



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

- 1 **Call To Order**
- 2 **Adopt Agenda**
  - 2.1 Conflict of Interest
- 3 **Delegations**
- 4 **Correspondence**
- 5 **Reports From Administration**
  - 5.1 Director of Protective Services Report
    - 📎 Report - Director of Protective Services
  - 5.2 City Controller's Report
    - 📎 Report - City Controller
  - 5.3 Director of Cultural Services Report
    - 📎 Report - Director of Cultural Services
  - 5.4 Marketing & Development Manager's Report
    - 📎 Report - Marketing & Development Manager
  - 5.5 Director of Leisure Services Report
    - 📎 Report - Director of Leisure Services
  - 5.6 Director of Public Works Report
    - 📎 Report - Director of Public Works
- 6 **New Business**
  - 6.1 Recommendation - Director of Leisure Services - 2024 Municipal Election
    - 📎 Report - 2024 Municipal Election
  - 6.2 Recommendation - Director of Public Works - Airport Funding Model Update
    - 📎 Report - Airport Funding Model Update
  - 6.3 Recommendation - Director of Public Works - Water Ridge Paving Options
    - 📎 Report - Water Ridge Paving Options
  - 6.4 Recommendation - Planning Coordinator - Discretionary Use - Dwelling Group 373 6th Ave
    - 📎 Report Discretionary Use - Dwelling Group 373 6th Ave
  - 6.5 Recommendation - Interim City Clerk - Downtown Street Closure Request
    - 📎 Report - Downtown Street Closure Request
  - 6.6 Recommendation - Director of Leisure Services - Project Tracking Report
    - 📎 Report - CLS Project Tracking Report

- 7**        **Committee of the Whole**
- 7.1      Authority
- 7.2      Present in the Committee of the Whole
- 7.5      Revert
  
- 8**        **Enquiries**
  
- 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:** Jace Porten, City Controller  
**PREPARED FOR:** Executive Committee  
**DATE:** July 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 June 2024.

### CURRENT SITUATION

Notable information and updates:

#### 1. Fire Department

- In City Area:
  - 4 - Fire alarm responses.
- Weekend Standbys:
  - 5 Weekend Standby's – There was one call during this time
  - Fireworks Standby
  - Parade Traffic control
- Fire Department Practice:
  - SCBA review, Drone Operations
  - Scenarios
- HDFPA Area
  - 1 – Single vehicle rollover
  - Investigation of electrical burning smell
  - Truck hit powerline with box up
- Conducted 30 Fire inspections in June.

#### 2. Emergency Measures Operations

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

### 3. Occupational Health and Safety

- Safety Orientation for 1 CoH Employee-Mechanic, 2 Subcontractors
  - Safety Orientation at Lagoon-Contech
  - OHC Committee Meeting June 5<sup>th</sup>
  - Developed OHC Checklist & Terms of Reference
  - Corrective Action Plan-Audit
  - Developing and Revising Safe Work Procedures
  - Site Visits/Audits/Discussions
- 
- Safety Orientations for Employees and Contractors
  - Developing Onboarding Checklist for each Department
  - Audit- Corrective Action Plan Items
  - City Reporter-Health and Safety-Developing Forms

### 4. Planning Department

We issued 8 permits in the month of June:

- 1 New Single-Family Home
- 1 Mobile Home Move-In
- 1 Seacan Move-In
- 1 Commercial Renovation
- 3 Accessory Uses
  - 1 Detached Garage, 1 Attached Garage, 1 Deck
- 1 Change of Use (Development Permit Only)

#### INSPECTIONS COMPLETED

There were 24 inspections completed in the month of June:

- 24 Class 1 Inspections

Municode did not complete any inspections in June, but the following were completed that were not included in the last Executive Committee Report (Inspections completed May 28):

- Municode – 13 Class 2 and 3 Inspections

#### DEVELOPMENT UPDATES

- Kickoff meeting held with contractor for Offsite Levy review

- Combination of e-permitting and streamlined permitting process has decreased time to issue permits

## **OPTIONS**

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

## **ATTACHMENTS**

RCMP Report for June.

CSO Report for June.

## **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

July 3, 2024

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

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

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

Reported incidents are down this month (103) as compared to last month (112), and down from June 2023 (221). Traffic charges are same this month (16) as last month (16) and down from June 2023 (74). This accounts for a large portion of the decrease.

There were (6) reported False Alarms this month. This is down from last month (10), and same as June 2023 (6).

