ACCOUNT 178859					
02/04	02/04 573873678	AUTOMATIC PYMT RECEIVED	\$ -25,409.58	\$ 0.00	\$ -25,409.58

TOTAL CREDITS	xxxx-xxxx-xxxx-8859	\$ -25,409.58
TOTAL DEBITS	xxxx-xxxx-xxxx-8859	\$ 0.00

Card Number xxxx-xxxx-xxxx-2545 BERGQUIST, PETER					
01/16	01/17 570914408	TELUS MOBILITY PREAUTH CALGARY AB	\$ 63.63 080639	\$ 7.00 (e)	\$ 70.63
01/23	01/24 572132146	AMZN MKTP CA ZG0AV6SV0 WWW.AMAZON.CA ON	\$ 47.96 043818	\$ 5.28	\$ 53.24
01/23	01/24 572132145	SASTT/DYNDESC REGINA SK	\$ 252.25 011617	\$ 27.75 (e)	\$ 280.00
01/23	01/27 572586787	TRANSPORTATION ASSOCIA OTTAWA ON	\$ 279.69 080333	\$ 36.36 (e)	\$ 316.05
02/05	02/06 574395451	AMSSK.CA SASKATOON SK	\$ 1,863.51 021642	\$ 204.99 (e)	\$ 2,068.50
02/13	02/14 575722944	MICROSOFT STORE HALIFAX NS	\$ 130.00 060213	\$ 14.30 (e)	\$ 144.30

TOTAL CREDITS	xxxx-xxxx-xxxx-2545	\$ 0.00
TOTAL DEBITS	xxxx-xxxx-xxxx-2545	\$ 2,932.72

Card Number xxxx-xxxx-xxxx-0134 DAY, JOE					
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02/11 02/11 ADOBE SAN JOSE CA \$ 25.99 \$ 2.86
575196210 052105

TOTAL CREDITS xxxx-xxxx-xxxx-0134 \$ 0.00
TOTAL DEBITS xxxx-xxxx-xxxx-0134 \$ 28.85

Card Number xxxx-xxxx-xxxx-9885 DENOMY, VINCE

02/10	02/11	PEAVEY MART #080 HUMBOLDT SK	\$ 116.94	\$ 12.86 (e)	\$ 129.80
	575196135		032925		
02/13	02/14	A-LINE FURNITURE LTD HUMBOLDT SK	\$ 849.99	\$ 93.50 (e)	\$ 943.49
	575722866		034667		

TOTAL CREDITS xxxx-xxxx-xxxx-9885 \$ 0.00
TOTAL DEBITS xxxx-xxxx-xxxx-9885 \$ 1,073.29

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

01/15	01/17	SGI-MY SGI REGINA SK	\$ 2,511.50	\$ 276.26 (e)	\$ 2,787.76
	570914330		057404		
01/15	01/17	SGI-MY SGI REGINA SK	\$ 973.24	\$ 107.06 (e)	\$ 1,080.30
	570914406		068971		
01/16	01/17	DOLLARAMA #1197 HUMBOLDT SK	\$ 6.00	\$ 0.66 (e)	\$ 6.66
	570914407		089029		
01/16	01/20	TERRYS NO FRILLS 3608 HUMBOLDT SK	\$ 82.23	\$ 9.05 (e)	\$ 91.28
	571189974		070225		
01/20	01/22	SGI-MY SGI REGINA SK	\$ 884.43	\$ 97.29 (e)	\$ 981.72
	571720531		089234		
01/20	01/22	SGI-MY SGI REGINA SK	\$ 1,930.25	\$ 212.33 (e)	\$ 2,142.58
	571720456		043154		
01/22	01/23	AMAZON.CA Z58WM7IR1 AMAZON.CA ON	\$ 28.75	\$ 3.16	\$ 31.91
	571851392		056078		
01/24	01/27	AMAZON.CA ZC1684KA2 AMAZON.CA ON	\$ 100.19	\$ 11.01	\$ 111.20
	572586786		049363		
01/30	01/31	ADOBE SAN JOSE CA	\$ 29.99	\$ 3.30	\$ 33.29
	573411887		071454		
02/03	02/04	INDEED 102402967 DUBLIN	\$ 283.23	\$ 31.16 (e)	\$ 314.39
	573991933		049388		
02/07	02/10	SAMSUNG CANADA ELECTRO MISSISSAUGA, ON	\$ 227.50	\$ 29.58 (e)	\$ 257.08
	574751285		015524		

TOTAL CREDITS xxxx-xxxx-xxxx-5955 \$ 0.00
TOTAL DEBITS xxxx-xxxx-xxxx-5955 \$ 7,838.17

Card Number xxxx-xxxx-xxxx-2594 KWASNICA, MIKE

01/17	01/20	VISION ELECTRONICS 01 SASKATOON SK	\$ 600.50	\$ 66.05 (e)	\$ 666.55
	571190047		073596		
02/05	02/06	OFFICE EXPERTS OFFICE HUMBOLDT SK	\$ 207.95	\$ 22.87 (e)	\$ 230.82
	574395452		071559		
02/14	02/14	NFPA NATL FIRE PROTECT 800-344-3555 MA	\$ 168.68	\$ 0.00	\$ 168.68
	575722945	US DOLLAR 114.99@1.466910166	044433		

TOTAL CREDITS xxxx-xxxx-xxxx-2594 **\$ 0.00**
TOTAL DEBITS xxxx-xxxx-xxxx-2594 **\$ 1,066.05**

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

02/05	02/06 574395453	ZENITH FUEL SYSTEMS LL BRISTOL VA US DOLLAR 493.80@1.499048197	\$ 714.06 084761	\$ 26.17	\$ 740.23
02/07	02/10 574751287	AMAZON Z70KY78Q1 VANCOUVER BC	\$ 71.57 056389	\$ 0.00	\$ 71.57
02/07	02/10 574751286	AMAZON Z75RN3I10 VANCOUVER BC	\$ 97.65 027447	\$ 0.00	\$ 97.65
			TOTAL CREDITS xxxx-xxxx-xxxx-0126		\$ 0.00
			TOTAL DEBITS xxxx-xxxx-xxxx-0126		\$ 909.45

