



**City of Humboldt**  
**March 11, 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
  - 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 - Public Works & Utilities Director
- 6 **New Business**
  - 6.1 Recommendation - Director of Public Works & Utilities - Project Tracking
    - 📎 Report - Project Tracking
  - 6.2 Recommendation - Public Works & Utilities Director - Streetfest Closure
    - 📎 Report - Streetfest Closure
  - 6.3 Recommendation - Leisure Services Director - Project Summary Report
    - 📎 Report - Project Summary Report
- 7 **Enquiries**
- 8 **Committee of the Whole**
  - 8.1 Authority
  - 8.2 Present in the Committee of the Whole
  - 8.5 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:** March 11, 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 February 2024.

### CURRENT SITUATION

Notable information and updates:

#### 1. Fire Department

- In City Area:
  - 2 - fire alarm response.
  - 1 – Dumpster Fire
- Weekend Standbys:
  - 1 – Family Day Weekend Standby
- Fire Department Practice:
  - Physical Fitness challenge
  - EMS review/First Aid review
- HDFPA Area
  - 1 -Car vs Deer
  - 1 – Report of outside fire
- Conducted 18 Fire inspections in February.

#### 2. Emergency Measures Operations

The TSS grant that we applied for was approved, a meeting was held to discuss moving forward. A joint meeting with the MSMA group will be set as well as sending out a survey to finalize the communities that want to be involved. After we have a finalized list we will update the terms of reference and proceed with an RFP to hire a consultant to review our emergency preparedness for all communities involved.

### 3. Planning and Building

Permits Issued (BP-Building Permit, SP-Sign Permit)

- BP-2024-02 – Expanding unit within strip mall
- SP-2024-01 – Freestanding Sign for Mack Trucks Property
- SP-2024-02 – Portable sign permit for Horizon Fertilizers Ltd.
- SP-2024-03 – Portable sign for Bayer CropScience
- SP-2024-04 – Sign Permit: RedHead Equipment

Project Updates

*Online Permitting* – We are working on finalizing a development checklist that can be utilized in our online permitting system. This will make inspections easier and more efficient, reducing permit turnaround time.

*Spring Season* – We are preparing for the spring season where building and development permits are anticipated to increase drastically, especially with the BHP mine.

February has seen a lot of preparation for the anticipated increase in permit applications. We are aiming to increase our permitting efficiency and elevate city-developer relationships within the City of Humboldt.

### 4. Occupational Health and Safety

- Safety Orientation for 1 new CoH Employee
- Attended Sask Safety Council Conference- Saskatoon Feb 6-8th
- Attended Museum Monthly Safety Meeting and City Hall Monthly Safety Meeting
- Revised Safety Orientation PowerPoint to include reference to the SMART Program
- Developed Onboarding Checklists for Maintenance, Parks, and Custodian
- Site Visits/Audits/Discussions
- Audit- Corrective Action Plan Items
- Safety Orientations for Employees and Contractors
- Developing Onboarding Checklist for each Department
- Audit- Corrective Action Plan Items
- City Reporter-Health and Safety-Developing Forms

#### OPTIONS

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



**ATTACHMENTS**

RCMP Report for February.  
CSO Report for February.

**COMMUNICATION AND ENGAGEMENT**

No external communications or engagement required.

**FINANCIAL IMPLICATION**

N/A

**CONCLUSION**

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

March 4, 2024

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

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

Please find the attached Police report for the month of February 2024.

Reported incidents are up this month (102) as compared to last month (97), and up from February 2023 (97). Traffic charges are up this month (16) as compared to last month (15) and down from February 2023 (25).

There were (17) reported False Alarms this month, one was at Humboldt Detachment which is not included in the log. This is up from last month (3), and up from February 2023 (4).

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 82.

We are in the process of preparing our Detachment Action Plan, with consultation throughout the year we are not anticipating much of a change in priorities, as indicated in the attached consultation letter.

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



S/Sgt Rod Rudnisky  
Humboldt RCMP

Your File

Our File

March 4, 2024

**Detachment Action Plan Initiatives for 2024/2025**

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

For reference, last year we focused on increased police presence, traffic safety, prolific offenders and community engagement. The initiatives for the previous year were:

- increase traffic enforcement in school zones
- increase the number of compliance checks of offenders on court ordered conditions
- increased patrols

As we are approaching a deadline to have our Detachment Action Plan developed for the upcoming year, we would appreciate a response with your ideas and suggestions by March 25, 2024.

Should you have any questions, please call me at 682-2535.

Thank you,



S/Sgt Rod Rudnisky  
Humboldt RCMP

## HUMBOLDT CITY DETACHMENT

### FALSE ALARM REPORT

#### MONTH OF FEBRUARY 2024

	DATE	HOURS	LOCATION	OVERTIME	ATTENDED
1	2024-02-12	20:24	2400 Westwood Drive – Farm Credit Canada	N	Y
2	2024-02-12	20:59	2400 Westwood Drive – Farm Credit Canada	N	Y
3	2024-02-13	09:17	645 Main Street – Access Communications	N	Y
4	2024-02-15	11:55	2400 Westwood Drive – Farm Credit Canada	N	Y
5	2024-02-16	01:07	2400 Westwood Drive – Farm Credit Canada	N	Y
6	2024-02-16	23:24	2400 Westwood Drive – Farm Credit Canada	N	Y
7	2024-02-18	13:02	2311 8 Avenue – Affinity Credit Union	N	Y
8	2024-02-18	23:24	2400 Westwood Drive – Farm Credit Canada	N	Y
9	2024-02-19	13:26	2400 Westwood Drive – Farm Credit Canada	N	N
10	2024-02-20	01:23	2400 Westwood Drive – Farm Credit Canada	N	N
11	2024-02-20	08:15	2400 Westwood Drive – Farm Credit Canada	N	N
12	2024-02-20	19:22	2400 Westwood Drive – Farm Credit Canada	N	N
13	2024-02-21	07:00	2400 Westwood Drive – Farm Credit Canada	N	N
14	2024-02-28	01:02	539 13 Street	N	N
15	2024-02-28	05:54	617 17 Street – Humboldt Collegiate	N	N
16	2024-02-29	21:55	701 9 Street – Anytime Fitness	N	Y



**HUMBOLDT CITY DETACHMENT**

**POLICING STATISTICS**

**MONTH OF FEBRUARY 2024**

<b>HUMBOLDT MUNICIPAL 2023</b>	<b>HUMBOLDT MUNICIPAL 2024</b>	<b>OFFENCE CATEGORY</b>
3	3	<b>MVA's (Fatal/injury/Property Damage)</b>
16	16	<b>Traffic Offences (Charges Laid)</b>
9	20	<b>Traffic Offences (No Charges Laid)</b>
1	0	<b>Traffic Offences (Criminal Code)</b>
1	0	<b>Impaired Operation of Motor Vehicle</b>
0	0	<b>Dangerous Driving (Criminal Code)</b>
4	12	<b>Provincial Statues</b>
1	1	<b>Municipal Bylaws</b>
8	10	<b>Other Criminal Code/Federal</b>
1	0	<b>Offensive Weapons</b>
0	2	<b>Drug Trafficking</b>
1	0	<b>Drug Possession</b>
2	0	<b>Sexual Offences</b>
4	3	<b>Robbery/Extortion/Harassments/Threats</b>
4	6	<b>Assaults</b>
1	0	<b>Theft Under \$5,000/Possess Stolen Prop.</b>
1	0	<b>Theft Over \$5,000/Theft of motor vehicle</b>
11	2	<b>Mischief</b>
4	0	<b>Frauds</b>
2	0	<b>Break, Enter and Theft</b>
4	17	<b>False Alarms</b>
5	10	<b>Other (Susp vehicle, animal calls, missing person, wellbeing check)</b>
97	102	<b>Total Calls</b>



**CITY OF HUMBOLDT REPORT**

**TITLE:** CSO Report for February 2024  
**PREPARED BY:** Justin Tarrant, Community Safety Officer  
**REVIEWED BY:** Mike Kwasnica, Director of Protective Services  
**PREPARED FOR:** Executive Committee  
**DATE:** March 4, 2024

**RECOMMENDATION**

That this report be accepted for information and filed.

**BACKGROUND**

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

**CURRENT SITUATION**

For the month of February, the CSO responded to 21 calls for complaints or service. The CSO has been focusing on school zones and a few complaints about the downtown parking. With forecasted snow for the beginning of March we will be prepared to speak with homeowners about where they can and can't place snow. There were 2 court days attended by the CSO this month.

The CSO addressed the following violations/concerns:

Traffic/Parking Bylaw Infractions	<ul style="list-style-type: none"> <li>• 2 Bylaw tickets were issued</li> <li>• Total amount of bylaw tickets was \$100.00</li> <li>• There are a few outstanding.</li> </ul>
Traffic Safety Act	<ul style="list-style-type: none"> <li>• 13 Written/Verbal Warnings, or Inspection Notices were issued.</li> <li>• 1 –200 (2) Exceed speed limit in a school zone</li> <li>• 2 – 199 (1) (B) Exceed posted speed limit</li> <li>• 1 – 212 (3)(a) Pass a school bus with stop arm extended</li> <li>• Total amount of Summary offence fines is \$1,408.00.</li> </ul>
Property Maintenance	<ul style="list-style-type: none"> <li>• 1 Yard concerns</li> </ul>
Animal Control	<ul style="list-style-type: none"> <li>• 2 complaints addressed</li> </ul>
RCMP Assists	<ul style="list-style-type: none"> <li>• 0 Current cases</li> </ul>



**OPTIONS**

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

**ATTACHMENTS**

None.

**COMMUNICATION AND ENGAGEMENT**

The CSO has been tasked with identifying all areas of concern in regard to zoning bylaw and other forms of non-compliance. These could be new things or non-compliance issues from years past. In anticipation that this summer we will contact residents and begin to get things cleaned up or fixed in order to align with the city's 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:** Finance Manager’s Report – Budget to Actual  
**PREPARED BY:** Jace Porten, Finance Manager  
**REVIEWED BY:** Joe Day, City Manager  
**PREPARED FOR:** Executive Committee  
**DATE:** March 11, 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.

**CURRENT SITUATION**

The attached report shows the revenue and expenditures for the first two months of 2024. Some variances exist due to timing of allocated budget, and when the expenses or revenues are recorded with variances greater than \$10,000 listed below.