The Battle of the Bulls and Living Skies Music Festival was held on June 14 and 15. We prepared well in advance to ensure sufficient resources were on shift over this weekend. We are glad to say there were no reported incidents at both events.

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 101.

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 JUNE 2024**

	<b>DATE</b>	<b>HOURS</b>	<b>LOCATION</b>	<b>OVERTIME</b>	<b>ATTENDED</b>
<b>1</b>	<b>2024-06-02</b>	<b>13:36</b>	<b>Hwy # 5 East – Hergott Farm Equipment</b>	<b>N</b>	<b>Y</b>
<b>2</b>	<b>2024-06-11</b>	<b>11:30</b>	<b>740 Main Street – 7 Eleven</b>	<b>N</b>	<b>Y</b>
<b>3</b>	<b>2024-06-12</b>	<b>17:40</b>	<b>2311 8 Avenue – Affinity Credit Union</b>	<b>N</b>	<b>Y</b>
<b>4</b>	<b>2024-06-16</b>	<b>13:11</b>	<b>16 Platzer Drive</b>	<b>N</b>	<b>Y</b>
<b>5</b>	<b>2024-06-28</b>	<b>01:50</b>	<b>534 Bruce Street – Misty Gardens</b>	<b>N</b>	<b>N</b>
<b>6</b>	<b>2024-06-29</b>	<b>18:21</b>	<b>615 17 Street – Humboldt Collegiate</b>	<b>N</b>	<b>N</b>

## HUMBOLDT CITY DETACHMENT

### POLICING STATISTICS

### MONTH OF JUNE 2024

HUMBOLDT MUNICIPAL 2023	HUMBOLDT MUNICIPAL 2024	OFFENCE CATEGORY
4	4	MVA's (Fatal/injury/Property Damage)
74	16	Traffic Offences (Charges Laid)
20	8	Traffic Offences (No Charges Laid)
2	0	Traffic Offences (Criminal Code)
7	2	Impaired Operation of Motor Vehicle
0	0	Dangerous Driving (Criminal Code)
21	18	Provincial Statues
1	1	Municipal Bylaws
4	4	Other Criminal Code/Federal
1	0	Offensive Weapons
0	0	Drug Trafficking
0	1	Drug Possession
2	0	Sexual Offences
5	4	Robbery/Extortion/Harassments/Threats
6	4	Assaults
7	8	Theft Under \$5,000/Possess Stolen Prop.
1	0	Theft Over \$5,000/Theft of motor vehicle
14	7	Mischief
1	0	Frauds
2	4	Break, Enter and Theft
6	6	False Alarms
24	16	Other (Susp vehicle, animal calls, missing person, wellbeing check)
<b>221</b>	<b>103</b>	<b>Total Calls</b>





**CITY OF HUMBOLDT REPORT**

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

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**RECOMMENDATION**

That this report be accepted for information and filed.

**BACKGROUND**

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

**CURRENT SITUATION**

June brought about several yard and building inspections that brought about orders. There were 8 yard orders and one building order issued for the month of June. Three expired and one resulted in City intervention. The CSO participated in a car seat clinic, partnered with Knight Archer Insurance where a handful of car seats were inspected and reinstalled properly. Many complaints have been coming in regarding water ridge, the CSO has increased patrols in the area and has pulled over several vehicles in the area. One being issued a summary offence for driving across the median and through the ditches.

The CSO addressed the following violations/concerns:

Traffic/Parking Bylaw Infractions	<ul style="list-style-type: none"> <li>• 2 Bylaw tickets were issued</li> </ul>
Traffic Safety Act	<ul style="list-style-type: none"> <li>• 15 traffic stops completed</li> <li>• 6 Written/Verbal Warnings, or Inspection Notices were issued.</li> <li>• 3 – 209 (6)(b) Fail to stop at a rail crossing</li> <li>• 2 – 241.1(2) Holding, Viewing, Using or manipulating an electronic device</li> <li>• 1 – 209 (8) – Proceed before safe</li> <li>• 1 – 199 (1)(b) – Exceed posted speed limit</li> <li>• 1 – 299(2) – Illegally cross median</li> <li>• 1 – 38 (1) – Fail to comply with license endorsement or restriction</li> <li>• Total amount of Summary offence fines is \$2,672</li> </ul>

Property Maintenance	• 13 Yard concerns
Animal Control	• 2 complaints addressed
RCMP Assists	• 0 Current cases

**OPTIONS**

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

**ATTACHMENTS**

None.

**COMMUNICATION AND ENGAGEMENT**

The CSO has begun issuing orders for property maintenance and nuisance bylaws. Several door knockers have been put out as well.