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

01/27	01/29 572853755	CANADIAN TIRE #638 HUMBOLDT SK	\$ 291.98 060993	\$ 32.12 (e)	\$ 324.10
02/02	02/03 573643623	AMZN MKTP CA ZC8MZ97L1 WWW.AMAZON.CA ON	\$ 172.77 075217	\$ 19.01 (e)	\$ 191.78
02/10	02/11 575196209	DOLLARAMA #1197 HUMBOLDT SK	\$ 21.50 074685	\$ 2.37 (e)	\$ 23.87
			TOTAL CREDITS xxxx-xxxx-xxxx-8216		\$ 0.00
			TOTAL DEBITS xxxx-xxxx-xxxx-8216		\$ 539.75

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

01/16	01/16 570698467	INTUIT MAILCHIMP EDMONTON AB	\$ 38.28 094195	\$ 4.21 (e)	\$ 42.49
01/31	02/03 573643624	CANADIAN TIRE #638 HUMBOLDT SK	\$ 14.98 083418	\$ 1.65 (e)	\$ 16.63
02/11	02/12 575313249	OFFICE EXPERTS OFFICE HUMBOLDT SK	\$ 32.99 080949	\$ 3.63 (e)	\$ 36.62
			TOTAL CREDITS xxxx-xxxx-xxxx-7730		\$ 0.00
			TOTAL DEBITS xxxx-xxxx-xxxx-7730		\$ 95.74

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

01/16	01/17 570914329	LANDSCAPE MANAGEMENT N MARKHAM ON	\$ 97.00 038813	\$ 10.67 (e)	\$ 107.67
01/20	01/21 571526755	SPOTIFY P336263047 STOCKHOLM	\$ 12.69 097727	\$ 1.40 (e)	\$ 14.09
01/29	01/29 572853754	AMAZON Z74D61X82 VANCOUVER BC	\$ 100.14 097825	\$ 0.00	\$ 100.14
01/31	02/03 573643544	AMAZON ZC2TU3U40 VANCOUVER BC	\$ 54.82 011953	\$ 0.00	\$ 54.82
01/31	02/03 573643545	AMAZON Z71DT89A2 VANCOUVER BC	\$ 244.36 005713	\$ 0.00	\$ 244.36
02/13	02/14 575722867	TSASK REGINA SK	\$ 198.20 026368	\$ 21.80 (e)	\$ 220.00

TOTAL CREDITS xxx-xxxx-xxxx-9684 **\$ 0.00**
TOTAL DEBITS xxx-xxxx-xxxx-9684 **\$ 741.08**

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

01/17	01/20 571189972	DOLLARAMA #1197 HUMBOLDT SK	\$ 115.08 058060	\$ 12.66 (e)	\$ 127.74
01/17	01/20 571189973	TERRYS NO FRILLS 3608 HUMBOLDT SK	\$ 44.22 097945	\$ 4.86 (e)	\$ 49.08
01/21	01/22 571720454	DOLLARAMA #1197 HUMBOLDT SK	\$ 249.95 081297	\$ 27.49 (e)	\$ 277.44
01/21	01/22 571720455	TERRYS NO FRILLS 3608 HUMBOLDT SK	\$ 40.02 018752	\$ 4.40 (e)	\$ 44.42
01/22	01/23 571851391	TERRYS NO FRILLS 3608 HUMBOLDT SK	\$ 14.23 026540	\$ 1.56 (e)	\$ 15.79
01/23	01/24 572132144	SILVERWARE SILVERWARE TORONTO ON	\$ 146.81 029239	\$ 19.09 (e)	\$ 165.90
01/27	01/28 572741097	TERRYS NO FRILLS 3608 HUMBOLDT SK	\$ 12.56 030577	\$ 1.38 (e)	\$ 13.94
01/31	02/03 573643546	DOLLARAMA #1197 HUMBOLDT SK	\$ 40.11 062520	\$ 4.41 (e)	\$ 44.52
01/31	02/03 573643547	TERRYS NO FRILLS 3608 HUMBOLDT SK	\$ 15.68 061402	\$ 1.72 (e)	\$ 17.40
02/04	02/05 574113297	TERRYS NO FRILLS 3608 HUMBOLDT SK	\$ 18.54 057315	\$ 2.04 (e)	\$ 20.58
02/05	02/06 574395450	DOLLARAMA #1197 HUMBOLDT SK	\$ 80.22 064294	\$ 8.82 (e)	\$ 89.04
02/07	02/10 574751284	DOLLARAMA #1197 HUMBOLDT SK	\$ 147.23 001313	\$ 16.20 (e)	\$ 163.43
02/11	02/12 575313248	TERRYS NO FRILLS 3608 HUMBOLDT SK	\$ 52.81 070706	\$ 5.81 (e)	\$ 58.62
02/13	02/14 575722868	DOLLARAMA #1197 HUMBOLDT SK	\$ 180.74 038742	\$ 19.88 (e)	\$ 200.62

TOTAL CREDITS xxx-xxxx-xxxx-1679 **\$ 0.00**
TOTAL DEBITS xxx-xxxx-xxxx-1679 **\$ 1,288.52**



CUSTOMER SERVICE:

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

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


PAYMENT INFORMATION:

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

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.



CITY OF HUMBOLDT REPORT

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

RECOMMENDATION

That this report be accepted for information and filed.

CURRENT SITUATION

1. Museum

- Exhibits – *On the Trail of the Monarch Butterfly* was the feature exhibit for the month. The exhibit is on display until February 22 and funded through the Department of Canadian Heritage Exhibition Circulation Fund.
- The *Open Road: Humboldt and the Age of Automobiles* is the local accompaniment to the *Exit the Horse* exhibit that will be on display starting March 8. The exhibit was developed in house throughout February to accompany the travelling exhibit from the Canadian Automotive Museum.
- Programs – School programs were provided this month for the Monarch Butterfly exhibit.
- Saskatchewan Indigenous Storytelling Month – We partnered with the Reid Thompson Public Library to host Joseph Naytowhow on February 4. There was a presentation at the Uniplex for students from St. Dominic, HPS, Watson, and Three Lakes, and an evening presentation at the gallery.
- Collections – This month, 95 items were accessioned into the collection, and there was one information request. One of our volunteers started a new project this month to update and catalogue archival documents with incomplete catalogue records.
- Asbestos Abatement – The maintenance personnel are planning to start the removal of the wrapped pipe insulation as soon as possible.