<b>Cost Centre</b>	<b>Variance</b>	<b>Explanation</b>
Taxations and Grants – Grants	(2,204,981)	This various is caused by the “unbudgeted” ICIP grants for the Wastewater Treatment Facility and the Carl Schenn Storm Pond projects totalling \$1-7 million. 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	(24,833)	Staffing absences has caused approximately half of this favourable variance, the remainder is minimal maintenance costs to date and smaller variances with minimal supply expenditures to date.
Fire and Building Inspections - Fire Fleet and Equipment	11,886	The portion of insurance for the fire fleet was initially incorrectly budgeted in Fire Protection and not the Fire Fleet. The error was noticed and expenses were recognized in the Fleet Cost Centre This could cause an unfavourable variance through year-end.

Planning and Development – Planning and Development	(14,923)	The Planning Coordinator position has been budgeted as a full-time position but is currently being filled part-time, creating a favourable variance. Professional Services is also in a favourable position. This Cost Centre is anticipated to be on budget by year-end.
Leisure Services - Facilities Maintenance	14,293	A one- time staffing matter cost is causing a temporary unfavourable variance in this cost centre, which is anticipated to be closer to budget as the year progresses.
Leisure Services – Concession	12,747	Staffing Costs are causing the unfavourable variance at this point in the year. It is anticipated to be on budget as the year progresses.
Leisure Services – Parks & Playgrounds	(55,279)	An unbudgeted donation of \$40,000 is causing a favourable variance, the remainder of the favourable variance is staffing costs at this point in the year. The donation will likely cause this cost centre to remain favourable all year.
Transportation – Street System	(14,719)	This variance is budget allocation timing as Staffing Costs have been under budget at this point in the year with staff spending time in other areas.
Transportation – Snow and Ice Control	(55,809)	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.
Utilities – Water Main Maint.	(11,278)	Contracted Maintenance and Maintenance Supplies expenses are in a favourable position with minimal water breaks to date.
Utilities – Water Meter Reading & Billing	44,779	Budget allocation timing is causing Staffing Costs to be approximately \$18,000 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 in to 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.
Land Development – Land Development	50,300	The budgeted sales of City owned lots is causing an unfavourable variance with no lots sold to date. This Cost Centre will be favourable/unfavourable based on the le of these lots.



**COMMUNICATION AND ENGAGEMENT**

No external communications or engagement required.

**ATTACHMENTS**

- Budget to Actual Report ending February 29, 2024
- January 2024 Payment Listing
- February 2024 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.



	ACTUAL	YTD BUD	VARIANCE	ANNUAL	PRIOR YEAR
<b>Tax and Grants In Lieu of Tax</b>					
Property Taxes	(\$7,221)	(\$7,000)	(\$221)	(\$8,396,840)	(\$4,864)
Grants	(\$2,526,691)	(\$321,800)	(\$2,204,891)	(\$3,621,860)	(\$112,939)
<b>TOTAL TAXES AND GIL</b>	<b>(\$2,533,912)</b>	<b>(\$328,800)</b>	<b>(\$2,205,112)</b>	<b>(\$12,018,700)</b>	<b>(\$117,803)</b>
<b>Administration</b>					
General Administration	\$115,947	\$140,780	(\$24,833)	\$554,620	\$110,369
Information Technology	\$43,350	\$47,950	(\$4,600)	\$123,640	\$46,687
City Manager's Office	\$60,558	\$52,500	\$8,058	\$219,020	\$40,788
Elected Officials	\$32,468	\$30,180	\$2,288	\$192,630	\$29,116
Other General Administration	\$0	(\$400)	\$400	\$33,950	\$11,235
<b>TOTAL ADMINISTRATION</b>	<b>\$252,323</b>	<b>\$271,010</b>	<b>(\$18,686)</b>	<b>\$1,123,860</b>	<b>\$238,195</b>
<b>Communications</b>					
Corporate Communications	\$29,345	\$37,600	(\$8,255)	\$225,200	\$18,265
<b>TOTAL COMMUNICATION AND DEV</b>	<b>\$29,345</b>	<b>\$37,600</b>	<b>(\$8,255)</b>	<b>\$225,200</b>	<b>\$18,265</b>
<b>Fire and Building Inspections</b>					
Fire Protection Administration	\$102,590	\$93,280	\$9,310	\$531,490	\$79,607
Fire Fleet and Equipment	\$22,466	\$10,580	\$11,886	(\$77,680)	(\$13,156)
Fire Hall Building	\$2,310	\$5,400	(\$3,090)	\$27,650	\$3,719
Building Inspection Services	\$10,049	\$5,910	\$4,139	\$2,510	\$11,963
<b>TOTAL FIRE AND BLDG INSP</b>	<b>\$137,415</b>	<b>\$115,170</b>	<b>\$22,245</b>	<b>\$483,970</b>	<b>\$82,133</b>
<b>Bylaw and Policing</b>					
Bylaw Enforcement	\$29,354	\$29,210	\$144	\$121,420	\$23,946
Animal Licensing & Control	(\$4,747)	(\$6,640)	\$1,893	(\$9,350)	(\$6,170)
Business Licensing	(\$54,500)	(\$56,820)	\$2,320	(\$90,000)	(\$70,810)
RCMP Policing	\$9,460	\$4,000	\$5,460	\$1,006,230	\$9,658
Other Protective Services	\$46	\$4,740	(\$4,694)	\$44,500	\$92
Health and Safety	\$16,142	\$14,630	\$1,512	\$81,800	\$11,218
<b>TOTAL BYLAW AND POLICING</b>	<b>(\$4,245)</b>	<b>(\$10,880)</b>	<b>\$6,635</b>	<b>\$1,154,600</b>	<b>(\$32,066)</b>
<b>Planning and Development</b>					
Economic Development	\$1,650	\$6,100	(\$4,450)	\$36,000	\$576
Planning and Development	\$8,837	\$23,760	(\$14,923)	\$129,440	\$21,428
<b>TOTAL PLANNING &amp; DEVELOPMENT</b>	<b>\$10,487</b>	<b>\$29,860</b>	<b>(\$19,373)</b>	<b>\$165,440</b>	<b>\$22,004</b>
<b>Leisure Services</b>					
General Recreation Administration	\$85,921	\$79,080	\$6,841	\$1,055,180	\$91,998
Lottery Grant	\$0	\$0	\$0	\$0	(\$984)
Leisure Pass Program	(\$15,934)	(\$11,060)	(\$4,874)	(\$71,050)	(\$15,580)
LED Sign	\$0	\$0	\$0	(\$3,500)	\$0
Facilities Maintenance	\$72,203	\$57,910	\$14,293	\$399,950	\$48,695
Arena	\$126,852	\$126,240	\$612	\$405,940	\$91,574
Fitness Centre	(\$96)	\$2,160	(\$2,256)	\$17,640	(\$58)
Community Centre	\$59,685	\$59,250	\$435	\$162,020	\$41,205
Curling Rink	\$14,286	\$17,530	(\$3,244)	\$64,740	\$8,593
Aquatic Centre	\$105,459	\$107,000	(\$1,541)	\$338,710	\$65,068



	ACTUAL	YTD BUD	VARIANCE	ANNUAL	PRIOR YEAR
Concessions	\$6,627	(\$6,120)	\$12,747	\$0	(\$27,092)
Parks and Playgrounds	(\$9,379)	\$45,900	(\$55,279)	\$409,170	\$28,019
Spray Park	\$161	\$80	\$81	\$15,150	\$80
Community Gardens	\$28	\$0	\$28	\$800	\$0
Weed and Insect Control	\$0	\$0	\$0	\$17,550	\$0
Urban Beautification	\$0	\$0	\$0	\$8,000	\$0
Urban Forest	\$0	\$0	\$0	\$38,530	\$0
Trail System	\$3,092	\$100	\$2,992	\$12,890	\$3,985
Historical Campground	\$241	\$0	\$241	\$16,000	\$0
Recreation Special Events	\$13,577	\$13,970	(\$393)	\$110,000	\$2,994
Joint Use Administration	(\$1,422)	(\$7,240)	\$5,818	(\$7,000)	(\$1,668)
Leisure Services Fleet	\$5,693	\$14,370	(\$8,677)	(\$78,350)	(\$3,132)
<b>TOTAL LEISURE SERVICES</b>	<b>\$466,994</b>	<b>\$499,170</b>	<b>(\$32,178)</b>	<b>\$2,912,370</b>	<b>\$333,697</b>
<b>Library</b>					
Library Services	\$76,706	\$82,810	(\$6,104)	\$202,980	\$82,192
<b>TOTAL LIBRARY</b>	<b>\$76,706</b>	<b>\$82,810</b>	<b>(\$6,104)</b>	<b>\$202,980</b>	<b>\$82,192</b>
<b>Cultural Services</b>					
Museum Services	\$53,337	\$50,140	\$3,197	\$360,290	\$55,624
Museum Building	\$9,400	\$12,800	(\$3,400)	\$56,240	\$12,289
Merchants Bank - Gallery Building	\$10,900	\$16,180	(\$5,280)	\$45,600	\$13,555
Original Humboldt	\$0	\$1,000	(\$1,000)	\$0	\$0
Humboldt Public Art	(\$10)	\$1,680	(\$1,690)	\$8,000	\$0
Water Tower	\$1,147	\$1,330	(\$183)	\$140	\$923
<b>TOTAL CULTURAL SERVICES</b>	<b>\$74,774</b>	<b>\$83,130</b>	<b>(\$8,355)</b>	<b>\$470,270</b>	<b>\$82,391</b>
<b>Public Health</b>					
Waste Mangement	\$75,335	\$78,390	(\$3,055)	\$50,000	\$110,811
Cemetery Administration	(\$10,750)	(\$3,580)	(\$7,170)	(\$5,780)	(\$3,466)
Mobility Van	\$7,489	\$7,800	(\$311)	\$65,710	\$10,742
Transit Fleet	\$1,495	\$3,020	(\$1,525)	(\$5,000)	(\$2,452)
Other Public Health	\$0	\$0	\$0	\$9,500	\$0
<b>TOTAL PUBLIC HEALTH</b>	<b>\$73,569</b>	<b>\$85,630</b>	<b>(\$12,060)</b>	<b>\$114,430</b>	<b>\$115,635</b>
<b>Transportation</b>					
Transportation Admin	\$88,999	\$81,960	\$7,039	\$1,779,130	\$62,990
Street Lighting	\$12,537	\$15,810	(\$3,273)	\$158,140	\$24,177
Street Systems	\$6,001	\$20,720	(\$14,719)	\$447,840	\$8,662
Street Sweeping	\$0	\$100	(\$100)	\$53,100	\$0
Storm Water Infrastructure	\$9,559	\$6,680	\$2,879	\$230,130	(\$108,282)
Street and Curb Painting	\$0	\$0	\$0	\$20,000	\$0
Public Works Shop	\$17,389	\$24,680	(\$7,291)	\$114,830	\$31,499
Snow and Ice Control	\$53,291	\$109,100	(\$55,809)	\$419,530	\$155,531
Emulsion Treated Roads Mtce	\$0	\$0	\$0	\$21,370	\$0
Gravel Road Mtce	(\$1,826)	\$1,600	(\$3,426)	\$77,460	\$0
Back Lane Mtce	\$0	\$0	\$0	\$25,560	\$1,300
Dust Control	\$0	\$0	\$0	\$29,320	\$0
Transportation Equipment	\$66,092	\$70,930	(\$4,838)	(\$264,170)	(\$28,000)
Traffic Signals	\$1,869	\$8,170	(\$6,301)	\$48,230	\$4,648
Traffic Signs	\$6,484	\$3,670	\$2,814	\$23,450	\$0
Sidewalk Mtce	\$1,425	\$0	\$1,425	\$80,270	\$205
Ditch Mowing	\$74	\$0	\$74	\$36,500	\$0
Winter Sidewalks	\$3,832	\$7,630	(\$3,798)	\$23,640	\$1,820





