



City of Humboldt
October 15, 2024 - Executive Committee Meeting - 05:30 PM

- 1 **Call To Order**
- 2 **Adopt Agenda**
 - 2.1 Conflict of Interest
- 3 **Delegations - NA**
- 4 **Correspondence**
 - 4.1 Invitation from Hudson Bay Route Association
 - 📎 Invitation from Hudson Bay Route Association
- 5 **Reports From Administration**
 - 5.1 Director of Protective Services' Reports
 - 📎 Report - Director of Protective Services
 - 5.2 City Controller's Report
 - 📎 Report - City Controller
 - 5.3 Director of Cultural Services' Report
 - 📎 Report - Director of Cultural Services
 - 5.4 Marketing and Development Manager's Report
 - 📎 Report - Marketing and Development Manager
 - 5.5 Director of Leisure Services' Report
 - 📎 Report - Director of Leisure Services
 - 5.6 Director of Public Works' Report
 - 📎 Report - Director of Public Works
 - 5.7 Director of Leisure Services - CLS Project Tracking Report
 - 📎 Report - CLS Project Tracking Report
 - 5.8 Director of Public Works - PW Project Tracking Report
 - 📎 Report - PW Project Tracking Report
- 6 **New Business**
 - 6.1 Recommendation - City Controller - SaskTel Wireless Contract
 - 📎 Report - SaskTel Wireless Contract
 - 6.2 Recommendation - City Controller - RCMP Retroactive Salary
 - 📎 Report - RCMP Retroactive Salary
 - 6.3 Recommendation - Director of Public Works - Peck Road Maintenance
 - 📎 Report - Peck Road Maintenance

- 7 Enquiries
- 8 Committee of the Whole
- 9 Next Meeting
- 10 Adjourn



Save the Date

100th Anniversary, 81st Annual General Meeting

The HudsonBay Trade Corridor:

Empowering a Maritime Province

Painted Hand Casino, Yorkton, Saskatchewan

November 15 and 16, 2024

Registration - \$80.00

For further information contact:

President: Jim Berscheid 1-204-623-0393

Secretary: Audrey Trombley 1-306-861-5014

Please send cheques payable to the Hudson Bay Route Association, and mail to: Box 279, Midale, Sk. SOC 1S0.





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: October 15, 2024

RECOMMENDATION

That this report be accepted for information and filed.

BACKGROUND

This report reflects the activities of the protective services for the month of August and September, 2024.

CURRENT SITUATION

Notable information and updates:

1. Fire Department -

- In City Area: 5 responses
 - 3 - Fire alarm responses.
 - 2 – Motor Vehicle Collisions
 - 1 – Powerline down
- Weekend Standbys: 1
 - 1 Weekend Standby – There were two calls during this standby period.
- Fire Department Practice:
 - Reviewed the module “First on Scene”
- HDFPA Area: 8 responses
 - 4 field fires
 - 1 Single vehicle rollover
 - 1 Vehicle in water at Stoney Lake – Driver rescue.
 - 1 – Structure fire in St Gregor
- Conducted 5 Fire inspections in September.

2. Emergency Measures Operations

We are currently waiting for all communities to sign the MOA.

3. Occupational Health and Safety

- Safety Orientation for 5 CoH Employees
 - OHS Committee Meeting
 - Worksite Inspection- Museum
 - PW Excavations and Trenching Training
 - Developing and Revising Safe Work Procedures
 - Site Visits/Audits/Discussions
-
- Safety Orientations for Employees and Contractors
 - Developing Onboarding Checklist for each Department
 - Audit- Corrective Action Plan Items
 - City Reporter-Health and Safety-Developing Forms
 - Site Visits and Discussions

4. Planning Department updates.

No update for September

OPTIONS

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

ATTACHMENTS

RCMP Report for September.
CSO Report for September.

COMMUNICATION AND ENGAGEMENT

No external communications or engagement required.

FINANCIAL IMPLICATION

N/A

CONCLUSION

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

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

October 2, 2024

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

City of Humboldt – Updated Police Report for the Month of September, 2024.

Please find the attached Police Report for the month of September 2024.

Reported incidents are up this month (167) as compared to last month (104), and down from September 2023 (200). Traffic charges are up this month (67) compared to last month (8) and up from September 2023 (48).

There were (6) reported False Alarms this month. This is down from last month (7), and down from September 2023 (13).

On September 20, RCMP Traffic Services in partnership with Humboldt CSO did a traffic project in Humboldt. The focus of the project was speed in school zones, seat belt compliance and distracted driving. In total there were 75 vehicle stops resulting in 51 traffic charges and 22 warnings.

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 154.

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



CITY OF HUMBOLDT REPORT

TITLE: CSO Report for September 2024
PREPARED BY: Justin Tarrant, Community Safety Officer
REVIEWED BY: Mike Kwasnica, Director of Protective Services
PREPARED FOR: Executive Committee
DATE: October 7, 2024

RECOMMENDATION

That this report be accepted for information and filed.

BACKGROUND

This report reflects the activities of the CSO for the month of September 2024.

CURRENT SITUATION

September brought the start of school and the return of the school zones. Also with the return of school, safe communities has began the delivery of its various programs that the CSO is apart of. September 19th the CSO partnered with the RCMP to conduct a traffic blitz in Humboldt. The results were 75 traffic stops, 51 tickets, 22 inspections/warnings, 1 vehicle impound, and 1 criminal charge for an impaired by cannabis driver.

The CSO addressed the following violations/concerns:

Traffic/Parking Bylaw Infractions	<ul style="list-style-type: none"> • 2 Bylaw tickets were issued
Traffic Safety Act	<ul style="list-style-type: none"> • 22 traffic stops completed • 4 – section 241.1(2) Holding, using, viewing, or manipulating an electronic communications device. • 6 – section 200(2) Speeding in a school zone • 1 – section 209(6)(b) – fail to stop at a stop device at rail crossing • \$4,246 in fines.
Property Maintenance	<ul style="list-style-type: none"> • 9 door knockers placed • 0 orders issued
Animal Control	<ul style="list-style-type: none"> • 9 complaints addressed
RCMP Assists	<ul style="list-style-type: none"> • Traffic Blitz



OPTIONS

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

ATTACHMENTS

None.

COMMUNICATION AND ENGAGEMENT

The CSO has been working with partnering agencies in preparation for several public education events coming up in the near future. In addition the CSO continues to be a visible presence in the City, conducting traffic stops and enforcing municipal bylaws.

FINANCIAL IMPLICATION

N/A

CONCLUSION

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



CITY OF HUMBOLDT REPORT

TITLE: City Controller’s Report – Budget to Actual
PREPARED BY: Jace Porten, City Controller
REVIEWED BY: Joe Day, City Manager
PREPARED FOR: Executive Committee
DATE: October 15, 2024

RECOMMENDATION

That this report be accepted for information and filed.

BACKGROUND

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

CURRENT SITUATION

Corporate Services

On September 27th, Infrastructure Canada announced that Humboldt was successful in securing the Rural Transit Solutions Fund - Capital Grant. The grant provides the City with \$362,758 for the purchase of two accessible passenger vans to provide on-demand transportation in the City of Humboldt and surrounding communities. Administration is looking to attend a meeting with local agencies to identify community needs with regards to transportation.

Budget to Actual

The attached report shows the revenues and expenditures for the first nine months of 2024. Some variances exist due to timing of allocated budget, and when the expenses or revenues are recorded with variances greater than \$20,000 listed below.

Cost Centre	Variance	Explanation
Taxation and Grants - Property Taxes	(69,747)	The favourable position of this cost centre is due to a slightly higher than budgeted Infrastructure and Road levy.
Taxations and Grants – Grants	(8,361,240)	This variance is caused by the “unbudgeted” ICIP grants for the Wastewater Treatment Facility and the Carl

		Schenn Storm Pond projects totalling \$8,063,923. The city also received and unbudgeted Federal grant of approximately \$570,000. These grants will have this cost centre in a favourable position throughout the year and, as the capital projects continue, so will this variance.
Administration – General Administration	(82,370)	Staffing absences as well as a less than anticipated need for professional services have caused this favourable variance, this cost centre is anticipated to be closer to budget as the year progresses.
Fire and Building Inspections - Building Inspection Services	20,313	This year there have been fewer than expected building inspection within the City’s inspection capabilities reducing the year-to-date revenues as well as more than anticipated level 3 inspections causing the City to utilize Municode to a greater extent. For these reasons this cost centre is in an unfavourable position.
Bylaw and Policing - RCMP Policing	(315,511)	Aside from the City not having received the second quarter invoice yet in September, this cost centre is in a favourable position due to the RCMP reducing our invoices by a significant amount as their staffing not being at full capacity. It is expected that this will continue until the end of the year.
Protective Services – Other Protective Services	(21,366)	It was expected that we would have employed by now an EMO coordinator. That we have not is leading to the favourable position of this cost centre and it is expected to remain in this manner until the end of the year.
Leisure Services – Facilities Maintenance	(61,271)	Staffing vacancies through the year have created a favourable variance to this Cost Centre which is anticipated to persist throughout the year. An unanticipated federal grant and low maintenance supplies costs are also contributing significantly to the current variance.
Leisure Services – Arena	(62,949)	Greater than anticipated income from user fees have created this favourable variance, this cost centre should be closer to budget as the year progresses.
Leisure Services – Community Centre	29,627	As a result of less than anticipated rental fees as well as greater than expected wage and contracted maintenance fees, this cost centre is in an unfavourable position.
Leisure Services – Aquatic Centre	45,190	This cost centre is unfavourable due to higher than expected maintenance and staffing costs during the annual shutdown.
Leisure Services – Leisure Services	(37,375)	The positive variance relating to this cost centre is due to the sale of used assets, primarily the 2009 Bobcat, the

Fleet		2014 Ford F150, the 2013 Skidsteer Snowblower, as well as a hand full of other assets.
Transportation – Transportation Admin	(51,278)	Due to the receipt of unanticipated granting, this cost centre is in a favourable position.
Transportation – Street Systems	(133,063)	This cost centre is in a favourable position due to having not received invoices for work that has been completed.
Transportation – Snow and Ice Control	(43,499)	Minimal heavy snow fall events through the early part of the year has Contracted Maintenance and Maintenance supply costs in a favourable position. This Cost Centre is weather dependent and may remain favourable through the year.
Transportation – Transportation Equipment	(39,391)	This Cost Centre has seen an increase in budget over the past couple years and to date minimal major maintenance events have this cost centre in a favourable position.
Transportation – Sidewalk Maintenance	(49,549)	This cost centre is in a favourable position due to having not received invoices for work that has been completed.
Utilities – Water Main Maintenance	33,296	The main drivers of the unfavourable position of this cost centre are due to more than anticipated water main repairs being found by the leak detection system installed in 2023.
Utilities – Water Distribution Facility	(26,334)	That staff are spending significant amounts of time on water and sewer main repairs, this cost centre is in a favourable position.
Utilities – Water Meter Reading & Billing	(210,383)	Staffing Costs are higher to date as staff has been focused on the replacement of failing water meters. The unbudgeted bulk purchase of water meters is also causing an unfavourable variance, the unused water metre will be brought into inventory at year-end. These purchases will make this Cost Centre to appear unfavourable through the year but will be adjusted as part of the year-end transactions.
Utilities – Lift Stations	(49,677)	Due to Utilities staff spending more time on water and sewer maintenance, this cost centre is in a favourable position.
Land Development – Land Development	(524,950)	A surge of recent land sales has this cost centre in a favourable position, this cost centre will be favourable throughout the year.