2. Gallery

- Exhibits – *Vicissitude*, the art installation by Monique Martin and Alexandra Hedberg continued to draw people into the gallery. Thanks to the 14 volunteers who helped dismantle the exhibit on February 24.
- *Shapeshifter* by the Saskatoon Potters Guild was installed at the end of February for the opening reception on March 1. The exhibit is a collection of over 60 ceramic works by 22 artists involved with the Guild, and is on display until March 22.
- St. Peter's College Fine Arts Department exhibit opened on March 1, and will be on display until March 22 on the second floor of the gallery. Thanks to Grant McConnell for coordinating this exhibit.
- Programs – School programs were offered to view the butterfly exhibit and enjoy silk-screening activities. There were also various public programs for the general public to try this technique.

- *Affairs of the Heart: Card Making with Joann Biehl* took place on February 8 with participants creating heart-themed cards using scrapbooking techniques. This was the first time Joann led a workshop like this and she is excited to continue to work with us.
- *Writer's Night* – The writer's night was held on February 5. Thanks to Ray Whitton, Ian Elliot, Yvette Struck, Allison Sterling, Taylor Moisan and Brent Fitzpatrick for sharing their writings, and to Becky Zimmer for hosting.
- *Rental* - There were 3 rentals during the *Vicissitude* exhibit. Others were interested, but there is limited time for rentals as it needs to be outside our hours open the public. Thanks to the Friends of the Museum and Gallery for covering half of these rental fees.
- *Artists Review committee* – We welcomed Melanie Gray to the committee for this review, and adjudicated four submissions. One exhibit was not accepted, and the other three have already been confirmed to show in our gallery in 2028.
- *Maintenance* – Minor electrical repairs were required on the fire panel to fix a faulty wire.

3. Water Tower

- Staff are checking the tower on a regular basis. The financial statement for 2024 is being prepared for the committee's review.

4. Original Humboldt

- Staff are conducting research for the Treaty 6 storyboard at the site. The financial statement for 2024 is being prepared for the committee's review.
- A site visit with the artist creating the Treaty 6 sculpture was completed this month. We are working on the preliminary plans for a ceremony for this piece in conjunction with National Indigenous Peoples Day in June.

5. Public Art

- The financial statement for 2024 is being prepared for the committee's review.

6. Administration

- *Governance* – The annual report will be presented at the March 24 meeting.
- *Management* - Museums Association of Saskatchewan (MAS) Repatriation Film – I was invited to participate in a conversation with Elders Cy Standing, Sid Fiddler, and Linda Young who form the Elders Circle for the MAS Repatriation project. The conversation was guided by questions put together by MAS staff about what they had been hearing from member museums. The Elders shared their knowledge, insight and heartfelt messages about the return of belongings in museums to Indigenous peoples. I am thankful for the opportunity to be asked to participate in this project.
- *HR Development* - I was elected for my second two-year term on the Board of Directors of Heritage Saskatchewan at their AGM last month, and was re-elected as Vice-President for my second year. Lindsey took her First Aid/CPR/AED re-certification this month.



- Grants – Our application to the Exhibition Circulation Fund of the Department of Canadian Heritage was approved for \$1700 which covers the exhibit and shipping fee for the *Exit the Horse* exhibit.
- Friends of the Museum & Gallery – A meeting of the Friends group was held on February 11 at the Gallery. The 2024 financial statement was reviewed and plans for 2025 were confirmed. The Friends will be providing lunch for the April 7 Quill Plains Museums Network Meeting.
- Volunteers -Thanks to our volunteers who contributed 122 hours of their time this month.
- Engagement – To the end of the month, our programs and services have had engagement levels of approximately 1,645 people. This is higher than last year’s level of 1,289.

Upcoming Events and Programs

March 8	1:30 pm	Museum	Embroidery Workshop
March 12	6-8 pm	Gallery	Unfinished Object night – free night to complete your project
March 21	7 pm	Gallery	Open Mic with Youth Poet Laureate Dash Reimer
March 26	7 pm	Museum	Growing Herbs for Cooking, Tea & Medicine – Marie Saretsky
March 28	7 pm	Museum	Trivia Night

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

- A visitor was brought to tears laying underneath the *Vicissitude* exhibit as butterflies are very significant and symbolic of a loss in their family.

Welcoming and Connected

- A family from Saskatoon is making an effort to participate in programming at the HDMG as it is affordable and they enjoy the smalltown feel of the community.

- A family was very excited to see that the Gallery is fully wheelchair accessible as their child was able to participate in drop-in silkscreening from their wheelchair.

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: March 10, 2025

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. **Pool Hot Tub** – The installation of the heat exchange for the aquatic center hot tub was completed in late February. The new unit is able to heat up the pool extremely efficiently and we expect that our overall utility costs for the space will be noticeably reduced. A failed water sample test was discovered on February 26th that required us to drain and clean the hot tub once again. We are hopeful that all further testing will come back clear.
2. **Municipal Roof Condition Assessment** – The tender closed on February 28th. We received 18 submissions in total ranging significantly in price. Administration is hoping to award the contract by mid-March and for the assessment to be completed this spring.
3. **Arena Refrigeration System** – The RFI closed on February 14th and the City received nine submission from companies who provide services related to arena refrigeration systems. Administration is still working through these submissions and will present the findings to Council at a subsequent meeting. This RFI was not developed to award a contract but as an exploratory exercise to understand the options available to the City and get a better understanding of the companies in the industry.