**FINANCIAL IMPLICATION**

N/A

**CONCLUSION**

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



## CITY OF HUMBOLDT REPORT

**TITLE:** City Controller’s Report – Budget to Actual  
**PREPARED BY:** Jace Porten, City Controller  
**REVIEWED BY:** Jace Porten, City Controller  
**PREPARED FOR:** Executive Committee  
**DATE:**

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### RECOMMENDATION

That this report be accepted for information and filed.

### BACKGROUND

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

### CURRENT SITUATION

#### Corporate Services

In May 2023, Corporate Services in-scope staff started a trial period of flex scheduling to give staff the option of working flexible hours to benefit work-life balance. The program has proved to be successful, and management and staff have signed letters of understanding to continue to the end of the year with the plan to continue annually. The reduced hours from the flex scheduling allow Corporate Services to hire a temporary, full-time Administrative Clerk, within the budgeted costs, to cover the absences created by the permanent staff.

The current contract for Direct Drive Taxi/David Wanhella to operate the Mobility Van expires at the end of August. Administration will bring a recommendation to a future meeting to extend the contract for another year while the future mobility van/transit services are reviewed.

#### Budget to Actual

The attached report shows the revenues and expenditures for the first six months of 2024. Some variances exist due to timing of allocated budget, and when the expenses or revenues are recorded with variances greater than \$15,000 listed below.

Cost Centre	Variance	Explanation
<b>Taxation and Grants - Property Taxes</b>	<b>(56,063)</b>	<b>The favourable position of this cost centre is due to a slightly higher than budgeted levy.</b>
Taxations and Grants – Grants	(3,131,725)	This variance is caused by the “unbudgeted” ICIP grants for the Wastewater Treatment Facility and the Carl Schenn Storm Pond projects totalling \$2.7 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	(89,796)	The flex scheduling of in scope staff and a staffing absence have caused the bulk of this favourable variance, this cost centre is anticipated to be closer to budget as the year progresses if staffing levels return to normal. Professional Services has been favourable at this point in the year.
<b>Administration – Elected Officials</b>	<b>17,050</b>	<b>The unfavourable position of this cost centre is due to greater than anticipated travel and membership fees.</b>
Fire and Building Inspections – Fire Protection Administration	(22,629)	A portion of insurance for the fleet was incorrectly budgeted in Fire Protection and not the Fire Fleet. The error was caught when the expenses were recognized. This could cause a favourable variance through year-end.
Planning and Development – Planning and Development	(33,625)	The Planning Coordinator position has been budgeted as a full-time position but was filled part-time through the first few months of the year, 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 – Recreation Administration	(27,531)	Approximately half of this favourable variance is due to an unbudgeted donation and special event revenue being in a favourable position. Staffing costs are also favourable at this point in the year.
Leisure Services – Facilities Maintenance	(73,690)	Staffing vacancies through the early part of the year have created approximately half of this favourable variance. The unbudgeted FCM Energy Analysis grant is also contributing significantly to the current variance. It is anticipated to remain favourable throughout the year.
Leisure Services – Arena	(25,919)	Staffing vacancies and greater than anticipated income from rental fees have created this favourable variance, this cost centre should be closer to budget as the year progresses.

Leisure Services – Parks & Playgrounds	(86,858)	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.
<b>Leisure Services – Summer Sizzler</b>	<b>(20,004)</b>	<b>Given the recency of the events, Leisure Services has yet to receive and/or pay all the associated invoices leaving this cost centre in a favourable position which will revert to budget quickly.</b>
Cultural Services – Museum Services	(29,247)	The main contributor to this cost centre’s favourable position is an unexpected federal grant which will likely persist throughout the year. Wage expenses are also favourable.
<b>Transportation – Transportation Admin</b>	<b>(41,483)</b>	<b>Due to the receipt of unbudgeted granting from the Ministry of Highways and the Water Security Agency, this cost centre is in a favourable position.</b>
Transportation – Storm Water Infrastructure	29,287	The unfavourable position for this cost centre is due to more than anticipated hours being spent on the spring thawing of catch basins as well as the clearing of ditches to Humboldt Lake.
Transportation – Snow and Ice Control	(22,113)	Minimal heavy snow fall events through the early part of the year has Contracted Maintenance and Maintenance supply costs in a favourable position. This Cost Centre is weather dependent and may remain favourable through the year.
Transportation – Transportation Equipment	(43,512)	This Cost Centre has seen an increase in budget over the past couple years and to date minimal major maintenance events have this cost centre in a favourable position.
Utilities – Utility Administration	(63,665)	Staffing costs are in a favourable position at this point in the year as staff has been focusing their time elsewhere. Professional Services and Other Contractual Services are also in a favourable position.
<b>Utilities – Waer Distribution Facility</b>	<b>(25,480)</b>	<b>This cost centre is favourable due to staffing costs as staff have been spending time elsewhere.</b>
Utilities – Water Meter Reading & Billing	36,361	Staffing Costs are higher to date as staff has been focused on the replacement of failing water meters. The unbudgeted bulk purchase of water meters is also causing an unfavourable variance, the unused water metre will be brought into inventory at year-end. These purchases will make this Cost Centre to appear unfavourable through

