



**City of Humboldt**  
**January 8, 2024 - Executive Committee Meeting - 05:30 PM**

- 1 Call To Order**
- 2 Adopt Agenda**
  - 2.1 Conflict of Interest
- 3 Delegations - No Delegations**
- 4 Correspondence - No Correspondence**
- 5 Reports From Administration**
  - 5.1 Fire Chief/Protective Services Director's Reports
    - 📎 Report - Fire Chief/Protective Services Director's Report for November 2023
    - 📎 Report - Fire Chief/Protective Services Director's Report for December 2023
  - 5.2 Finance Manager's Report
    - 📎 Report - Finance Manager
  - 5.3 Cultural Services Director's Report
    - 📎 Report - Cultural Services Director
  - 5.4 Marketing & Development Manager's Report
    - 📎 Report - Marketing & Development Manager
  - 5.5 Community & Leisure Services Director's Report
    - 📎 Report - Community & Leisure Services Director
  - 5.6 Public Works & Utilities Director's Report
    - 📎 Report - Works & Utilities Director
- 6 New Business**
  - 6.1 Recommendation - Director of Community & Leisure Services - Project Summary Report
    - 📎 Report - Project Summary Report
  - 6.2 Recommendation - Director of Public Works & Utilities - 2023 Project Tracking
    - 📎 Report - 2023 Project Tracking
- 7 Enquiries**
- 8 Committee of the Whole**
  - 8.1 Authority
  - 8.2 Present in the Committee of the Whole
  - 8.6 Revert
- 9 Next Meeting**

10      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:** January 8, 2024

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### RECOMMENDATION

That this report be accepted for information and filed.

### BACKGROUND

This report reflects the activities of the protective services for the month of November 2023

### CURRENT SITUATION

Notable information and updates:

#### Fire Department

The Humboldt Fire Department responded to 8 emergency calls, attended 2 practice nights.

#### HDFPA Area: HFD had 1 call out of Humboldt in November.

- One water rescue/recovery

#### City of Humboldt: HFD received 7 emergency calls within the city limits of Humboldt.

- Six fire alarms
- One medical assist

#### Practice/Training (2)

- HFD had two practices where crews did a review of the self-contained breathing apparatus (SCBA) theory and following that they went through practical skills review.

## Weekend Standby (1)

- HFD did one weekend standby in November, which did not have an emergency response during that weekend.

## Fire Inspections: (30)

- Hundseth Powerline Construction
- Swans Pizza
- Spotlight
- Alliance Church
- Eastside Village
- Humboldt Firehall
- Thrifty Mart
- Humboldt housing shop
- Discovery Center
- Subway
- Inspire Vapor Company
- Designers Styles
- KFC
- FYI Eye care
- Lakeview Insurance
- Wheelers Wholesale
- Alpha Convenience store
- Market of Asia store
- Sunset Manor
- Harry Ford
- Silverridge Heights
- City Hall
- Discovery Ford
- Canalta Hotel
- Family Pizza
- Investors Group
- Dairy Queen
- A&W
- Humboldt Family Physicians
- Horizon Fertilizer Truck wash

## Emo

- The regional group has applied for a third time for the TSS grant. If the application is unsuccessful, we will have to decide on what direction the City of Humboldt would like to take regarding EMO.
- It is a requirement by provincial legislation the City of Humboldt have an EMO coordinator and that we have staff that are trained which includes the city council.

## Planning and Building

### Permits Issued

- DP-2023-39/BP-2023-55 – 72 101<sup>st</sup> St. – New Single-family detached home
- BP-2023-57 – 826 17<sup>th</sup> St. – Providing direct entry access from garage to house, through an existing closet.
- BP-2023-50 – Lots 1-2 1000 1<sup>st</sup> Ave. – Move-In: Mobile Home
- BP-2023-51 – Lot 27 1000 1<sup>st</sup> Ave. – Move-In: Mobile Home

## Development Updates

- Fast Food Restaurant – Working out details to ensure a limited traffic/drainage impact. A recent meeting with the landowner provided some clarification.
- Rental Units – Multiple developers have expressed interest in land for rental units. It is noted that there is not a plentiful number of suitable lots available for sale.
- A Development Permit Checklist is being finalized that will help guide the permit review process and make approval times faster.
- SaskTel is looking into working with several communities, including Humboldt, to create a digital process for permit applications and review. This will also decrease approval times.

With a slow-down in developments, the planning department has been working hard at improving the processes related to permitting and review. We are working with both internal and external groups to create the best experience possible.

## Occupational Health and Safety

- Developed Onboarding Checklist for Maintenance and Food Services
- Developed Health and Safety Guide for Maintenance
- Developed PME Competency Checklist
- Incident Review
- Site Visits/Audits/Discussions
- Addressing Corrective Action Plan Items
  
- Safety Orientations for Employees and Contractors
- Revising current Safe Work Practices and Procedures and developing new ones
- Working on Corrective Action Plan for our safety audit
- City Reporter-Health and Safety-Developing Forms

The health and safety program are well received by management, workers, and sub-contractors.

## OPTIONS

N/A

## ATTACHMENTS



RCMP Report for November.  
CSO Report for November.

**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. Spring of 2024 is anticipated to be a start to a very busy building season.



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

December 4, 2023

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

City of Humboldt – Updated Police Report for the Month of November, 2023.

Please find the attached Police report for the month of November 2023.

Reported incidents are down this month (107) as compared to last month (119), and down from November 2022 (177). Traffic charges are down this month (14) as compared to last month (32) and down from November 2022 (45).

There were (10) reported False Alarms this month, up from last month (5), and up from October 2022 (5).

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 76.

On December 6, 2023, Ssgt. Rod Rudniski will be assuming command of the Humboldt Detachment, he is coming from Pelican Narrows Detachment.

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

Yours truly,

Cpl. Ivan Ottenbreit  
Acting Detachment Commander - Humboldt RCMP





**Humboldt City  
Detachment**

**POLICING STATISTICS**

**MONTH November  
2023**

<b>HUMBOLDT MUNICIPAL 2022</b>	<b>HUMBOLDT MUNICIPAL 2023</b>	<b>OFFENCE CATEGORY</b>
<b>4</b>	<b>1</b>	<b>MVA's (Fatal/injury/Property Damage)</b>
<b>45</b>	<b>14</b>	<b>Traffic Offences (Charges Laid)</b>
<b>15</b>	<b>19</b>	<b>Traffic Offences (No Charges Laid)</b>
<b>0</b>	<b>0</b>	<b>Traffic Offences (Criminal Code)</b>
<b>1</b>	<b>1</b>	<b>Impaired Operation of Motor Vehicle</b>
<b>0</b>	<b>0</b>	<b>Dangerous Driving (Criminal Code)</b>
<b>14</b>	<b>8</b>	<b>Provincial Statues</b>
<b>1</b>	<b>1</b>	<b>Municipal Bylaws</b>
<b>11</b>	<b>8</b>	<b>Other Criminal Code/Federal</b>
<b>0</b>	<b>0</b>	<b>Offensive Weapons</b>
<b>0</b>	<b>0</b>	<b>Drug Trafficking</b>
<b>1</b>	<b>0</b>	<b>Drug Possession</b>
<b>3</b>	<b>0</b>	<b>Sexual Offences</b>
<b>6</b>	<b>5</b>	<b>Robbery/Extortion/Harassments/Threats</b>
<b>1</b>	<b>1</b>	<b>Assaults</b>
<b>8</b>	<b>3</b>	<b>Theft Under \$5,000/Possess Stolen Prop.</b>
<b>3</b>	<b>1</b>	<b>Theft Over \$5,000/Theft of motor vehicle</b>
<b>6</b>	<b>6</b>	<b>Mischief</b>
<b>5</b>	<b>0</b>	<b>Frauds</b>
<b>3</b>	<b>2</b>	<b>Break, Enter and Theft</b>
<b>5</b>	<b>6</b>	<b>False Alarms</b>
<b>18</b>	<b>31</b>	<b>Other (Susp vehicle, animal calls, missing person, wellbeing check)</b>
<b>176</b>	<b>107</b>	<b>Total Calls</b>

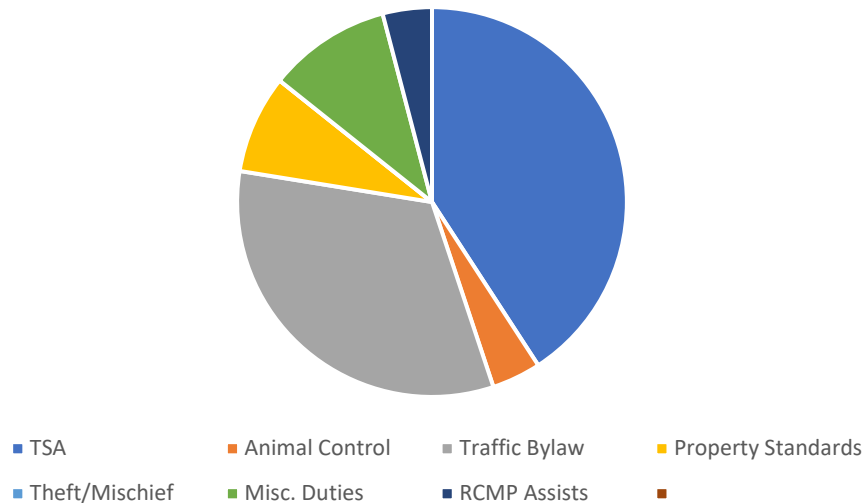
**CITY OF HUMBOLDT REPORT**

**TITLE:** CSO Report for November 2023  
**PREPARED BY:** Justin Tarrant, Community Safety Officer  
**REVIEWED BY:** Mike Kwasnica, Director of Protective Services  
**PREPARED FOR:** Executive Committee  
**DATE:** December 11, 2023

**City of Humboldt  
 CSO Specific Report  
 Month of November 2023**

In November we saw great weather which kept people out and about. Traffic concerns are still a large amount of community call ins. Many people refuse to leave names and numbers but we still try to address their concerns as best as we can. Being it is getting darker in the mornings we have been increasing patrols in the school zones ensuring people are slowing, coming to full stops, and waiting for students to cross the road safely. As December approaches we are going to begin getting notices ready for next years licenses.

November Files/Calls



## **Traffic/Parking Bylaw**

During the month of November 16 traffic violations/concerns were addressed while on regular patrol.

- Several conversations about parking in no parking zones (dropping kids off)
- 3 Bylaw tickets were issued – all were issued through proactive enforcement.

## **Traffic Safety Act**

The CSO conducted 20 traffic stops.

- 10 Written/Verbal Warnings, or Inspection Notices were issued.
- 3 bylaw tickets were issued as a result of these stops.
- 7 Summary Offence tickets were issued for:
  - 2 – Section 199 (1) (B) Exceed posted speed limit
  - 2 – Section 200 (2) Exceed speed limit in a school zone
  - 3 – Section 241.1 (2) Holding, Viewing, Using, Manipulating an electronic communication device while driving
- Total amount of Summary offence fines is \$2,908.00
- Total amount for all Bylaw Tickets is \$220.00

## **Property Maintenance**

November had two yards of concern, one will be moving on to an order, the other a conversation was all that was required.

## **Animal Control**

In November there were 2 Animal Control files/complaints

- 2 – loose cats – We do not set up cat traps at this time of year – weather conditions.

## **RCMP Assist**

The CSO had a few complaints forwarded from the RCMP. Complaints are still mainly traffic related. Individuals doing donuts and burn outs in water ridge as well as the Uniplex, and individuals passing school buses with their stop arm out.

## **Public Complaints**

No formal public complaints regarding the CSO were received by Administration for the month of November.

## **Use of Force**



The Humboldt CSO did not resort to using either the baton or OC spray for the month of November.



**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:** January 8, 2024

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**RECOMMENDATION**

That this report be accepted for information and filed.

**BACKGROUND**

This report reflects the activities of the protective services for the month of December 2023

**CURRENT SITUATION**

Notable information and updates:

**Fire Department**

The Humboldt Fire Department responded to 6 emergency calls, attended 2 practice nights.

**HDFPA Area: HFD had 3 call out of Humboldt in December.**

- Two fire alarm responses.
- One single vehicle rollover with injuries.

**City of Humboldt: HFD received 3 emergency calls within the city limits of Humboldt.**

- One fire alarm response.
- One single vehicle MVC
- One STARS Landing at HDH.