4. **Janitorial Supply Contract** – The contract for supplying the City with Janitorial Supplies is currently out for tender with a closing date of March 14th. We are seeking to enter into another long term agreement for the supply of paper dispensers and a broad range of paper products and cleaning supplies. Results of the tender are expected to be brought to Council with a recommendation at the March 24th Council meeting.
5. **Outdoor Rinks** – The decision was made in late February to abandon all attempts at getting the new outdoor rink up and running this winter. The combination of weather, staffing unavailability, higher priorities and troubleshooting issues with the new space caused too many delays in getting it up and running. With the addition of an Arena Supervisor, the Parks Supervisor will have more time to devote to parks operations including outdoor rinks this fall to ensure the space is operational at the start of the 2024-25 winter season, along with the St. Dominic Rink.
6. **Community Engagement: Recreation** – The first meeting of the small group is scheduled for Wednesday, March 5th. A verbal update will be provided at the Executive Committee meeting on Monday, March 10th.
7. **Active Transportation Fund** – Administration managed to complete a late grant application prior to the deadline for trail enhancements through the ATF intake. The proposed project would create a continuous accessible link from downtown to Centennial Park by constructing a paved pathway from A&W to 17th Street and upgrading the pathway in Centennial Park from millings to pavement. No timeframe has been given on when we could hear back from the granting body. The federal grant would cover 60% of the project costs.
8. **Seasonal Parks Staff** – The parks department is expecting its largest contingent of returning seasonal staff. The department routinely sees 3-4 staff members return, however 7 to 9 have communicated their desire to return this summer. In addition to returning college aged students, the City has also begun hiring high school summer students in hopes of retaining them in subsequent summers as they return home from college. We hope to have our final compliment of summer students finalized within the next few weeks.
9. **Campground** – Administration is working on finalizing staffing compliments and details on the campground operations for the 2025 camping season. The camping season runs from May 16th to October 13th this year.

Project Planning and Partnerships

NA

Upcoming Events

1. Bronco Home Games – Playoffs (TBD)
2. March 14-15 – Trappers Convention
3. March 14-15 – Great Western Open Mixed Curling Bonspiel
4. April 10-13 – OnStage Dance Festival
5. April 25 – Mark of Excellence Awards Banquet
6. 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

Staff are looking forward to warmer weather and the excitement of the coming spring is starting to show among our user groups. We will be busy preparing for the spring activities over the coming months with activities inside the facilities starting to wind down on the ice.

CITY OF HUMBOLDT REPORT

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

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

February:

- Continued snow removal/hauling, plowing and pushing back windows.
- A long cold snap of weather occurred in February.
- Some melting occurred at the end of February and early March. Crews were thawing catch basin drains and further levelling some severely rutted roadways.
- Water Main Break on 3rd Avenue east of 7th Street. The leak was on old main that the department plans to abandon in 2025. Fortunately, valves worked and crews were able to isolate without having to dig. This main will be capped/abandoned in 2025.
- Water Main Break on 8th Avenue (Hwy 5) west of Main Street was found and repaired. The location impeded traffic movements, primarily for heavy trucks.
- Another non-surfacing leak has been detected by the sensors on the 900 block of 9th Street. Crews brought in a camera service and are closing in on the issue.
- Several burst pipe situations occurred where properties let the building freeze and then then when thawed water flooded their floors. Crews assisted with shutting off the water at the property.
- Regular sewer jetting occurred on warmer days.
- Parts were ordered for the Street Sweeper and the machine is getting parts replaced/repared so it is ready for the spring blitz.
- The Grader was repaired and is back to service. The clutch pack had failed and was

able to be repaired locally.

- A Snow Cat demonstration was used at the snow dump site to push up snow piles so more room could be made for additional snow.
- The City’s Environmental Protection Officer (EPO) and Manager Environmental Services from the Water Security Agency (WSA) completed an inspection of the new wastewater treatment facility construction progress. The development of the permit to operate is underway for the new facility. In addition, the EPO is completing the remaining annual inspections as it pertains to our permit.
- Water Meter Replacements and other work orders continued.
- All major tenders for 2025 have been completed.
- The ranking of the Aerodrome Ownership & Operations Request for Proposal Process is near complete and review by EC/Council. 3 proposals were received. A time will be setup to review the proposals.
- The Department filled the vacant skilled labourer position and is actively seeking to fill the vacant Public Works Manager position.
- Significant time investment is underway for new development concepts, costing and negotiations.

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

Non-Revenue Water Losses Update:

Year	Consumption	SaskWater Purchases	Difference	Approximate Loss Dollars at Cost	% Loss
2024 Full Year	460,419 m3	559,798 m3	-99,379 m3	-\$378,265	-17.8%
2025 Full Year Budget Projection	463,241 m3	547,600 m3	-84,359 m3	-\$321,096	-15.4%
2024 – Jan-Feb	70,781 m3	93,218 m3	-22,437 m3	-\$85,401	-24.1%
2025 – Jan-Feb	76,954 m3	89,021 m3	-12,067 m3	-\$45,930	-13.6%



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: Joe Day, City Manager
PREPARED FOR: Executive Committee
DATE: March 10, 2025

RECOMMENDATION

That this report be accepted for information and filed.

BACKGROUND

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

CURRENT SITUATION

Notable information and updates:

1. No permits issued in February
 - a. Permits reviews currently taking place that will be issued in March.
2. Inspections in February
 - a. 3 Class 1 Inspections by Deputy Fire Chief
 - b. 10 Class 2/3 Inspections by Municode
3. Council Decisions
 - a. Development Charges Bylaw
 - b. OCP Amendment
 - c. Rezoning Request – C2 to R3
4. Major Upcoming Projects
 - a. Reviewing Zoning Bylaw
 - b. Reviewing OCP

OPTIONS

1. Receive for information and file.

ATTACHMENTS

None

COMMUNICATION AND ENGAGEMENT



Public notices were completed for the Development Charges Bylaw, OCP Amendment, and rezoning request pursuant to Part X of the Planning and Development Act.

FINANCIAL IMPLICATION

There are no anticipated financial implications.

CONCLUSION

The planning department continues to prepare for expected growth through the review of relevant documentation. The planning department is also using the review of bylaws and policies to benefit the existing population.



CITY OF HUMBOLDT REPORT

TITLE: Communications Department – Executive Committee Report
PREPARED BY: Angie Rolheiser, Marketing & Communications Coordinator
REVIEWED BY: Joe Day, City Manager
PREPARED FOR: Executive Committee
DATE: March 10, 2025

RECOMMENDATION

That this report be accepted for information and filed.

BACKGROUND

This report summarizes the most significant projects that have been completed over the past four-months and those that are currently underway.

CURRENT SITUATION

Marketing/Public Relations:

- November campaigns focused on the City of Humboldt Municipal Elections followed by the Community Tree Lighting. The Tree Lighting event was very well attended. Thanks to all that assisted with the event.
- Application for the Nutrien Building Stronger Communities Together Grant was approved – these funds will be used for a “Festival of Lights” revamp.
- December was the Shop Local for the holidays campaign.
- In January and February, marketing campaigns have been focused on winter recreation (cross country ski, and walking trails, outdoor rinks, curling, etc.), the Digital Humboldt app, community events including Coffee with Council event. We have also been promoting the Tax Abatement Incentive, through radio ads that provide more information about what types of construction the abatement applies to, such as secondary suites.
- In March, work is underway to create more awareness of the Digital Humboldt app in an effort to increase app users.
- Started a weekly “What’s Happening in Humboldt” social media post to feature events that have been submitted to the community calendar.