		the year but will be adjusted as part of the year-end transactions.
Utilities – Lift Stations	(30,318)	The favourable variance is due to minimal maintenance expenditures to date.
Land Development – Land Development	(528,654)	A surge of recent land sales has this cost centre in a favourable position, this cost centre will be favourable throughout the year.

**COMMUNICATION AND ENGAGEMENT**

No external communications or engagement required.

**ATTACHMENTS**

- Budget to Actual Report ending June 30, 2024
- June 2024 Payment Listing
- BMO Statement ending June 15, 2024

**FINANCIAL IMPLICATION**

There are no direct financial implications of this report.

**CONCLUSION**

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



	ACTUAL	YTD BUD	VARIANCE	ANNUAL	PRIOR YEAR
<b>Tax and Grants In Lieu of Tax</b>					
Property Taxes	(8,457,003.00)	(8,400,940.00)	(56,063.00)	(8,396,840.00)	(7,987,283.00)
Grants	(4,517,375.00)	(1,385,650.00)	(3,131,725.00)	(3,621,860.00)	(970,464.00)
<b>TOTAL TAXES AND GIL</b>	<b>(12,974,378.00)</b>	<b>(9,786,590.00)</b>	<b>(3,187,788.00)</b>	<b>(12,018,700.00)</b>	<b>(8,957,747.00)</b>
<b>Administration</b>					
General Administration	203,544.00	293,340.00	(89,796.00)	554,620.00	243,342.00
Information Technology	63,591.00	77,640.00	(14,049.00)	123,640.00	69,849.00
City Manager's Office	119,192.00	119,440.00	(248.00)	219,020.00	120,098.00
Elected Officials	104,560.00	87,510.00	17,050.00	192,630.00	91,869.00
Other General Administration	609.00	1,700.00	(1,092.00)	33,950.00	(14,397.00)
<b>TOTAL ADMINISTRATION</b>	<b>491,496.00</b>	<b>579,630.00</b>	<b>(88,135.00)</b>	<b>1,123,860.00</b>	<b>510,761.00</b>
<b>Communications</b>					
Corporate Communications	101,612.00	112,740.00	(11,128.00)	225,200.00	84,590.00
<b>TOTAL COMMUNICATION AND DEV</b>	<b>101,612.00</b>	<b>112,740.00</b>	<b>(11,128.00)</b>	<b>225,200.00</b>	<b>84,590.00</b>
<b>Fire and Building Inspections</b>					
Fire Protection Administration	233,691.00	256,320.00	(22,629.00)	531,490.00	198,569.00
Fire Fleet and Equipment	(36,191.00)	(32,330.00)	(3,861.00)	(77,680.00)	(68,503.00)
Fire Hall Building	10,415.00	14,140.00	(3,725.00)	27,650.00	12,190.00
Building Inspection Services	5,221.00	8,150.00	(2,929.00)	2,510.00	(1,052.00)
<b>TOTAL FIRE AND BLDG INSP</b>	<b>213,136.00</b>	<b>246,280.00</b>	<b>(33,143.00)</b>	<b>483,970.00</b>	<b>141,204.00</b>
<b>Bylaw and Policing</b>					
Bylaw Enforcement	62,690.00	70,110.00	(7,420.00)	121,420.00	61,728.00
Animal Licensing & Control	(6,002.00)	(7,980.00)	1,978.00	(9,350.00)	(7,450.00)
Business Licensing	(72,950.00)	(80,000.00)	7,050.00	(90,000.00)	(79,760.00)
RCMP Policing	146,869.00	150,620.00	(3,751.00)	1,006,230.00	206,499.00
Other Protective Services	285.00	14,700.00	(14,415.00)	44,500.00	15,276.00
Health and Safety	40,139.00	43,890.00	(3,751.00)	81,800.00	40,013.00
<b>TOTAL BYLAW AND POLICING</b>	<b>171,031.00</b>	<b>191,340.00</b>	<b>(20,310.00)</b>	<b>1,154,600.00</b>	<b>236,306.00</b>
<b>Planning and Development</b>					
Economic Development	8,655.00	18,300.00	(9,645.00)	36,000.00	24,270.00
Planning and Development	31,365.00	64,990.00	(33,625.00)	129,440.00	26,919.00
Business Improvement District	0.00	0.00	0.00	0.00	(25,035.00)
<b>TOTAL PLANNING &amp; DEVELOPMENT</b>	<b>40,020.00</b>	<b>83,290.00</b>	<b>(43,270.00)</b>	<b>165,440.00</b>	<b>26,154.00</b>
<b>Leisure Services</b>					
General Recreation Administration	195,349.00	222,880.00	(27,531.00)	1,055,180.00	310,412.00
Lottery Grant	1,000.00	0.00	1,000.00	0.00	1,016.00
Leisure Pass Program	(40,351.00)	(33,180.00)	(7,171.00)	(71,050.00)	(36,305.00)
LED Sign	(3,223.00)	0.00	(3,223.00)	(3,500.00)	(1,636.00)
Facilities Maintenance	131,060.00	204,750.00	(73,690.00)	399,950.00	183,891.00
Arena	189,421.00	215,340.00	(25,919.00)	405,940.00	225,599.00
Fitness Centre	818.00	9,460.00	(8,642.00)	17,640.00	(685.00)
Community Centre	88,945.00	98,130.00	(9,185.00)	162,020.00	90,164.00
Curling Rink	6,942.00	20,830.00	(13,888.00)	64,740.00	9,014.00
Aquatic Centre	157,623.00	167,370.00	(9,747.00)	338,710.00	159,414.00
Concessions	(7,096.00)	4,930.00	(12,026.00)	0.00	(11,712.00)
Parks and Playgrounds	105,382.00	192,240.00	(86,858.00)	409,170.00	180,190.00
Spray Park	161.00	5,850.00	(5,689.00)	15,150.00	80.00
Community Gardens	137.00	260.00	(123.00)	800.00	(39.00)
Weed and Insect Control	167.00	7,790.00	(7,623.00)	17,550.00	1,940.00
Urban Beautification	0.00	4,000.00	(4,000.00)	8,000.00	323.00
Urban Forest	15,412.00	1,550.00	13,862.00	38,530.00	1,850.00