## Practice/Training (2)

- HFD had two practices where crews did a review office water rescue procedures and the second practice night covered hydrant operations and pumper relay setup.

## Weekend Standby (2)

- HFD did two standbys in December with crews responding to one call during these standby periods.

## Fire Inspections: (30)

- Group Home 1
- Auto Ethics
- Purolator
- Kemway Lanes
- Marks Work Warehouse
- Horizon School Office
- The Wireless Age
- Kirsch Construction
- Evolve Chiropractic
- Sobey's Grocery Store
- Canadian Tire
- Humboldt Gathering Place
- Reid Thompson Library
- Lift Stations 1-6

## Emo

- The regional group has applied for a third time for the TSS grant. If the application is unsuccessful, we will have to decide on what direction the City of Humboldt would like to take regarding EMO.
- It is a requirement by provincial legislation the City of Humboldt have an EMO coordinator and that we have staff that are trained which includes the city council.

## Planning and Building

### Permits Issued

- DP-2023-41/BP-2023-58 – 635 14<sup>th</sup> St. – New single-family dwelling
- DP-2023-31/BP-2023-47 – 1617 8<sup>th</sup> Ave. – New Restaurant w/ Drive-thru
- BP-2023-54 – 1627 4<sup>th</sup> Ave. – New control room for fertilizer plant

### Development Updates

The focus of this month was an improvement in processes. The Community Development Coordinator created a Development Permit checklist to increase the efficiency at which

Developments are reviewed. Additionally, third party sources have been in contact regarding new online permitting processes.

The planning department is working hard to increase permitting efficiency and bring businesses and houses in at a faster pace. The higher-than-average temperatures has created an opportunity for more development within the City of Humboldt and the Planning Department is looking to continue that momentum going into 2024.

## **Occupational Health and Safety**

- Contractor Requirements Review
- Developed Worksite WHMIS Checklist
- 4 Post Vehicle Lift Training- PW
- Site Visits/Audits/Discussions
- Audit- Corrective Action Plan Items
- Safety Orientations for Employees and Contractors
- Revising current Safe Work Practices and Procedures and developing new ones
- Audit- Corrective Action Plan Items
- City Reporter-Health and Safety-Developing Forms

## **OPTIONS**

N/A

## **ATTACHMENTS**

RCMP Report for December.

CSO Report for December.

## **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. Spring of 2024 is anticipated to be the start to a very busy building season.



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

January 3, 2024

City of Humboldt  
Box 640  
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City of Humboldt – Updated Police Report for the Month of December, 2023.

Please find the attached Police report for the month of December 2023.

Reported incidents are up this month (137) as compared to last month (107), and up from December 2022 (107). Traffic charges are up this month (37) as compared to last month (14) and up from December 2022 (8).

There were (8) reported False Alarms this month, 3 of which were false fire alarms at Humboldt Detachment which is not included in the false alarm log. This is down from last month (12), and down from December 2022 (9).

Total number of prisoners have been increasing over the past few years, as in 2023 there were 101 prisoners, which is an increase from 2022 (81) and 2021 (77).

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 42.

I recently transferred to Humboldt and assumed the duties of Detachment Commander on December 6. I look forward to working with you and living in Humboldt.

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 DECEMBER 2023

	DATE	HOURS	LOCATION	OVERTIME	ATTENDED
1	2023-12-04	0021	2019 8 Ave – Mobil Gas Station	N	Y
2	2023-12-04	0026	2019 8 Ave – Mobil Gas Station	N	Y
3	2023-12-12	2050	1715 8 Ave – Game Haven	N	Y
4	2023-12-23	1410	1919 8 Ave – Tweed	N	Y
5	2023-12-29	1915	2019 8 Ave – Mobil Gas Station	N	Y

## HUMBOLDT CITY DETACHMENT

### POLICING STATISTICS

#### MONTH OF DECEMBER 2023

HUMBOLDT MUNICIPAL 2022	HUMBOLDT MUNICIPAL 2023	OFFENCE CATEGORY
4	4	MVA's (Fatal/injury/Property Damage)
5	37	Traffic Offences (Charges Laid)
3	13	Traffic Offences (No Charges Laid)
0	0	Traffic Offences (Criminal Code)
0	0	Impaired Operation of Motor Vehicle
0	0	Dangerous Driving (Criminal Code)
22	15	Provincial Statues
0	1	Municipal Bylaws
6	7	Other Criminal Code/Federal
1	0	Offensive Weapons
0	0	Drug Trafficking
0	0	Drug Possession
1	3	Sexual Offences
1	2	Robbery/Extortion/Harassments/Threats
3	3	Assaults
2	3	Theft Under \$5,000/Possess Stolen Prop.
4	0	Theft Over \$5,000/Theft of motor vehicle
10	5	Mischief
1	3	Frauds
3	1	Break, Enter and Theft
9	8	False Alarms
25	30	Other (Susp vehicle, animal calls, missing person, wellbeing check)
96	137	Total Calls

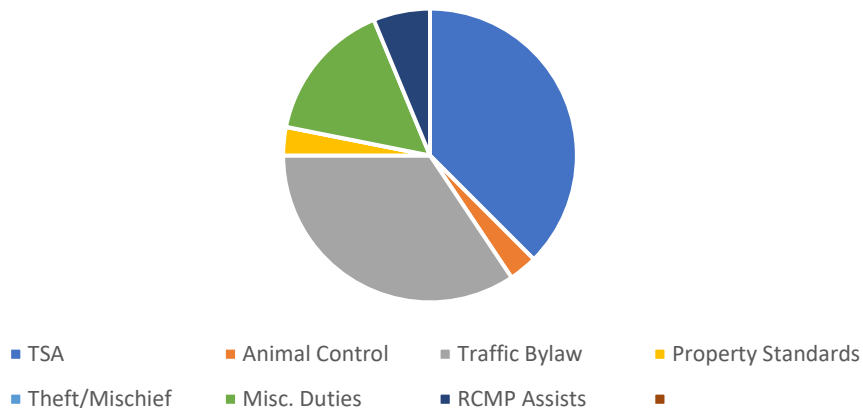
**CITY OF HUMBOLDT REPORT**

**TITLE:** CSO Report for December 2023  
**PREPARED BY:** Justin Tarrant, Community Safety Officer  
**REVIEWED BY:** Mike Kwasnica, Director of Protective Services  
**PREPARED FOR:** Executive Committee  
**DATE:** January 2, 2024

**City of Humboldt  
 CSO Specific Report  
 Month of December 2023**

December brought about the end of the year, so we focused on wrapping up all year-end reports and any outstanding orders. As of December 17, we have completed the first year of our CSO program. Since the start of the program, we have completed approximately 300 traffic stops resulting in 52 Summary offence tickets, 20 bylaw tickets and approximately 230 verbal/written warnings. Speaking with members of the community and community partners we can see the positive impact of having a more consistent presence in the city, there are still traffic complaints and concerns, however they are less than before the program began. The CSO completed a couple additional courses to better serve the community, they include the Animal Protection Act, and ASD (Approved Screening Device) to help detect drivers driving under the influence.

December Files/Calls



## **Traffic/Parking Bylaw**

During the month of December 11 traffic violations/concerns were addressed while on regular patrol.

- A couple conversations about parking in staff stalls
- 3 Bylaw tickets were issued – all were issued through proactive enforcement.

2023 had 86 bylaw tickets issued, resulting in \$4,558.00 in fines.

## **Traffic Safety Act**

The CSO conducted 12 traffic stops.

- 11 Written/Verbal Warnings, or Inspection Notices were issued.
- 1 Summary Offence tickets were issued for:
  - 1 – Section 200 (2) Exceed speed limit in a school zone
- Total amount of Summary offence fines is \$350.00.
- Total amount for all Bylaw Tickets is \$460.00.

2023 had approximately 300 traffic stops conducted, issuing 52 Summary Offence tickets, resulting in \$21,360.00 in fines.

## **Property Maintenance**

December had one yard of concern, after a conversation it was cleaned within three days.

## **Animal Control**

In December there was 1 Animal Control files/complaints

- 1 – loose dogs – the owner has been warned and fined previously. The owner has been informed if this continues to be an issue, he will be fined the max amount possible under the bylaw.

For the 2023 calendar year the Dog and Cat licenses remained relatively consistent to 2022, the numbers are down slightly.

408 Dog Licenses - \$6,606.00

90 Cat Licenses - \$1,365.00

## **RCMP Assist**



The CSO had two complaints forwarded from the RCMP this month, one was for an erratic driver with too many passengers, the other was a vehicle stunting with people riding on the exterior of the vehicle.

### **Public Complaints**

No formal public complaints regarding the CSO were received by Administration for the month of December.

### **Use of Force**

The Humboldt CSO did not resort to using either the baton or OC spray for the month of December.

**CITY OF HUMBOLDT REPORT**

**TITLE:** Finance Manager’s Report – Budget to Actual  
**PREPARED BY:** Jace Porten, Finance Manager  
**REVIEWED BY:** Joe Day, City Manager  
**PREPARED FOR:** Executive Committee  
**DATE:** January 8, 2023

**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 with comparison to the previous year.

**CURRENT SITUATION**

The attached report shows the revenue and expenditures for the first eleven months of 2023. Some variances exist due to timing of allocated budget, and when the expenses or revenues are recorded with variances greater than \$30,000 listed below.

<b>Cost Centre</b>	<b>Variance</b>	<b>Explanation</b>
Administration – General Administration	(297,725)	Interest Revenue is \$187,000 favourable due to a higher than anticipated bank balance and higher interest rates. Salaries is approximately \$45,000 favourable due to absences and Professional Services is also \$50,000 favourable at this point in the year as the benchmarking study has not been completed.
Communications – Corporate Communications	(49,924)	Wage costs are in a favourable position as the coordinator is away on mat leave but the position has remained vacant. Advertising and Promotion costs are below budget at this point in the year as well. This Cost Centre will remain favourable through the year.
Fire and Building Inspections – Fire Fleet and Equipment	(33,380)	This variance is due to the sale of the 2 Command Trucks. The favourable variance will be a reserve transfer at year-end to fund future Fleet replacements.

Fire and Building Inspections – Building Inspection Services	(45,646)	Building Permit Fees are favourable with more development happening within the City than was budgeted.
<b>Bylaw and Policing – RCMP Policing</b>	<b>210,571</b>	<b>This variance is due to budget allocation timing, and due to lower staffing levels it is anticipated that this cost centre will be in a favourable position at year-end.</b>
Planning and Development - Planning and Development	(58,806)	Operating without a Planning Coordinator for a significant portion of the year has Wages and Professional Services both in a favourable position.
Leisure Services – General Recreation Administration	100,114	The unbudgeted Golf Course support payments is causing an unfavourable variance within this Cost Centre, System Maintenance and Staffing Costs make up the rest of the unfavourable variance.
Leisure Services – Arena	32,963	Natural Gas issues have caused an unfavourable variance within this cost centre, a refund from SaskEnergy is anticipated to bring this cost centre to within budget.
Leisure Services – Aquatic Centre	104,393	Contracted Maintenance and Professional Services make up half of this variance with the remainder being due to the Natural Gas issues.
Leisure Services – Parks and Playgrounds	(41,188)	The unbudgeted donations from the Bill Brecht Playground Committee and the Staffing costs being under budget has this Cost Centre in a favourable position at this point in the year.
Transportation – Transportation Admin	(161,028)	The majority of this favourable variance is due to the sale of clay fill to developers. Staffing costs and Professional Services makes up the remainder of the favourable variance.
Transportation – Street System	(107,319)	Contracted Maintenance Costs are in a favourable position as limited work has been conducted this year. This Cost Centre is likely to remain favourable through year-end.
Transportation – Transportation Equipment	(56,952)	The sale of Fleet equipment has the Cost Centre in a favourable position. If not for the sale of equipment this Cost Centre would be unfavourable due to Contracted Maintenance costs.
Transportation – Airport	59,851	Contracted Maintenance is over budget due to the unbudgeted Feasibility and Planning Study.
Utilities – Utility Administration	(228,707)	This favourable variance is largely budget allocation timing, as water purchases have been under what is typically purchased by this point in the year.

Utilities – Lagoon	52,866	The increase of Chemicals costs has caused the Lagoon cost centre to be unfavourable at this point in the year.
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## COMMUNICATION AND ENGAGEMENT

No external communications or engagement required.

## ATTACHMENTS

- Budget to Actual Report ending November 30, 2023
- November 2023 Payment Listing
- December 2023 Payment Listing

## FINANCIAL IMPLICATION

There are no direct financial implications of this report.