Communications:

- Access TV was on-location for the Community Tree Lighting which included an interview with Mayor Rob Muench, comments from Councillor Dave Rowe, Santa Clause and a few attendees.
- Year In Review publication went out at the end of December.
- In November, Access TV Talk of the Town Humboldt featured the Humboldt Lions Club.



- In January, we did a full 30-minute feature on the Museum and Gallery on Access TV. The feature included a walk-around tour of the museum’s butterfly exhibit.
- Snow removal awareness kept us busy in late November and early December. This included safety risks with snow forts in public spaces.
- Work is consistently underway to keep the website as up to date as possible.
- Working on getting more Digital Humboldt screens set-up around the community.
- Working on updating brochures
- Had a meeting with Tourism SK to discuss potential grants and partnerships.

ATTACHMENTS

Communications – social media report

COMMUNICATION AND ENGAGEMENT

Marketing and communication campaigns conducted/underway:

1. Tax Abatement Incentive
2. Digital Humboldt App Awareness

In addition to special projects mentioned previously, publications, routine and on-demand announcements, job postings, Tenders, RFP’s, events, and promotions published by Marketing & Communications continue on a daily, weekly, and monthly basis.



**Communications Statistics Report
Year to Date – March 2025**

Social Media Platforms Insights

Platform	New Followers This Month:	Current Followers
Instagram	2	425
Facebook	6	4,713
X (Twitter)	(Information Unavailable)	1,663

Digital Humboldt App Users 2024-2025

May	June	August	Sept	2025	Jan	Feb	March
603	660	622	611		592	577	574

Council Highlights (Monthly Publication)

2025
2

Community Reports (Monthly Publication)

2025
2

CITY OF HUMBOLDT REPORT

TITLE: Cemetery Bylaw Amendment

PREPARED BY: Michael Ulriksen, Director of Community and Leisure Services

REVIEWED BY: Joe Day, City Manager

PREPARED FOR: Executive Committee

DATE: March 10, 2025

RECOMMENDATION

That the wording of Clause 2.3 of Bylaw No. 08/2018, cited as “The Cemetery Bylaw” be replaced by the following:

Lots or niches may be transferred by the licensee to any individual willing to assume ownership of the license. A licensee must complete, to the satisfaction of the City, the prescribed transfer paperwork and remit an administration fee equal to 10% of the current price of a comparable lot or niche. Licensees may also surrender their unused plot or niche to the City for a refund of 50% of the current purchase price of a comparable lot or niche.

BACKGROUND

At the February Executive Committee meeting, Council expressed a desire for Administration to review and provide a recommended update to the transfer of ownership process within the Cemetery Bylaw.

CURRENT SITUATION

The Cemetery Bylaw currently includes the following clause

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 implement interment right cancellation and refund policies as it sees fit. Individuals who purchase an interment license are not purchasing the land itself, but rather a license to inter remains 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.

This past year, we received a couple requests to reconsider the terms of the clause above, reducing the restrictions and costs associated with transferring the internment license associated with any given plot. Administration has completed a review of the request and explored the current policies of other communities. Within the review we noted that City's differed on three specific components pertaining to the license transfers:

- 1) **Permitted or Not Permitted:** While most City's permit transfers to occur, Humboldt is unique in that transfers are currently not permitted and licenses can only be surrendered back to the City.
- 2) **Transfer Scope:** Most cities limit the scope of transfers specifically for immediate family or extended family members, while a few cities surveyed allow licenses to be transferred to any individual.
- 3) **Transfer Fee:** The largest discrepancy between the cities is the fee associated with transfers ranging anywhere from \$10 up to 50%.

Internal discussions with staff noted that the frequency of transfer requests are very infrequent and result in little to no annual revenue for the City. As a result, Administration believes that the restrictive nature of the existing clause can be significantly reduced without any anticipated budget or operational impacts. Therefore Administration's recommendation proposes the following changes:

- 1) Plot owners are permitted to transfer their license to any individual at their discretion, provided they file the prescribed transfer paperwork to the City along with an administration fee of 10%. Based on 2025 rates, this fee would range from \$132 for a standard plot, up to \$260 for a columbarium niche.
- 2) Plot owners are still permitted to surrender their plot license to the City, provided there are no remains interred on the site, for a refund of 50% the current approved rates. This change will simplify the Administration process when refunding surrendered lots and ensure that the lots can be resold for a net profit moving forward.

These recommendations, as presented or amended by Council, would be brought back to an upcoming Council meeting to be approved through a bylaw amendment.

OPTIONS

1. Accept the recommended changes to Clause 2.3 of Bylaw No. 08/2018
2. Accept an amended version of the recommended changes to Clause 2.3 of Bylaw No. 08/2018
3. Provide alternative direction to Administration.

ATTACHMENTS

1. Cemetery Bylaw No. 08/2018

FINANCIAL IMPLICATION

Due to the infrequency of these requests and occurrences, accepting the recommended changes will have minimal financial impact on the City, however it will simplify the time it takes to process.

CONCLUSION

Administration is confident that the recommended changes are in the best interest of the City and have weighed the risks associated with the proposed revisions. While there is a broad range of approaches to this clause throughout the Province, we believe that the recommendation is the best suited approach for Humboldt.

CITY OF HUMBOLDT

BYLAW NO. 08/2018

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

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. 19/2015 is hereby repealed.

This Bylaw shall come into full force and take effect January 1, 2019.

Mayor – Rob Muench

City Clerk – Sandra Pauli

INTRODUCED AND READ A FIRST TIME THIS 26th DAY OF NOVEMBER, 2018.

READ A SECOND TIME THIS 26th DAY OF NOVEMBER, 2018.

READ A THIRD AND FINAL TIME THIS 26TH DAY OF NOVEMBER, 2018.