	ACTUAL	YTD BUD	VARIANCE	ANNUAL	PRIOR YEAR
Trail System	6,489.00	7,190.00	(701.00)	12,890.00	6,314.00
Historical Campground	3,243.00	4,150.00	(907.00)	16,000.00	755.00
Recreation Special Events	44,965.00	43,750.00	1,215.00	110,000.00	15,294.00
Summer Sizzler	1,996.00	22,000.00	(20,004.00)	0.00	12,326.00
Joint Use Administration	(14,162.00)	(2,300.00)	(11,862.00)	(7,000.00)	(4,322.00)
Leisure Services Fleet	(44,945.00)	(38,310.00)	(6,635.00)	(78,350.00)	(43,275.00)
<b>TOTAL LEISURE SERVICES</b>	<b>839,333.00</b>	<b>1,158,680.00</b>	<b>(319,349.00)</b>	<b>2,912,370.00</b>	<b>1,100,608.00</b>
<b>Library</b>					
Library Services	156,207.00	167,330.00	(11,123.00)	202,980.00	160,607.00
<b>TOTAL LIBRARY</b>	<b>156,207.00</b>	<b>167,330.00</b>	<b>(11,123.00)</b>	<b>202,980.00</b>	<b>160,607.00</b>
<b>Cultural Services</b>					
Museum Services	145,803.00	175,050.00	(29,247.00)	360,290.00	147,895.00
Museum Building	23,106.00	25,870.00	(2,764.00)	56,240.00	22,606.00
Merchants Bank - Gallery Building	26,379.00	27,130.00	(751.00)	45,600.00	21,830.00
Original Humboldt	(1,650.00)	1,000.00	(2,650.00)	0.00	(5,738.00)
Humboldt Public Art	(13.00)	4,240.00	(4,253.00)	8,000.00	90.00
Water Tower	(873.00)	890.00	(1,763.00)	140.00	(3,637.00)
<b>TOTAL CULTURAL SERVICES</b>	<b>192,752.00</b>	<b>234,180.00</b>	<b>(41,427.00)</b>	<b>470,270.00</b>	<b>183,046.00</b>
<b>Public Health</b>					
Waste Mangement	61,890.00	62,860.00	(970.00)	50,000.00	63,459.00
Cemetery Administration	(18,603.00)	(7,240.00)	(11,363.00)	(5,780.00)	(9,907.00)
Mobility Van	29,830.00	32,540.00	(2,710.00)	65,710.00	27,206.00
Transit Fleet	(3,283.00)	(2,520.00)	(763.00)	(5,000.00)	(3,400.00)
Other Public Health	0.00	0.00	0.00	9,500.00	0.00
<b>TOTAL PUBLIC HEALTH</b>	<b>69,834.00</b>	<b>85,640.00</b>	<b>(15,806.00)</b>	<b>114,430.00</b>	<b>77,358.00</b>
<b>Transportation</b>					
Transportation Admin	170,837.00	212,320.00	(41,483.00)	1,779,130.00	180,084.00
Street Lighting	50,270.00	64,830.00	(14,560.00)	158,140.00	73,566.00
Street Systems	94,757.00	115,690.00	(20,933.00)	447,840.00	87,768.00
Street Sweeping	26,704.00	25,230.00	1,474.00	53,100.00	28,898.00
Storm Water Infrastructure	117,477.00	88,190.00	29,287.00	230,130.00	(282,163.00)
Street and Curb Painting	10,728.00	8,000.00	2,728.00	20,000.00	17,110.00
Public Works Shop	56,798.00	61,160.00	(4,362.00)	114,830.00	116,768.00
Snow and Ice Control	188,847.00	210,960.00	(22,113.00)	419,530.00	224,322.00
EmulsionTreated Roads Mtce	3,396.00	6,320.00	(2,924.00)	21,370.00	92.00
Gravel Road Mtce	44,190.00	35,450.00	8,740.00	77,460.00	24,947.00
Back Lane Mtce	9,484.00	13,360.00	(3,876.00)	25,560.00	10,140.00
Dust Control	22,544.00	21,540.00	1,004.00	29,320.00	14,970.00
Transportation Equipment	(168,912.00)	(125,400.00)	(43,512.00)	(264,170.00)	(197,294.00)
Traffic Signals	7,038.00	23,980.00	(16,942.00)	48,230.00	25,207.00
Traffic Signs	10,238.00	11,650.00	(1,412.00)	23,450.00	6,307.00
Sidewalk Mtce	5,878.00	2,170.00	3,708.00	80,270.00	956.00
Ditch Mowing	14,093.00	17,430.00	(3,337.00)	36,500.00	13,426.00
Winter Sidewalks	5,870.00	13,650.00	(7,780.00)	23,640.00	4,543.00
Airport	10,363.00	9,460.00	903.00	2,550.00	8,454.00
Christmas Decorations	3,740.00	5,880.00	(2,140.00)	19,900.00	4,468.00
<b>TOTAL TRANSPORTATION</b>	<b>684,340.00</b>	<b>821,870.00</b>	<b>(137,530.00)</b>	<b>3,346,780.00</b>	<b>362,569.00</b>
<b>Utilities</b>					
Utility Administration	(1,186,005.00)	(1,122,340.00)	(63,665.00)	(1,495,490.00)	(1,115,638.00)
Water Main Mtce	144,164.00	151,900.00	(7,736.00)	328,010.00	192,237.00
Water Distribution Facility	74,360.00	99,840.00	(25,480.00)	197,750.00	78,238.00
Water Meter Reading & Billing	199,691.00	163,330.00	36,361.00	252,550.00	127,979.00
Sewer Mains	95,078.00	83,530.00	11,548.00	213,190.00	79,664.00
Lagoon	134,986.00	157,790.00	(22,804.00)	328,850.00	115,210.00