COMMUNICATION AND ENGAGEMENT

No external communications or engagement required.

ATTACHMENTS

- Budget to Actual Report for the nine months ending September 30, 2024
- September 2024 Payment Listing Report
- BMO Statement dated September 15, 2024

FINANCIAL IMPLICATION

There are no direct financial implications of this report.

CONCLUSION

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



	ACTUAL	YTD BUD	VARIANCE	ANNUAL	PRIOR YEAR
Tax and Grants In Lieu of Tax					
Property Taxes	(\$8,475,737)	(\$8,405,990)	(\$69,747)	(\$8,396,840)	(\$8,005,906)
Grants	-10,865,880	-2,504,640	-8,361,240	-3,621,860	-1,860,018
TOTAL TAXES AND GIL	-19,341,617	-10,910,630	-8,430,987	-12,018,700	-9,865,924
Administration					
General Administration	311,210	393,580	-82,370	554,620	276,814
Information Technology	91,840	100,710	-8,870	123,640	92,585
City Manager's Office	168,642	170,460	-1,818	219,020	169,325
Elected Officials	130,366	134,180	-3,814	192,630	138,039
Other General Administration	28,464	29,100	-636	33,950	-15,597
TOTAL ADMINISTRATION	730,522	828,030	-97,508	1,123,860	661,166
Communications					
Corporate Communications	173,779	162,710	11,069	225,200	123,139
TOTAL COMMUNICATION AND DEV	173,779	162,710	11,069	225,200	123,139
Fire and Building Inspections					
Fire Protection Administration	348,145	345,370	2,775	531,490	319,135
Fire Fleet and Equipment	-51,013	-55,060	4,047	-77,680	-89,558
Fire Hall Building	18,762	20,340	-1,578	27,650	16,380
Building Inspection Services	21,093	780	20,313	2,510	-14,390
TOTAL FIRE AND BLDG INSP	336,987	311,430	25,557	483,970	231,567
Bylaw and Policing					
Bylaw Enforcement	92,077	91,840	237	121,420	88,754
Animal Licensing & Control	-6,482	-8,850	2,368	-9,350	-7,870
Business Licensing	-76,575	-87,500	10,925	-90,000	-83,010
RCMP Policing	145,249	460,760	-315,511	1,006,230	430,614
Other Protective Services	15,424	36,790	-21,366	44,500	15,415
Health and Safety	62,729	60,140	2,589	81,800	59,920
TOTAL BYLAW AND POLICING	232,422	553,180	-320,758	1,154,600	503,823
Planning and Development					
Economic Development	9,800	27,280	-17,480	36,000	30,669
Planning and Development	117,846	89,520	28,326	129,440	44,696
Business Improvement District	0	0	0	0	1,950
TOTAL PLANNING & DEVELOPMENT	127,646	116,800	10,846	165,440	77,315
Leisure Services					
General Recreation Administration	330,517	311,100	19,417	1,055,180	424,557
Lottery Grant	-48,797	-54,300	5,503	0	-31,692
Leisure Pass Program	-57,008	-49,790	-7,218	-71,050	-51,019
LED Sign	37	-3,500	3,537	-3,500	-4,775
Facilities Maintenance	228,359	289,630	-61,271	399,950	272,313
Arena	278,971	341,920	-62,949	405,940	347,584
Fitness Centre	3,230	11,960	-8,730	17,640	888
Community Centre	144,737	115,110	29,627	162,020	148,608
Curling Rink	24,906	34,980	-10,074	64,740	39,031
Aquatic Centre	272,730	227,540	45,190	338,710	330,918
Concessions	21,791	17,090	4,701	0	-6,254
Parks and Playgrounds	308,574	325,800	-17,226	409,170	312,765
Spray Park	12,716	15,140	-2,424	15,150	16,803
Community Gardens	1,220	820	400	800	446
Weed and Insect Control	904	17,590	-16,686	17,550	11,668
Urban Beautification	5,216	4,000	1,216	8,000	6,238
Urban Forest	26,019	37,910	-11,891	38,530	41,961



	ACTUAL	YTD BUD	VARIANCE	ANNUAL	PRIOR YEAR
Trail System	6,693	11,050	-4,357	12,890	9,655
Historical Campground	1,556	1,580	-24	16,000	12,521
Recreation Special Events	81,989	80,040	1,949	110,000	19,044
Summer Sizzler	2,759	0	2,759	0	13,652
Joint Use Administration	-1,019	-11,370	10,351	-7,000	-882
Leisure Services Fleet	-105,355	-67,980	-37,375	-78,350	-76,896
TOTAL LEISURE SERVICES	1,540,745	1,656,320	-115,575	2,912,370	1,837,134
Library					
Library Services	167,307	178,510	-11,203	202,980	173,441
TOTAL LIBRARY	167,307	178,510	-11,203	202,980	173,441
Cultural Services					
Museum Services	267,357	266,610	747	360,290	257,358
Museum Building	32,672	42,160	-9,488	56,240	29,936
Merchants Bank - Gallery Building	39,652	35,710	3,942	45,600	28,703
Original Humboldt	-638	500	-1,138	0	-6,113
Humboldt Public Art	-1,016	5,530	-6,546	8,000	66
Water Tower	-602	-110	-492	140	52,340
TOTAL CULTURAL SERVICES	337,425	350,400	-12,974	470,270	362,290
Public Health					
Waste Mangement	25,661	26,380	-719	50,000	26,962
Cemetery Administration	-27,884	-9,190	-18,694	-5,780	-11,324
Mobility Van	36,513	48,850	-12,337	65,710	37,364
Transit Fleet	-4,156	-3,780	-376	-5,000	-6,658
Other Public Health	0	0	0	9,500	0
TOTAL PUBLIC HEALTH	30,134	62,260	-32,127	114,430	46,344
Transportation					
Transportation Admin	265,472	316,750	-51,278	1,779,130	258,527
Street Lighting	100,104	98,040	2,064	158,140	111,083
Street Systems	179,374	312,437	-133,063	447,840	337,664
Street Sweeping	52,120	50,740	1,380	53,100	52,177
Storm Water Infrastructure	149,524	148,440	1,084	230,130	-428,043
Street and Curb Painting	10,728	20,000	-9,272	20,000	17,110
Public Works Shop	92,178	86,820	5,358	114,830	133,846
Snow and Ice Control	193,181	236,680	-43,499	419,530	226,416
EmulsionTreated Roads Mtee	3,547	21,330	-17,783	21,370	39,748
Gravel Road Mtee	71,275	74,220	-2,945	77,460	52,670
Back Lane Mtee	14,463	23,840	-9,377	25,560	18,979
Dust Control	39,079	29,320	9,759	29,320	14,989
Transportation Equipment	-252,451	-213,060	-39,391	-264,170	-246,244
Traffic Signals	21,343	36,250	-14,907	48,230	33,601
Traffic Signs	15,254	18,000	-2,746	23,450	10,755
Sidewalk Mtee	30,711	80,260	-49,549	80,270	45,216
Ditch Mowing	39,446	36,480	2,966	36,500	33,913
Winter Sidewalks	6,427	13,910	-7,483	23,640	4,859
Airport	14,583	13,760	823	2,550	64,872
Christmas Decorations	3,965	5,990	-2,025	19,900	4,595
TOTAL TRANSPORTATION	1,050,323	1,410,207	-359,886	3,346,780	786,733
Utilities					
Utility Administration	-1,714,940	-1,721,860	6,920	-1,495,490	-1,608,470
Water Main Mtee	267,446	234,150	33,296	328,010	260,288
Water Distribution Facility	116,416	142,750	-26,334	197,750	121,972
Water Meter Reading & Billing	415,513	205,130	210,383	252,550	180,760
Sewer Mains	175,426	157,570	17,856	213,190	126,530
Lagoon	221,541	228,205	-6,664	328,850	201,703



	ACTUAL	YTD BUD	VARIANCE	ANNUAL	PRIOR YEAR
Lift Stations	98,973	148,650	-49,677	192,390	137,562
TOTAL UTILITIES	-419,625	-605,405	185,781	17,250	-579,655
Land Development					
Land Development	-741,300	-216,350	-524,950	-291,800	-49,197
TOTAL LAND DEVELOPMENT	-741,300	-216,350	-524,950	-291,800	-49,197
SUM OF OPERATIONS	-15,775,252	-6,102,538	-9,672,717	-2,093,350	-5,691,824
Capital					
Protective Services Capital	0	0	0	0	163,456
Leisure Services Capital	578,366	0	578,366	0	405,973
Cultural Services Capital	0	0	0	0	3,928
Public Health Capital	187,979	0	187,979	0	0
Transportation Capital	1,396,872	0	1,396,872	0	1,065,644
Utilities Capital	9,665,426	0	9,665,426	0	1,569,663
TOTAL CAPITAL EXPENDITURES	11,828,643	0	11,828,643	0	3,208,664

September 2024 Payment Listing

Date	Payment Number	Vendor Name	Amount Paid
2024-09-03	CHAMBERS 0924	Chambers of Commerce Group Ins	\$24,633.61
2024-09-03	Pre-Authorized	Elavon	\$1,205.40
2024-09-03	Pre-Authorized	Moneris	\$261.73
2024-09-04	BMO CC 0824	BMO MasterCard	\$31,386.22
2024-09-05	AUGUST EPT 2024	Ministry of Finance	\$111,319.63
2024-09-06	Pre-Authorized	Royal Bank	\$623.62
2024-09-06	43788	Bolt Cleaners	\$388.50
2024-09-06	43789	Saskatchewan Sheep Development	\$366.00
2024-09-06	43790	The Stew	\$100.00
2024-09-06	43791	ELMY DEAN & RHONDA	\$14.65
2024-09-06	43792	MCCORD JOYCE	\$132.74
2024-09-06	43793	MCKINNON COLLIN	\$94.87
2024-09-06	43794	MCGRATH ZACHARY	\$135.79
2024-09-06	43795	NEVILLE DEBRA	\$59.61
2024-09-06	43796	ECKL CARL	\$73.55
2024-09-06	43797	Top Shot Concrete Inc.	\$25,752.00
2024-09-06	EFT04417	Airmaster Sales Ltd	\$1,252.05
2024-09-06	EFT04418	Brockman Enterprises Ltd.	\$186,685.26
2024-09-06	EFT04419	Direct Drive Taxi	\$4,973.43
2024-09-06	EFT04420	EMCO Waterworks	\$2,433.12
2024-09-06	EFT04421	Golden West Broadcasting Ltd.	\$1,902.60
2024-09-06	EFT04422	Greater Saskatoon Catholic Sch	\$83,106.11
2024-09-06	EFT04423	Gregg Distributors LP	\$238.10
2024-09-06	EFT04424	Hergott Electric Ltd.	\$472.86
2024-09-06	EFT04425	Humboldt Co-op	\$251.03
2024-09-06	EFT04426	Jay's Transporation Group Ltd.	\$628.98
2024-09-06	EFT04427	Office Experts	\$66.55
2024-09-06	EFT04428	Quality Tire Service, Humboldt	\$36.63
2024-09-06	EFT04429	Rawlco Radio Ltd.	\$2,940.00
2024-09-06	EFT04430	Redhead Equipment	\$480.05
2024-09-06	EFT04431	Ricoh Canada Inc.	\$387.86
2024-09-06	EFT04432	Saskatchewan Research Council	\$1,189.12
2024-09-06	EFT04433	Success Office Systems	\$4,266.55
2024-09-10	EFT04471	City of Humboldt	\$16,433.56
2024-09-11	43798	306 Event Management	\$40,000.00
2024-09-11	43799	Adams, Elaina	\$200.00
2024-09-11	43800	A-Line Furniture	\$610.45
2024-09-11	43801	Barnes, Corri	\$205.00
2024-09-11	43802	Gary Bertoia	\$54.30
2024-09-11	43803	Patricia L. Clarke	\$150.00
2024-09-11	43804	Bonnie Conly	\$200.00
2024-09-11	43805	Isabelle Ebert	\$122.73
2024-09-11	43806	Flaman Fitness	\$89.30
2024-09-11	43807	Humboldt Overhead Doors Ltd.	\$4,381.17
2024-09-11	43808	Humboldt Broncos	\$90.00