SCHEDULE "A"

TOP

3.28 feet

2'

12"

24"

9.84 feet

12"-15"

**Cemetery Plot Size: 3.28 feet X 9.84 feet
Or
1.0 m X 3.0 m**

CITY OF HUMBOLDT

BYLAW NO. 08/2018

SCHEDULE "B"

CEMETERY FEE SCHEDULE

<u>Lot Purchase</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
Cemetery Lot with Foundation	\$900.00	\$950.00	\$1,000.00
Cemetery Lot with Foundation & 18" headstone height restriction Area	\$850.00	\$900.00	\$950.00
Infant Plots for Stillborns	\$190.00	\$190.00	\$190.00

Grave Opening & Closing

Weekdays & Regular Lot/Vault	\$700.00	\$ 750.00	\$ 800.00
Weekends & Statutory Holidays	\$800.00	\$ 850.00	\$ 900.00
Cremation Lot – Weekdays	\$400.00	\$ 450.00	\$ 500.00
Cremation Lot-Weekends & Stat. Holidays	\$450.00	\$ 500.00	\$ 550.00

<u>Columbarium Fees</u>	\$1,700.00	\$1,800.00	\$1,900.00
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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 \$100.00 opening and closing fee. Bronze plaques are arranged and ordered strictly by the City of Humboldt.

<u>Memorial Plaque:</u>	\$600.00	\$600.00	\$600.00
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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	\$1,000.00	\$1,000.00	\$1,000.00
Removal of Cremated Remains	\$ 500.00	\$ 500.00	\$ 500.00

** GST to be added to the above rates.

CITY OF HUMBOLDT REPORT

TITLE: CLS User Subsidy
PREPARED BY: Michael Ulriksen, Director of Community and Leisure Services
REVIEWED BY: Joe Day, City Manager
PREPARED FOR: Executive Committee
DATE: March 10, 2025

RECOMMENDATION

That Administration undertake a more in-depth review of the existing revenue streams, expenses and levels of taxation support for the Leisure Services parks and facilities with an objective of identifying and recommending modifications to reduce the overall reliance for City of Humboldt taxation support.

BACKGROUND

The Community and Leisure Services Department's primary objective is to provide quality parks and recreation services for the community. Due to the nature of these activities and the important role they play within a healthy community, it is common for most municipalities to fund these services largely through general taxation. Currently the City has several forms of subsidization built into its budget, including rate subsidies, lease agreements and sponsorship programs.

CURRENT SITUATION

Nearly every individual and organization who utilize parks and recreation services within the City of Humboldt are subsidized through general taxation to some degree. With this report Administration is seeking to educate Council on the current subsidy levels and to evoke discussion on the future of these subsidies. Council may conclude that the current subsidy levels are appropriate and manageable or that changes are warranted or desired.

The following are the ways the City currently subsidizes the parks and recreation services that we deliver through the Community and Leisure Services Department:

1. Free Community Spaces

Some of the services provided by the City are provided at no cost to users. These include our open park spaces, use of playground structures and unscheduled use of outdoor sports amenities, the spray park and the trail network. There is currently no mechanism in place to collect revenues from these spaces.

2. Built-In Rate Subsidies

The City currently has two policies that cover the rates for our recreation facilities and park spaces. Rates are reviewed annually and set at levels deemed acceptable to Council. The rate recommendations are based on several factors including operational cost increases, user demand, external competitors and other communities. Historically the goal has been to keep the rates affordable, while recognizing that there is a significant cost to maintaining these facilities. Approved rates are entered into our booking software and all individual and rental groups pay these rates, irrespective of their residency or affiliations.

3. Lease Agreements

The CLS department currently has three lease agreements in place with rental groups where the nature of their use of City facilities falls outside the typical rental or user rate structure. These include the Junior A Broncos, Curling Club and Soup Kitchen. These lease agreements all include the exclusive use of areas within the Uniplex and identify other provisions and expectations associated with the arrangement.

4. Sponsorships

The CLS department currently has an Event Hosting Sponsorship Program, which was developed to entice organizations to host events within City facilities. This sponsorship provides a maximum of \$1,000, however the sponsorship is normally in the range of 10-15% of the total rental cost. The budget for this program has remained at \$20,000 annually for the last several years.

5. Leisure Access Program

Low income individuals and families have access to this program if their household income falls below thresholds set by the federal government (LICO). In order to qualify for the program the individual or family must be able to provide proof of residency within the City of Humboldt. In 2024, 11 families and 6 individual adults were approved through the program and each received a free one-year leisure pass. The total value of all passes given out through this program in 2024 equated to \$13,333. The current program does not provide much latitude for unique circumstances, which has caused some concerns from prospective users.

6. Council Approved

Beyond the subsidies identified above, Council has the discretion to approve additional subsidies and grants. This can occur through the budgeting process or by a motion of Council throughout the year. For 2025, Council has already approved a subsidy for Safe Communities (grant and free usage of City facilities) and a sponsorship for the Living Skies Music Festival.

Subsidy By Service Area

The 2025 budget for the CLS Department is projecting an estimated \$1.3 million in revenues, \$3.65 million in expenses and a net cost to taxation of \$2.35 million. These revenues are projected to cover only 35% of the total operating costs anticipated for the department in 2025, leaving 65% to be funded through general taxation. Put another way, roughly \$1.85 is required from taxation for every \$1 generated through user and rental fees.

While not an exact science, using 2025 budget estimates, not including administration expenses or maintenance wages, the following charge provides a high level estimate of the operational cost recovery for each of the service areas:

Service Area	Cost Recovery	Tax Subsidized (%)	Tax Subsidized (\$)
Fitness Room ¹	101%	0%	(\$255)
Campground	76%	24%	\$12,190
Curling Rink	51%	49%	\$55,150
Aquatic Centre ²	50%	50%	\$279,385
Convention Centre	43%	57%	\$152,880
Arena	37%	63%	\$457,190
Special Events ³	30%	70%	\$149,580
Parks ⁴	5%	95%	\$549,710
Administration ⁵	0%	100%	\$472,730
Maintenance Staffing	0%	100%	\$274,220

¹ Fitness Room cost recovery includes 25% of the revenue generated by leisure pass sales

² Aquatic Center cost recovery includes 75% of the revenue generated by leisure pass sales

³ Special Events cost recovery includes cost center 5400 (Rec Special Events), 5410 (Summer Sizzler) and 5420 (Joint Use Agreement). Manager wages in this area supports administrative functions, scheduling and rental management associated with all other cost centers.