	ACTUAL	YTD BUD	VARIANCE	ANNUAL	PRIOR YEAR
Airport	\$486	\$6,030	(\$5,544)	\$2,550	\$2,558
Christmas Decorations	\$3,740	\$5,770	(\$2,030)	\$19,900	\$3,847
<b>TOTAL TRANSPORTATION</b>	<b>\$269,952</b>	<b>\$362,850</b>	<b>(\$92,899)</b>	<b>\$3,346,780</b>	<b>\$160,955</b>
<b>Utilities</b>					
Utility Administration	(\$468,127)	(\$474,640)	\$6,513	(\$1,495,490)	(\$466,140)
Water Main Mtce	\$23,542	\$34,820	(\$11,278)	\$328,010	\$64,999
Water Distribution Facility	\$40,393	\$41,480	(\$1,087)	\$197,750	\$35,611
Water Meter Reading & Billing	\$78,449	\$33,670	\$44,779	\$252,550	\$32,548
Sewer Mains	\$10,647	\$8,780	\$1,867	\$213,190	\$19,199
Lagoon	\$4,034	\$10,100	(\$6,066)	\$328,850	\$8,024
Lift Stations	\$30,540	\$36,380	(\$5,840)	\$192,390	\$25,898
<b>TOTAL UTILITIES</b>	<b>(\$280,522)</b>	<b>(\$309,410)</b>	<b>\$28,888</b>	<b>\$17,250</b>	<b>(\$279,861)</b>
<b>Land Development</b>					
Land Development	\$0	(\$50,300)	\$50,300	(\$291,800)	\$0
<b>TOTAL LAND DEVELOPMENT</b>	<b>\$0</b>	<b>(\$50,300)</b>	<b>\$50,300</b>	<b>(\$291,800)</b>	<b>\$0</b>
<b>SUM OF OPERATIONS</b>	<b>(\$1,427,114)</b>	<b>\$867,840</b>	<b>(\$2,294,954)</b>	<b>(\$2,093,350)</b>	<b>\$705,737</b>
<b>Capital</b>					
Protective Services Capital	(\$3,471)	\$0	(\$3,471)	\$0	\$20,494
Leisure Services Capital	\$116,784	\$0	\$116,784	\$0	\$0
Public Health Capital	\$25,000	\$0	\$25,000	\$0	\$0
Transportation Capital	\$0	\$0	\$0	\$0	\$278,236
Utilities Capital	\$50,811	\$0	\$50,811	\$0	\$0
<b>TOTAL CAPITAL EXPENDITURES</b>	<b>\$189,124</b>	<b>\$0</b>	<b>\$189,124</b>	<b>\$0</b>	<b>\$298,730</b>

## January 2024 Payment Listing

Date	Payment Number	Vendor Name	Amount Paid
2024-01-02	Pre-Authorized	Chamber of Commerce - Group Benefit Plan	\$23,331.47
2024-01-02	Pre-Authorized	Elavon	\$888.84
2024-01-03	EFT03496	Direct Drive Taxi	\$4,495.68
2024-01-03	Payroll	Canadian Payroll Summary Batch	\$8,862.60
2024-01-04	EFT03654	BMO MasterCard	\$23,914.74
2024-01-04	Payroll	Canadian Payroll Summary Batch	\$108,342.37
2024-01-05	43043	Animal Health Clinic of Humbol	\$188.70
2024-01-05	43044	Bolt Cleaners	\$2,331.00
2024-01-05	43045	Kevin Bowes	\$100.00
2024-01-05	43046	Calico Gymnastics Club	\$1,000.00
2024-01-05	43047	Canadian Red Cross Atlantic Zo	\$102.50
2024-01-05	43048	Entrust Developments LTD.	\$17,760.00
2024-01-05	43049	Arlo Haire	\$954.00
2024-01-05	43050	Humboldt Ball Development Boar	\$6,500.00
2024-01-05	43051	Lesley Jellicoe	\$68.25
2024-01-05	43052	Yolande Krueger	\$1,575.00
2024-01-05	43053	Nixon Electrical Services Ltd	\$414.49
2024-01-05	43054	Petty Cash - Library	\$96.45
2024-01-05	43055	Schenn`s Farm Supply	\$44.40
2024-01-05	43056	SGI	\$222.00
2024-01-05	43057	Sobeys Humboldt	\$188.28
2024-01-05	EFT03497	ABC Fire & Safety Equipment Lt	\$172.05
2024-01-05	EFT03498	Pamela Adam	\$12.20
2024-01-05	EFT03499	Brockman Enterprises Ltd.	\$123,162.20
2024-01-05	EFT03500	Canadian Linen & Uniform Servi	\$161.83
2024-01-05	EFT03501	Cleartech Industries Inc.	\$665.03
2024-01-05	EFT03502	Coca-Cola Canada Bottling Limi	\$2,192.83
2024-01-05	EFT03503	HBI Office Plus Inc.	\$39.21
2024-01-05	EFT03504	Hergott Electric Ltd.	\$543.32
2024-01-05	EFT03505	Humboldt Co-op	\$653.87
2024-01-05	EFT03506	Humboldt Golf Club	\$100,000.00
2024-01-05	EFT03507	Mike Kwasnica	\$126.09
2024-01-05	EFT03508	Lo-Cost Propane	\$133.20
2024-01-05	EFT03509	Office Experts	\$99.86
2024-01-05	EFT03510	Pleasureway Sales	\$1,512.13
2024-01-05	EFT03511	Pratts Wholesale Ltd.	\$1,226.68
2024-01-05	EFT03512	REACT Waste Management	\$14.00
2024-01-05	EFT03513	Ricoh Canada Inc.	\$5,625.18
2024-01-05	EFT03514	Saskatchewan Health Authority	\$69.00
2024-01-05	EFT03515	SecurTek	\$179.65
2024-01-05	EFT03516	S & R Vac	\$315.00
2024-01-05	EFT03517	Toshiba Business Solutions	\$417.40
2024-01-05	EFT03518	Van Houtte Coffee Services Inc	\$797.52
2024-01-05	EFT03519	Vinyl Expressions	\$7,268.48

2024-01-05	Pre-Authorized	Royal Bank	\$911.09
2024-01-09	1223 EPT RETURN	Ministry of Finance	\$61,444.28
2024-01-09	EFT03520	Greater Saskatoon Catholic Sch	\$72,078.25
2024-01-18	43058	Weber & Gasper Barristers & So	\$673,807.07
2024-01-18	Payroll	Canadian Payroll Summary Batch	\$102,722.79
2024-01-19	43059	Aon Reed Stenhouse Inc.	\$504.56
2024-01-19	43060	Danish Oven Limited	\$223.25
2024-01-19	43061	Ivanna Duek	\$75.00
2024-01-19	43062	Arden Dust	\$850.00
2024-01-19	43063	Entrust Developments LTD.	\$2,711.10
2024-01-19	43064	Friends of the Museum	\$687.00
2024-01-19	43065	Humboldt Music Festival Associ	\$1,000.00
2024-01-19	43066	Humboldt Florist (1998) Ltd.	\$399.60
2024-01-19	43067	Michelle Niekamp	\$158.00
2024-01-19	43068	Northland Recreation Supply	\$63,846.71
2024-01-19	43069	NorthEastNow	\$210.00
2024-01-19	43070	Olynick Water & Sewer Ltd.	\$588.30
2024-01-19	43071	Petty Cash - Leisure Services	\$72.35
2024-01-19	43072	Minister of Finance	\$2,756.13
2024-01-19	43073	Pro Service Mechanical Ltd.	\$17,127.30
2024-01-19	43074	Schenn`s Farm Supply	\$11.10
2024-01-19	43075	The Stew	\$85.00
2024-01-19	43076	CLASSEN DEAN & GISELE	\$346.30
2024-01-19	43077	NADROWSKI MARY	\$43.33
2024-01-19	43078	HERGOTT CAMERON	\$204.14
2024-01-19	43079	Vipond Fire Protection	\$1,863.75
2024-01-19	43080	Animal Health Clinic of Humbol	\$94.35
2024-01-19	43081	Humboldt & District Fire Prote	\$7,172.59
2024-01-19	43082	National Trust for Canada	\$158.00
2024-01-19	43083	Noratek Solutions Inc.	\$4,543.40
2024-01-19	43084	SUMA	\$9,515.60
2024-01-19	43086	Schenn`s Farm Supply	\$229.77
2024-01-19	EFT03521	Access 2000 Elevator & Lift	\$510.92
2024-01-19	EFT03522	ALS Canada Ltd.	\$224.81
2024-01-19	EFT03523	Big Hill Services Ltd	\$3,132.00
2024-01-19	EFT03524	Brockman Enterprises Ltd.	\$1,474.20
2024-01-19	EFT03525	Brodart Canada Company	\$3,514.48
2024-01-19	EFT03526	Canadian Linen & Uniform Servi	\$219.24
2024-01-19	EFT03527	Coca-Cola Canada Bottling Limi	\$1,207.01
2024-01-19	EFT03528	Complete Distribution Services	\$603.75
2024-01-19	EFT03529	Golden West Broadcasting Ltd.	\$2,726.85
2024-01-19	EFT03530	Grain Bags Canada	\$99.20
2024-01-19	EFT03531	HBI Office Plus Inc.	\$745.18
2024-01-19	EFT03532	Hergott Electric Ltd.	\$4,142.43
2024-01-19	EFT03533	Humboldt Co-op	\$635.57
2024-01-19	EFT03534	Humboldt Home Hardware	\$13,463.34
2024-01-19	EFT03535	Humboldt Lumber Mart	\$2,274.24