	ACTUAL	YTD BUD	VARIANCE	ANNUAL	PRIOR YEAR
Lift Stations	66,072.00	96,390.00	(30,318.00)	192,390.00	102,553.00
<b>TOTAL UTILITIES</b>	<b>(471,654.00)</b>	<b>(369,560.00)</b>	<b>(102,094.00)</b>	<b>17,250.00</b>	<b>(419,757.00)</b>
<b>Land Development</b>					
Land Development	(679,554.00)	(150,900.00)	(528,654.00)	(291,800.00)	(19,352.00)
<b>TOTAL LAND DEVELOPMENT</b>	<b>(679,554.00)</b>	<b>(150,900.00)</b>	<b>(528,654.00)</b>	<b>(291,800.00)</b>	<b>(19,352.00)</b>
<b>SUM OF OPERATIONS</b>	<b>(11,165,825.00)</b>	<b>(6,626,070.00)</b>	<b>(4,539,755.00)</b>	<b>(2,093,350.00)</b>	<b>(6,513,653.00)</b>
<b>Capital</b>					
Protective Services Capital	0.00	0.00	0.00	0.00	163,456.00
Leisure Services Capital	374,387.00	0.00	374,387.00	0.00	74,267.00
Cultural Services Capital	0.00	0.00	0.00	0.00	2,855.00
Public Health Capital	25,000.00	0.00	25,000.00	0.00	0.00
Transportation Capital	317,558.00	0.00	317,558.00	0.00	582,981.00
Utilities Capital	1,956,064.00	0.00	1,956,064.00	0.00	121,550.00
<b>TOTAL CAPITAL EXPENDITURES</b>	<b>2,673,009.00</b>	<b>0.00</b>	<b>2,673,009.00</b>	<b>0.00</b>	<b>945,109.00</b>