⁴ Parks includes all parks functions with the exception of campground and cemetery operations.

⁵ Administration includes core functions of the department – Director, admin staff, advertising, invoicing, billing, record keeping, registrations, POS, rental bookings, etc. – these services support all areas of the department to various degrees.

Current Subsidy Rationales

Beyond the obvious fact that parks and recreation spaces are expenses to maintain and would place an extreme burden if not subsidized by tax revenues, there are other general principles that have been used to arrive at the current subsidy levels and processes. These principles have

been used as the basis for rate decisions and program delivery, however a formal review and scrutiny by Council is probably warranted in order to provide Administration with direction. The following are a list of informal principles based on the various subsidy categories identified above.

1. Free Community Spaces

- Park spaces like open green space, playgrounds and walking trails should be core neighborhood essentials that the City provides to all residents through taxation.
- Free community spaces encourage accessibility for all regardless of age, economic or social barriers and should be easily accessible and encourage active participation.

2. Built-In Rate Subsidies

- Whereas parks serve the broader community and impact nearly all residents, recreation facilities generally are more targeted and serve the needs of a specific demographic or interest group rather than the entire community. As a result, user fees are necessary to place the burden more heavily on the user groups than on the general taxpayer.
- While user fees are necessary, Administration must evaluate and seek to recommend rates that balance access for residents with acceptable levels of revenue.
- A blanket cost recovery target for each service area is not practical, so each service area should be evaluated independently of each other.
- To encourage users in the region to come to Humboldt to use our recreation services, we have limited our use of non-resident rates.

3. Lease Agreements

- The Humboldt Broncos could not operate within the City of Humboldt without a subsidized lease agreement that includes rate reductions for ice usage, access to team spaces within the Uniplex and the ability to sell sponsorships within the Arena. The City values the program and its impact on the community.
- The Humboldt Curling Club could not operate the curling rink without the City of Humboldt subsidizing the operating costs of the facility, specifically the mechanical system, lounge space and permanent storage. The City values the programming that they provide the region.
- The City entered into a lease agreement with the Humboldt Soup Kitchen in order to reduce their overall operating costs from their previous rental location, while providing permanent storage space and access to a fully licensed kitchen weekly. The City values the service and its impact on the community.

4. Sponsorships

- The City wants to encourage non-profit organizations to host events, attract visitors to the community and raise funds for community programs and programs.
- The City wants to be connected as a sponsor to events that encourage social and community engagement and bring unique opportunities to our community.

- Council has authorized Administration to disperse \$20,000 in annual sponsorships to community groups, provided they fall within the parameters of the sponsorship policy currently in place.

5. Leisure Access Program

- The program was established based on the example in several other communities; to provide free access to residents whose household income is too low to be able to access the facilities on their own.
- The program is built on the premise that all residents of Humboldt should have access to basic activities like public swimming.
- The program is based on household income as it is not designed for individuals with low personal income but whose household expenses are being covered by someone else (ex. college students living at home, individual spouse who chooses not to work, etc.)

6. Council Approved

- Any requests for support outside of the other subsidy categories should be solely at the discretion of Council to determine whom and to what extent they feel a subsidy is warranted.
- This option takes the onus away from Administration to arbitrarily determine that a program, initiative or event falls outside of Council's desire to support.

OPTIONS

1. Accept this report for information and file.
2. Provide directions to Administration on any desired changes to subsidy levels.

ATTACHMENTS

1. NA

FINANCIAL IMPLICATION

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

Any specific directives made by Council could result in a future recommendation that could impact the City's budget either positively or negatively depending on the recommendation.

CONCLUSION

While Administration has some ideas on changes that could be implemented, the intention of this report was not to inundate Council with Administration's ideas and opinions, but rather to share the facts and allow for an open conversation on the issue of subsidies. Administration recognizes that the net subsidy of parks and recreation services will continue to growth on the current trajectory and is eager to find solutions to reduce the dependency on tax subsidization, while still ensuring recreation is accessible to residents.



CITY OF HUMBOLDT REPORT

TITLE: Fitness Room Renovations

PREPARED BY: Michael Ulriksen, Director of Community and Leisure Services

REVIEWED BY: Joe Day, City Manager

PREPARED FOR: Executive Committee

DATE: March 10, 2025

RECOMMENDATION

That Administration responds to the growing demand for dryland training space by altering the physical layout and operational model of the Fitness Room.

BACKGROUND

The Fitness Room has been in operation in the Humboldt Uniplex since 2012. This space was constructed at the same time as HCI and Carlton Trail Regional College and was included in the Joint Use Agreement between the City and the schools. As part of the agreement, HCI agreed to purchase all of the equipment for the facility as part of their construction costs, in exchange for free use of the space for their students and teachers throughout the school year. Once construction was complete and equipment was installed, all aspects of operating the Fitness Room were turned over to the City.

CURRENT SITUATION

The demand for indoor try land training spaces has been growing, as echoed by a January 13th Executive Committee delegation, at which a presentation identified a growing demand from hockey, baseball and volleyball groups, among others. This demand comes on top of the significant use of the school gymnasiums within the Joint Use Agreement. While community groups have access to gymnasiums throughout the school year, the growth of sports like indoor soccer, club volleyball and minor basketball, the use of these spaces has increased dramatically.

Recognizing the existing demand and anticipated community growth will result in the need for the City to eventually expand its indoor recreational facilities. Understanding the capital and operational costs associated with these facilities, Administration believes that a non-traditional approach to some of its existing facilities may be required as an interim solution before a new facility is possible.

Apart from the gymnasiums, the Uniplex is the only indoor recreation facility operated by the City. Within the facility, the only year round dry floor athletic space is the Fitness Room. While we haven't discounted the potential for non-traditional uses of the Convention Centre,

Administration believes that with some minor alterations to the Fitness Room, the space can be opened up to become more accessible for a broader range of activities. As such, Administration is seeking Council's authorization to significantly change the layout and operational model associated with the Fitness Room.

The following is a summary of core components associated with the change:

1. Downscale of Weight Equipment

Within our current inventory of fitness room equipment there are several larger weight machines that we believe are unnecessary and take up valuable space within the room that could be better utilized. We would be proposing to remove and sell 8-12 of the larger machines. The loss of these machines can be offset by educating users on alternative exercises using dumbbells and other small equipment.