2024-01-19 EFT03536	ISL Engineering & Land Service	\$42,999.08
2024-01-19 EFT03537	Lo-Cost Propane	\$1,193.18
2024-01-19 EFT03538	Canadian Tire 638 Humboldt	\$829.45
2024-01-19 EFT03539	Millsap Fuel Distributors Ltd.	\$6,087.36
2024-01-19 EFT03540	Municode Services Ltd.	\$3,451.97
2024-01-19 EFT03541	Nelson Granite Limited	\$2,501.63
2024-01-19 EFT03542	Pleasureway Sales	\$959.75
2024-01-19 EFT03543	Prairie Meats	\$779.64
2024-01-19 EFT03544	Pratts Wholesale Ltd.	\$1,964.49
2024-01-19 EFT03545	Purolator Courier Ltd.	\$75.29
2024-01-19 EFT03546	Rawlco Radio Ltd.	\$1,653.75
2024-01-19 EFT03547	REACT Waste Management	\$33,923.43
2024-01-19 EFT03548	Ricoh Canada Inc.	\$3,876.69
2024-01-19 EFT03549	SaskWater	\$133,550.89
2024-01-19 EFT03550	Saskatchewan Research Council	\$184.28
2024-01-19 EFT03551	Minster of Finance	\$23,169.30
2024-01-19 EFT03552	SASKATOON MEDIA GROUP	\$525.00
2024-01-19 EFT03553	S & R Vac	\$231.00
2024-01-19 EFT03554	Stevenson Industrial Refrigera	\$1,494.01
2024-01-19 EFT03555	Toshiba Business Solutions	\$158.98
2024-01-19 EFT03556	Wheelers Wholesale Ltd.	\$1,726.49
2024-01-25 EFT03557	Discovery Ford Sales Ltd.	\$62,858.19
2024-01-26 43113	BERRN Consulting	\$337.05
2024-01-26 43114	BGE Indoor Air Quality Solutio	\$641.50
2024-01-26 43115	Bolt Cleaners	\$1,864.80
2024-01-26 43116	Canadian Assoc. of Municipal A	\$582.75
2024-01-26 43117	Canadian Museums Association	\$195.00
2024-01-26 43118	Danish Oven Limited	\$118.75
2024-01-26 43119	Exact Fencing LTD.	\$35,183.10
2024-01-26 43120	Sharon Fox	\$92.74
2024-01-26 43121	Harlan Fairbanks	\$597.15
2024-01-26 43122	Humboldt Fire Extinguisher	\$401.27
2024-01-26 43123	Imaginit Technologies	\$4,156.95
2024-01-26 43124	Kate Meeks Lucychyn	\$284.88
2024-01-26 43125	Moonrose Holistics & Beauty	\$100.00
2024-01-26 43126	MSL Traffic and Instrumentatio	\$4,162.50
2024-01-26 43127	Nixon Electrical Services Ltd	\$5,999.60
2024-01-26 43128	Olynick Water & Sewer Ltd.	\$960.15
2024-01-26 43129	Petty Cash - Library	\$91.25
2024-01-26 43130	Humboldt Prairie Pure Water	\$174.00
2024-01-26 43131	Production Lighting Ltd.	\$246.95
2024-01-26 43132	Receiver General of Canada	\$228,471.20
2024-01-26 43133	Saskatchewan Parks and Recreat	\$1,045.00
2024-01-26 43134	SUMA	\$42.00
2024-01-26 43135	James & Lois Sawatsky	\$50,000.00
2024-01-26 43136	Shine Media Group	\$420.00
2024-01-26 43137	Sobeys Humboldt	\$379.85

2024-01-26 43138	TK Elevator (Canada) Limited	\$1,012.89
2024-01-26 EFT03558	Acklands Grainger	\$124.84
2024-01-26 EFT03559	Michael Behiel	\$100.00
2024-01-26 EFT03560	Brockman Enterprises Ltd.	\$41,869.48
2024-01-26 EFT03561	Canadian Linen & Uniform Servi	\$326.32
2024-01-26 EFT03562	Catterall & Wright	\$344,742.97
2024-01-26 EFT03563	Coca-Cola Canada Bottling Limi	\$1,254.29
2024-01-26 EFT03564	Crosby Hanna & Associates	\$2,478.00
2024-01-26 EFT03565	DanWheels Ltd.	\$19.69
2024-01-26 EFT03566	Discovery Ford Sales Ltd.	\$105.00
2024-01-26 EFT03567	Jennifer Fitzpatrick	\$183.08
2024-01-26 EFT03568	Flocor	\$33,224.21
2024-01-26 EFT03569	Graphic Ad	\$1,187.20
2024-01-26 EFT03570	Grain Bags Canada	\$195.14
2024-01-26 EFT03571	Gregg Distributors LP	\$1,434.61
2024-01-26 EFT03572	Chris Harrow	\$38.84
2024-01-26 EFT03573	HBI Office Plus Inc.	\$553.66
2024-01-26 EFT03574	Hergott Electric Ltd.	\$6,632.32
2024-01-26 EFT03575	Hergott Farm Equipment Ltd.	\$100.16
2024-01-26 EFT03576	Hi-Tech Welding, Machining & F	\$33.30
2024-01-26 EFT03577	ISL Engineering & Land Service	\$5,222.96
2024-01-26 EFT03578	Jay's Transporation Group Ltd.	\$194.24
2024-01-26 EFT03579	Municipal Employees Pension Pl	\$1,410.80
2024-01-26 EFT03580	Old Dutch Foods Ltd.	\$101.56
2024-01-26 EFT03581	Pleasureway Sales	\$376.00
2024-01-26 EFT03582	Pitnew Bowes of Canada Ltd.	\$31,500.00
2024-01-26 EFT03583	Prairie Meats	\$1,246.18
2024-01-26 EFT03584	Pratts Wholesale Ltd.	\$1,297.67
2024-01-26 EFT03585	Purolator Courier Ltd.	\$25.26
2024-01-26 EFT03586	REACT Waste Management	\$165,907.50
2024-01-26 EFT03587	Redhead Equipment	\$315.80
2024-01-26 EFT03588	Saskatchewan Research Council	\$637.10
2024-01-26 EFT03589	Saskatchewan Health Authority	\$69.00
2024-01-26 EFT03590	SecurTek	\$266.40
2024-01-26 EFT03591	Stevenson Industrial Refrigera	\$1,854.15
2024-01-26 EFT03592	Strueby Plumbing & Heating	\$3,551.63
2024-01-26 EFT03593	Success Office Systems	\$111.00
2024-01-26 EFT03594	Toshiba Business Solutions	\$345.70
2024-01-26 EFT03595	Van Houtte Coffee Services Inc	\$282.61
2024-01-26 EFT03596	Wolseley Canada Inc.	\$159.40
2024-01-30 PST 1223	Minister of Finance	\$3,095.63
2024-01-31 Pre-Authorized	First Data	\$162.03
2024-01-31 Pre-Authorized	Moneris	\$921.74
2024-01-31 SK POWER 31-12-23	SaskPower	\$53,557.42

## February 2024 Payment Listing

Date	Payment Number	Vendor Name	Amount Paid
2024-02-01	43139	Aon Reed Stenhouse Inc.	\$218,701.00
2024-02-01	43140	Danish Oven Limited	\$133.00
2024-02-01	43141	CentralSquare Canada Software	\$3,204.60
2024-02-01	43142	Entandem	\$4,616.38
2024-02-01	43143	Frontline Outfitters	\$920.55
2024-02-01	43144	Lanigan Creek-Dellwood Brook W	\$7,395.07
2024-02-01	43145	Noratek Solutions Inc.	\$10,772.55
2024-02-01	43146	Receiver General of Canada	\$143,997.00
2024-02-01	43147	Saskatchewan Building Official	\$335.00
2024-02-01	43149	Saskatchewan Trails Associatio	\$100.00
2024-02-01	43150	Saskatchewan Abilities Council	\$138.75
2024-02-01	43151	KUNZ BRETT & WILLCOX KATHRYN	\$24.70
2024-02-01	43152	ZHU BEN HAN & JIANG XIU QING	\$39.56
2024-02-01	43153	ENGELE CURT	\$179.74
2024-02-01	43154	IGE BAMIDELE & ABIDEMI	\$20.35
2024-02-01	43155	The F.I.R.M. Inc.	\$816.90
2024-02-01	Jan-24	Chambers of Commerce Group Ins	\$23,722.13
2024-02-01	EFT03597	Pamela Adam	\$12.20
2024-02-01	EFT03598	Canadian Linen & Uniform Servi	\$73.08
2024-02-01	EFT03599	DanWheels Ltd.	\$19.69
2024-02-01	EFT03600	Joe Day	\$77.67
2024-02-01	EFT03601	Direct Drive Taxi	\$4,553.43
2024-02-01	EFT03602	D & M Fire Safety Systems	\$0.01
2024-02-01	EFT03603	Earthworks Equipment Corp.	\$12,180.38
2024-02-01	EFT03604	Grain Bags Canada	\$453.75
2024-02-01	EFT03605	Municipal Employees Pension Pl	\$26,195.04
2024-02-01	EFT03606	Office Experts	\$46.56
2024-02-01	EFT03607	Pattison Agriculture	\$100.00
2024-02-01	EFT03608	Pleasureway Sales	\$2,960.19
2024-02-01	EFT03609	Pratts Wholesale Ltd.	\$3,521.79
2024-02-01	EFT03610	Devin Prieston	\$128.28
2024-02-01	EFT03611	Purolator Courier Ltd.	\$76.89
2024-02-01	EFT03612	Rocky Mountain Phoenix	\$88.80
2024-02-01	EFT03613	RPC Science & Engineering	\$378.35
2024-02-01	EFT03614	Stevenson Industrial Refrigera	\$2,877.85
2024-02-01	EFT03615	Toshiba Business Solutions	\$415.91
2024-02-01	EFT03616	Wilco Contractors Southwest In	\$0.01
2024-02-01	Payroll	Canadian Payroll Summary Batch	\$110,660.15
2024-02-01	Pre-Authorized	Elavon	\$975.19
2024-02-02	Payroll	Canadian Payroll Summary Batch	\$21,054.19
2024-02-05	BMO CC 311223	BMO MasterCard	\$23,211.96
2024-02-06	43156	3-D Drafting & Design	\$6,798.75
2024-02-06	43157	Alpha Automation Ltd.	\$602.18
2024-02-06	43158	Danish Oven Limited	\$52.25