## June 2024 Payment Listing

Date	Payment Number	Vendor Name	Amount Paid
2024-06-03	May-24	Chambers of Commerce Group Ins	\$23,745.88
2024-06-07	Pre-Authorized	Elavon	\$1,554.06
2024-06-07	Pre-Authorized	Royal Bank	\$608.79
2024-06-04	BMO CC 0524	BMO MasterCard	\$33,063.75
2024-06-05	May-24	Ministry of Finance	\$60,397.41
2024-06-06	43461	A-List Dance	\$250.00
2024-06-06	43462	A-List Dance & Acrobatics	\$525.00
2024-06-06	43463	Carson Safety Services Ltd.	\$1,864.80
2024-06-06	43464	Cutting Edge Floor Covering	\$19,719.15
2024-06-06	43465	Dzinehaus Computers Inc	\$754.80
2024-06-06	43466	Harlan Fairbanks	\$83.25
2024-06-06	43467	Impact Dance Academy	\$250.00
2024-06-06	43468	JJ Stitch Ltd.	\$1,922.47
2024-06-06	43469	Ken Klassen	\$580.00
2024-06-06	43470	Konica Minolta Business Soluti	\$103.59
2024-06-06	43471	Phoenix Fireworks Ltd.	\$5,000.00
2024-06-06	43472	Humboldt Prairie Pure Water	\$156.00
2024-06-06	43473	Pro Service Mechanical Ltd.	\$1,387.51
2024-06-06	43474	RAM Manufacturing Ltd.	\$20,664.17
2024-06-06	43475	Receiver General of Canada	\$140,000.00
2024-06-06	43477	SGI	\$222.00
2024-06-06	43478	BEHIEL MICHAEL	\$41.00
2024-06-06	43479	KORTE-MONZ CATHERINE	\$95.67
2024-06-06	43480	BETTHEL KRISTEN	\$132.05
2024-06-06	43481	HERASYNOV PAULO	\$142.57
2024-06-06	43482	ZIMMERMAN ROSE MARIE & ANNA	\$92.17
2024-06-06	43483	The Gallery/Art Placement Inc.	\$112.25
2024-06-06	EFT04071	Pamela Adam	\$12.79
2024-06-06	EFT04072	AED Advantage Sales Ltd.	\$471.75
2024-06-06	EFT04073	Auto Ethics Enterprises LTD	\$116.55
2024-06-06	EFT04074	Canadian Linen & Uniform Servi	\$75.09
2024-06-06	EFT04075	C&F Installations	\$958.15
2024-06-06	EFT04076	Clark's Supply and Service Inc	\$0.01
2024-06-06	EFT04077	Coca-Cola Canada Bottling Limi	\$830.05
2024-06-06	EFT04078	Dafco Filtration Group	\$2,349.52
2024-06-06	EFT04079	DanWheels Ltd.	\$39.38
2024-06-06	EFT04080	Earthworks Equipment Corp.	\$110.42
2024-06-06	EFT04081	Jennifer Fitzpatrick	\$251.12
2024-06-06	EFT04082	Graphic Ad	\$32.19
2024-06-06	EFT04083	Greater Saskatoon Catholic Sch	\$56,154.41
2024-06-06	EFT04084	HBI Office Plus Inc.	\$515.07
2024-06-06	EFT04085	Humboldt Home Hardware	\$3,299.13
2024-06-06	EFT04086	Humboldt Lumber Mart	\$4,688.39
2024-06-06	EFT04087	KMK Sales Ltd.	\$299.02