## CONCLUSION

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



CITY OF HUMBOLDT

For the Eleven Months Ending November 30, 2023

	<u>ACTUAL</u>	<u>YTD BUD</u>	<u>VARIANCE</u>	<u>ANNUAL</u>	<u>PRIOR YEAR</u>
<b>Tax and Grants In Lieu of Tax</b>					
Property Taxes	(\$8,010,981)	(\$7,858,920)	(\$152,061)	(\$7,855,170)	(\$7,499,167)
Grants	(2,267,383)	(2,125,160)	(142,223)	(2,587,030)	(1,683,924)
<b>TOTAL TAXES AND GIL</b>	<b>(10,278,364)</b>	<b>(9,984,080)</b>	<b>(294,284)</b>	<b>(10,442,200)</b>	<b>(9,183,091)</b>
<b>Administration</b>					
General Administration	274,165	571,890	(297,725)	671,210	507,748
Information Technology	106,627	116,330	(9,703)	123,640	68,359
City Manager's Office	197,064	194,500	2,564	209,930	180,039
Elected Officials	152,580	164,660	(12,080)	179,710	144,618
Other General Administration	(12,997)	5,900	(18,897)	6,900	(50,995)
<b>TOTAL ADMINISTRATION</b>	<b>717,439</b>	<b>1,053,280</b>	<b>(335,841)</b>	<b>1,191,390</b>	<b>849,769</b>
<b>Communications</b>					
Corporate Communications	142,336	192,260	(49,924)	209,760	145,704
<b>TOTAL COMMUNICATION AND DEV</b>	<b>142,336</b>	<b>192,260</b>	<b>(49,924)</b>	<b>209,760</b>	<b>145,704</b>
<b>Fire and Building Inspections</b>					
Fire Protection Administration	374,621	396,990	(22,369)	515,890	370,249
Fire Fleet and Equipment	(103,400)	(70,020)	(33,380)	(77,410)	(81,587)
Fire Hall Building	17,492	22,430	(4,938)	24,820	20,877
Building Inspection Services	(9,526)	36,120	(45,646)	39,480	33,563
<b>TOTAL FIRE AND BLDG INSP</b>	<b>279,187</b>	<b>385,520</b>	<b>(106,333)</b>	<b>502,780</b>	<b>343,102</b>
<b>Bylaw and Policing</b>					
Bylaw Enforcement	105,224	99,790	5,434	109,080	88,939
Animal Licensing & Control	(7,933)	(9,350)	1,418	(9,350)	(8,411)
Business Licensing	(83,935)	(88,200)	4,265	(90,000)	(84,285)
RCMP Policing	652,551	441,980	210,571	872,780	504,363
Other Protective Services	15,961	42,030	(26,069)	44,500	16,132
Health and Safety	71,482	74,030	(2,548)	80,690	68,333
<b>TOTAL BYLAW AND POLICING</b>	<b>753,351</b>	<b>560,280</b>	<b>193,071</b>	<b>1,007,700</b>	<b>585,071</b>
<b>Planning and Development</b>					
Economic Development	38,819	32,160	6,659	35,000	48,428
Planning and Development	59,154	117,960	(58,806)	136,080	66,675
Business Improvement District	1,950	2,030	(80)	2,020	2,023
<b>TOTAL PLANNING &amp; DEVELOPMENT</b>	<b>99,923</b>	<b>152,150</b>	<b>(52,227)</b>	<b>173,100</b>	<b>117,126</b>
<b>Leisure Services</b>					
General Recreation Administration	475,024	374,910	100,114	973,210	337,704
Lottery Grant	(24,599)	(51,070)	26,471	0	(35,256)
Leisure Pass Program	(64,425)	(59,210)	(5,215)	(69,150)	(52,626)
LED Sign	(4,775)	(3,500)	(1,275)	(3,500)	(1,660)
Facilities Maintenance	362,033	334,450	27,583	366,430	254,016
Arena	372,553	339,590	32,963	341,140	426,458
Fitness Centre	90	13,600	(13,510)	17,170	168
Community Centre	156,138	130,660	25,478	149,270	103,436
Curling Rink	38,876	48,840	(9,964)	55,970	47,093
Aquatic Centre	362,443	258,050	104,393	314,310	367,143
Concessions	(5,976)	4,100	(10,076)	0	(1,310)
Parks and Playgrounds	365,192	406,380	(41,188)	417,510	277,897
Spray Park	17,476	15,130	2,346	15,140	12,144

2024-01-04

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CITY OF HUMBOLDT

For the Eleven Months Ending November 30, 2023

	<u>ACTUAL</u>	<u>YTD BUD</u>	<u>VARIANCE</u>	<u>ANNUAL</u>	<u>PRIOR YEAR</u>
Community Gardens	572	1,420	(848)	1,410	795
Weed and Insect Control	13,335	16,690	(3,355)	16,710	12,416
Urban Beautification	9,289	8,000	1,289	8,000	2,968
Urban Forest	42,958	33,460	9,498	33,470	28,177
Trail System	11,295	13,070	(1,775)	13,900	30,427
Historical Campground	16,527	16,000	527	16,000	35,000
Recreation Special Events	71,232	97,080	(25,848)	105,610	63,067
Summer Sizzler	13,652	0	13,652	0	36,092
Joint Use Administration	(3,701)	(1,050)	(2,651)	0	680
Leisure Services Fleet	(86,441)	(73,510)	(12,931)	(76,320)	(71,866)
<b>TOTAL LEISURE SERVICES</b>	<b>2,138,768</b>	<b>1,923,090</b>	<b>215,678</b>	<b>2,696,280</b>	<b>1,872,963</b>
<b>Library</b>					
Library Services	174,216	185,310	(11,094)	204,170	179,569
<b>TOTAL LIBRARY</b>	<b>174,216</b>	<b>185,310</b>	<b>(11,094)</b>	<b>204,170</b>	<b>179,569</b>
<b>Cultural Services</b>					
Museum Services	298,970	304,070	(5,100)	336,890	249,192
Museum Building	38,273	46,290	(8,017)	49,880	41,290
Merchants Bank - Gallery Building	31,113	40,520	(9,407)	43,810	28,690
Original Humboldt	(5,602)	500	(6,102)	0	2,723
Humboldt Public Art	(33)	7,150	(7,183)	8,000	19,066
Water Tower	19,554	50	19,504	140	(2,298)
<b>TOTAL CULTURAL SERVICES</b>	<b>382,275</b>	<b>398,580</b>	<b>(16,305)</b>	<b>438,720</b>	<b>338,662</b>
<b>Public Health</b>					
Waste Mangement	3,443	24,560	(21,117)	50,000	39,923
Cemetery Administration	(14,395)	(6,110)	(8,285)	2,320	(41,941)
Mobility Van	49,054	58,980	(9,926)	64,060	52,077
Transit Fleet	(7,235)	(4,510)	(2,725)	(5,000)	1,962
Other Public Health	8,035	5,000	3,035	5,000	12,283
<b>TOTAL PUBLIC HEALTH</b>	<b>38,903</b>	<b>77,920</b>	<b>(39,017)</b>	<b>116,380</b>	<b>64,304</b>
<b>Transportation</b>					
Transportation Admin	192,232	353,260	(161,028)	1,619,450	271,975
Interdepartmental	0	0	0	0	3,601
Street Lighting	111,083	126,510	(15,427)	158,140	132,123
Street Systems	361,361	468,680	(107,319)	430,290	147,404
Street Sweeping	55,580	51,800	3,780	51,800	74,058
Storm Water Infrastructure	(382,042)	(409,220)	27,178	(447,280)	(353,227)
Street and Curb Painting	19,654	20,000	(346)	20,000	23,144
Public Works Shop	146,341	141,580	4,761	149,750	75,082
Snow and Ice Control	272,504	265,090	7,414	325,030	269,056
EmulsionTreated Roads Mtce	39,748	50,730	(10,982)	50,740	10,119
Gravel Road Mtce	80,418	65,370	15,048	66,410	89,350
Back Lane Mtce	24,188	25,640	(1,452)	26,280	19,962
Dust Control	11,934	29,170	(17,236)	29,180	34,481
Transportation Equipment	(285,522)	(228,570)	(56,952)	(245,270)	(169,556)
Traffic Signals	41,544	42,610	(1,066)	46,390	29,326
Traffic Signs	13,598	20,720	(7,123)	22,500	24,630
Sidewalk Mtce	46,212	70,570	(24,358)	70,640	91,208
Ditch Mowing	36,539	32,960	3,579	32,980	16,624
Winter Sidewalks	8,308	18,370	(10,062)	22,640	17,370
Airport	77,201	17,350	59,851	3,700	23,277
Christmas Decorations	27,453	26,310	1,143	36,750	33,395
<b>TOTAL TRANSPORTATION</b>	<b>898,334</b>	<b>1,188,930</b>	<b>(290,596)</b>	<b>2,470,120</b>	<b>863,402</b>

CITY OF HUMBOLDT

For the Eleven Months Ending November 30, 2023

	<u>ACTUAL</u>	<u>YTD BUD</u>	<u>VARIANCE</u>	<u>ANNUAL</u>	<u>PRIOR YEAR</u>
<b>Utilities</b>					
Utility Administration	(2,060,747)	(1,832,040)	(228,707)	(1,312,420)	(1,758,377)
Water Main Mtce	294,547	302,170	(7,623)	340,500	410,091
Water Distribution Facility	134,937	145,810	(10,873)	161,610	153,055
Water Meter Reading & Billing	212,119	186,100	26,019	201,100	173,348
Sewer Mains	168,737	198,440	(29,703)	208,720	121,508
Lagoon	254,726	201,860	52,866	237,370	258,100
Lift Stations	143,414	169,320	(25,906)	175,830	184,610
<b>TOTAL UTILITIES</b>	<b>(852,266)</b>	<b>(628,340)</b>	<b>(223,926)</b>	<b>12,710</b>	<b>(457,666)</b>
<b>Land Development</b>					
Land Development	(268,426)	(265,000)	(3,426)	(290,000)	(446,876)
<b>TOTAL LAND DEVELOPMENT</b>	<b>(268,426)</b>	<b>(265,000)</b>	<b>(3,426)</b>	<b>(290,000)</b>	<b>(446,876)</b>
<b>SUM OF OPERATIONS</b>	<b>(5,774,324)</b>	<b>(4,760,100)</b>	<b>(1,014,224)</b>	<b>(1,709,090)</b>	<b>(4,727,962)</b>
<b>Capital</b>					
Protective Services Capital	163,456	0	163,456	0	16,443
Leisure Services Capital	747,566	0	747,566	0	117,611
Cultural Services Capital	3,928	0	3,928	0	0
Transportation Capital	2,203,375	0	2,203,375	0	281,809
Utilities Capital	1,720,944	0	1,720,944	0	835,885
<b>TOTAL CAPITAL EXPENDITURES</b>	<b>4,839,268</b>	<b>0</b>	<b>4,839,268</b>	<b>0</b>	<b>1,251,747</b>