2024-02-06 43159	Rachael Johnson	\$171.49
2024-02-06 43160	Jennifer Korte	\$85.75
2024-02-06 43161	Mike Ligtermoet	\$250.00
2024-02-06 43162	Ministry of Finance	\$5,813.27
2024-02-06 43163	Olynick Water & Sewer Ltd.	\$271.95
2024-02-06 43164	Michelle Peletier	\$100.00
2024-02-06 43165	R. Benders Painting Ltd.	\$333.00
2024-02-06 43166	S.A.M.A	\$75,868.00
2024-02-06 43167	Saskatchewan Association of So	\$300.00
2024-02-06 43168	Schenn`s Farm Supply	\$22.20
2024-02-06 43169	DUEKER DARYL & BEVERLY	\$84.95
2024-02-06 43170	LAKE MARSHA	\$86.15
2024-02-06 43171	PATEL PARTH & BHUVSUR NIRJA	\$159.27
2024-02-06 43172	BIWER CAROLINE	\$94.14
2024-02-06 43173	WUQWATR	\$603.00
2024-02-06 Jan-24	Ministry of Finance	\$47,435.70
2024-02-06 EFT03617	Accu-Sharp	\$303.03
2024-02-06 EFT03618	Michael Behiel	\$100.00
2024-02-06 EFT03619	Brockman Enterprises Ltd.	\$288.00
2024-02-06 EFT03620	Canadian Linen & Uniform Servi	\$88.75
2024-02-06 EFT03621	Centrix Control Solutions LP	\$1,545.12
2024-02-06 EFT03623	Cleartech Industries Inc.	\$565.40
2024-02-06 EFT03624	Coca-Cola Canada Bottling Limi	\$1,706.50
2024-02-06 EFT03625	Colony Chevrolet GMC Buick Ltd	\$307.51
2024-02-06 EFT03626	Discovery Ford Sales Ltd.	\$142.45
2024-02-06 EFT03627	Earthworks Equipment Corp.	\$992.38
2024-02-06 EFT03628	Greater Saskatoon Catholic Sch	\$60,021.66
2024-02-06 EFT03629	Gregg Distributors LP	\$799.80
2024-02-06 EFT03630	HBI Office Plus Inc.	\$368.39
2024-02-06 EFT03631	Hergott Electric Ltd.	\$32.99
2024-02-06 EFT03632	KMK Sales Ltd.	\$334.74
2024-02-06 EFT03633	Lancaster Aviation Fuels	\$7,358.11
2024-02-06 EFT03634	NAPA Auto Parts - Watson	\$90.66
2024-02-06 EFT03635	Office Experts	\$107.85
2024-02-06 EFT03636	Old Dutch Foods Ltd.	\$152.21
2024-02-06 EFT03637	Prairie Meats	\$1,067.84
2024-02-06 EFT03638	Pratts Wholesale Ltd.	\$784.58
2024-02-06 EFT03639	Purolator Courier Ltd.	\$80.43
2024-02-06 EFT03640	Quality Tire Service, Humboldt	\$153.77
2024-02-06 EFT03641	Redhead Equipment	\$818.26
2024-02-06 EFT03642	Saskatchewan Research Council	\$613.46
2024-02-06 EFT03643	SENDR	\$112.69
2024-02-06 EFT03644	Shine Media Group	\$0.01
2024-02-06 EFT03645	Strueby Plumbing & Heating	\$253.64
2024-02-06 EFT03646	Toshiba Business Solutions	\$48.73
2024-02-06 EFT03647	Troy Life & Fire Safety Ltd.	\$0.01
2024-02-06 EFT03648	TWA - Head Office 00	\$54.33

2024-02-06	EFT03649	Van Houtte Coffee Services Inc	\$529.69
2024-02-06	EFT03650	Vipond Fire Protection	\$0.01
2024-02-06	EFT03651	Wapiti Regional Library	\$0.01
2024-02-06	EFT03652	Wheeler's Wholesale Ltd.	\$1,830.80
2024-02-06	EFT03653	Wolseley Canada Inc.	\$1,132.20
2024-02-07	Pre-Authorized	Royal Bank	\$872.40
2024-02-14	43174	Custom Hardware Distributors L	\$1,649.85
2024-02-14	43176	Ed & Elaine Drachenberg	\$100.00
2024-02-14	43177	Harlan Fairbanks	\$115.55
2024-02-14	43178	Neighbourly Pharmacy	\$100.00
2024-02-14	43179	SGI	\$222.00
2024-02-14	43180	The Stew	\$70.00
2024-02-14	43181	HENDERSON KEVIN	\$123.65
2024-02-14	43182	MUELLER FRANCES	\$94.80
2024-02-14	43183	BULAKH OLEKSANDER & MARYNA	\$250.00
2024-02-14	43184	Weber & Gasper Barristers & So	\$421.84
2024-02-14	EFT03655	3-D Drafting & Design	\$0.01
2024-02-14	EFT03656	Canadian Linen & Uniform Servi	\$73.08
2024-02-14	EFT03657	Coca-Cola Canada Bottling Limi	\$476.44
2024-02-14	EFT03658	HBI Office Plus Inc.	\$167.98
2024-02-14	EFT03659	Hergott Electric Ltd.	\$1,384.97
2024-02-14	EFT03660	Humboldt Lumber Mart	\$928.65
2024-02-14	EFT03661	Humboldt Golf Club	\$50.00
2024-02-14	EFT03662	Russel Klitch	\$105.55
2024-02-14	EFT03663	Municode Services Ltd.	\$1,749.18
2024-02-14	EFT03664	Noratek Solutions Inc.	\$0.01
2024-02-14	EFT03665	Office Experts	\$35.48
2024-02-14	EFT03666	Prairie Meats	\$858.84
2024-02-14	EFT03667	Pratts Wholesale Ltd.	\$834.19
2024-02-14	EFT03668	SaskPower	\$0.01
2024-02-14	EFT03669	Shine Media Group	\$1,155.00
2024-02-14	EFT03670	S & R Vac	\$1,099.80
2024-02-14	EFT03671	Success Office Systems	\$157.28
2024-02-14	EFT03672	Toshiba Business Solutions	\$294.68
2024-02-15	Payroll	Canadian Payroll Summary Batch	\$111,709.40
2024-02-20	43185	AltaWest Group Ltd	\$1,575.00
2024-02-20	43186	Eddys All In Services	\$143.10
2024-02-20	43187	EOS 2030 Ltd.	\$7,843.50
2024-02-20	43188	Eternity Studios	\$353.85
2024-02-20	43189	Taylor Fraser	\$68.00
2024-02-20	43190	Harlan Fairbanks	\$175.01
2024-02-20	43191	Humboldt & District Chamber of	\$105.00
2024-02-20	43192	Humboldt Broncos U9	\$319.50
2024-02-20	43193	Industrial Fluid Consultants	\$919.08
2024-02-20	43194	MNM Plumbing & Heating Ltd.	\$26,640.00
2024-02-20	43195	MRF Geosystems Corporation	\$2,992.50
2024-02-20	43196	NorthEastNow	\$262.50



2024-02-20 43197	Pinter & Associates	\$4,305.00
2024-02-20 43198	Pro Service Mechanical Ltd.	\$11,716.37
2024-02-20 43199	RAM Manufacturing Ltd.	\$6,205.46
2024-02-20 43200	SUMA	\$3,465.00
2024-02-20 43201	Saskatchewan Economic Developm	\$519.75
2024-02-20 43202	Saskatchewan Safety Council	\$330.00
2024-02-20 43203	Seventy-Seven Signs Ltd.	\$2,057.94
2024-02-20 43204	The Stew	\$35.00
2024-02-20 43205	Richard Widdifield	\$553.00
2024-02-20 EFT03673	Acklands Grainger	\$141.89
2024-02-20 EFT03674	Auto Ethics Enterprises LTD	\$814.31
2024-02-20 EFT03675	Brockman Enterprises Ltd.	\$4,055.40
2024-02-20 EFT03676	Canadian Linen & Uniform Servi	\$73.08
2024-02-20 EFT03677	Coca-Cola Canada Bottling Limi	\$3,069.01
2024-02-20 EFT03678	Golden West Broadcasting Ltd.	\$1,818.60
2024-02-20 EFT03679	Grain Bags Canada	\$58.23
2024-02-20 EFT03680	Hergott Electric Ltd.	\$5,977.00
2024-02-20 EFT03681	Humboldt Co-op	\$637.70
2024-02-20 EFT03682	Lo-Cost Propane	\$1,182.72
2024-02-20 EFT03683	Millsap Fuel Distributors Ltd.	\$302.45
2024-02-20 EFT03684	Office Experts	\$260.03
2024-02-20 EFT03685	Old Dutch Foods Ltd.	\$265.10
2024-02-20 EFT03686	Pleasureway Sales	\$2,508.29
2024-02-20 EFT03687	Prairie Meats	\$766.68
2024-02-20 EFT03688	Pratts Wholesale Ltd.	\$1,672.47
2024-02-20 EFT03689	Purolator Courier Ltd.	\$33.95
2024-02-20 EFT03690	Rawlco Radio Ltd.	\$1,470.00
2024-02-20 EFT03691	REACT Waste Management	\$2,451.51
2024-02-20 EFT03692	SaskWater	\$205,477.97
2024-02-20 EFT03693	Saskatchewan Research Council	\$135.45
2024-02-20 EFT03694	Saskatchewan Health Authority	\$46.00
2024-02-20 EFT03695	Strueby Plumbing & Heating	\$114.89
2024-02-20 EFT03696	Success Office Systems	\$102.71
2024-02-20 EFT03697	Toshiba Business Solutions	\$45.02
2024-02-20 EFT03698	Van Houtte Coffee Services Inc	\$440.83
2024-02-20 EFT03699	Your Dollar Store With More	\$39.96
2024-02-21 EFT03700	Complete Distribution Services	\$2,856.84
2024-02-23 SKEnergy Jan 2024	SaskEnergy	\$24,534.81
2024-02-28 43206	Beaudry, Norman	\$250.00
2024-02-28 43207	CentralSquare Canada Software	\$30,079.35
2024-02-28 43208	Eddys All In Services	\$330.19
2024-02-28 43209	Ecol Electric Corp	\$203.84
2024-02-28 43210	Carrie Ann Hradecki	\$136.00
2024-02-28 43211	Humboldt Girls Softball	\$332.00
2024-02-28 43212	Lung., Patricia	\$184.72
2024-02-28 43214	Olynick Water & Sewer Ltd.	\$688.20
2024-02-28 43215	Jenalyn Rosario	\$478.05