2024-09-11	43809	Humboldt Public School Childca	\$47.25
2024-09-11	43810	Humboldt Cabin Association	\$500.00
2024-09-11	43811	Investor's Group Trust Co. #90	\$200.00
2024-09-11	43812	Harriet Kidavai	\$7.00
2024-09-11	43813	Zyg Kondzielewski	\$200.00
2024-09-11	43814	Michelle Lafayette	\$200.00
2024-09-11	43815	Mike Ligtermoet	\$118.00
2024-09-11	43816	Mann, Norine	\$42.57
2024-09-11	43817	Rebecca Mastuo	\$195.00
2024-09-11	43818	Amber McDougall	\$89.18
2024-09-11	43819	Brooke Niekamp	\$26.50
2024-09-11	43820	Penrose, Cyndy	\$250.00
2024-09-11	43821	Doug Pickel	\$19.65
2024-09-11	43822	Prairie Sky Trails Association	\$1,250.00
2024-09-11	43823	Receiver General of Canada	\$51,464.96
2024-09-11	43824	Liam Reineke	\$158.16
2024-09-11	43825	R J England Consulting Ltd.	\$1,543.50
2024-09-11	43826	Diana Roelens	\$200.00
2024-09-11	43827	The Stew	\$105.00
2024-09-11	43828	Taryn Stock	\$130.23
2024-09-11	43829	Christine Andrew Stuckel	\$200.00
2024-09-11	43830	GRYWACHESKI JUSTIN	\$166.37
2024-09-11	43831	CRADDOCK RICHARD	\$21.63
2024-09-11	43832	BALLER PETER	\$63.06
2024-09-11	43833	ROKOCHY PERRY	\$35.42
2024-09-11	43834	CLASSEN MICHELLE	\$362.58
2024-09-11	43835	Julius Villapando	\$157.64
2024-09-11	43836	Wallace Insights Inc.	\$16,301.25
2024-09-11	43837	Becky Zimmer	\$200.00
2024-09-11	EFT04434	Acklands Grainger	\$5.79
2024-09-11	EFT04435	Pamela Adam	\$37.72
2024-09-11	EFT04436	Michael Behiel	\$118.00
2024-09-11	EFT04437	Brockman Enterprises Ltd.	\$748.02
2024-09-11	EFT04438	Canadian Union of Public Emplo	\$3,682.52
2024-09-11	EFT04439	Canadian Linen & Uniform Servi	\$225.27
2024-09-11	EFT04440	Coca-Cola Canada Bottling Limi	\$862.05
2024-09-11	EFT04441	Commercial Industrial Manufact	\$222.00
2024-09-11	EFT04442	Discovery Ford Sales Ltd.	\$1,384.19
2024-09-11	EFT04443	Eecol Electric Corp	\$209.79
2024-09-11	EFT04444	Enercon Water Treatment Ltd.	\$4,695.18
2024-09-11	EFT04445	Jennifer Fitzpatrick	\$150.56
2024-09-11	EFT04446	Graphic Ad	\$257.52
2024-09-11	EFT04447	Grain Bags Canada	\$91.06
2024-09-11	EFT04448	Geneva Grest	\$152.73
2024-09-11	EFT04449	Catherine Harrison	\$147.68
2024-09-11	EFT04450	Hergott Electric Ltd.	\$1,478.00
2024-09-11	EFT04451	Humboldt Fire Department Socia	\$650.00

2024-09-11	EFT04452	Kirsch Construction	\$6,783.23
2024-09-11	EFT04453	Lifesaving Society	\$242.00
2024-09-11	EFT04454	MNP LLP	\$20,951.25
2024-09-11	EFT04455	Millsap Fuel Distributors Ltd.	\$16,519.13
2024-09-11	EFT04456	Misty Gardens	\$5,463.78
2024-09-11	EFT04457	Municipal Employees Pension Pl	\$29,280.18
2024-09-11	EFT04458	Lindsey Nydegger	\$65.18
2024-09-11	EFT04459	Office Experts	\$62.14
2024-09-11	EFT04460	Pattison Agriculture	\$51.79
2024-09-11	EFT04461	Pleasureway Sales	\$1,666.37
2024-09-11	EFT04462	Prairie Meats	\$540.99
2024-09-11	EFT04463	SecurTek	\$123.04
2024-09-11	EFT04464	Crystal Sipko	\$475.00
2024-09-11	EFT04465	Strueby Plumbing & Heating	\$608.48
2024-09-11	EFT04466	Toshiba Business Solutions	\$625.67
2024-09-11	EFT04467	Van Houtte Coffee Services Inc	\$1,328.46
2024-09-11	EFT04468	Jonnathan Walby	\$202.40
2024-09-11	EFT04469	Wee-Dig-Its	\$5,000.00
2024-09-11	EFT04470	Rachel Wormsbecher	\$157.78
2024-09-18	43838	Canadian Museums Association	\$240.00
2024-09-18	43840	Flaman Fitness	\$1,615.00
2024-09-18	43841	Fountas, Louizo	\$641.25
2024-09-18	43842	GEM Refrigeration	\$227.55
2024-09-18	43843	Humboldt Local Housing Corp.	\$52.51
2024-09-18	43844	Olynick Water & Sewer Ltd.	\$12,329.32
2024-09-18	43845	Receiver General of Canada	\$48,756.19
2024-09-18	43846	Rural Drywall Services Ltd.	\$2,311.02
2024-09-18	43847	Schenn`s Farm Supply	\$15.54
2024-09-18	43848	SGI	\$222.00
2024-09-18	43849	Spider Heavy Duty Repair	\$3,505.97
2024-09-18	43850	CROSS ERROL & OLIVE	\$15.62
2024-09-18	43851	EICHORST WILLIAM	\$193.96
2024-09-18	43852	NIENABER BOBBY & BARBARA	\$71.71
2024-09-18	43853	MOORE KAREN & JAMES	\$51.51
2024-09-18	43854	Con-Tech General Contractors L	\$881,504.04
2024-09-18	43855	MSL Traffic and Instrumentatio	\$9,074.25
2024-09-18	EFT04472	1st Stop Auto Parts & Industri	\$149.22
2024-09-18	EFT04473	Brockman Enterprises Ltd.	\$5,953.16
2024-09-18	EFT04474	Canadian National	\$15.75
2024-09-18	EFT04475	Canadian Linen & Uniform Servi	\$341.34
2024-09-18	EFT04476	Catterall & Wright	\$132,037.33
2024-09-18	EFT04477	Cleartech Industries Inc.	\$14,799.06
2024-09-18	EFT04478	EMCO Waterworks	\$12,181.14
2024-09-18	EFT04479	Flocor	\$160,863.64
2024-09-18	EFT04480	Grain Bags Canada	\$332.97
2024-09-18	EFT04481	HBI Office Plus Inc.	\$265.26
2024-09-18	EFT04482	Hi-Tech Welding, Machining & F	\$210.90

2024-09-18	EFT04483	Humboldt & District Community	\$2,500.00
2024-09-18	EFT04484	Millsap Fuel Distributors Ltd.	\$237.01
2024-09-18	EFT04485	Misty Gardens	\$5,569.98
2024-09-18	EFT04486	Municipal Employees Pension Pl	\$28,859.72
2024-09-18	EFT04487	Municode Services Ltd.	\$5,349.75
2024-09-18	EFT04488	Office Experts	\$53.27
2024-09-18	EFT04489	Pattison Agriculture	\$175.82
2024-09-18	EFT04490	Pratts Wholesale Ltd.	\$11,636.85
2024-09-18	EFT04491	Raymax Equipment Sales	\$7,187.78
2024-09-18	EFT04492	REACT Waste Management	\$33,592.14
2024-09-18	EFT04493	Ricoh Canada Inc.	\$6,633.49
2024-09-18	EFT04494	SaskWater	\$238,422.06
2024-09-18	EFT04495	Saskatchewan Research Council	\$406.34
2024-09-18	EFT04496	SENDR	\$50.04
2024-09-18	EFT04497	S & R Vac	\$2,320.50
2024-09-18	EFT04498	Stevenson Industrial Refrigera	\$21,139.19
2024-09-18	EFT04499	Success Office Systems	\$111.00
2024-09-18	EFT04500	Toshiba Business Solutions	\$223.62
2024-09-18	EFT04501	TWA - Head Office 00	\$119.74
2024-09-18	EFT04502	Univerus Software Canada Inc.	\$15,066.71
2024-09-18	EFT04503	Van Houtte Coffee Services Inc	\$798.24
2024-09-18	EFT04504	Vinyl Expressions	\$1,758.24
2024-09-18	EFT04505	WestCrete Curb and Landscape	\$0.01
2024-09-18	EFT04506	Whealers Wholesale Ltd.	\$860.66
2024-09-18	EFT04507	Your Dollar Store With More	\$28.59
2024-09-18	REMIT000000000000455	Redhead Equipment	\$0.00
2024-09-24	SK ENERGY 0824	Sask Energy	\$5,156.66
2024-09-26	43856	2 Web Design Inc.	\$1,631.70
2024-09-26	43857	ARBOUR CREST	\$11,025.00
2024-09-26	43858	Arts Humboldt	\$2,350.00
2024-09-26	43859	Capital GMC Buick Cadillac	\$54,266.23
2024-09-26	43860	Fantastic Face Painting	\$905.52
2024-09-26	43861	Jebb Construction	\$519.81
2024-09-26	43862	Ethan Martel	\$19.65
2024-09-26	43863	Schenn`s Farm Supply	\$111.00
2024-09-26	43864	LEFEBVRE JARVIS & MADISYN	\$140.13
2024-09-26	43865	SOUTHERN PINE HOMES LTD.	\$9.88
2024-09-26	43866	Westminster United Church	\$384.40
2024-09-26	43867	Genuine Builder	\$405.00
2024-09-26	43868	Gerald Evin	\$205.50
2024-09-26	43869	Louise B. Halfe	\$300.00
2024-09-26	EFT04508	Brockman Enterprises Ltd.	\$5,434.98
2024-09-26	EFT04509	Canadian Linen & Uniform Servi	\$156.05
2024-09-26	EFT04510	Catterall & Wright	\$49,945.85
2024-09-26	EFT04511	Coca-Cola Canada Bottling Limi	\$526.91
2024-09-26	EFT04512	Colony Chevrolet GMC Buick Ltd	\$13.53
2024-09-26	EFT04513	Complete Distribution Services	\$657.96