## November 2023 Payment Listing

Date	Payment Number	Vendor Name	Amount Paid
2023-11-01	EFT03252	Direct Drive Taxi	\$4,495.68
2023-11-01	Payroll	Canadian Payroll Summary Batch	\$8,998.69
2023-11-01	Pre-Authorized	Chamber of Commerce - Group Benefit Plan	\$20,842.07
2023-11-01	Pre-Authorized	Elavon	\$961.40
2023-11-03	42825	Marilynn Berschminsky	\$1,184.19
2023-11-03	42826	Herman Doherty	\$250.00
2023-11-03	42827	GFL Environmental Inc.	\$29.59
2023-11-03	42828	Investor's Group Trust Co. #90	\$200.00
2023-11-03	42829	Johnson Controls #C3039	\$2,457.56
2023-11-03	42830	Korpan Tractor	\$1,662.90
2023-11-03	42831	Lanigan Creek-Dellwood Brook W	\$5,589.04
2023-11-03	42832	Val Miles	\$400.00
2023-11-03	42833	Olynick Water & Sewer Ltd.	\$65,548.68
2023-11-03	42834	Receiver General of Canada	\$36,954.16
2023-11-03	42835	Reid Thompson Public Library	\$600.00
2023-11-03	42836	Ron Roach	\$252.00
2023-11-03	42837	Royal Canadian Legion	\$75.00
2023-11-03	42838	Saskatchewan Housing Corporati	\$8,035.01
2023-11-03	42839	St. Dominic School	\$500.00
2023-11-03	42840	SCHENN KERYN	\$60.82
2023-11-03	42841	BARLOW DESTINY	\$80.21
2023-11-03	42842	JUNK NORMAN & COREEN	\$683.36
2023-11-03	42843	SCHLOSSER BARRY JOSEPH	\$601.56
2023-11-03	42844	Tetra Tech Canada Inc.	\$13,884.00
2023-11-03	42845	Kerby Willenborg	\$108.00
2023-11-03	42846	ZimrozDesigns LTD.	\$7,514.70
2023-11-03	EFT03253	Acklands Grainger	\$124.84
2023-11-03	EFT03254	AED Advantage Sales Ltd.	\$0.01
2023-11-03	EFT03255	Airmaster Sales Ltd	\$448.17
2023-11-03	EFT03256	ALS Canada Ltd.	\$0.01
2023-11-03	EFT03257	Brockman Enterprises Ltd.	\$259.20
2023-11-03	EFT03258	Brock White Canada ULC	\$1,243.20
2023-11-03	EFT03259	Canadian Union of Public Emplo	\$2,721.20
2023-11-03	EFT03260	Canadian Linen & Uniform Servi	\$365.40
2023-11-03	EFT03261	Cleartech Industries Inc.	\$14,089.05
2023-11-03	EFT03262	Coca-Cola Canada Bottling Limi	\$4,124.98
2023-11-03	EFT03263	Complete Distribution Services	\$788.14
2023-11-03	EFT03264	Crosby Hanna & Associates	\$0.01
2023-11-03	EFT03265	Dekra-Lite Industries Corporat	\$0.01
2023-11-03	EFT03266	EMCO Waterworks	\$11,193.08
2023-11-03	EFT03267	Farm World	\$171.89
2023-11-03	EFT03268	Flocor	\$784.96
2023-11-03	EFT03269	Graphic Ad	\$884.67
2023-11-03	EFT03270	Grain Bags Canada	\$284.92

2023-11-03 EFT03271	Hergott Electric Ltd.	\$3,679.40
2023-11-03 EFT03272	Humboldt Golf Club	\$13,500.00
2023-11-03 EFT03273	Kirsch Construction	\$22,825.95
2023-11-03 EFT03274	Municipal Employees Pension Pl	\$24,845.56
2023-11-03 EFT03275	Municode Services Ltd.	\$950.25
2023-11-03 EFT03276	Nelson Granite Limited	\$1,299.90
2023-11-03 EFT03277	NSC Minerals	\$5,257.46
2023-11-03 EFT03278	Office Experts	\$127.52
2023-11-03 EFT03279	Pattison Agriculture	\$156.26
2023-11-03 EFT03280	Pitney Works	\$661.68
2023-11-03 EFT03281	Pleasureway Sales	\$887.45
2023-11-03 EFT03282	Prairie Meats	\$2,702.25
2023-11-03 EFT03283	Pratts Wholesale Ltd.	\$5,929.85
2023-11-03 EFT03284	Purolator Courier Ltd.	\$82.25
2023-11-03 EFT03285	REACT Waste Management	\$36,298.19
2023-11-03 EFT03286	Redhead Equipment	\$438.14
2023-11-03 EFT03287	RM of Humboldt	\$2,800.00
2023-11-03 EFT03288	Saskatchewan Research Council	\$6,203.94
2023-11-03 EFT03289	Saskatchewan Health Authority	\$23.00
2023-11-03 EFT03290	SENDR	\$104.14
2023-11-03 EFT03291	S & R Vac	\$288.75
2023-11-03 EFT03292	Strueby Plumbing & Heating	\$1,541.98
2023-11-03 EFT03293	Justin Tarrant	\$182.00
2023-11-03 EFT03294	Van Houtte Coffee Services Inc	\$955.27
2023-11-03 EFT03295	Wolseley Canada Inc.	\$204.66
2023-11-06 BMO CC 1023	BMO MasterCard	\$20,081.45
2023-11-06 Pre-Authorized	Royal Bank	\$973.87
2023-11-07 Payroll	Canadian Payroll Summary Batch	\$6,541.66
2023-11-09 Payroll	Canadian Payroll Summary Batch	\$100,257.96
2023-11-10 42847	306 Event Management	\$31,500.00
2023-11-10 42848	Animal Health Clinic of Humbol	\$255.30
2023-11-10 42849	Baril Roofing Ltd.	\$1,900.00
2023-11-10 42850	Dwayne Dye	\$87.21
2023-11-10 42851	Eagle Eye Sewer Inspections In	\$2,100.00
2023-11-10 42852	Brent Haeusler	\$250.00
2023-11-10 42853	Humboldt Regional Newcomer Cen	\$1,000.00
2023-11-10 42854	Juice Pigs Slo Pitch	\$474.00
2023-11-10 42855	Konica Minolta Business Soluti	\$203.53
2023-11-10 42856	Prairie Patchworkers Quilt & G	\$1,000.00
2023-11-10 42857	Receiver General of Canada	\$223,997.00
2023-11-10 42858	Naomi Ring	\$50.00
2023-11-10 42859	SGI	\$222.00
2023-11-10 42860	Sobeys Humboldt	\$345.92
2023-11-10 42861	Tyler Stumborg	\$179.21
2023-11-10 42862	GRYWACHESKI JUSTIN	\$166.37
2023-11-10 42863	FRANK RON	\$41.47
2023-11-10 42864	DEMMANS JUSTIN	\$186.41

2023-11-10 42865	NIEKAMP DENNIS & ANNA	\$68.05
2023-11-10 42867	102058198 SASK LTD	\$101.44
2023-11-10 42868	IRLBECK ALVIN	\$79.44
2023-11-10 42869	Wilco Contractors Southwest In	\$355,290.10
2023-11-10 EFT03296	Greater Saskatoon Catholic Sch	\$65,003.84
2023-11-10 EFT03297	1st Stop Auto Parts & Industri	\$577.72
2023-11-10 EFT03298	Accu-Sharp	\$259.74
2023-11-10 EFT03299	ALS Canada Ltd.	\$2,013.90
2023-11-10 EFT03300	Aquam Specialiste	\$1,214.64
2023-11-10 EFT03301	Brockman Enterprises Ltd.	\$259.20
2023-11-10 EFT03302	Canadian National	\$26.25
2023-11-10 EFT03303	Canadian Linen & Uniform Servi	\$73.08
2023-11-10 EFT03304	Clartech Industries Inc.	\$1,083.04
2023-11-10 EFT03305	EMCO Waterworks	\$4,184.70
2023-11-10 EFT03306	Enercon Water Treatment Ltd.	\$1,859.55
2023-11-10 EFT03307	Farm World	\$875.91
2023-11-10 EFT03308	Flocor	\$7,739.25
2023-11-10 EFT03309	Graphic Ad	\$283.05
2023-11-10 EFT03310	Grain Bags Canada	\$3,965.97
2023-11-10 EFT03311	HBI Office Plus Inc.	\$1,299.86
2023-11-10 EFT03312	Humboldt Home Hardware	\$2,360.19
2023-11-10 EFT03313	Kirsch Construction	\$4,682.44
2023-11-10 EFT03314	Lifesaving Society	\$75.25
2023-11-10 EFT03315	Lo-Cost Propane	\$1,088.22
2023-11-10 EFT03316	Canadian Tire 638 Humboldt	\$3,162.10
2023-11-10 EFT03317	Millsap Fuel Distributors Ltd.	\$2,642.33
2023-11-10 EFT03318	James Moore	\$2,303.31
2023-11-10 EFT03319	Municode Services Ltd.	\$1,050.00
2023-11-10 EFT03320	Pleasureway Sales	\$474.15
2023-11-10 EFT03321	REACT Waste Management	\$68.75
2023-11-10 EFT03322	Redhead Equipment	\$791.51
2023-11-10 EFT03323	Ricoh Canada Inc.	\$2,297.74
2023-11-10 EFT03324	Saskatchewan Research Council	\$2,253.04
2023-11-10 EFT03325	S & R Vac	\$488.25
2023-11-10 EFT03326	Stevenson Industrial Refrigera	\$1,533.27
2023-11-10 EFT03327	Strueby Plumbing & Heating	\$1,211.24
2023-11-10 EFT03328	Success Office Systems	\$2,592.71
2023-11-10 EFT03329	Toshiba Business Solutions	\$659.85
2023-11-10 EFT03330	Warner Industries Saskatoon	\$165.22
2023-11-10 Pre-Authorized	Ministry of Finance	\$47,425.83
2023-11-17 42870	Dale Avison	\$100.00
2023-11-17 42871	Carlton Trail Ski Club	\$1,200.00
2023-11-17 42872	Danish Oven Limited	\$332.50
2023-11-17 42873	Karen Deibert	\$129.00
2023-11-17 42874	Ian Elliot	\$100.00
2023-11-17 42875	LEON & KAREN FLEISCHHACKER	\$150.00
2023-11-17 42876	GEM Refrigeration	\$1,863.96

2023-11-17 42877	Claire Gibney	\$105.00
2023-11-17 42878	Lucy Glyn-Jones	\$37.50
2023-11-17 42879	Harlan Fairbanks	\$195.50
2023-11-17 42880	Rosalynn Harman	\$300.00
2023-11-17 42881	Leane Harasymhuk	\$150.00
2023-11-17 42882	Karen Holden	\$208.32
2023-11-17 42883	Jeanne Houk	\$90.00
2023-11-17 42884	Humboldt & District Special OI	\$1,800.00
2023-11-17 42885	Alice Jansen	\$45.00
2023-11-17 42886	JJ Stitch Ltd.	\$1,085.22
2023-11-17 42887	Zyg Kondzielewski	\$112.50
2023-11-17 42888	Val Miles	\$123.75
2023-11-17 42889	MNM Plumbing & Heating Ltd.	\$562.38
2023-11-17 42890	Michelle Peletier	\$176.25
2023-11-17 42891	Receiver General of Canada	\$39,691.96
2023-11-17 42892	Wayne Schidlowsky	\$105.00
2023-11-17 42893	Michele Schwartz	\$187.50
2023-11-17 42894	The Stew	\$35.00
2023-11-17 42895	AMSON TIM & GAYLE	\$641.17
2023-11-17 42896	BERTING MITCHELL & MOORMAN EMM	\$158.18
2023-11-17 42898	BEUKER DEAN & LEANNE	\$666.58
2023-11-17 42899	GILMOUR ADAM & KATHERINE	\$113.75
2023-11-17 42900	John Trodd	\$531.36
2023-11-17 42901	Sydney Waldner	\$22.50
2023-11-17 42902	Jennifer Winkel	\$22.50
2023-11-17 42903	Yana Yudina-Jeewon	\$335.00
2023-11-17 42904	Brenda Zimmer	\$558.75
2023-11-17 EFT03331	Brockman Enterprises Ltd.	\$3,097.32
2023-11-17 EFT03332	Canadian Linen & Uniform Servi	\$74.18
2023-11-17 EFT03333	DanWheels Ltd.	\$19.69
2023-11-17 EFT03334	Discovery Ford Sales Ltd.	\$2,635.85
2023-11-17 EFT03335	Jennifer Fitzpatrick	\$577.90
2023-11-17 EFT03336	HBI Office Plus Inc.	\$35.51
2023-11-17 EFT03337	Amelia Hillier	\$30.25
2023-11-17 EFT03338	Humboldt Home Hardware	\$8,806.90
2023-11-17 EFT03339	Humboldt Golf Club	\$18,459.30
2023-11-17 EFT03340	Humboldt Fire Department Socia	\$650.00
2023-11-17 EFT03341	Korpan Tractor	\$0.01
2023-11-17 EFT03342	Misty Gardens	\$4,567.54
2023-11-17 EFT03343	Municipal Employees Pension Pl	\$25,512.56
2023-11-17 EFT03344	Office Experts	\$686.31
2023-11-17 EFT03345	Old Dutch Foods Ltd.	\$290.48
2023-11-17 EFT03346	Prairie Meats	\$664.12
2023-11-17 EFT03347	Pratts Wholesale Ltd.	\$1,500.90
2023-11-17 EFT03348	Saskatchewan Health Authority	\$23.00
2023-11-17 EFT03349	Strueby Plumbing & Heating	\$4,290.49
2023-11-17 EFT03350	Toshiba Business Solutions	\$123.94