2024-02-28 43216	IRELAND CHRISTOPHER	\$158.57
2024-02-28 43217	Jamie Tilley	\$49.35
2024-02-28 43218	Triod Supply	\$865.80
2024-02-28 43219	Western Heritage	\$3,990.00
2024-02-28 EFT03701	1st Stop Auto Parts & Industri	\$770.07
2024-02-28 EFT03702	Access 2000 Elevator & Lift	\$285.14
2024-02-28 EFT03703	Alpha Automation Ltd.	\$0.01
2024-02-28 EFT03704	Canadian Linen & Uniform Servi	\$251.91
2024-02-28 EFT03705	DanWheels Ltd.	\$19.69
2024-02-28 EFT03706	Enercon Water Treatment Ltd.	\$4,472.16
2024-02-28 EFT03707	Flocor	\$15,634.02
2024-02-28 EFT03708	Graphic Ad	\$427.35
2024-02-28 EFT03709	Gregg Distributors LP	\$2,712.48
2024-02-28 EFT03710	HBI Office Plus Inc.	\$209.00
2024-02-28 EFT03711	Humboldt Home Hardware	\$4,625.05
2024-02-28 EFT03712	Jay's Transporation Group Ltd.	\$178.84
2024-02-28 EFT03713	Canadian Tire 638 Humboldt	\$419.84
2024-02-28 EFT03714	Millsap Fuel Distributors Ltd.	\$13,507.45
2024-02-28 EFT03715	Nelson Granite Limited	\$44.10
2024-02-28 EFT03716	Office Experts	\$35.89
2024-02-28 EFT03717	Old Dutch Foods Ltd.	\$142.51
2024-02-28 EFT03718	Prairie Meats	\$1,052.31
2024-02-28 EFT03719	Pratts Wholesale Ltd.	\$2,425.64
2024-02-28 EFT03720	Redhead Equipment	\$469.87
2024-02-28 EFT03721	Saskatchewan Research Council	\$579.60
2024-02-28 EFT03722	Saskatchewan Health Authority	\$23.00
2024-02-28 EFT03723	Sea Hawk Specialized Truck Ser	\$939.36
2024-02-28 EFT03724	Stevenson Industrial Refrigera	\$1,607.51
2024-02-28 EFT03725	Success Office Systems	\$355.07
2024-02-28 EFT03726	Wapiti Regional Library	\$69,198.51
2024-02-28 EFT03728	Move Mobility	\$25,000.00
2024-02-29 EFT03729	Direct Drive Taxi	\$4,553.43
2024-02-29 Payroll	Canadian Payroll Summary Batch	\$104,603.37
2024-02-29 Pre-Authorized	First Data	\$59.73
2024-02-29 Pre-Authorized	Moneris	\$421.79
2024-02-29 SK POWER 0124	SaskPower	\$54,991.32



## CITY OF HUMBOLDT REPORT

**TITLE:** Cultural Services Report  
**PREPARED BY:** Jennifer Fitzpatrick, Director of Cultural Services  
**REVIEWED BY:** Joe Day, City Manager  
**PREPARED FOR:** City Council Executive Committee  
**DATE:** March 11, 2024

### RECOMMENDATION

That this report be accepted for information and filed.

### CURRENT SITUATION

#### 1. Museum

- Exhibits –The feature exhibit for February was *Surface all the way through* by artist Arianna Richardson with themes of recycling, sponsored by the Humboldt Area Arts Council through OSAC.
- Mural - Artist Richard Widdifield presented an informative talk about his process of creating the *Saskatchewan Centennial Mural*. His work on the project began in Humboldt in 1989 and he noted that he is so pleased that the mural has come back to Humboldt, where he feels it naturally belongs.
- *Cabinet of Curiosities III* was created and installed by the Humboldt Public School Special Interest Group of students from grades 6 and 7. The students were at the museum for three sessions to discuss how exhibits are created and tour “behind the scenes”, select artifacts from the collection, and create the exhibit.
- The exhibit *Clubs and Organizations* was installed this month for Archives Week and opened on Feb. 6. The exhibit consists of posters, programs and photographs of different clubs and organizations in Humboldt & District. A digital photo frame was set up to play the slideshow that was created for the Open House and put on our YouTube channel. Outfits from the Waldsee Tanzkreis Group and a Girl Guide uniform are on display.
- Programs – The school programs this month focused on re-using materials. The students worked on a weaving project made from scrap fabric. Thanks to our volunteers who put together their work into a patchwork rag rug that is three feet by four feet in size!
- Puzzle making – Ed Drachenburg shared his knowledge and skill with participants in a puzzle making workshop this month.
- Easter Egg Scavenger Hunt - Two youth volunteers created our new Easter Egg hunt for the month of March, with the draw for the prize of an Easter Basket and gift cards courtesy of the Friends of the Museum and Gallery.
- Research – Volunteers continue to come in regularly to undertake projects in the archives, this month focusing on the Humboldt Journals, and the Town Minute books. We are working with the Sports Hall of Fame on an exhibit about their inductees.
- Maintenance – Museum staff completed the oiling of the tower clock gears as part of the new maintenance schedule.

## 2. Gallery

- Exhibits - *Forever and Remembered* exhibits were dismantled at the end of February.
- *Contemplative Art Glass: Finding the Stories Within* was the feature exhibit on the second floor until the end of February. The St. Peter's College Fine Art Department exhibit of student works will be installed in early March.
- *They didn't know we were seeds* by Carol Wylie is the feature exhibit for March. The inspiration for the project of 18 large portraits began in 2016 when Carol listened to a Holocaust survivor speak about his experiences in a death camp during the Saskatoon Holocaust Memorial service. To honour the stories and memories, she began a series of portraits. Carol added Residential School survivors to the project as she started drawing comparisons between the experiences of each. Please join us on March 9 to hear from Carol about this powerful exhibit.
- National Day for the Elimination of Racism – We are partnering with Prairie Central District to bring anti-racism educator and spoken word artist Khodi Dill to Humboldt to mark this day on March 21. We are also creating a public input wall for folks to comment and ask questions about racism in the area that will provide data for Khodi's talk.
- Artists Submissions - The Curatorial Collective of artists held a meeting to adjudicate the artist proposals for exhibitions. Of the four submissions, one was declined and three were accepted for exhibits in 2027. Artists contracts for these exhibitions are in development.
- Programs – *Inspired by the Land* was held on February 17. This event was "Part II" to the day of land-based learning that happened on October 10th, 2023 at the Original Humboldt site with Elder Gilbert Kewistep and his son Myron Neapetung. Some of those gathered that day were artists and were invited to spend the intervening months working on a creative project inspired by Gilbert and Myron's teachings and the sights and sounds of the land. *Inspired by the Land* invited the public to join us as Bonnie Conly, Elaina Adams, Becky Zimmer, Zyg Kondzielewski, Cristine Andrew Stuckel and Michelle LaFayette shared the projects that they had been working on. These works and possibly more, as some of the artists were unable to attend, will be shown at the Gallery in an exhibit taking place in September and October.
- Writers Night - The second Local Writers Night of 2024 featured 7 local writers: Jennifer Brooks, Bernadette Greuel, Cheryl Harmsworth, Brent Fitzpatrick, Becky Zimmer, Sheila Moormann and Shaun Futoransky. The Youth Writers Night is set for March 6.
- Maintenance – The heater exchanger on the roof top furnace is being replaced soon.

## 3. Water Tower

- The tower was rented one morning this month by a film student from the University of Regina to take some footage for a film that will be released on the Festival circuit this fall.
- Staff continue to check the tower on a weekly basis.

## 4. Original Humboldt

- The committee met this month to review the 2023 operations and plan for 2024, including the archaeological fieldschools and development of a Treaty 6 storyline.

- Thanks to the committee’s fundraising through grants, donations, sponsorship and land rental, they were able to cover all the expenses at the site, and put funds in to their reserve fund for future development and maintenance of the site.

**5. Public Art**

**6. Administration**

- Governance – The Board is conducting research in relation to the Benchmarking study and will present the annual report to Council at the March 25 meeting.
- Relationship Building and Reconciliation through Living Heritage Program – The follow up survey on Reconciliation will be open to the public for three weeks this month.
- HR – The postings for the summer student positions has gone out. The Director’s Performance Appraisal was completed this month. The Director has accepted the nomination and is now the Vice President of Heritage Saskatchewan, following the AGM.
- HR Development - All staff, plus a few board and City Council members participated in the Cultural Humility Training provided by the Aboriginal Friendship Centres (AFC) of Saskatchewan. Staff from other departments also attended the training. We are thankful to the AFC for offering this training at no cost. A third session is being offered to community groups in March.
- Engagement levels for the first two months of February 2024 were 1,289 people, which is down slightly from 2023 for the same period which was 1,538 people.
- Thanks to our volunteers who contributed 125.5 hours of their time in January.

**Upcoming Events and Programs**

March 6	6:30 pm, Gallery	Youth Writers Night
March 9	1:30 pm, Gallery	Opening Reception – <i>They Didn’t Know we were seeds</i> exhibit
March 16	1:30 pm, Gallery	Pysanky demonstration
March 21	7 pm, Gallery	Khodi Dill–International Day- Elimination of Racial Discrimination
March 22	7 pm, Museum	Trivia Night! \$20 per team
March 23	1:30 pm, Gallery	Pysanky workshop - \$20 per person

**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 residents of the area who share their talent with the community through programs at our sites.

Welcoming and Connected – Partnering with organization to discuss racism at the community level is an important aspect of creating a welcoming community.



## 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:** March 11, 2024

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### 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 February 12, 2024.