2024-09-26	EFT04514	Discovery Ford Sales Ltd.	\$73.50
2024-09-26	EFT04515	Flocor	\$4,311.08
2024-09-26	EFT04516	Graphic Ad	\$1,969.38
2024-09-26	EFT04517	Chris Harrow	\$82.70
2024-09-26	EFT04518	HBI Office Plus Inc.	\$15.30
2024-09-26	EFT04519	Hergott Electric Ltd.	\$4,156.85
2024-09-26	EFT04520	Amelia Hillier	\$100.00
2024-09-26	EFT04521	Hi-Tech Welding, Machining & F	\$132.93
2024-09-26	EFT04522	Horizon Fertilizers Ltd.	\$144.00
2024-09-26	EFT04523	Humboldt Home Hardware	\$4,829.38
2024-09-26	EFT04524	Humboldt Lumber Mart	\$4,324.11
2024-09-26	EFT04525	Humboldt & District Community	\$337.50
2024-09-26	EFT04526	Jay's Transporation Group Ltd.	\$406.08
2024-09-26	EFT04527	KMK Sales Ltd.	\$17.30
2024-09-26	EFT04528	Lancaster Aviation Fuels	\$2,241.00
2024-09-26	EFT04529	Lifesaving Society	\$1,917.77
2024-09-26	EFT04530	Canadian Tire 638 Humboldt	\$1,840.93
2024-09-26	EFT04531	Millsap Fuel Distributors Ltd.	\$12,255.83
2024-09-26	EFT04532	Pleasureway Sales	\$728.66
2024-09-26	EFT04533	Prairie Meats	\$928.23
2024-09-26	EFT04534	Pratts Wholesale Ltd.	\$2,986.50
2024-09-26	EFT04535	Purolator Courier Ltd.	\$182.73
2024-09-26	EFT04536	Redhead Equipment	\$2,574.94
2024-09-26	EFT04537	RM of Humboldt	\$393.12
2024-09-26	EFT04538	Rocky Mountain Phoenix	\$57.72
2024-09-26	EFT04539	Sautner Concrete Services Inc.	\$169,777.56
2024-09-26	EFT04540	SENDR	\$25.02
2024-09-26	EFT04541	S & R Vac	\$1,286.25
2024-09-26	EFT04542	Stevenson Industrial Refrigera	\$0.01
2024-09-26	EFT04543	Strueby Plumbing & Heating	\$3,702.21
2024-09-26	EFT04544	Success Office Systems	\$111.00
2024-09-26	EFT04545	Toshiba Business Solutions	\$22.84
2024-09-26	EFT04546	Wee-Dig-Its	\$6,928.00
2024-09-26	EFT04547	Wilco Contractors Southwest In	\$161,292.29
2024-09-26	EFT04548	Tanner Zimmerman	\$1,767.22
2024-09-26	PST 0824	Minister of Finance	\$1,052.57
2024-09-27	Pre-Authorized	First Data	\$63.91
2024-09-30	SK POWER 0824	SaskPower	\$51,006.07



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:	\$ 58,775.31
Statement Date (MM/DD/YYYY):	09/15/2024	Currency:	CANADIAN DOLLAR
Payment Due Date (MM/DD/YYYY):	10/12/2024		

Statement Summary:

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

Previous Balance:	\$ 31,386.22
Payments:	\$ -31,386.22
Adjustments:	\$ 0.00
Net Purchases:	\$ 41,224.69
Cash Advance:	\$ 0.00
Fees:	\$ 0.00
Other Charges:	\$ 0.00
New Account Balance:	\$ 41,224.69

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					
09/04	09/04 549009065	AUTOMATIC PYMT RECEIVED	\$ -31,386.22	\$ 0.00	\$ -31,386.22

TOTAL CREDITS	xxxx-xxxx-xxxx-8859	\$ -31,386.22
TOTAL DEBITS	xxxx-xxxx-xxxx-8859	\$ 0.00

Card Number xxxx-xxxx-xxxx-2545 BERGQUIST, PETER					
09/11	09/12 550343358	HOTELBOOKING SERV FEE 8007279059 UT	\$ 17.99 023758	\$ 0.00	\$ 17.99
09/12	09/12 550343359	RESDESK DAYS INN BY WY 8007742354 CT	\$ 1,394.80 019388	\$ 0.00	\$ 1,394.80

TOTAL CREDITS	xxxx-xxxx-xxxx-2545	\$ 0.00
TOTAL DEBITS	xxxx-xxxx-xxxx-2545	\$ 1,412.79

Card Number xxxx-xxxx-xxxx-2907 DEPT, CITY HALL					
08/15	08/19 546558825	TELUS MOBILITY PREAUTH CALGARY AB	\$ 63.44 021580	\$ 6.98 (e)	\$ 70.42
08/16	08/19 546558826	SYNTHETIC TURF INTERNA KELOWNA BC	\$ 3,187.84 015299	\$ 350.66 (e)	\$ 3,538.50
08/19	08/20 546768002	CONCEPT CONTROLS CALGARY AB	\$ -1,113.76 078890	\$ -122.51 (e)	\$ -1,236.27
08/23	08/26 547543190	AMZN MKTP CA R41Y87JD0 WWW.AMAZON.CA ON	\$ 38.98 096128	\$ 4.29	\$ 43.27

08/28	08/29 548281536	SASKATCHEWAN PROFESSIO REGINA SK	\$ 543.92 046552	\$ 59.83 (e)	
08/28	08/30 548548911	BEST BUY #933 EDMONTON AB	\$ 472.30 087817	\$ 23.62 (e)	\$ 495.92
08/30	09/02 548639761	ADOBE SAN JOSE CA	\$ 29.99 026214	\$ 3.30	\$ 33.29
08/30	09/02 548639762	AMZN MKTP CA RK1910P71 WWW.AMAZON.CA ON	\$ 143.97 002787	\$ 15.84	\$ 159.81
09/03	09/04 549130223	AMZN MKTP CA ZT03T6O51 WWW.AMAZON.CA ON	\$ 116.91 041301	\$ 12.86	\$ 129.77
09/03	09/04 549130147	HUMBOLDT CO-OP ASSN. # HUMBOLDT SK	\$ 62.31 004140	\$ 6.85 (e)	\$ 69.16
09/04	09/05 549316560	PITNEY BOWES CANADA MISSISSAUGA ON	\$ 298.05 032541	\$ 32.79 (e)	\$ 330.84
09/05	09/06 549392755	AMZN MKTP CA ZT3TM71G1 WWW.AMAZON.CA ON	\$ 45.18 056341	\$ 4.96	\$ 50.14
09/05	09/06 549392679	YUENS CELLULAR CENTRE HUMBOLT SK	\$ 39.99 024461	\$ 4.40 (e)	\$ 44.39
09/06	09/06 549392756	CAGFO 2023 CONFERENCE RUSSELL ON	\$ 464.60 031073	\$ 60.40 (e)	\$ 525.00
09/08	09/09 549743970	AMZN MKTP CA ZT05C2IN0 WWW.AMAZON.CA ON	\$ 7.99 078313	\$ 0.88	\$ 8.87
09/08	09/10 550063380	SASKTEL WIRELINE REC # REGINA SK	\$ 14,026.26 041003	\$ 1,542.89 (e)	\$ 15,569.15
09/08	09/10 550063378	SASKTEL WIRELINE REC # REGINA SK	\$ 1,393.42 074834	\$ 153.28 (e)	\$ 1,546.70
09/08	09/10 550063379	SASKTEL WIRELINE REC # REGINA SK	\$ 2,096.41 046707	\$ 230.60 (e)	\$ 2,327.01
09/10	09/11 550196996	SLGA.COM REGINA SK	\$ 472.97 067462	\$ 52.03 (e)	\$ 525.00
09/11	09/12 550343512	ADOBE ADOBE 4085366000 CA	\$ 25.99 096181	\$ 2.86	\$ 28.85
09/11	09/13 550568175	SASKTEL WIRELESS REC # REGINA SK	\$ 1,299.45 088922	\$ 142.94 (e)	\$ 1,442.39
09/11	09/13 550568174	SGI-MY SGI REGINA SK	\$ 747.10 040284	\$ 82.18 (e)	\$ 829.28

TOTAL CREDITS xxxx-xxxx-xxxx-2907 **\$ -1,236.27**
TOTAL DEBITS xxxx-xxxx-xxxx-2907 **\$ 28,371.51**

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

08/21	08/22 547240748	DAVTECH OTTAWA ON	\$ 200.59 037832	\$ 22.06 (e)	\$ 222.65
08/21	08/23 547450555	WESTJET 883821898877625 CALGARY AB	\$ 909.01 065868	\$ 0.00	\$ 909.01
		Passenger Name Kwasnica/Michael P Mr Ticket Number 83821898877625			
08/27	08/28 548141301	THE WIRELESS AGE HUMBO HUMBOLDT SK	\$ 999.98 080191	\$ 110.00 (e)	\$ 1,109.98
09/11	09/12 550343434	EECOL ELECTRIC LTD HUMBOLDT SK	\$ 318.00 046214	\$ 34.98 (e)	\$ 352.98

09/11	09/12 550343433	PEAVEY MART #080 HUMBOLDT SK	\$ 48.53 038437	\$ 5.34 (e)	
09/11	09/13 550568098	CANADIAN TIRE #638 HUMBOLDT SK	\$ 14.98 063147	\$ 1.65 (e)	\$ 16.63
09/12	09/13 550568173	HUMBOLDT CO-OP ASSN. # HUMBOLDT SK	\$ 77.24 063044	\$ 8.50 (e)	\$ 85.74
09/12	09/13 550568099	THE WIRELESS AGE HUMBO HUMBOLDT SK	\$ 159.93 077183	\$ 17.59 (e)	\$ 177.52

TOTAL CREDITS xxxx-xxxx-xxxx-2594 **\$ 0.00**
TOTAL DEBITS xxxx-xxxx-xxxx-2594 **\$ 2,928.38**

Card Number xxxx-xxxx-xxxx-4350 LEE, PENNY

08/22	08/23 547450554	AMZN MKTP CA R49NC4LK0 WWW.AMAZON.CA ON	\$ 251.99 055696	\$ 27.72	\$ 279.71
08/22	08/23 547450477	SINALITE MARKHAM ON	\$ 65.67 019618	\$ 7.22 (e)	\$ 72.89
08/22	08/23 547450553	AMZN MKTP CA R43FR8LO0 WWW.AMAZON.CA ON	\$ 46.95 025047	\$ 5.16	\$ 52.11
08/23	08/26 547543111	SOBEYS HUMBOLDT #5395 HUMBOLDT SK	\$ 18.73 004556	\$ 2.06 (e)	\$ 20.79
08/23	08/26 547543110	SQ TRACEY ROSS THE GA HUMBOLDT SK	\$ 356.63 010357	\$ 39.23 (e)	\$ 395.86
08/28	08/29 548281457	BROTHER INTL CORP LTD DOLLARD DES O QC	\$ -306.97 031949	\$ -33.77 (e)	\$ -340.74
08/29	09/02 548640943	TIM HORTONS #3515 HUMBOLDT SK	\$ 17.11 084774	\$ 1.88 (e)	\$ 18.99
09/01	09/02 548640944	FACEBK QN6VR8YJK2 6505434800 CA	\$ 34.26 084824	\$ 0.00	\$ 34.26
09/03	09/06 549392676	SOBEYS HUMBOLDT #5395 HUMBOLDT SK	\$ 19.81 093784	\$ 2.18 (e)	\$ 21.99

TOTAL CREDITS xxxx-xxxx-xxxx-4350 **\$ -340.74**
TOTAL DEBITS xxxx-xxxx-xxxx-4350 **\$ 896.60**

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

09/05	09/06 549392678	1ST STOP AUTO PARTS & HUMBOLDT SK	\$ 207.82 004973	\$ 22.86 (e)	\$ 230.68
09/06	09/09 549743969	CANADIAN TARPAULIN SASKATOON SK	\$ 200.00 025653	\$ 22.00 (e)	\$ 222.00
09/11	09/12 550343437	DANISH OVEN HUMBOLDT SK	\$ 27.93 061116	\$ 3.07 (e)	\$ 31.00