2023-11-17 EFT03351	Vinyl Expressions	\$379.52
2023-11-17 EFT03352	Your Dollar Store With More	\$79.92
2023-11-23 Payroll	Canadian Payroll Summary Batch	\$103,224.19
2023-11-30 42905	Beaudry, Norman	\$300.00
2023-11-30 42906	Gabie, Kevin	\$200.00
2023-11-30 42907	Nicole Haeusler	\$50.00
2023-11-30 42908	Kathleen Kleiter	\$100.00
2023-11-30 42909	Pauline Rath	\$300.00
2023-11-30 42910	Mark Scherbatiuk	\$300.00
2023-11-30 42911	Zarazun, Reg	\$300.00
2023-11-30 42912	Miles Engele	\$300.00
2023-11-30 42913	Penny Lee	\$100.00
2023-11-30 42914	Lindsey Nydegger	\$100.00
2023-11-30 42915	Michael Ulriksen	\$300.00
2023-11-30 42916	Wickenhauser, Darrell	\$200.00
2023-11-30 42917	Wytrykusz, Chelsea	\$100.00
2023-11-30 42918	Arts Humboldt	\$2,000.00
2023-11-30 42919	CJVR	\$630.00
2023-11-30 42920	CKJH	\$630.00
2023-11-30 42921	Danish Oven Limited	\$161.50
2023-11-30 42922	Brent Fitzpatrick	\$500.00
2023-11-30 42923	Humboldt Curling Club	\$1,000.00
2023-11-30 42924	Humboldt Area Arts Council	\$2,085.00
2023-11-30 42925	Insituform Technologies Limite	\$143,055.70
2023-11-30 42926	Investor's Group Trust Co. #90	\$200.00
2023-11-30 42927	Jaguar Media	\$693.00
2023-11-30 42928	Meckelborg, Noreen	\$55.48
2023-11-30 42929	MNM Plumbing & Heating Ltd.	\$16,095.00
2023-11-30 42930	NorthEastNow	\$525.00
2023-11-30 42931	Olynick Water & Sewer Ltd.	\$21,798.27
2023-11-30 42932	Petty Cash - Library	\$94.25
2023-11-30 42933	Receiver General of Canada	\$37,785.23
2023-11-30 42934	SaskPower	\$2,185.88
2023-11-30 42935	SUMA	\$1,000.00
2023-11-30 42936	Saskatchewan Trappers Associat	\$322.00
2023-11-30 42937	Shine Media Group	\$1,708.89
2023-11-30 42938	Skate Humboldt	\$1,500.00
2023-11-30 42939	Staging Canadell	\$7,722.89
2023-11-30 42940	Strochuk Masonry & Landscaping	\$5,550.00
2023-11-30 42942	POWELL LEONARD & SHIRLEY	\$54.62
2023-11-30 42943	FLEISCHHACKER MARGARET	\$31.80
2023-11-30 42944	DRESSLER JOAN	\$25.90
2023-11-30 42945	MATSALLA DARCY	\$28.22
2023-11-30 42946	Helena Walton	\$48.23
2023-11-30 42947	Wilco Contractors Southwest In	\$806,867.63
2023-11-30 EFT03353	Direct Drive Taxi	\$4,495.68
2023-11-30 EFT03354	Avon Security Products	\$602.02



2023-11-30 EFT03355	Michael Behiel	\$712.32
2023-11-30 EFT03356	Big Hill Services Ltd	\$748.34
2023-11-30 EFT03357	Canadian Union of Public Emplo	\$2,755.96
2023-11-30 EFT03358	Coca-Cola Canada Bottling Limi	\$3,276.61
2023-11-30 EFT03359	Complete Distribution Services	\$2,360.79
2023-11-30 EFT03360	Crosby Hanna & Associates	\$7,434.00
2023-11-30 EFT03361	DanWheels Ltd.	\$19.69
2023-11-30 EFT03362	Joe Day	\$355.63
2023-11-30 EFT03363	Dekra-Lite Industries Corporat	\$14,505.35
2023-11-30 EFT03364	Miles Engele	\$24.41
2023-11-30 EFT03365	Golden West Broadcasting Ltd.	\$2,448.60
2023-11-30 EFT03366	Humboldt Co-op	\$806.40
2023-11-30 EFT03367	Humboldt Lumber Mart	\$31,279.38
2023-11-30 EFT03368	Humboldt Golf Club	\$2,525.00
2023-11-30 EFT03370	Sherry Kwasnica	\$11.10
2023-11-30 EFT03371	Municipal Employees Pension Pl	\$25,353.14
2023-11-30 EFT03372	Office Experts	\$39.22
2023-11-30 EFT03373	Old Dutch Foods Ltd.	\$152.54
2023-11-30 EFT03374	Pleasureway Sales	\$6,560.83
2023-11-30 EFT03375	P Machibroda Engineering Ltd.	\$10,132.50
2023-11-30 EFT03376	Prairie Meats	\$1,613.07
2023-11-30 EFT03377	Pratts Wholesale Ltd.	\$2,709.79
2023-11-30 EFT03378	Rawlco Radio Ltd.	\$2,976.75
2023-11-30 EFT03379	REACT Waste Management	\$36.25
2023-11-30 EFT03380	Saskatchewan Health Authority	\$46.00
2023-11-30 EFT03381	SASKATOON MEDIA GROUP	\$525.00
2023-11-30 EFT03382	Van Houtte Coffee Services Inc	\$920.25
2023-11-30 EFT03383	WFR Wholesale Fire & Rescue Lt	\$4,190.38
2023-11-30 EFT03384	St. Peter's College	\$1,000.00
2023-11-30 EFT03385	Carlton Trail College	\$500.00
2023-11-30 Pre-Authorized	First Data	\$111.37
2023-11-30 Pre-Authorized	Ministry of Finance	\$14,073.98
2023-11-30 Pre-Authorized	Moneris	\$325.20
2023-11-30 SK POWER 1023	SaskPower	\$50,899.47

## December 2023 Payment Listing

Date	Payment Number	Vendor Name	Amount Paid
2023-12-01	Payroll	Canadian Payroll Summary Batch	\$9,004.61
2023-12-01	Pre-Authorized	Chamber of Commerce - Group Benefit Plan	\$23,296.15
2023-12-01	Pre-Authorized	Elavon	\$984.93
2023-12-06	Pre-Authorized	Royal Bank	\$1,060.61
2023-12-07	Payroll	Canadian Payroll Summary Batch	\$100,030.95
2023-12-08	42948	Jennifer Bells	\$52.50
2023-12-08	42949	Brigadier Security Systems (20	\$781.35
2023-12-08	42950	D & M Fire Safety Systems	\$88.80
2023-12-08	42951	Eddys All In Services	\$134.09
2023-12-08	42952	Futuristic Industries Inc.	\$1,000.00
2023-12-08	42953	Harlan Fairbanks	\$594.50
2023-12-08	42954	Humboldt Girls Softball	\$1,500.00
2023-12-08	42955	Humboldt Karate Club	\$750.00
2023-12-08	42956	Kal Tire	\$103.79
2023-12-08	42957	Amanda La Plume	\$47.25
2023-12-08	42958	Magnetsigns Humboldt	\$1,018.50
2023-12-08	42959	National Museum of Science & T	\$1,050.00
2023-12-08	42960	Olynick Water & Sewer Ltd.	\$1,043.40
2023-12-08	42961	Petty Cash - Library	\$99.35
2023-12-08	42962	Sobeys Humboldt	\$390.13
2023-12-08	42963	Spider Heavy Duty Repair	\$399.60
2023-12-08	42964	Tony & Sandy Stroeder	\$359.09
2023-12-08	42965	STADNYK ROMAN, Estate of	\$63.49
2023-12-08	42966	PFEIL LORRENCE, Estate of	\$67.91
2023-12-08	42967	LINS BRIAN & GLENNA	\$117.16
2023-12-08	42968	PALFY CATHERINE DOREEN	\$29.81
2023-12-08	42969	GROCHOLSKI ROBERT	\$3,434.71
2023-12-08	42970	MILLER DALE & HELEN	\$60.70
2023-12-08	42971	HINZ ALISON & JOSHUA	\$55.79
2023-12-08	42972	RAMLER TAMMY	\$100.44
2023-12-08	42973	DAY JARED	\$184.08
2023-12-08	42974	HELPERL SHAYLA & GLADDISH DAVI	\$61.08
2023-12-08	42975	KNACKSTEDT KYLE & CORRINE	\$94.63
2023-12-08	42976	KOENIG JEANNINE ESTATE OF	\$63.49
2023-12-08	42977	Michelle Thompson	\$50.00
2023-12-08	42978	Troy Life & Fire Safety Ltd.	\$1,155.00
2023-12-08	42979	Wapiti Regional Library	\$5,944.48
2023-12-08	42980	Weber & Gasper Barristers & So	\$843.48
2023-12-08	EFT03386	Accu-Sharp	\$303.03
2023-12-08	EFT03387	Auto Ethics Enterprises LTD	\$268.01
2023-12-08	EFT03388	Michael Behiel	\$100.00
2023-12-08	EFT03389	Brockman Enterprises Ltd.	\$527,234.80
2023-12-08	EFT03390	Canadian Linen & Uniform Servi	\$161.83
2023-12-08	EFT03391	Catterall & Wright	\$4,725.00

2023-12-08	EFT03393	Coca-Cola Canada Bottling Limi	\$672.13
2023-12-08	EFT03394	DanWheels Ltd.	\$19.69
2023-12-08	EFT03395	Discovery Ford Sales Ltd.	\$458.57
2023-12-08	EFT03396	Farm World	\$336.85
2023-12-08	EFT03397	Thomas Frey	\$126.08
2023-12-08	EFT03398	Graphic Ad	\$87.69
2023-12-08	EFT03399	Greater Saskatoon Catholic Sch	\$82,900.37
2023-12-08	EFT03400	Gregg Distributors LP	\$2,271.06
2023-12-08	EFT03401	HBI Office Plus Inc.	\$496.03
2023-12-08	EFT03402	Hergott Electric Ltd.	\$1,503.52
2023-12-08	EFT03403	Humboldt Golf Club	\$3,420.00
2023-12-08	EFT03404	Swish Kemsol	\$309.69
2023-12-08	EFT03405	Midland Glass Ltd.	\$377.40
2023-12-08	EFT03406	Millsap Fuel Distributors Ltd.	\$10,945.52
2023-12-08	EFT03407	Office Experts	\$3,289.19
2023-12-08	EFT03408	Pattison Agriculture	\$415.00
2023-12-08	EFT03409	Pleasureway Sales	\$207.53
2023-12-08	EFT03410	Jace Porten	\$472.16
2023-12-08	EFT03411	Prairie Meats	\$723.83
2023-12-08	EFT03412	Pratts Wholesale Ltd.	\$1,281.12
2023-12-08	EFT03413	Raymax Equipment Sales	\$1,955.54
2023-12-08	EFT03414	Ricoh Canada Inc.	\$671.56
2023-12-08	EFT03415	SaskWater	\$184,675.59
2023-12-08	EFT03416	Saskatchewan Research Council	\$1,592.33
2023-12-08	EFT03417	SecurTek	\$123.04
2023-12-08	EFT03418	SENDR	\$137.37
2023-12-08	EFT03419	Strueby Plumbing & Heating	\$563.36
2023-12-08	EFT03420	Success Office Systems	\$332.23
2023-12-08	EFT03421	Toshiba Business Solutions	\$436.53
2023-12-08	EFT03422	Van Houtte Coffee Services Inc	\$383.62
2023-12-08	EFT03423	WestCrete Curb and Landscape	\$44,822.41
2023-12-08	EFT03424	Wheeler's Wholesale Ltd.	\$1,766.20
2023-12-08	Payroll	Canadian Payroll Summary Batch	\$8,892.18
2023-12-08	Pre-Authorized	Ministry of Finance	\$65,941.36
2023-12-12	42981	Colliers	\$25,000.00
2023-12-15	42982	1st Westminister Scouts	\$101.38
2023-12-15	42983	Benson-Hingley Military Museum	\$699.22
2023-12-15	42984	Big Brothers & Big Sisters	\$1,800.00
2023-12-15	42985	Burton, Jeff	\$150.00
2023-12-15	42986	Canadian Museums Association	\$150.00
2023-12-15	42987	Colored Shale Products Inc.	\$11,713.45
2023-12-15	42988	Creative City Network of Canad	\$180.00
2023-12-15	42989	Danish Oven Limited	\$152.00
2023-12-15	42990	Ecolab Co.	\$1,117.42
2023-12-15	42991	Futuristic Industries Inc.	\$131.25
2023-12-15	42992	Harlan Fairbanks	\$126.15
2023-12-15	42993	Hetek Solutions Inc.	\$114,466.50