### CURRENT SITUATION

1. Communications has implemented a new dynamic software tool to the City’s website that displays Humboldt’s demographics and local market data backed with visualizations that are aesthetically attractive. The tool highlights what makes Humboldt appealing to investors and new residents. The main data source is Statistics Canada, profiling economic, residential, and dwelling indicators. It is anticipated to make our local market data easily explorable and visually striking. Market data is foundational to economic development, making this an important tool. The tool is interactive, very easy to use and will allow site selectors and other audiences to quickly get the information that matters to them most. Graphically, the tool adds a polished and professional look and feel to our site and will save staff time in gathering statistics for marketing purposes not only for our website, but in other marketing efforts.
2. Communications has launched the new e-permitting portal on the City’s website allowing developers, builders, and homeowners to apply for permits on-line. The benefits of e-permitting include improved transparency, significant process optimization, increased efficiency, accuracy, and consistency.

### OPTIONS

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

### ATTACHMENTS

1. None



#### **COMMUNICATION AND ENGAGEMENT**

Marketing campaigns conducted/underway:

1. Properties For Sale
2. Tax Incentives

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.

## CITY OF HUMBOLDT REPORT

**TITLE:** CLS Director’s Report – March 2024  
**PREPARED BY:** Michael Ulriksen, Director of Community and Leisure Services  
**REVIEWED BY:** Joe Day, City Manager  
**PREPARED FOR:** Executive Committee  
**DATE:** March 11, 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. **Field Users** – Administration met with the ball groups to discuss the upcoming season, including the use of the diamonds, maintenance, washroom/concession facility, and curling rink usage. The groups are set to begin using the curling rink for practices at the end of March, shortly after the curling rink ice plant is turned off following the last curling event on March 17<sup>th</sup>.
  - b. **Campground** – We have informed the Golf Club that we will not be renewing an operation agreement with them in 2024 for the campground. Administration is finalizing a plan to relocate full time staff from City Hall down to the Information building at the campground as a permanent office space. This will support the operations of the campground during the camping season, while other CLS department staff will support operations within the budget approved for 2024.
  - c. **OHS Committee Meeting** – was rescheduled from March 6<sup>th</sup> to March 14<sup>th</sup> due to staff training conflicts.
  - d. **Bleachers** – the Humboldt Vintage Club has asked to utilize and store the old Centennial Park bleachers that are currently being stored out at the airport. The department is reached out to inform the club that they are welcome to utilize the bleachers in their current state, as the department has no current or anticipated future use of the bleachers. The bleachers are currently in need of some maintenance to the framing and seats.



- e. **Boulevards** – Administration met with Sarah McInnis, Executive Director of the Humboldt & District Chamber of Commerce to discuss the downtown BID boulevards. The CLS Department completed a trial project on the boulevard on Hwy 20 from 4<sup>th</sup> Ave to 3<sup>rd</sup> Ave, removing all grass and materials below sidewalk level and replacing them with compacted gravel material. Further discussions will determine if the pilot project resulted in a finished product that is acceptable to all parties or if we need to explore alternative options for that location and the remaining boulevards on both side of Hwy 20 from 5<sup>th</sup> Avenue to 2<sup>nd</sup> Avenue.
  - f. **Outdoor Rink** – Administration is working on an agreement with the Humboldt Broncos Memorial Golf Tournament on the naming rights for the outdoor rink. We expect a report to come back to Executive Committee for review in April.
  - g. **Custodial** – The downtown custodial is being handled on an interim basis by a third-party cleaner – Humboldt Janitorial. This trial period is in response to shifting in-scope personnel within the CLS department. We will be assessing the quality and value of work to determine if third party support is a viable long-term solution.
  - h. **Seasonal Job Postings** – the CLS Department will be working with the HR coordinator on summer job postings during the month of March. Fortunately, we have a large number of returning seasonal staff, which will reduce the training load at the end of April. We anticipate having to hire 2-4 additional staff members given the increased budget allocation for 2024 in the parks, as well as the additional work load for the campground.
  - i. **2023 Concessions** – I wanted to make special note regarding the work done by the Concessions Manager and her team throughout the 2023 calendar year in the concession. Decisions made by the Concessions Manager, including the discouragement of outside food and beverages, led to a 33% increase in concession sales. Furthermore, concession revenue increases were able to offset a 20% increase in staffing costs and significant increase in food supply costs.
2. Project Planning and Partnerships
- a. **NA**
3. Upcoming Events
- a. Remaining Bronco Regular Season Games – Mar 15,16
  - b. Bronco First Round Playoff Games – Mar 22, 23, 29 (if needed) & Apr 2 (if needed)
  - c. March 20-22 – Builder’s Conference
  - d. March 22-23 – SK Trappers Association Conference
  - e. April 1-5 – Lifesaving Society National Lifeguard Award Course
  - f. April 5 – Humboldt Sports Hall of Fame Banquet
  - g. April 17-21 – OnStage Dance Festival

- h. April 22-25 – SPRA Training Symposium
- i. May 3-5 – A-List Dance Academy Recital
- j. May 8 & 9 – Safe Communities Party Program
- k. May 24-26 – Impact Dance Academy Recital
- l. May 31 – T1D Dine & Dash Fundraiser Supper (in the EPA)
- m. May 31-June 2 – T1D 4x4x48 Ultramarathon

## **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 months of March and April will be extremely busy within the Uniplex, as events ramp up again this year and the hockey season winds down. Staff will be busy juggling a number of priorities as also prepare for the upcoming spring outdoor work and a number of projects.



## CITY OF HUMBOLDT REPORT

**TITLE:** Public Works Director Report for March 2024  
**PREPARED BY:** Peter Bergquist, A.Sc.T; Public Works and Utilities Director  
**REVIEWED BY:** Joe Day, City Manager  
**PREPARED FOR:** Executive Committee  
**DATE:** March 11, 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

On February 25th, then again on March 2nd, heavy snowfall events with blowing winds accumulated snow within the city. This has led to plowing and hauling proceeding as usual. At this point in time staff are not anticipating the costs to be a concern for the annual budget.

The past month staff focus on snow/ice, work orders, sewer jetting, sewer inspections, lift station inspections, equipment maintenance/repair, additional water meter replacements, general training as well as cultural training.

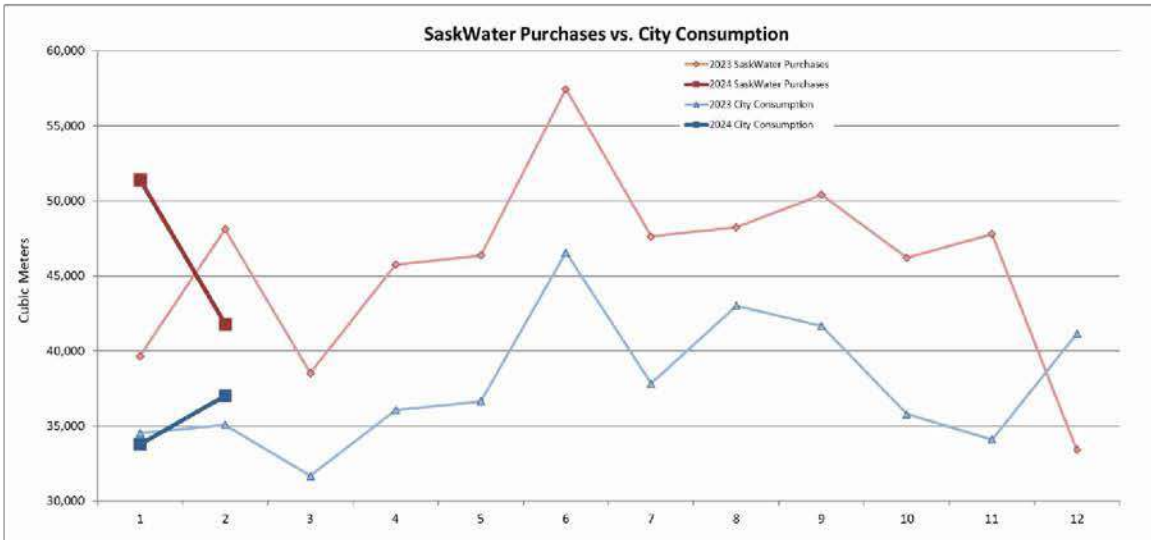
Wastewater Treatment Facility Project - Staff will be sending out brochure information to the public very shortly through mailbox inserts to provide a brief highlight of the project. The brochure is intended to direct people to the websites as information is updated. A short video presentation will also be available online describing the project. As the project is gaining momentum, further discussions with the RM's, residents near the project, consultant and contractor will or are occurring.

Lift Stations 1 and 4 rehabilitations will be tendered in March. Results will be brought to council for decision and award.

**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-Feb	69,629 m3	87,773 m3	-18,144 m3	-\$69,063	-20.7%
2024 – Jan-Feb	70,781 m3	93,218 m3	-22,437 m3	-\$85,401	-24.1%



**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:** 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:** March 11, 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	8%
Lift 1 Retrofits (WWTP Project)	Pumps, Electrical, Generator, etc. 2M	5%
Lift 4 Retrofits (WWTP Project)	Pumps, Electrical, Generator, etc. 2M	5%
Carl Schenn Dry Pond Construction	Excavation, Piping & Landscaping – 1.618M	80%
12 <sup>th</sup> Avenue – Stebbings Cres. To 21 <sup>st</sup> St.	Road Reconstruction and Paving – 568k	5%
12 <sup>th</sup> Avenue – 21 <sup>st</sup> St to Peck Road	Basic Gravel Road – 112k (2023 carry-over)	90%
11 <sup>th</sup> St – 6 <sup>th</sup> Avenue to 8 <sup>th</sup> Avenue	Concrete patching, curbing and paving – 357k	5%
4 <sup>th</sup> St – 8 <sup>th</sup> Ave to Ogilvie Ave	Mill and Pave – 196.3k	5%
12 <sup>th</sup> Street – 3 <sup>rd</sup> Ave to 4 <sup>th</sup> Ave	Concrete patching, curbing and paving – 149.1k	5%
3 <sup>rd</sup> Ave – 11 <sup>th</sup> St to 16 <sup>th</sup> St	Storm, curb, and road repairs – 81.4k	5%



4 <sup>th</sup> Ave – Lane W of 10 <sup>th</sup> St to 14 <sup>th</sup> St	Storm, curb, road reconstruction and paving – 566.9k	8%
6 <sup>th</sup> Ave Storm Sewer Outfall – 2 <sup>nd</sup> St to Drainage Channel	Storm pipe, culverts, drainage channel improvements – 670.5k (POSTPONED until grant received as per council budget meeting.)	0%
Bruce Street Area	Conceptual Drainage Planning – 30k (2023 carry-over)	40%
Airport	Regional Long-Term Feasibility Plan (new)	20%
Asphalt Patching & Repairs	Various water break, frost heave locations, MH levelling, AC Repairs – 274k	2%
Seasonal Decorations	Remaining Replacement Lights – 12k	30%
Various Locations	Street and curb painting – 20k	0%
	DL10 Special Emulsion – 16k	0%
	Gravelling of Roads – 26k	5%
	Back Lane Maintenance – 10k	0%
	Dust Control Applications – 28k	0%
	General Concrete Repl. – 75k	0%
	Sewer Camera, Flushing & Repair – 74k	0%
	Storm Flush/Camera/Repair – 76k	0%
	Water Main Flushing Prog. - Internal	0%
	Water Mains Operations and Maintenance Activities & Repairs – 115k	5%
	Curb Stop Repairs – 10k	0%
	Water Meters & Replacements – 80k	30%
	Lift Station Cleaning – 32k	0%
Lift Station Supplies/Repairs – 17.5k	10%	
Contract Generator Testing – 12k	0%	
Pothole Patching – 19.7k	0%	
Ditch Mowing & Lagoon Mowing	0%	



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



## CITY OF HUMBOLDT REPORT

**TITLE:** Streetfest Closure Request

**PREPARED BY:** Peter Bergquist, Public Works and Utilities Director

**REVIEWED BY:** Joe Day, City Manager

**PREPARED FOR:** Executive Committee

**DATE:** March 11, 2024

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### RECOMMENDATION

To approve the requested Streetfest special event closure for August 23<sup>rd</sup> and 24<sup>th</sup>, 2024 on Main Street from the south side of 8<sup>th</sup> Avenue (Hwy 5) to the north side of 6<sup>th</sup> Avenue.