TOTAL CREDITS xxxx-xxxx-xxxx-0126 **\$ 0.00**
TOTAL DEBITS xxxx-xxxx-xxxx-0126 **\$ 483.68**

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

08/15	08/19 546558824	CANADIAN TIRE #638 HUMBOLDT SK	\$ 649.99 025295	\$ 71.50 (e)	\$ 721.49
08/20	08/21 546914622	AQUIFER DISTRIBUTION SASKATOON SK	\$ 288.72 016794	\$ 31.76 (e)	\$ 320.48

08/29	08/30 548548835	PEAVEY MART #080 HUMBOLDT SK	\$ 201.17 064971	\$ 22.13 (e)	
08/30	09/02 548640945	CANADIAN TIRE #638 HUMBOLDT SK	\$ 42.98 086994	\$ 4.73 (e)	\$ 47.71
09/04	09/05 549316559	PEAVEY MART #080 HUMBOLDT SK	\$ 115.96 088501	\$ 12.76 (e)	\$ 128.72
09/04	09/06 549392677	CANADIAN TIRE #638 HUMBOLDT SK	\$ 814.96 038065	\$ 89.65 (e)	\$ 904.61
09/05	09/09 549743967	CANADIAN TIRE #638 HUMBOLDT SK	\$ 365.94 012324	\$ 40.25 (e)	\$ 406.19
09/09	09/11 550196995	CANADIAN TIRE #638 HUMBOLDT SK	\$ 189.25 063253	\$ 20.82 (e)	\$ 210.07

TOTAL CREDITS xxxx-xxxx-xxxx-8216 **\$ 0.00**
TOTAL DEBITS xxxx-xxxx-xxxx-8216 **\$ 2,962.57**

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

08/14	08/16 546209607	YOUR DOLLAR STORE WITH HUMBOLDT SK	\$ 17.00 031299	\$ 1.87 (e)	\$ 18.87
08/15	08/16 546209606	OFFICE EXPERTS OFFICE HUMBOLDT SK	\$ 51.54 082473	\$ 5.67 (e)	\$ 57.21
08/20	08/21 546914623	INTUIT MAILCHIMP EDMONTON AB	\$ 36.48 059162	\$ 4.01 (e)	\$ 40.49
08/21	08/23 547450556	CANADIAN TIRE #638 HUMBOLDT SK	\$ 23.98 049477	\$ 2.64 (e)	\$ 26.62
08/22	08/26 547543189	CANADIAN TIRE #638 HUMBOLDT SK	\$ 59.97 019617	\$ 6.60 (e)	\$ 66.57
08/28	08/29 548281535	YUENS CELLULAR CENTRE HUMBOLT SK	\$ 24.99 095183	\$ 2.75 (e)	\$ 27.74
08/30	09/02 548640946	OFFICE EXPERTS OFFICE HUMBOLDT SK	\$ 69.90 060267	\$ 7.69 (e)	\$ 77.59
08/30	09/02 548640947	OFFICE EXPERTS OFFICE HUMBOLDT SK	\$ 14.99 036338	\$ 1.65 (e)	\$ 16.64
09/06	09/09 549743968	CANADIAN MUSEUMS ASSOC OTTAWA ON	\$ 212.39 082938	\$ 27.61 (e)	\$ 240.00
09/11	09/12 550343436	FACEBK HCR9L9LDG2 MENLO PARK CA	\$ 7.42 094087	\$ 0.00	\$ 7.42
09/11	09/12 550343435	FACEBK 3X4NEBCDG2 MENLO PARK CA	\$ 2.08 005487	\$ 0.00	\$ 2.08

TOTAL CREDITS xxxx-xxxx-xxxx-7730 **\$ 0.00**
TOTAL DEBITS xxxx-xxxx-xxxx-7730 **\$ 581.23**

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

08/15	08/16 546209605	SP AED ADVANTAGE SAL SASKATOON SK	\$ 1,029.00 070200	\$ 113.19 (e)	\$ 1,142.19
08/16	08/19 546558822	LANDSCAPE MANAGEMENT N MARKHAM ON	\$ 97.00 016001	\$ 10.67 (e)	\$ 107.67
08/16	08/19 546558823	AMZN MKTP CA RU6CY8TH0 WWW.AMAZON.CA ON	\$ 139.95 005313	\$ 15.39	\$ 155.34
08/20	08/21 546914550	AMZN MKTP CA RU32Q5290 WWW.AMAZON.CA ON	\$ 179.80 073857	\$ 19.78	\$ 199.58

08/20	08/21 546914551	AMAZON RU9J76250 DOWNTOWN TORO ON	\$ 33.86 047746	\$ 0.00	\$ 33.86
08/20	08/21 546914549	SPOTIFY P2EB95C83F STOCKHOLM	\$ 10.99 018346	\$ 1.21 (e)	\$ 12.20
08/21	08/22 547240669	TSASK REGINA SK	\$ 76.58 086739	\$ 8.42 (e)	\$ 85.00
08/21	08/22 547240670	AMZN MKTP CA RU3TH6YR1 WWW.AMAZON.CA ON	\$ 227.26 020829	\$ 25.00	\$ 252.26
08/21	08/22 547240747	SWEEPSCRUB.COM NORTH LITTLE AR US DOLLAR 259.38@1.400300717	\$ 363.21 039574	\$ 0.00	\$ 363.21
08/22	08/22 547240671	ULINE 800-295-5510 ON	\$ 180.99 068772	\$ 19.91	\$ 200.90
08/22	08/26 547543112	SWEEPSCRUB.COM NORTH LITTLE AR US DOLLAR 259.38@1.328051507	\$ -344.47 000000	\$ 0.00	\$ -344.47
08/27	08/27 547860087	AMZN MKTP CA RK8ZJ61H2 WWW.AMAZON.CA ON	\$ 19.53 054277	\$ 2.15 (e)	\$ 21.68
08/28	08/29 548281458	AMZN MKTP CA RK6Z46LM0 WWW.AMAZON.CA ON	\$ 93.00 033411	\$ 10.23	\$ 103.23
08/28	08/30 548548832	MARKS STORE #367 HUMBOLDT SK	\$ 66.58 087523	\$ 7.32 (e)	\$ 73.90
08/29	08/30 548548834	ECOCIRCUIT DISTRIBUTOR KELOWNA BC	\$ 321.34 091415	\$ 38.56 (e)	\$ 359.90
08/29	08/30 548548833	TENNANT COMPANY MISSISSAUGA ON	\$ 436.80 090860	\$ 48.05	\$ 484.85
09/06	09/09 549743891	CINDERCRETE PRODUCTS L SASKATOON SK	\$ 1,251.68 055175	\$ 137.68 (e)	\$ 1,389.36

TOTAL CREDITS xxx-xxxx-xxxx-9684 **\$ -344.47**
TOTAL DEBITS xxx-xxxx-xxxx-9684 **\$ 4,985.13**

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

08/23	08/26 547543187	DOLLARAMA #1197 HUMBOLDT SK	\$ 72.68 066575	\$ 7.99 (e)	\$ 80.67
08/25	08/26 547543188	SILVERWARE SILVERWARE TORONTO ON	\$ 146.81 058208	\$ 19.09 (e)	\$ 165.90
08/27	08/29 548281459	CANADIAN TIRE #638 HUMBOLDT SK	\$ 53.95 017787	\$ 5.94 (e)	\$ 59.89
09/06	09/09 549743892	DOLLARAMA #1197 HUMBOLDT SK	\$ 182.73 092461	\$ 20.10 (e)	\$ 202.83
09/10	09/12 550343357	YOUR DOLLAR STORE WITH HUMBOLDT SK	\$ 13.50 059235	\$ 1.49 (e)	\$ 14.99

TOTAL CREDITS xxx-xxxx-xxxx-1679 **\$ 0.00**
TOTAL DEBITS xxx-xxxx-xxxx-1679 **\$ 524.28**



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: October 15, 2024

RECOMMENDATION

That this report be accepted for information and filed.

CURRENT SITUATION

1. Museum

- Exhibits – *Stories of Humboldt – Chapter 6* and *Ace Academy* – the travelling interactive exhibit from the Canadian Aviation and Space Museum are the feature exhibits.
- Programs – The final barbecue in the series was held on September 5, organized by Special Olympics with performance by Ben Donaldson, sponsored by the Humboldt Area Arts Council.
- The Rosenberg family rented the museum for a private reception on September 7 for 50 of their family and friends to see the exhibit that featured their ancestor Pete Rosenberg who was an electrician and ran Pete’s Radio Electric in downtown Humboldt for many years. In creating the exhibit, we had interviewed Jeannette Goetz and Anne-Marie Goetz Pete’s daughter and granddaughter respectively.
- Patricia L. Clarke, one of our Gallery Members, did a wool spinning demonstration at the Museum on the morning of September 14, as part of a continuation of our Heritage Skills Revival series.
- Collections – The Collections Management committee met this month to review 942 items for potential donation. A total of 127 items were accepted, along with some items from the local Toastmasters club. Other items included nursing uniform accessories from 1918, memorabilia from the 1949 Dominion Curling Champ team from Humboldt, and parade photos from the 1970s.
- In September, 17 items were accessioned, 0 deaccessioned, and 24 items were catalogued. Thanks to our volunteers who continue to conduct research on a weekly basis.
- Maintenance – The exterior doors were revarnished, and the elevator deficiencies have been resolved.

2. Gallery

- *The Meacham Elevator* by artists Bonnie Gilmour and Charley Farrero with *Raskob’s Elevators* from the permanent collection were on display on the main floor. *The Inspired by the Land* exhibit featuring seven artists: Elaina Adams, Bonnie Conly, Zyg Kondzielewski, Michelle LaFayette, Diana Roelens, Cristine Andrew Stuckel and Becky Zimmer was on display on the second floor. The Broncos Memorials exhibit was dismantled and placed in storage.

- Members Show & Sale - This annual exhibition features 43 artists, including 2 youth members. There are 100 pieces in the exhibition which has been expanded to the entire second floor. This allows for a better display of each piece in the show. One of the members who has shown their work previously in the exhibit noted, “I owe so much to this Gallery”.
- Permanent Collection - The newest addition to the permanent collection is the Piglet sculpture by Joe Fafard, donated by the Hamon-Fafard family. We are having a public contest to name the piglet starting on October 1 in conjunction with the Members Show and Sale. This will be a fundraiser for the gallery.
- We were fortunate to receive a donation to the permanent collection of a beautiful piece by our friend Mel Bolen, who recently passed away. Mel was a dear friend who provided guidance and support for the gallery. We have built a custom storage box for this piece.
- Friends Festival Auction – Canvassing for donations has begun, and plans are underway for the 25th anniversary event which starts on November 16 in conjunction with the BID’s Moonlight Madness event.
- *Come Paint with Us* – This series of workshops is back for three sessions in October led by local artists.
- *Escape Room* – Some fun new programming will be unveiled this month.

3. Water Tower

- Staff are checking the tower on a regular basis and providing private tours as requested. This month those tours were for the graduating class of HCI from 1974 and a wedding anniversary tour for a couple from Saskatoon.

4. Original Humboldt

- Our staff continue to cut the grass trails at the site on a weekly basis.
- On September 12, in partnership with SaskOutdoors which is an agency that provides opportunities to explore parks and outdoor spaces for Newcomers, we hosted an evening tour out at Original Humboldt. It was both a historical tour, as well as a chat about the flora and fauna of the region.
- Louise Halfe visited the site on September 29 to provide guidance to the Treaty 6 project.