2023-12-15 42994	Humboldt Minor Baseball	\$2,000.00
2023-12-15 42995	Humboldt Community Soup Kitche	\$680.63
2023-12-15 42996	2013 Hockey Teams	\$465.75
2023-12-15 42997	Humboldt Broncos U7 Tournament	\$192.38
2023-12-15 42998	Johnny's Bistro	\$391.82
2023-12-15 42999	NorthEastNow	\$262.50
2023-12-15 43000	Lori Risling	\$1,895.50
2023-12-15 43001	Schenn`s Farm Supply	\$69.93
2023-12-15 43002	Shine Media Group	\$2,329.89
2023-12-15 43003	St. Mary's Villa	\$1,000.00
2023-12-15 43004	Subway	\$184.10
2023-12-15 43005	MANZ DEREK	\$94.48
2023-12-15 43006	Jamie Tilley	\$49.35
2023-12-15 43007	Troy Life & Fire Safety Ltd.	\$969.03
2023-12-15 43008	WJF Instrumentation Ltd	\$3,255.00
2023-12-15 EFT03425	Pamela Adam	\$68.00
2023-12-15 EFT03426	Airmaster Sales Ltd	\$1,530.62
2023-12-15 EFT03427	Canadian National	\$15.75
2023-12-15 EFT03428	Canadian Linen & Uniform Servi	\$234.91
2023-12-15 EFT03429	Clartech Industries Inc.	\$1,197.50
2023-12-15 EFT03430	Coca-Cola Canada Bottling Limi	\$2,114.78
2023-12-15 EFT03431	Complete Distribution Services	\$727.13
2023-12-15 EFT03432	DanWheels Ltd.	\$19.69
2023-12-15 EFT03433	Discovery Ford Sales Ltd.	\$71.03
2023-12-15 EFT03434	D & M Fire Safety Systems	\$207.38
2023-12-15 EFT03435	Farm World	\$79.84
2023-12-15 EFT03436	Flocor	\$8,248.94
2023-12-15 EFT03437	Golden West Broadcasting Ltd.	\$1,795.50
2023-12-15 EFT03438	Gregg Distributors LP	\$207.86
2023-12-15 EFT03439	HBI Office Plus Inc.	\$324.22
2023-12-15 EFT03440	Hergott Electric Ltd.	\$313.33
2023-12-15 EFT03441	Amelia Hillier	\$75.00
2023-12-15 EFT03442	Hi-Tech Welding, Machining & F	\$215.73
2023-12-15 EFT03443	Humboldt Lumber Mart	\$7,601.52
2023-12-15 EFT03444	Kirsch Construction	\$4,033.34
2023-12-15 EFT03445	Korpan Tractor	\$1,795.14
2023-12-15 EFT03446	Canadian Tire 638 Humboldt	\$816.85
2023-12-15 EFT03447	Nelson Granite Limited	\$644.18
2023-12-15 EFT03448	Office Experts	\$127.21
2023-12-15 EFT03449	Old Dutch Foods Ltd.	\$168.59
2023-12-15 EFT03450	Pattison Agriculture	\$1,861.19
2023-12-15 EFT03451	Pleasureway Sales	\$916.14
2023-12-15 EFT03452	Prairie Meats	\$2,574.74
2023-12-15 EFT03453	Pratts Wholesale Ltd.	\$1,307.38
2023-12-15 EFT03454	Devin Prieston	\$110.99
2023-12-15 EFT03455	Quality Tire Service, Humboldt	\$178.63
2023-12-15 EFT03456	Raymax Equipment Sales	\$313.04

2023-12-15 EFT03457	REACT Waste Management	\$33,578.82
2023-12-15 EFT03458	Ricoh Canada Inc.	\$1,011.95
2023-12-15 EFT03459	SaskWater	\$190,978.25
2023-12-15 EFT03460	Saskatchewan Research Council	\$245.70
2023-12-15 EFT03461	SASKATOON MEDIA GROUP	\$525.00
2023-12-15 EFT03462	Stevenson Industrial Refrigera	\$23,634.10
2023-12-15 EFT03463	Strueby Plumbing & Heating	\$3,821.75
2023-12-15 EFT03464	Technical Safety Authority of	\$162.75
2023-12-15 EFT03465	Tremblay Electric	\$24,420.00
2023-12-15 EFT03466	Van Houtte Coffee Services Inc	\$970.09
2023-12-15 EFT03467	Landon Yaworski	\$244.19
2023-12-18 Pre-Authorized	RBC Loan Payment	\$67,341.97
2023-12-19 42897	KIELAU DARRELL W. & SHIRLEY J	\$666.58
2023-12-20 Pre-Authorized	Ministry of Finance	\$4,949.23
2023-12-21 43009	Alpha Automation Ltd.	\$15,035.24
2023-12-21 43010	Animal Health Clinic of Humbol	\$94.35
2023-12-21 43011	Bella Vista Inn	\$1,829.24
2023-12-21 43012	Allison Brandt Malinski	\$107.80
2023-12-21 43013	BREKER, ANDREW	\$4,421.50
2023-12-21 43014	Carr McLean	\$714.34
2023-12-21 43015	Maureen Doetzel	\$137.20
2023-12-21 43016	Dzinehaus Computers Inc	\$222.00
2023-12-21 43017	Friends of the Museum	\$8,421.00
2023-12-21 43018	Global Industrial	\$345.14
2023-12-21 43019	Kayla Hanson	\$92.40
2023-12-21 43020	Humboldt Regional Newcomer Cen	\$819.20
2023-12-21 43021	Humboldt & District Soccer Ass	\$2,000.00
2023-12-21 43022	Humboldt Broncos 2012 Teams	\$425.25
2023-12-21 43023	Knight Archer Insurance	\$11,552.94
2023-12-21 43024	Michelle Lafayette	\$50.40
2023-12-21 43025	Monique Martin	\$73.50
2023-12-21 43026	Val Miles	\$61.60
2023-12-21 43027	Olynick Water & Sewer Ltd.	\$10,954.62
2023-12-21 43028	PEE-ACE, KEVIN	\$105.00
2023-12-21 43029	Receiver General of Canada	\$37,998.54
2023-12-21 43030	Schenn`s Farm Supply	\$42.18
2023-12-21 43031	Rosanne Schemenauer	\$32.25
2023-12-21 43032	SCHMITZ, MARY LOU & DAN	\$7.00
2023-12-21 43033	SGI	\$222.00
2023-12-21 43034	Tyler Shaw	\$10.50
2023-12-21 43035	Kathleen Slavin	\$400.00
2023-12-21 43036	Leslie Stadnichuk	\$338.15
2023-12-21 43037	Marilee Sterner	\$61.60
2023-12-21 43038	Sara Theis	\$67.20
2023-12-21 43039	Friends of the Museum	\$160.00
2023-12-21 43040	Friends of the Museum	\$35.00
2023-12-21 EFT03468	Pamela Adam	\$244.94

2023-12-21	EFT03469	Auto Ethics Enterprises LTD	\$1,586.81
2023-12-21	EFT03470	Brockman Enterprises Ltd.	\$6,558.18
2023-12-21	EFT03471	Canadian Linen & Uniform Servi	\$73.08
2023-12-21	EFT03472	Crosby Hanna & Associates	\$2,677.50
2023-12-21	EFT03473	Joe Day	\$127.60
2023-12-21	EFT03474	Futuristic Industries Inc.	\$0.01
2023-12-21	EFT03475	Graphic Ad	\$506.55
2023-12-21	EFT03476	Geneva Grest	\$163.68
2023-12-21	EFT03477	Catherine Harrison	\$324.42
2023-12-21	EFT03478	HBI Office Plus Inc.	\$546.10
2023-12-21	EFT03479	Hergott Electric Ltd.	\$2,271.82
2023-12-21	EFT03480	Hi-Tech Welding, Machining & F	\$134.16
2023-12-21	EFT03481	Humboldt Home Hardware	\$6,126.83
2023-12-21	EFT03482	Humboldt Fire Department Socia	\$650.00
2023-12-21	EFT03483	Jay's Transporation Group Ltd.	\$120.33
2023-12-21	EFT03484	Penny Lee	\$148.69
2023-12-21	EFT03485	MNP LLP	\$14,985.00
2023-12-21	EFT03486	Millsap Fuel Distributors Ltd.	\$8,109.52
2023-12-21	EFT03487	Municode Services Ltd.	\$4,158.50
2023-12-21	EFT03488	Lindsey Nydegger	\$226.62
2023-12-21	EFT03489	Office Experts	\$364.92
2023-12-21	EFT03490	Pratts Wholesale Ltd.	\$1,348.79
2023-12-21	EFT03491	Rocky Mountain Phoenix	\$273.06
2023-12-21	EFT03492	Sea Hawk Specialized Truck Ser	\$3,740.73
2023-12-21	EFT03493	Success Office Systems	\$111.00
2023-12-21	EFT03494	Toshiba Business Solutions	\$458.67
2023-12-21	EFT03495	Rachel Wormsbecher	\$259.59
2023-12-21	Payroll	Canadian Payroll Summary Batch	\$101,936.92
2023-12-28	Payroll	Canadian Payroll Summary Batch	\$3,646.02
2023-12-31	Pre-Authorized	First Data	\$178.62
2023-12-31	Pre-Authorized	Moneris	\$68.69



## 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:** January 8, 2024

### RECOMMENDATION

That this report be accepted for information and filed.

### CURRENT SITUATION

#### 1. Museum

- Exhibits – The *Loving Ewe* exhibit by artist Val Miles is the feature exhibit on the main floor of the museum based on her new storybook. The exhibit includes artifacts from the collection, as well as fun programming activities.  
The Stories of Humboldt: Chapter 5 exhibit has been shifted to the back exhibit area as there continue to be substantial interest in these community stories.  
The new large mural donated by the Saskatchewan NDP, originally done by Richard Widdifield for Saskatchewan's Centennial is now on display at the museum.
- 2024 exhibits - Staff are working on the installation of the January exhibit which is an exhibit with a focus on recyclable materials.
- Programs - Reading – We were pleased to have Val Miles in attendance to read from her book *Loving Ewe* and talk to the students about her painting and creative process. School programs are underway in conjunction with this exhibit.
- Multicultural Week – We partnered with the Newcomers Center for a Conversation Café in November.
- Santa Visits – Visits began on December 2, with a Sensitive Santa component before the public events. Thanks to our volunteer Santas – Larry Jorgenson and Jeff Burton, and to Deb Tokarski for being Mrs. Claus this year! Thanks to our volunteers who wrapped 'presents' to give the parlour a different look for photos this year.
- We have recruited a new volunteer who handles the ideas and creations of our craft tables at the museum. A new holiday scavenger hunt has been created for visitors.
- Workshops – A series of Filipino Parol making workshops have been developed with Leo at Humboldt Ink for the month of December.
- Collections – In November, 23 items were accessioned into the collection and four formal information requests were processed.
- Research – Volunteers continue to come in regularly to undertake projects in the archives, this month focusing on the Music Festival documents, funeral cards, and the Town Minute books.
- Maintenance – One of the main floor furnaces and the alarm system were repaired this month. The exterior brick sign replacement is now complete which re-used the original tyndal stone. The tower clock has been repaired – we appreciate the volunteer labour of John Trodd and Murray Rimmer from Moose Jaw for replacing the cables for the weights,

bending the clock hand back into place, as well as returning this historic clock to working condition.