### BACKGROUND

A request was made to close Main Street from 6<sup>th</sup> Avenue to 8<sup>th</sup> Avenue (Hwy 5). The request was discussed at the February 26<sup>th</sup> City Council and referred to the Public Works Department for review.

The city Public Works Department controls the temporary closure of highways 20 and 5 through the city under the Urban Highway Connector Program (UHCP). The Ministry of Highways is notified as part of the Temporary Traffic Control Plan Process. As this is a special event and not a construction activity, approval from City Council is required for this event.

### CURRENT SITUATION

A current map is attached to this report notes the closure being requested. All Main Street public vehicular access to businesses or their parking lots would be blocked off during this event. The area would be used primarily for pedestrian activities.

7<sup>th</sup> Avenue and Main Street intersection - would be blocked off on the east and west sides of Main Street near the closest alley. Access to the alleys, parking lots and street parking would continue to be allowed.

6<sup>th</sup> Avenue and Main Street intersection - Regular traffic would remain open to east, west and to the south.

5<sup>th</sup> Avenue and Main Street intersection - Would remain fully open, however heavy trucks and dangerous goods traffic would need to detour around the event. Using 5<sup>th</sup> Avenue,

they would be required to use Peck Road or 2<sup>nd</sup> Street.

4<sup>th</sup> Avenue and Main Street - On the south side of the tracks, there is a high likelihood that 10<sup>th</sup> Street to 14<sup>th</sup> Street will be closed for roadwork around this time.

Main Street is an important corridor that is used for local and visiting traffic that shop downtown as well as pass through to other destinations. This corridor is also a heavy truck and dangerous goods route through the city. It is ideal to always keep this corridor open in best interest of the motoring public; however, the special event can be safely accommodated as has been done in the past. Heavy trucks and dangerous goods would need to be detoured to Peck Road or 2<sup>nd</sup> Street then to 5<sup>th</sup> Avenue which reconnects with Main Street. This setup would require additional detour signs and communications for the 2-day event.

Requirements for the closure would include:

- 5m wide access points to all areas of the event for emergency services - HFD
- Emergency Plan – HFD
- Satisfactory Temporary Traffic Control Plan – PW
- Satisfactory signs/barricades – PW
- Trained traffic control persons to place and remove them – PW

Many of the above services can be provided by City personnel as per the Custom Work Rates Policy #6070.

## **OPTIONS**

1. Approve the recommendation as presented.
2. Not approve of the recommendation as presented.
3. Change the recommendation for Council Consideration.

## **COMMUNICATION AND ENGAGEMENT**

At the time of this report, there is nothing scheduled to conflict with this event in the City's Event Calendar or the Discover Humboldt Community Events Calendar.

The decision will be communicated to the Humboldt Downtown Business Improvement District.

## **FINANCIAL IMPLICATION**

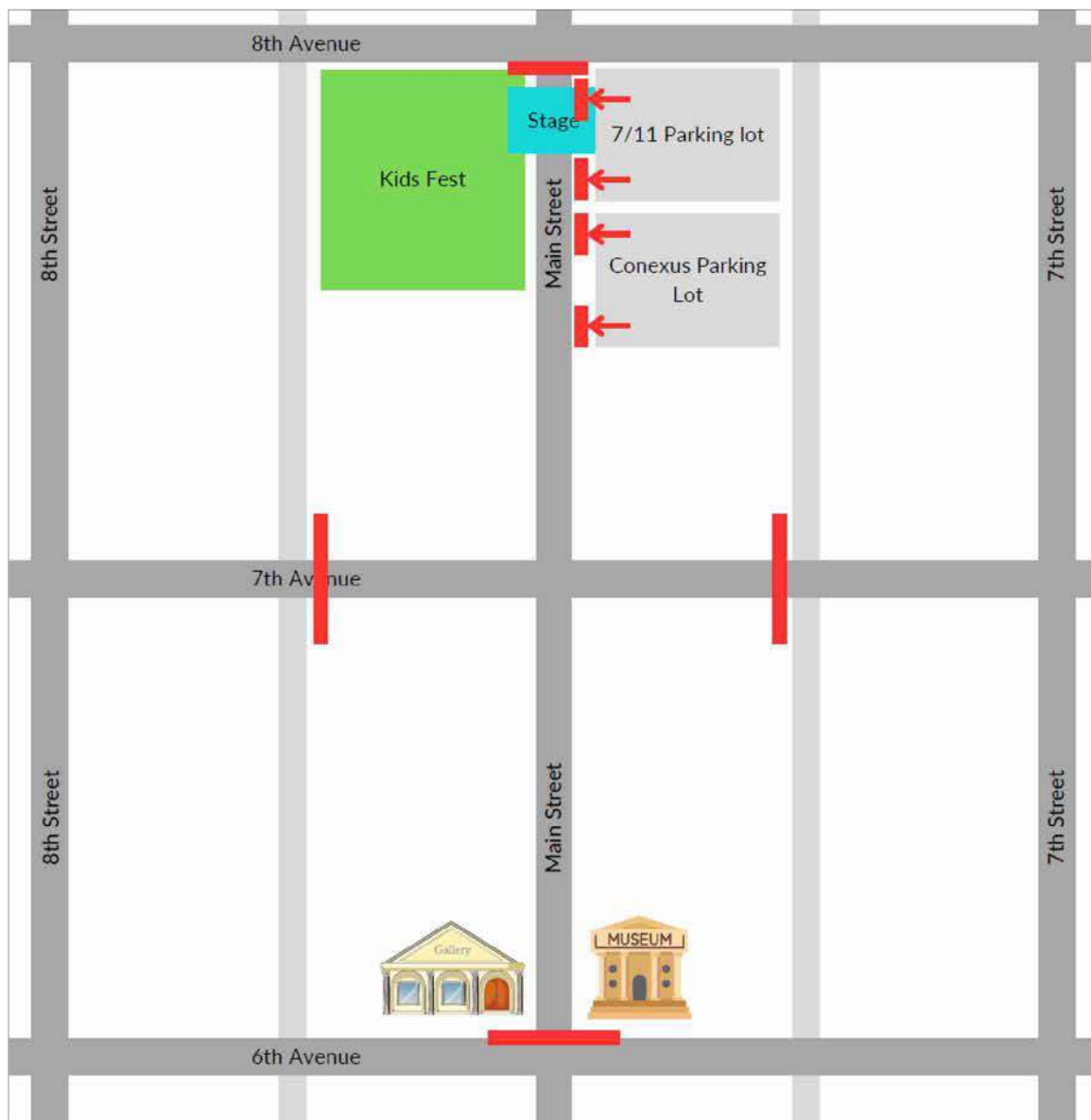
The temporary traffic control costs are estimated at \$2,092 plus taxes for the planning, setup, take down and rental of the signs/barricades for the 2-day event. These estimates

have been communicated to the BID along with estimated costs for the staging supplied by the Community and Leisure Services Department. These service costs can be invoiced to the group unless otherwise decided by Council.

**CONCLUSION**

The event can safely be set up and accommodated if Council approves this closure for the Streetfest special event.

**ATTACHMENTS**



**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:** March 11, 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**

#	Project	Status	2024 Remaining Budget	Actual (YTD)
1	Library Solarium	Planning	TBD	-
2	North Hospital – Toboggan Hill	Planning	\$36,850	-
3	North Hospital – Off-Leash Dog Park	Planning		
4a	Outdoor Rink & Multi-Sport Court	Con – 80%	TBD	-
4b	Washroom & Concession Facility	Con – 85%		-
5	Bill Brecht Playground Development	Con – 70%	\$18,075	-
6	St. Augustine Cemetery Columbarium Units	Con – 60%	\$30,000	-

1. Administration has signed an agreement with Canadian Factory Direct Sunrooms. The City has provided the deposit and expects manufacturing to begin soon and installation is still scheduled for mid-June.

4b. Significant progress has been made on the washroom/concession, with interior framing nearing completion and all utilities run throughout the building. Insulating the facility is the next step and the final finishes on the inside will occur. Still on pace for spring access for ball season.

**B. 2024 Operational Projects**

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

**C. 2024 Fleet**

#	Project	Status	Project Budget	Actual (YTD)
1	Maintenance Service Van (L110)	Procuring	\$58,000	\$65,031
2	Parks General Use (L120)	Planning	\$58,000	-
3	Parks UTV (L252)	Planning	\$42,000	-

1. The purchase price exceeded the project budget, including \$5,000 for a service van shelving package for the Ford Transit van which will allow us to store and transport a larger quantity of tools and supplies and reduce load/unload time and require less trips to shop and hardware stores to complete projects. We still have to sell the existing vehicle, which we anticipate will exceed our estimated sale price and reduce the net over budget amount.

**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				

**FINANCIAL IMPLICATION**

There is no anticipated financial impact of the recommended action.

**CONCLUSION**

As is normal with this time of year, administration is working on planning and procuring, with the majority of the work to take place once the weather improves. Planning and procuring for the 2024 operational projects will see the most movement during the month of March.