5. Public Art

- The opportunity for artists to submit an Expression of Interest for the Manufacturing and Agriculture public art piece was opened on September 26 with a deadline of October 11.

6. Administration

- Governance – A separate report has been developed with the revisions to the policies that guide the work of collections management and care at the HDMG.
- Grants – The application for funding from the Museums Assistance Program – Exhibition Circulation Fund was successful, to support the Monarch Butterfly travelling exhibit.
- The application to the Saskatchewan Heritage Foundation for funding support for repairs to the roof and masonry of the museum was submitted.



- Thanks to our volunteers who contributed 92 hours of their time this month. We are having a volunteer appreciation event on October 23.
- Relationship Building and Reconciliation through Living Heritage – There was a great turn out for the community conversation on September 19 with Heritage Saskatchewan and the Office of the Treaty Commissioner. A report to the HDMG Board is in development on next steps.
- Culture Days - The *Walk for Reconciliation* was held on September 29 with guest speaker by Louise Bernice Halfe. Thanks to the Westminster Affirm Team for coordinating this event.
- Culture Days - Wilbur Sargunraj returns to Humboldt to launch his book, *Exploring CQ* on Friday, October 4 at the Gallery. Thanks to the partnership with Arts Humboldt. Wilbur will run a fun cricket clinic for folks to learn how to play this popular sport on Saturday, October 5 at Glenn Hall Park.

Upcoming Events and Programs

October 1	Gallery – Members Show Opens
October 3, 6:30 pm	Gallery – Come Paint with Us
October 4, 7 pm	Gallery – Wilbur Sargunraj Book launch
October 5, 10 am	Glenn Hall Park – Wilbur’s Cricket Match
October 5, 1:30 pm	Gallery – Member’s Reception
October 10, 6:30 pm	Gallery - Come Paint with Us – Artist Leane Harasymchuk
October 16, 6:30 pm	Gallery – Create & Donate – Holiday Tree card painting
October 17, 6:30 pm	Gallery – Come Paint with Us – Artist Laura Kneeshaw
October 23, 7:00 pm	Gallery – Volunteer Appreciation Event
October 24, 5:45 pm	Museum – Escape Room – Youth
October 25, 6:45 pm	Museum – Escape room – Adults
October 26, 1:30 pm	Gallery – Create & Donate – Holiday decoration making party
October 29, 7:00 pm	Gallery – The Wardens – Concert Humboldt Area Arts Council

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 – Programming is in full swing throughout the month to offer low-cost ways for community members to explore fun, creative activities.

Welcoming and Connected – The exhibits and programs of the department provide layers of engagement for residents to get to know their neighbours.



CITY OF HUMBOLDT REPORT

TITLE: Marketing & Development Manager – Executive Committee Report
PREPARED BY: Penny Lee, Marketing & Development Manager
REVIEWED BY: Joe Day, City Manager
PREPARED FOR: Executive Committee
DATE: October 15, 2024

RECOMMENDATION

That this report be accepted for information and filed.

BACKGROUND

This report summarizes the most significant projects that have been completed and those that are currently underway since the Executive Committee Meeting held on September 9, 2024.

CURRENT SITUATION

Marketing/Public Relations:

- In September and into October, our marketing campaigns have been focused on School Safety and Municipal Elections 2024. Shortly, we will be including more about the Tax Abatement Incentive that will provide more information about what types of construction the abatement applies to, such as secondary suites. This includes radio ads, social media posts, and on Digital Humboldt and discoverhumboldt.com.

Communications:

- Public Works provided Communications with a time-lapse video of the construction of the Carl Schenn Dry Pond Project, which we posted on the City’s web site and social media.
- September was a busy month advising the public of road closures as the paving program was underway.

Development:

- The Manager is currently reviewing City Land Sales Agreements, policies and procedures.
- The Manager has created a “cost calculator” that will estimate costs to develop a parcel(s) of land. The calculator is currently being tested with various scenarios and will be a useful internal tool when determining what the estimated costs to service a parcel will be, and further determine fair market prices.
- The Manager is researching and gathering housing funding information from CMHC and the Province to determine what the City should have prepared for potential developers interested in pursuing funding programs.

Miscellaneous:

- The Manager is currently working with SaskTel to gather the necessary information about the City’s Wide and Local Area Networks (Information Technology Infrastructure). SaskTel will be providing the City with a final report with recommendations for improvements. Following this report, it is anticipated that an RFP will be issued for technical expertise to address any issues found and with the possibility of moving to a cloud-based solution. The Manager is also compiling a “Network Binder” that will contain important information about the City’s IT infrastructure, device life expectancies, and will aid in developing a plan of action that is cost effective and increase productivity and efficiency.

OPTIONS

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

ATTACHMENTS

Communications, Campground & Mini Golf Statistics Report

COMMUNICATION AND ENGAGEMENT

Marketing and communication campaigns conducted/underway:

1. 2024 Municipal Elections
2. Tax Abatement Incentive

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

FINANCIAL IMPLICATION

None.

CONCLUSION

That this report be accepted for information and filed.

**Communications Statistics Report
Year to Date – August 2024**

Social Media Platforms Insights

Platform	New Followers This Month:	Current Followers
Instagram	9	392
Facebook	120	4,600
X (Twitter)	(Information Unavailable)	1703

Digital Humboldt App Users

	May	June	August	September
	603	660	622	611

eNewsletter Reach

	June	September
	1022	1002

Council Highlights (Monthly Publication)

Y to D
9

Community Reports (Monthly Publication)

Y to D
9

2024 Visitor Information Centre

Description:	May	June	August	September	Total
Campground Reservations	23	66	56	45	283
Mini Golfers	51	442	449	132	1511
Inquiries	24	40	(Not Available)	3	87

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: October 15, 2024

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

1. General Updates

- a. **Municipal Elections** – Nominations for the 2024 Municipal Election closed on Wednesday, October 9th. Candidates have until 4:00pm on Thursday, October 10th to withdraw their nominations. However, at the nomination deadline, the total candidates nominated are as follows:
- Position of Mayor (one vacancy): 3 candidates
 - Position of Councilor (six vacancies): 10 candidates

Next steps for election preparation will be:

- Ordering Ballots
- Hiring & Training of Election Workers
- Finalizing Polling Locations for Election Day
- Advertising Advanced Polling Locations and Times

- b. **Urban Rec Director Meetings** – The Director attended the Fall Urban Rec Director’s Meetings in Estevan from October 2nd to 4th, 2024. Some of the more pressing topics included staff retention and training, aging recreation infrastructure, levels of service, vandalism, rental rate structures, user group expectations and RM relationships. The next meeting is scheduled for the Spring of 2025 in Prince Albert.

- c. **LED Sign** – Administration continues to work with Pattison Media and Carlton Trail College on an extended agreement on the operations and use of the LED sign. At the same time, issues continue with connectivity to the sign, which both the City, Pattison Media, SaskTel and other third parties have been working hard to try and remedy. This issue has persisted for several weeks.
 - d. **Fall Swimming Lessons** – 179 registrations for fall swimming lessons have been received to date. Swimming lesson sessions kicked off in September and will extend into November. In total 727 participants have registered for swimming lessons in 2024, compared to 739 at the same time last year, a 1.6% decrease.
 - e. **Curling Rink Ice** – the plant for the Curling Rink will be turned on over Thanksgiving weekend, with ice installation to begin the week following. The Curling Club will be entering the second year of a two year agreement that expires at the end of March, 2025.
 - f. **Building Maintenance** – the current Building Maintenance Manager, Brad Walby, has accepted a position with one of the regional potash mines and will be resigning from his position effective October 18th. Administration is currently reviewing the position and the overall staffing structure for both Building Maintenance and Leisure Services operations as a whole, with the intention of proposing changes to the City Manager prior to filling the position. As this may have budget implications, the position is likely to not be filled until the 2025 budget has been approved.
2. Project Planning and Partnerships
- a. **NA**
3. Upcoming Events
- a. Bronco Home Games – Oct 12, 19, 22 and 29
 - b. October 22nd – October 28th – Sask Election Polling Stations
 - c. Bronco Home Games – November 2,15,16, and 30
 - d. November 5th – 7th & Nov 13th – Municipal Election Polling Stations
 - e. November 25th – Blood Donor Clinic

OPTIONS

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

ATTACHMENTS

None



COMMUNICATION AND ENGAGEMENT

No external communication or engagement required.

FINANCIAL IMPLICATION

There is no anticipated financial impact of the recommended action.

CONCLUSION

The rest of October will be busy finishing up projects for 2024 and preparing for the upcoming municipal election. Administration will also be working to finalize operating and capital budget requests for 2025 and completing evaluations of existing operations.



CITY OF HUMBOLDT REPORT

TITLE: Public Works Director Report for September 2024

PREPARED BY: Peter Bergquist, A.Sc.T; Public Works and Utilities Director

REVIEWED BY: Joe Day, City Manager

PREPARED FOR: Executive Committee

DATE: October 15, 2024

RECOMMENDATION

That this report be accepted for information and filed.

BACKGROUND

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

CURRENT SITUATION

Many of the large capital projects are nearing completion. The asphalt pavers have completed the program and all that remains is minor cleanup and landscaping touch-ups to complete the projects for 2024.

The Carl Schenn Dry Pond Project was completed and is now open to the public. A time lapse video was also created and shared on the City’s media channels. The bus stop has been relocated back to the park and the Leisure Services department will be taking maintenance back over as well as installing benches and tables for the finishing touches.

The department’s focus over the last month was on trench safety and excavations. The leak detection system found several leaking services to properties. The leaking services were all lead and replaced. Staff rented two 4-sided trench shields to do the work. Staff are evaluating which types of shields it will need going into the future for this type of work. There was also a water break on the 100 block of 5th Street. The pipe is from 1976 Ductile Iron and crews have been there before. This pipe had corrosion, and a section was replaced with PVC. The 26ft section was replaced by Brockmans and had 8 holes in the pipe. Staff are hoping that this is a localized issue as this pipe was not on the list for replacement in the near future. A similar issue with the same kind of pipe was experienced on Centennial Crescent near Jubilee Drive. The holes were just clamped for now however a similar approach of replacing a localized section may be needed to

prevent inconvenient breaks during the winter.

While the non-revenue water loss is still high according to the charts at the end of this report, the night time flows are now at the lowest any of the staff have ever seen so the monthly losses should show great correction in the last months of this year. This is thanks to the leak detection system locating non-surfacing leaks that staff would have likely not found without significantly costly effort.

This month, crews will be performing several more excavations as well as pressure testing, inspecting and connecting new buildings to the city's water and sewer system. Salt/sand has been ordered and staff are preparing for winter operations.

For the wastewater treatment facility, members of Council attended a site tour on September 9th. The work on site is progressing well and is of good quality. The contractor is currently working on the SAGR beds and liners and the rock to go in them. The liners for the earthen cells will follow this. Later this month, the main WWTF site is planned to have approximately 75-80% of the permanent chain link fence installed to help secure the site.

Effluent pipeline work has resumed and installation is imminent in the roadway ditches. Installation will be a combination of open excavation and directional drilling. Beginning around October 18, work at the lake is expected to begin with pipe and barges being visible at the lake. Exact timing is still being confirmed. Pipeline work is expected to continue as long as weather conditions allow.

Overall, the work is a little behind the schedule set in March, but still proceeding reasonably for completion next year as expected. However, the work is entering a more weather-sensitive spot, so should we encounter abnormally cold weather and/or early snow, some of the work may be delayed until next year. Con-Tech is developing high-level contingency plans for next spring, just in case.