## 2. Gallery

- Exhibits - The Members Show and Sale was very successful – with 23 works sold. Payments to artists have been completed.
- Festival of Wreaths – The 24th Annual Festival of Wreaths opened on November 16 in conjunction with Moonlight Madness in the downtown area. The Festival is the annual silent auction fundraiser for the Friends of the Museum and Gallery, in person and online. Yana Yudina Jeewon performed on the Museum steps for the outdoor audience, A-list Dance and Acrobatics performed as well as the St. Augustine Children’s choir. There was incredible community support this year – with 186 auction donations to bid on from over 150 individuals, businesses and community groups. Along with the silent auction, there is a Festival Raffle where the prize is \$124 worth of Lottery scratch tickets, a Jingle Bottle wine grab where \$20 gets you a mystery bottle of wine, and a tree of hand painted ornaments made by community members and a grade 2 class from HPS that people can choose from when they make a donation of any size to the Friends. Special thanks to our volunteers who provide significant support through soliciting donations, picking up donations, setting up the exhibit, and so much more. Exhibits - Staff are working on the development of the January exhibits which feature two artists on the main floor, and a community exhibit developed in partnership with the writers’ group and Prairie Glass.
- Programs – Thanks to local musicians Ian Elliot and Dale Avison for performing on Saturday afternoons during the Festival.
- Art donations – The gift agreement for the 22 pieces donated as part of the Hamon-Fafard collection was completed, which was necessary before engaging an appraiser for the collection. The appraisal is now underway.
- Maintenance - The gallery will be cleared out right after the Festival for the annual waxing of the floors followed by the painting of the walls. The painting will include some sections of the second floor, where a portion of the Broncos memorial exhibit has been removed.

## 3. Water Tower

- The final report for the grant from the Saskatchewan Heritage Foundation for the exterior painting project was approved, resulting in the receipt of \$28,884.61.
- The final step in the staircase of honour was sold this month.

## 4. Original Humboldt

- The Sask Arts grant report was approved resulting in the receipt of \$1000.
- The final two benches at the site have been sponsored, resulting in a total of \$4500 in donations.

## 5. Public Art

- One of the Urban Lukan mural was installed on the Good Neighbour Store this month.





- The Reconciliation Mural project was nominated for the Saskatchewan Municipal awards, but was not chosen for an award.

#### 6. Administration

- Governance – The Board has requested the data gathered for the report of the Benchmarking study.
- Relationship Building and Reconciliation through Living Heritage Program - A meeting with the advisory committee of the pilot was held virtually on November 20. The final wrap up of the project will occur in early 2024, which include plans for a spring in-person meeting to close out the project, and discuss next steps with the community. The post study group interviews were completed this month, and sent to the coordinators of the pilot program for review. The Lunch and Learn session with OTC staff was postponed until January.
- Engagement – To the end of November, our programs and services have seen incredible participation with engagement levels of 11,695 people. This is a vast increase compared to 2019 pre-Covid engagement levels of 8,186 for the same timeframe.
- Thanks to our volunteers who contributed 166.5 hours of their time in November.

#### Upcoming Events and Programs

January 16 & 18	Gallery	Beaded earring workshop with the Social Workers Association
January 20	Gallery	Opening Reception and Artist Talk – Leslie Stadnichuk and Kathleen Slavin
January 24	Museum	OTC presentation – building your next steps in Truth and Reconciliation
January 25	Gallery	Writers Night
January 27	Gallery	Make a rag rug with Michelle Peltier
February 1	Gallery	Aboriginal Storytelling Presentation – in partnership with Library

#### COMMUNICATION AND ENGAGEMENT

No external communications or engagement required.

#### ATTACHMENTS

None

#### FINANCIAL IMPLICATIONS

There is no anticipated financial impact of the recommended action.

#### CONCLUSION

Our programs are developed to support the Our Humboldt core values:

Connected and Creative – We are thankful to our many community volunteers who make our events possible – especially the Santa visits!

Welcoming and Connected – We appreciate the conversation around holiday cultural traditions during the Conversation Café, as it helps us understand and appreciate our community’s cultural diversity.



## 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:** January 8, 2024

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### RECOMMENDATION

That this report be accepted for information and filed, and further, that Administration be directed to draft a Letter of Support for Carlton Trail College’s proposal to continue to offer settlement services to Newcomers to the region.

### 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 November 14, 2023.

### CURRENT SITUATION

1. In November, the Marketing & Development Manager submitted the “Humboldt Urban Garden Sanctuary” for a Saskatchewan Municipal Award. Unfortunately, it was not selected as one of the top projects for 2023.
2. On November 22, 2023, the Marketing & Director Manager, City Manager, and Director of Protective Services attended the Saskatchewan Emergency Planners Association’s conference and gave a 2 hour presentation about the 2017-18 Humboldt Broncos Tragedy and where the community is now moving forward. The presentation was well received by the attendees.
3. As part of our ongoing commitment to transparency and public communications, effective January 8, 2024, we are publishing Executive Committee Agenda packages on our website along with the City Council Meeting Agendas here:  
  
<https://humboldt.ca/council-and-executive-committee-minutes-and-agendas/> .
4. The “Annual Community Christmas Tree Lighting” took place on December 7, 2023, which was once again well attended. Thank you to the Leisure Services Event Manager for assisting with the event, as well as to the Humboldt Broncos and Futuristic Industries Participants for leading attendees with Christmas Carols.
5. Holiday Greetings from the City of Humboldt were sent out to all Saskatchewan cities,

dignitaries and to the community at large.

6. The Marketing & Development Manager has received a request from Carlton Trail College for a Letter of Support to accompany their 5 year proposal to Immigration, Refugees and Citizenship Canada to continue to offer settlement services to Newcomers in the way of language training, language assessments, employment programs and services, youth language and employment programming and other supports.

## **OPTIONS**

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

## **ATTACHMENTS**

1. None

## **COMMUNICATION AND ENGAGEMENT**

Marketing campaigns conducted/underway:

1. Digital Humboldt
2. Properties For Sale
3. Winter Recreation

Events attended by Council:

1. Carlton Trail Awards and 50<sup>th</sup> Anniversary – December 7 – Attended by Councillor Herperger
2. Community Christmas Tree Lighting – December 7 – Attended by Mayor and Council

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.

The Marketing and Development Manager continues to promote properties for sale and monitor real estate market trends and opportunities.

## **FINANCIAL IMPLICATION**

None.

## **CONCLUSION**

The Letter of Support will assist Carlton Trail College with the application for funding to continue meeting the demand for Newcomers wanting to hone their English language skills and increase their opportunities in the local labour market as they settle in our region.

## 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:** January 8, 2024

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### RECOMMENDATION

That this report be accepted for information and filed.

### BACKGROUND

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

### CURRENT SITUATION

1. General Updates
  - a. **Natural Gas Billing** - Following several months of consumption billing at ten times historic averages, SaskEnergy replaced the existing metre, and it was determined that the consumption readings were a result of a faulty metre. Administration is working to get a refund on the overcharged amount dating back to August.
  - b. **Swimming Lessons** – Winter swimming lessons are slowly filling up, and at the time of this report, 129 registrations have been received as of December 20<sup>th</sup>. The winter session extends from late-December through the end of March. In the 2023 winter swimming lessons saw total registration of 197 and we anticipate meeting and exceeding those figures. In total in 2023, the CLS Department registered 856 children for lessons, up 27% (182) from the total registration numbers in 2022.
  - c. **Aquatic Centre Controls** – The Facilities Maintenance Manager is working on replacing some of our mechanical control hardware primarily in the Aquatic Centre. We are experiencing issues with the existing automated controls system and currently are limited in our ability to manually override the system.
  - d. **Curling Rink Brine Leak** – We have isolated a brine leak in our Curling Rink refrigeration system. The leak was located in the main supply line running from the plant room to the curling rink. Fortunately, this is accessible, and we will be looking at a temporary solution to get through to the end of the season, at which time we will determine what long-term solutions will be needed.

- e. **Energy Efficiency Monitoring** – We have received the first draft report connected to our FCM Building Retrofit Grant, which includes the installation of monitoring hardware and software in order to better understand our current energy usage. The report details the various systems within the Uniplex and will outline recommended upgrades that would significantly reduce energy consumption.
- f. **Keyless Entry Pilot Project** – The CLS Department is leading the procurement process for a pilot project that will see keyless entry systems put into City Hall and the Fire Hall. The pilot project will focus on ensuring that the buildings are safe and secure, while enabling authorized staff to enter facilities as needed. These two facilities have been chosen due to the nature of the operations and the simplicity of the buildings.

## 2. Project Planning and Partnerships

- a. **Bill Brecht Playground** – The group is expecting to complete the project in the spring of 2024. The group has been working for the better part of the last two years to fundraise and construct a new playground space in the southeast corner of the park.
- b. **Humboldt Ball Development Board** – The board continues to fundraise for the costs associated with the washroom/concession facility. The group has been steadily increasing their on-diamond sponsorships, as well as receiving funding from the Good Neighbour Store. They are hoping to leverage the funding already raised to improve their chances for grant funding and larger sponsors.

### 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 department is excited to enter the New Year, to complete a few long-standing projects and to continue improving the recreational services we provide our residents.



**CITY OF HUMBOLDT REPORT**

**TITLE:** Public Works Director Report for January 2024  
**PREPARED BY:** Peter Bergquist, A.Sc.T; Public Works and Utilities Director  
**REVIEWED BY:** Joe Day, City Manager  
**PREPARED FOR:** Executive Committee  
**DATE:** January 8, 2024

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**RECOMMENDATION**

That this report be accepted for information and filed.

**BACKGROUND**

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

**CURRENT SITUATION**

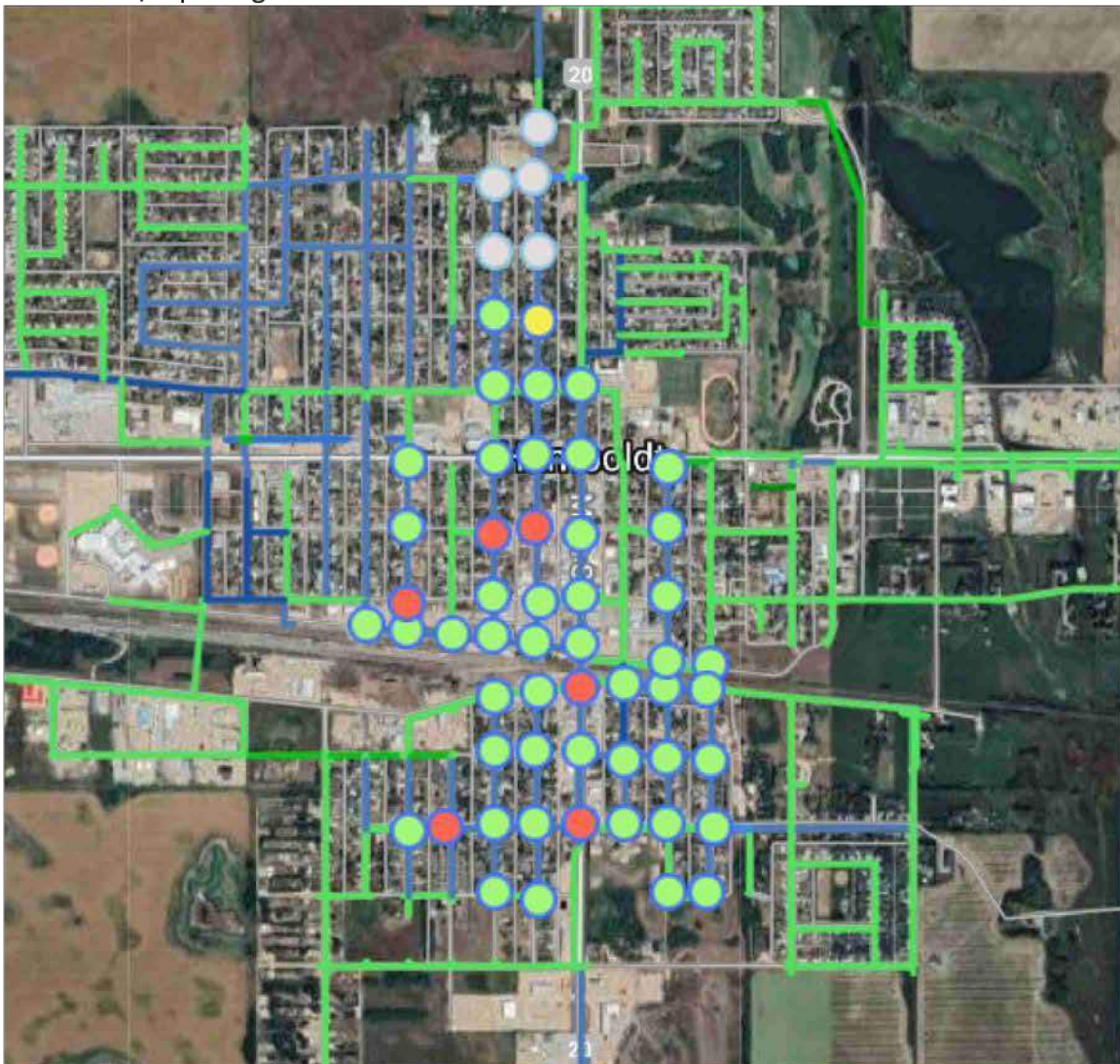
The lack of snow and mild winter in November and December has been a welcomed outcome relating to the snow and ice budget. Staff primarily were street sanding and sweeping sidewalks as needed. As a result, we are anticipating that the 2023 actual expenditures will be close to budget.