2. Reconfigure Layout

Remaining weight machines would be reconfigured and the storage of smaller work out equipment optimized. The goal will be to create a significant amount of space that will facilitate the ability to use the room for a broad range of activities including agility training, weight training and other group training activities.

3. Reduced Drop-In Hours

Over the past 13 years the hours of the fitness room have remained largely unchanged, with the fitness room available to drop-in users for all hours that the room is open. The proposed change would enable user groups to book the fitness room and utilize it exclusively for that period. By providing the space as a rentable athletic space, Administration expects to see significant increase in overall usage of the space and the revenues it will generate. There will still be access provided for individual drop-in usage, primarily during hours when there is a lower demand for private rentals.

4. Equipment Investment

With the change in focus for the fitness room, we will look to invest in some more individual training equipment to further attract and enhance the experience of the renters. Administration is still investigating the range of options available and will be consulting coaches and trainers in the area to determine what items would be most useful in attracting them to rent the space.

OPTIONS

1. Accept this report for information and file.
2. Provide alternative direction to Administration.

ATTACHMENTS

1. NA

FINANCIAL IMPLICATION

Administration believes that the proposed changes will result in the space being more user friendly and therefore result in additional revenue being generated by the space. Alterations to the Fitness Room should be largely offset by the sale of existing equipment, however we do have some access to donations in our reserves given to enhance the facility that we could use as needed.

CONCLUSION

It is time for the City to start thinking outside the box and expanding beyond historic practices and traditional delivery of recreation services. We believe this is a safe and practical first step to meet the demand where it exists and improve our overall financial position as it relates to recreation delivery. While this step is not a final solution to the growing demand for recreation, it is an almost immediate change that assist within the context of existing facilities. The next step is to review alterations to other spaces, like the convention centre, to further aid in meeting demand and increase revenues within that space as well.



CITY OF HUMBOLDT REPORT

TITLE: Bylaw No. 08/2025 – A Bylaw to Provide for the Exemption and Abatement from Taxation for the Assessment of Certain Properties

PREPARED BY: Donna Simpson, Assessor

REVIEWED BY: Joe Day, City Manager

PREPARED FOR: Executive Committee

DATE: March 10th, 2025

RECOMMENDATION

That this report be received and filed as information in support of the recommendation to adopt the Exemption and Abatement from Taxation for the Assessment of Certain Properties Bylaw No. 08/2025, and repeal Bylaw No. 02/2024.

BACKGROUND

Section 262(3) of *The Cities Act* allows a Council to exempt land, and/or improvements from taxation in whole or in part by bylaw. The bylaw must be adopted annually. The attached bylaw includes the list of properties that Council have approved partial exemptions for in the past.

CURRENT SITUATION

For 2025 the bylaw includes 6 not-for-profit properties where 30% of the land and improvements taxable assessment is exempt, 1 City owned property that has 100% of the land and improvements taxable assessment exempt, and 1 property with 100% of the improvement taxable assessment exempt in accordance with a land purchase agreement. Also included is an abatement of 30% of the municipal portion of the property taxes for The Elizabeth.

OPTIONS

1. Approve the recommendation.
2. Reject the recommendation and direct Administration in a different direction.

COMMUNICATION AND ENGAGEMENT

The Assessor will make the required changes to the Tax Roll accordingly for 2025.

ATTACHMENTS

1. Proposed Exemption or Abatement from Taxation for the Assessment of Certain Properties Bylaw No. 08/2025.



FINANCIAL IMPLICATIONS

In 2024, the exemptions and abatement reduced municipal tax revenue by approximately \$23,000 and school tax revenue by approximately \$6,700.

CONCLUSION

Approving the recommendation allows the City to provide partial or full exemptions from taxation to specific not-for-profit organizations in the City of Humboldt. It also allows the City to provide an abatement for a property as per the Purchase and Development Agreement signed with the Developer in 2016.

CITY OF HUMBOLDT

BYLAW NO. 08/2025

A BYLAW OF THE CITY OF HUMBOLDT TO PROVIDE FOR THE EXEMPTION FROM TAXATION FOR THE ASSESSMENT OF CERTAIN PROPERTIES

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

WHEREAS, section 262(3) of *The Cities Act*, authorizes a Council by bylaw to exempt from taxation in whole or in part any land, improvements, or business; and

WHEREAS various charitable organizations, individuals and businesses have made application to the City of Humboldt for exemption from taxation;

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

1. That 30% of the land and improvements taxable assessment of the following properties be exempt from taxation:
 - a) Roll Number 50510265001
Humboldt Community Gathering Place
Lots 36 – 38, Block 3, Plan 101810832
701 – 6th Avenue
 - b) Roll Number 50511630001
Futuristic Industries
Lot 37-38, Block 4, Plan G267
635 – 2nd Street
 - c) Roll Number 50511640001
Futuristic Industries
Lots 32 – 36, Block 4, Plan G267
631 – 2nd Street
 - d) Roll Number 50501510001
Humboldt and District Food Bank Inc.
Lot 13, Block 5, Plan 99H01872
901 – 5th Avenue
 - e) Roll Number 50490885001
Calico Gymnastic Club Inc.
Lot 9, Block 90, Plan 86H08909
1908 – 4th Avenue
 - f) Roll Number 50502165001
Humboldt Good Neighbor Store Inc.
Lot 38, Block 33, Plan 99H04824
239 – Main Street
2. That 100% of the improvement taxable assessment of the following properties be exempt from taxation:
 - a) Roll Number 49510050001
Humboldt Golf Club House
Block MR1, Plan 91H07386
1300 – 1st Street

- b) Roll Number 51520220001
Joe Tameling
Block AA, Plan 89H02099
Sask. Avenue East

- 3. That an abatement of 30% of the municipal portion of the property taxes be applied to the following property:
 - a) Roll Number 49504700001
The Elizabeth
Block T, Plan 102201938
1212 12th Street

- 4. Bylaw No. 02/2024 is hereby repealed.

- 5. The Bylaw shall come into full force and take effect on the day of its final passing.

Mayor: Rob Muench

Interim City Clerk: Jace Porten

INTRODUCED AND READ A FIRST TIME THIS 24th OF MARCH 2025.
READ A SECOND TIME THIS 24th DAY OF MARCH 2025.
READ A THIRD AND FINAL TIME THIS 24th DAY OF MARCH 2025.