The sewage pump stations (lift station #1 and #4) have had behind-the-scenes work on shop drawings, and equipment orders are progressing well. However, this process has confirmed some disappointing news. Delivery of some of the critical electrical equipment is approximately one year away (Oct 2025) and attempts to improve upon this have been unsuccessful. This time is well outside the expected construction sequence and potentially delays the completion of these stations into late 2026. This is not desirable and has significant consequences for the startup of the WWTF. C&W is working with Con-Tech to alter the construction sequence. They believe there is an alternate plan to



complete the two pumping stations in late 2025, but some details must be examined and risks understood/mitigated. They expect to have a plan to consider in early November.

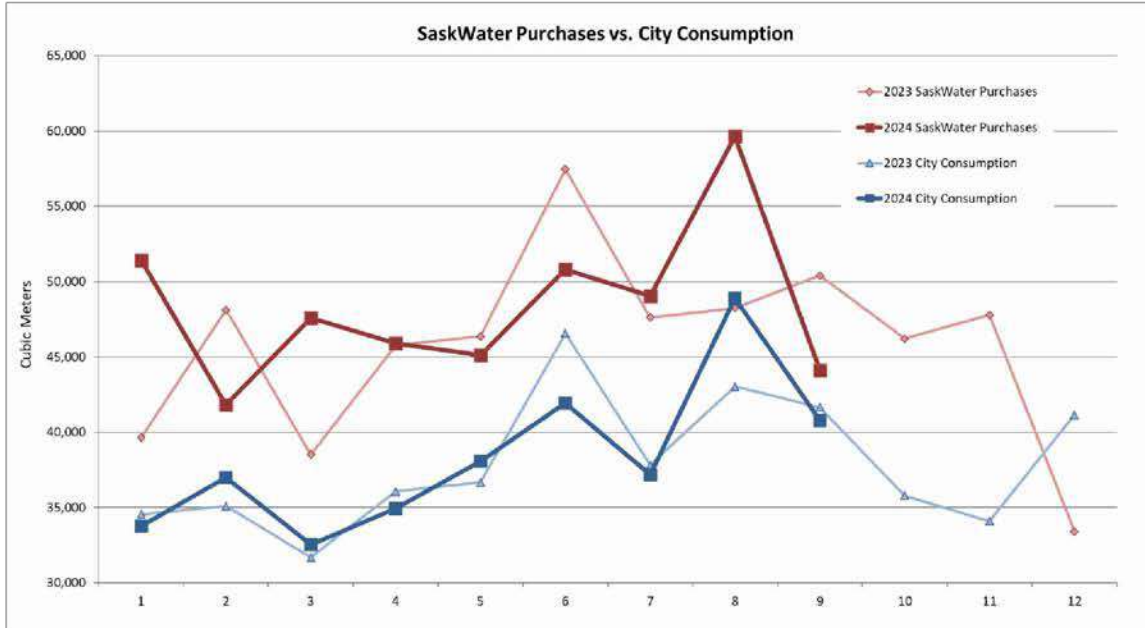
COMMUNICATION AND ENGAGEMENT

Continued daily 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
2023 Full Year	454,173 m3	549,569 m3	-95,396 m3	-\$363,105	-17.4%
2024 Full Year Budget Projection	470,516 m3	558,248 m3	-87,732 m3	-\$333,934	-15.7%
2023 – Jan-Sept.	343,124 m3	422,160 m3	-79,036 m3	-\$300,835	-18.7%
2024 – Jan-Sept.	345,160 m3	435,469 m3	-90,309 m3	-\$343,745	-20.7%



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: CLS Project Summary Report
PREPARED BY: Michael Ulriksen, Director of Community and Leisure Services
REVIEWED BY: Joe Day, City Manager
PREPARED FOR: Executive Committee
DATE: September 9, 2024

RECOMMENDATION

That this report be accepted for information and filed.

BACKGROUND

The following is a summarized project report of the Community and Leisure Services 2024 approved capital and operational activities. All updates to the report are highlighted in yellow. The following terms have been used to identify the status of each of the projects/purchases:

- Planning – Project is currently in the planning stages.
Procuring – Project is currently undergoing procurement (soliciting quotes, tendering, reviewing).
Con - % - Project is under construction and includes the estimated % of completion.
Completed – Project has been completed in its entirety.
Deferred – Project has been deferred to a subsequent Year.

CURRENT SITUATION

A. Carry-Over Projects

Table with 5 columns: #, Project, Status, 2024 Remaining Budget, Actual (YTD). Rows include Library Solarium, North Hospital projects, Outdoor Rink & Multi-Sport Court, Washroom & Concession Facility, Bill Brecht Playground Development, and St. Augustine Cemetery Columbarium Units.

1. Library Solarium - We expect Westcrete to complete the sidewalk repair work in front of the Library and the infill section left with the removal of the exterior planter in front of the solarium. Once this component is completed, staff will complete exterior wall insulation and finishing. There is still some work remaining on the interior including drywall and painting. We expect the exterior to be completed in October and the interior shortly thereafter.

4a. Outdoor Rink & Multi-Sport Court – the sport court surfacing installation will be delayed until the spring of 2025, but the contractor assures us that we will be at the top of the list for early spring. This will not impede the use of the space for an outdoor rink, with installation ready when weather permits.

6. St. Augustine Cemetery Columbarium Units – paving has been completed, however we have not been invoiced yet for the work.

B. 2024 Operational Projects

#	Project	Status	Project Budget	Actual (YTD)
1	Water Ridge Park Entrance Upgrades	Planning	\$20,000	-
2	Uniplex LED Lighting (Year 4 of 5)	Completed	\$25,000	\$12,390
3	Uniplex Lobby Air Conditioning Unit	Cancelled	\$15,000	-
4	Museum Roof Repairs	Planning	\$20,000	-
5	Fire Hall – LED Lighting	Completed	\$5,000	\$5,648.21

3. The Uniplex Lobby Air Condition Unit project was cancelled. Previous changes/settings impacting our existing system were identified as preventing proper and adequate cooling within the lobby and administration areas. These issues were addressed and the need for a new air conditioning unit was no longer required.

C. 2024 Fleet

#	Project	Status	Project Budget	Actual (YTD)
1	Maintenance Service Van (L110)	Completed	\$58,000	\$56,890
2	Parks General Use (L120)	Completed	\$58,000	\$63,880
3	Parks UTV (L252)	Completed	\$42,000	\$35,510
4	Parks Skid Steer Replacement	Completed	NA	\$9,600

**Actual prices updated to reflect revenue generated from the sale of the unit being replaced. This revenue was factored into the project budget amount, so this provides an accurate comparison.

D. 2024 Capital Projects

#	Project	Status	Project Budget	Actual (YTD)
1	NA			

E. Unbudgeted Projects/Commitments

#	Project/Purchase	Status	Est. Cost to City	Funding Source
1	Aquatic Center Hot Tub	Procuring	TBD	Operational Savings/Reserves
2	Curling Rink Brine Line Repair	Completed	\$40,000	Operational Savings/Reserves

2. Curling Rink Brine Line Repair – the brine line repair was completed in early October and maintenance staff began completing the replacement of the front walkway that covers the brine

line pit area. Due to the size and complexity of the pit, we were unable to make any significant alterations to the front walkway.

FINANCIAL IMPLICATION

There is no anticipated financial impact of the recommended action.

CONCLUSION

The department has completed a number of projects in 2024 and hopes to complete a few more before the end of the year. The department is working on ways to streamline some of our project delivery, determining a better standard of when a project should be completed internally verses contracted out to a third party entity.



CITY OF HUMBOLDT REPORT

TITLE: Public Works and Utilities Project Tracking Report
PREPARED BY: Peter Bergquist A.Sc.T; Public Works and Utilities Director
REVIEWED BY: Joe Day, City Manager
PREPARED FOR: Executive Committee
DATE: October 15, 2024

RECOMMENDATION

That this report be accepted for information and filed.

CURRENT SITUATION

2024 Projects	Scope of Work	% Complete
Wastewater Treatment System Upgrades	25.3M for 2024 – Year 1 of 2. Engineering & Construction	60%
Lift 1 Retrofits (WWTP Project)	Pumps, Electrical, Generator, etc. 2M	10%
Lift 4 Retrofits (WWTP Project)	Pumps, Electrical, Generator, etc. 2M	10%
Carl Schenn Dry Pond Construction	Excavation, Piping & Landscaping – 1.618M	100%
12 th Avenue – Stebbings Cres. To 21 st St.	Road Reconstruction and Paving – 568k	100%
12 th Avenue – 21 st St to Peck Road	Basic Gravel Road – 112k (2023 carry-over)	100%
11 th St – 6 th Avenue to 8 th Avenue	Concrete patching, curbing and paving – 357k	100%
4 th St – 8 th Ave to Ogilvie Ave	Mill and Pave – 196.3k	100%
12 th Street – 3 rd Ave to 4 th Ave	Concrete patching, curbing and paving – 149.1k	100%
3 rd Ave – 11 th St to 16 th St	Storm, curb, and road repairs – 81.4k	100%



4 th Ave – Lane W of 10 th St to 14 th St	Storm, curb, road reconstruction and paving – 566.9k	100%
6 th Ave Storm Sewer Outfall – 2 nd St to Drainage Channel	Storm pipe, culverts, drainage channel improvements – 670.5k (POSTPONED – Didn't receive grant) Preliminary Engineering was Completed	10%
Bruce Street Area	Conceptual Drainage Planning – 30k (2023 carry-over)	100%
Airport	Regional Long-Term Feasibility Plan (new)	100%
Asphalt Patching & Repairs	Various water break, frost heave locations, MH levelling, AC Repairs – 274k	100%
Seasonal Decorations	Remaining Replacement Lights – 12k	30%
Various Locations	Street and curb painting – 20k	100%
	DL10 Special Emulsion – 16k (Do in 2025)	30%
	Gravelling of Roads – 26k	100%
	Back Lane Maintenance – 10k	75%
	Dust Control Applications – 28k	100%
	General Concrete Repl. – 75k	100%
	Sewer Camera, Flushing & Repair – 74k	100%
	Storm Flush/Camera/Repair – 76k	100%
	Water Main Flushing Prog. - Internal	100%
	Water Mains Operations and Maintenance Activities & Repairs – 115k	95%
	Curb Stop Repairs – 10k	90%
	Water Meters & Replacements – 80k + 220k additional meters (2024 Council approval)	70%
	Lift Station Cleaning – 32k	90%
	Lift Station Supplies/Repairs – 17.5k	80%
Contract Generator Testing – 12k	100%	
Pothole Patching – 19.7k	90%	
Ditch Mowing & Lagoon Mowing	95%	



2025 Projects	Scope of Work	% Complete
Wastewater Treatment System Upgrades	6.7M for 2025 – Year 2 of 2. Engineering & Construction	5%
9 th Ave – 17 th Street to Barnes Cr	Road Reconstruction and Paving – 458.3k	0%
Peck Road – Westwood Dr to 12 th Avenue	Road Construction to a gravel surface basic road. 194.7k	0%
6 th Ave – 5 th St to 6 th St	Road Reconstruction and Paving – 142.7k	0%
7 th Ave – 2 nd St to 3 rd St	Road Reconstruction and Paving – 122.9k	0%
10 th St – 9 th Ave to 12 th Ave	Water Main Replacement and Road Reconstruction (2025) – 1.4M; Concrete and Paving (2025) – 407.6k.	5%
Main St/Hwy 20 – 1 st Ave South to Sask Ave	Water Main Replacement – 306.8k.	0%

CITY OF HUMBOLDT REPORT

TITLE: SaskTel Wireless Contract
PREPARED BY: Jace Porten, City Controller
REVIEWED BY: Joe Day, City Manager
PREPARED FOR: Executive Committee
DATE: October 15, 2024

RECOMMENDATION

That Administration be authorized to sign a 3-year agreement with Sasktel to upgrade the City of Humboldt's wireless plan to the Business VIP 75 plan.