The weather and time afforded allowed staff to focus on other postponed tasks such as continuing ditch and lagoon mowing with the large excavator and blades as well as wrap up weekly, monthly and quarterly sewer flushing and water main flushing around the city. In addition, the weather was sufficient for Insituform to complete the sewer main lining work as well as allowing for a contractor to complete a new deep sewer connection in the west 14<sup>th</sup> Ave location of the city. The time also allowed for staff to complete a storm sewer repair west of 9<sup>th</sup> Street on 6<sup>th</sup> Avenue, curb stop repairs, water disconnection to a property being demolished and overseeing the installation of several house service installations. Water meter replacements continue as well as an order of more meters has been placed but will not be set to arrive until September 2024 due to back log issues. A computer replacement at the Water Distribution Facility occurred as well as the replacement of a Variable Frequency Drive System at Lift Station #3. Christmas decorations were installed and will soon be removed. Several sign replacements occurred



and the new barricade trailer is in the process of fabrication internally by the mechanic.

The leak detection system equipment arrived in December and training occurred. A total of 57 devices were purchased and deployed on the older cast iron network. The initial results are encouraging with approximately 6 locations (in red below) identified for further manual inspection. None of the locations have water on the surface so staff anticipate they are leaking into an underground pipe. The leak probability at the locations ranges from 14% and 95%. Staff are planning conduct night shifts at the quietest times of the night to further pinpoint the location of the non-surfacing leaks so accuracy during excavation/repairing is achieved.



Map of Water Main Leak Monitoring Devices



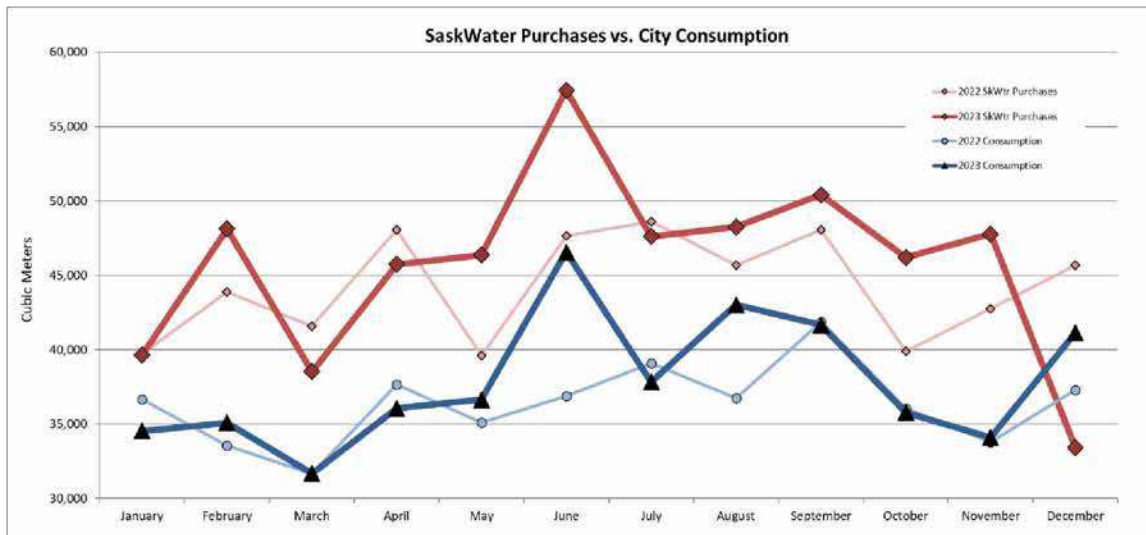
The wastewater tender has now been awarded and construction startup meetings are being planned with the general contractor. Lift stations #1 and #4 retrofits that are needed as a result of the wastewater upgrades are in the detailed design phase and should be ready to tender soon.

As the 2024 budget has been approved, staff are starting the planning and design work necessary to execute the projects.

**ATTACHMENTS**

**Non-revenue Water Losses Update:**

Year	Consumption	SaskWater Purchases	Difference	Approximate Loss Dollars at Cost	% Loss
2022 Full Year	436,394 m3	531,161 m3	-94,767 m3	-\$360,712	-17.8%
2023 Full Year Budget Projection	465,390 m3	550,000 m3	-84,610 m3	-\$322,051	-15.4%
2022 – Full Year	436,394 m3	531,161 m3	-94,767 m3	-\$360,712	-17.8%
2023 – Full Year	454,173 m3	549,569 m3	-95,396 m3	-\$363,106	-17.4%



Note: The SaskWater meter was read 1 week sooner than normal due to the Holiday season, skewing the December SaskWater Purchases data point.





**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.

**FINANCIAL IMPLICATION**

N/A

**CONCLUSION**

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



**CITY OF HUMBOLDT REPORT**

**TITLE:** 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:** January 8, 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 2023 approved capital and operational activities. 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 (tendering, reviewing, etc.)
- 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**

#	Project	Status	2023 Budget	Actual (YTD)
1	Centennial Park Trail Development	Completed	\$138,070	-
2	Centennial Park Landscaping	Completed		
3	Centennial Park Trail Lights	Deferred		
4	Centennial Park Water & Sewer Connect	Completed		
5	Skateboard Park Parking Lot	Deferred		
6	Library Solarium	Planning	\$63,600	-
7	North Hospital – Toboggan Hill	Planning	\$36,850	-
8	North Hospital – Off-Leash Dog Park	Planning		
9	Outdoor Rink & Multi-Sport Court	Con – 70%	\$188,480	\$120,320
9a	Washroom & Concession Facility	Con – 70%		\$221,650
10	Asbestos Abatement (various buildings)	Con – 20%	\$10,000	\$5,200
11	Water Ridge Trail Development	Completed	\$28,000	\$29,400

<b>12</b>	Bill Brecht Playground Development	Con – 70%	\$18,075	-
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1. Centennial Park - the available budget was for completing the project updated in the report to Council on November 27<sup>th</sup>. These funds were approved to be reallocated to the Outdoor Rink & Multi-Sport Court facility and will show up in that line in the first 2024 project update report.

9. Outdoor Rink & Multi-Sport Court – the pilings for the lights and all wiring was run in late November, with the lights scheduled to arrive in early January. The fencing has been installed and at the time of this report only the gates were left to be installed.

9a. Washroom & Concession Facility - the project was delayed while some engineered drawings and energy assessment reports were compiled, but is back in motion. The inside concrete floor has been poured, which is a major milestone in the project. The siding and doors should be installed by early January and the interior work can begin.

10. Aesbestos Abatement – now that the Building Maintenance position is fully staffed we hope to get back to removing asbestos containing materials from City buildings as identified in previous reports.

**B. 2023 Operational Projects**

#	Project	Status	Project Budget	Actual (YTD)
1	City Hall Main Floor Maintenance	Completed	\$25,000	\$23,600
2	Uniplex LED Lighting – Curling Rink & Arena Lower Level	Completed	\$30,000	\$24,560
3	Water Ridge Park Entrance	Deferred	-	-
4	Water Ridge Parking Lot Lights/Cameras	Con – 95%	\$15,000	\$13,670

**C. 2023 Fleet**

#	Project	Status	Project Budget	Actual (YTD)
1	General Use Half-Ton (Unit L125)	Completed	\$62,750	\$56,030
2	General Use 1 Ton (Unit L180)	Completed	\$45,000	\$37,290
3	Skidsteer (Unit L243)	Completed	\$90,000	\$95,990

1. General Use 1 Ton – the project budget for this was reduced due to an adjustment in the fleet plan to replace the general use 1 ton with a heavy duty UTV. We received two bids and awarded the purchase to GBC Equipment, which fell well within our budget range.

**D. 2023 Capital Projects**

#	Project	Status	Project Budget	Actual (YTD)
1	St. Augustine Cemetery Columbarium Units	Con – 60%	\$200,100	\$205,080

**E. Unbudgeted Projects/Commitments**

#	Project/Purchase	Status	Est. Cost to City	Funding Source
1	Arena Boiler Replacement	Completed	\$13,970	2023 Operational
2	Centennial Park Power Panel	Completed	\$17,425	Existing Funded Reserves
3	Convention Centre Washrooms	Deferred	\$120,000	Reserves/2024 Operating
4	Convention Centre AC Unit	Completed	\$7,844	2023 Operational
5	Hwy 20 Boulevards	Completed	\$5,195	2023 Operational
6	Arena Plant Repairs	Completed	\$22,569.50	2023 Operational

**OPTIONS**

1. Approve that this report be accepted for information and filed.
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**

While Administration was able to complete a wide range of projects and purchases in 2023, a few larger projects will carry over to 2024. These projects include the Outdoor Washroom/Concession facility, Outdoor Rink and Multi-Sport Court Facility and Library Solarium. These projects are slated to be completed in early 2024 and the department will be focusing on our long-term strategies for recreational development to match the anticipated growth projections over the next several years.



**CITY OF HUMBOLDT REPORT**

**TITLE:** Public Works and Utilities 2023 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:** January 8, 2024

**RECOMMENDATION**

That this report be accepted for information and filed.

**CURRENT SITUATION**

2023 Projects	Scope of Work	% Complete
Wastewater Treatment System Upgrades	34.05M Project – Year 1 of 2. Engineering & Construction	8%
Carl Schenn Dry Pond Construction	Excavation, Piping & Landscaping – 1.515M	80%
102 <sup>nd</sup> Street – Train tracks to 6 <sup>th</sup> Ave	Clay Capping and gravel – 20k (internal forces)	100%
14 <sup>th</sup> St from 6 <sup>th</sup> Ave to north of 8 <sup>th</sup> Ave	Concrete and Asphalt Paving - \$344.2k	100%
Main St Railway Crossing Upgrade	Precast Concrete and Paving – 200k	0%- Cancelled
12 <sup>th</sup> Avenue – 21 <sup>st</sup> St to Peck Road	Watermain – 90k and Temporary Gravel Road – 112k	90%
11 <sup>th</sup> St – 6 <sup>th</sup> Avenue to 8 <sup>th</sup> Avenue	Watermain replacement and base – 654.8k	100%
3 <sup>rd</sup> Avenue – 11 <sup>th</sup> St to 16 <sup>th</sup> St	Watermain Replacement & Road Fill – 592k	100%
12 <sup>th</sup> Street – 3 <sup>rd</sup> Ave to 4 <sup>th</sup> Ave	Watermain Replacement – 120k	100%



King Crescent & 800 Blk of 10 <sup>th</sup> St	Sanitary Sewer Main Lining – 152.9k	100%
Various Locations in City	Automated Watermain leak monitoring Program – Phase 1 of 2 - 105.8k	100%
Baseball Clubhouse Services	New water and Sewer Service (New)	100%
200 Block Main St & 3 <sup>rd</sup> Ave – Main St to 5 <sup>th</sup> St	One-time watermain abandonment (Old Supply Line) – 30k	0%- Postponed
Asphalt Patching & repairs	Various water break, frost heave locations, MH levelling, AC Repairs – 274k	100%
Seasonal Decorations	Remaining Replacement Lights – 25k	100%
Various Locations	Street and curb painting – 20k	100%
	DL10 Special Emulsion – 46k	100%
	Gravelling of Roads – 25k	100%
	Back Lane Maintenance – 10k	100%
	Dust Control Applications – 28k	100%
	General Concrete Repl. – 66k	100%
	Sewer Camera, Flushing & Repair – 74k	100%
	Storm Flush/Camera/Repair – 76k	100%
	Water Main Flushing Prog.- Internal	10%
	Water Mains Operations and Maintenance Activities & Repairs – 105.4k	100%
	Contract Leak Detection – 10k	0%- Cancelled
	Curb Stop Repairs – 10k	100%
	Water Meters & Replacements – 40k	100%
	Lift Station Cleaning – 20k	100%
Lift Station Supplies/Repairs – 28.5k	100%	
Contract Generator Testing – 8k	100%	
Pothole Patching – 19.7k	100%	
Ditch Mowing & Lagoon Mowing	100%	