BACKGROUND

The City of Humboldt currently has a wireless plan with Sasktel that includes 3 Talk and Text devices, 13 Cellular devices, 10 data-only devices, one Mobile Internet Device, and a shared data bucket of 50GB, and a singular 15GB data bucket. Over the past year, the City has consistently exceeded their data limit, incurring overage charges totaling \$1400.

CURRENT SITUATION

In response to the ongoing overage charges, Administration has reached out to Sasktel to explore potential solutions. Sasktel has proposed upgrading the City's plan to the Business VIP 75 plan, which offers a total of 985GB of data per month. This upgrade would eliminate the need for overage charges and result in a monthly cost increase of \$65.

The move to a new plan does require the City to sign a new 3-year contract, and as per the City's Purchasing Policy #1380, Section 9.1, all agreements longer than 2 years require the approval of City Council.

OPTIONS

1. **Approve the recommendation:** This would authorize Administration to sign the 3-year agreement with Sasktel.
2. **Reject the recommendation:** This would maintain the current wireless plan and continue incurring overage charges.

ATTACHMENTS

- Comparison of City's current and the proposed Sasktel plan, with unit costs, monthly totals and 36-month totals.



FINANCIAL IMPLICATION

While the upgraded plan would increase monthly costs by \$65, the elimination of overage charges is expected to result in net savings for the City.

CONCLUSION

The proposed upgrade to the Business VIP 75 plan offers a viable solution to address the City's ongoing wireless data challenges. By significantly increasing data allocation and eliminating overage charges, this upgrade has the potential to improve the City's wireless services and reduce costs.

Current SaskTel				
	Units	Price	Monthly Total	36-month total
Voice and Data only plans				
Business Talk & Text 30	3	\$ 30.00	\$ 90.00	\$ 3,240.00
Business shareMORE Nationwide	13	\$ 45.00	\$ 585.00	\$ 21,060.00
Business shareMORE Data Only	10	\$ 10.00	\$ 100.00	\$ 3,600.00
Business shareMORE Data Only 50GB Bucket	1	\$ 100.00	\$ 100.00	\$ 3,600.00
Business shareMORE Data Only 15GB Bucket	1	\$ 30.00	\$ 30.00	\$ 1,080.00
Mobile Internet 5	1	\$ 50.00	\$ 50.00	\$ 1,800.00
<i>Overage Charges Incurred</i>			\$ 116.00	\$ 4,176.00
Total			\$ 1,071.00	\$ 38,556.00

Proposed SaskTel				
	Units	Price	Monthly Total	36-month total
Voice and Data only plans				
Business VIP Unlimited 75	13	\$ 60.00	\$ 780.00	\$ 28,080.00
Business Talk & Text 30	3	\$ 30.00	\$ 90.00	\$ 3,240.00
Business Unlimited Data Only 1 GB	10	\$ 10.00	\$ 100.00	\$ 3,600.00
Mobile Internet 5	1	\$ 50.00	\$ 50.00	\$ 1,800.00
Total			\$ 1,020.00	\$ 36,720.00

CITY OF HUMBOLDT REPORT

TITLE: RCMP Retroactive Salary
PREPARED BY: Jace Porten, City Controller
REVIEWED BY: Joe Day, City Manager
PREPARED FOR: Executive Committee
DATE: October 15, 2024

RECOMMENDATION

That Administration be directed to process the payment of \$123,186.39 to the Royal Canadian Mounted Police as retroactive salary due to members, as per the Collective Bargaining Agreement.

BACKGROUND

The RCMP, in August 2021, signed its first collective agreement with the National Police Federation, resulting in a wage increase to match other Canadian police services. The agreement included retroactive pay for the period of 2017-2021.

In March 2023, the federal government indicated that contracted jurisdictions, under the Municipal Police Service Agreements (MPSA), were responsible for paying their share of retroactive salary costs. The City of Humboldt was subsequently informed of its \$123,186.39 share. The federal government offered an extended payment option until March 31, 2025.

At that time, the Federation of Canadian Municipalities (FCM) and the Saskatchewan Urban Municipalities Association (SUMA) were investigating whether contracted jurisdictions were liable for the retro pay. They noted variations in MPSA wording and potential legal complexities across provinces.

The City of Humboldt opted for the extended payment option while awaiting the outcome of the FCM and SUMA investigations.

CURRENT SITUATION

While FCM advised of potential provincial complications, the City of Humboldt consulted with SUMA and other Saskatchewan municipalities using RCMP services. Many municipalities have chosen to pay their share of the retroactive salary.

The City of Humboldt has not yet sought legal advice but has been monitoring the actions of larger municipalities.

OPTIONS

1. Approve the recommendation.
2. Reject the recommendation and seek legal advice.

ATTACHMENTS

- Invoice #7005021

FINANCIAL IMPLICATION

While the payment has financial implications, the City's 2024 budget included an allowance of \$70,000 for this purpose. Additionally, the City has already received reduced billing due to member vacancies, of approximately \$140,000, and anticipates remaining within budget for policing costs.

CONCLUSION

Despite potential legal challenges explored by FCM and SUMA, many municipalities are choosing to pay their share of the retroactive salary. Based on this trend and the City's financial situation, it is recommended to approve the payment.



Royal Canadian
Mounted Police

Gendarmerie royale
du Canada

CITY OF HUMBOLDT
ATTN: JOE DAY
PO BOX 640
HUMBOLDT, SK
S0K 2A0

INVOICE - FACTURE

7005021
Quote this number on all correspondence
Numéro à rappeler dans toute correspondance

Invoice Date/Date de facturation: 2023/03/31
Due Date/Date D'échéance: 2023/05/15

Bill To - Facturé à 11036

Terms of payment - Terms de paiement
NET 45 DAYS - DATE OF RECEIPT
PAYABLE SOUS 45 JOURS

For Further information contact: -
Pour de plus renseignements communiquer avec:
Divisional Representative/Représentant Divisionnaire

Electronic Funds Transfer Payment Notification to be sent to:
Notification de transfert électronique de fonds à envoyer à:
PCCRPYMT_NOTIFICATION@rcmp-grc.gc.ca

ORIGINATOR - EXPÉDITEUR

THE COMMISSIONER
ROYAL CANADIAN MOUNTED POLICE
ATTN: CONTRACT POLICING FINANCE
BLDG M1-2ND FLOOR MAILSTOP 22
73 LEIKIN DRIVE
OTTAWA ONTARIO K1A 0R2

Mail Cheque or money order (payable to Receiver General for Canada) to :
Envoyer votre chèque ou mandat (à l'ordre du Receveur Général du Canada) à:
ORIGINATOR **EXPÉDITEUR**

DESCRIPTION	Amount/Montant
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NPF Retro Pay Apr 1 2017 # Mar 31 2021	\$ 123,186.39
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Direct Deposit payment for this invoice is to be directed to the following banking information: / Le paiement par dépôts directs pour cette facture doit être adressé à la compte bancaire suivante:
Bank Number/ Numéro de banque: 815
Transit Number/ Numéro de transport en commun: 98000
Beneficiary Name/ Nom du bénéficiaire: 030-25636-RCMP
Beneficiary Account Number/ Numéro de compte bénéficiaire: 097-038-4
Description/Description: RCMP invoice #/ # Facture de la GRC

Please ensure that a payment advice is sent via email to the following email address:/Les clients sont priés d'envoyer un avis de paiement électronique à l'adresse de courriel suivante :
PCCRPYMT_NOTIFICATION@rcmp-grc.gc.ca

Intra / N° Intra 0300	GST/HST Number - Numéro de TPS/TVH 121491807	TOTAL: \$ 123,186.39
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Reference - Référence GS-753-SASK-5	Payable in Canadian Funds Payable en devise Canadienne
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Verified Correct - Vérifié Conforme DEREK SEYWRIGHT	Authorized by - Autorisation par NOOR KASSIF
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CITY OF HUMBOLDT BUDGET REPORT

TITLE: Peck Road Maintenance
PREPARED BY: Peter Bergquist, A.Sc.T. – Director of Public Works & Utilities
REVIEWED BY: Joe Day, City Manager
PREPARED FOR: Executive Committee Meeting
DATE: October 14, 2024

RECOMMENDATION

That the City of Humboldt approve the RM of Humboldt to maintain Peck Road from 4th Avenue to the south city limits.

BACKGROUND

The city has 14.5km of gravel roads that require ongoing maintenance. Approximately 1.9km of road south of 4th Avenue is the responsibility of the city of Humboldt to maintain as per the City's Act. Prior to June 1, 2018, the city had an agreement with the RM of Humboldt to maintain this section as they maintained Peck Road south of city limits. This was a practical arrangement as the RM sent graders regularly down that road and have access to a gravel source. Sections of Peck Road experienced extreme frost heaves each spring that progressively got worse. This led to the road being blocked off for several weeks each spring as vehicles would get stuck or possibly damaged using the road. The RM of Humboldt notified the city that they would discontinue maintenance of Peck Road on June 1, 2018 due to heavy expenditures needed to repair the road. This also included ceasing snow plowing operations in winter.

The following year in 2019, the city partnered with the RM to use clay borrow from a city site and clay cap the whole road. Good quality clay along with geotextiles made the road much firmer and the previous issues are no longer a concern. Upon completion, gravel was applied on top of the clay. A significant amount of the original gravel was lost as it compacts into the clay or rolls off the road. The department has added gravel annually due to loss from the speeds and further compacting into the clay. This section of roadway put the gravel road budget into an unfavourable position.

CURRENT SITUATION

Since the recapping upgrade of Peck Road, the road is performing much better. In 2024 the RM of Humboldt conveyed to the Director that they are willing to maintain the section of road and winter plowing once again. Over the years, the RM received consistent complaints that not enough maintenance was occurring on this section of roadway. They would pass along the concern to the city to address. Staff acknowledge that not as much attention was put on maintaining this roadway due to other competing priorities of the available resources. This agreement would free up resources to be concentrated in other areas of the city. The RM of Humboldt graders regularly go down this road to maintain other roads in the area and have access to their own gravel sources. A maintenance agreement would likely provide a higher level of service for city and regional motorists. In July, the Director gave tentative approval to have the RM start maintaining Peck Road as concerns were mounting, and our staff were occupied with other projects and priorities.

OPTIONS

- Approve the recommendation as presented.
- Decline the recommendation and have city staff continue the annual maintenance.

ATTACHMENTS

- COH Peck Road Responsibility

COMMUNICATION AND ENGAGEMENT

The RM of Humboldt will be made aware of the decision.

FINANCIAL IMPLICATION

Service Level Request Summary – Peck Road Maintenance – South of 4th Avenue

	Gravel Expenditures for Peck Rd South	Gravel Road Contracted Services (RM of Humboldt)	Total
2023 Actuals	\$18,740	\$2,800	\$21,540
2024 Estimated	\$2,000	\$10,800	\$12,800
2025	\$0***	\$13,000	\$13,000

*** Note: Gravel expenditures for Peck Road will be included in the RM of Humboldt Contracted Services in 2025 and onward.

CONCLUSION

The maintenance agreement is intended to improve the levels of service and satisfy motorist expectations using Peck Road South at a similar cost to what the city is currently spending. This agreement would allow staff to focus efforts and resources to other priorities within the community.