2024-06-06 EFT04088	Lifesaving Society	\$611.75
2024-06-06 EFT04089	Nixon Electrical Services Ltd	\$6,841.99
2024-06-06 EFT04090	Connor Piller	\$131.17
2024-06-06 EFT04091	Pleasureway Sales	\$2,335.15
2024-06-06 EFT04092	Prairie Meats	\$947.63
2024-06-06 EFT04093	Pratts Wholesale Ltd.	\$939.97
2024-06-06 EFT04094	Protex Environmental	\$0.01
2024-06-06 EFT04095	REACT Waste Management	\$32.00
2024-06-06 EFT04096	Saskatchewan Health Authority	\$69.00
2024-06-06 EFT04097	Strueby Plumbing & Heating	\$7,632.34
2024-06-06 EFT04098	Toshiba Business Solutions	\$611.95
2024-06-06 EFT04099	Tremblay Electric	\$2,668.86
2024-06-12 43484	Copper Lake Tree Farm	\$9,296.25
2024-06-12 43485	Dale & Jennifer Eggerman	\$223.65
2024-06-12 43486	Humboldt Broncos	\$80.00
2024-06-12 43487	JJ Stitch Ltd.	\$3,706.14
2024-06-12 43488	Brian Leiffer	\$54.30
2024-06-12 43489	Kate Meeks Lucychyn	\$576.68
2024-06-12 43490	Olynick Water & Sewer Ltd.	\$11,272.05
2024-06-12 43491	Petty Cash - Library	\$99.80
2024-06-12 43492	Darin Pray	\$6,345.00
2024-06-12 43493	Receiver General of Canada	\$52,758.39
2024-06-12 43494	SCHERBATIUK, MARK	\$221.99
2024-06-12 43495	Nadine Sepke	\$23.00
2024-06-12 43496	Brittany Thiemann	\$200.00
2024-06-12 43497	Weber & Gasper Barristers & So	\$687.89
2024-06-12 EFT04100	Airmaster Sales Ltd	\$1,080.60
2024-06-12 EFT04101	ASL Paving Ltd.	\$3,973.27
2024-06-12 EFT04102	Michael Behiel	\$100.00
2024-06-12 EFT04103	Brockman Enterprises Ltd.	\$1,485.12
2024-06-12 EFT04104	Canadian Linen & Uniform Servi	\$75.09
2024-06-12 EFT04105	C&F Installations	\$106.23
2024-06-12 EFT04106	Colony Chevrolet GMC Buick Ltd	\$306.11
2024-06-12 EFT04107	Joe Day	\$1,240.32
2024-06-12 EFT04108	Discovery Ford Sales Ltd.	\$690.64
2024-06-12 EFT04109	Eecol Electric Corp	\$153.18
2024-06-12 EFT04110	Flocor	\$4,953.44
2024-06-12 EFT04111	Grain Bags Canada	\$2,398.15
2024-06-12 EFT04112	Gregg Distributors LP	\$263.94
2024-06-12 EFT04113	HBI Office Plus Inc.	\$275.80
2024-06-12 EFT04114	HearingLife	\$910.00
2024-06-12 EFT04115	Hergott Electric Ltd.	\$108.78
2024-06-12 EFT04116	Humboldt Fire Department Socia	\$650.00
2024-06-12 EFT04117	KMK Sales Ltd.	\$902.96
2024-06-12 EFT04118	Mikayla Lemmerich	\$7.99
2024-06-12 EFT04119	Municipal Employees Pension Pl	\$27,715.50
2024-06-12 EFT04120	Municode Services Ltd.	\$1,421.86

2024-06-12 EFT04121	Office Experts	\$429.22
2024-06-12 EFT04122	Purolator Courier Ltd.	\$80.45
2024-06-12 EFT04123	Saskatchewan Research Council	\$681.19
2024-06-12 EFT04124	SENDR	\$25.82
2024-06-12 EFT04125	Nick Vanderveen	\$362.22
2024-06-12 EFT04126	Wapiti Regional Library	\$69,560.49
2024-06-12 EFT04127	Wheeler's Wholesale Ltd.	\$1,638.00
2024-06-12 EFT04128	Wolseley Canada Inc.	\$542.24
2024-06-20 43498	Frank Carpentieri	\$100.00
2024-06-20 43499	ESRI Canada Ltd.	\$1,609.50
2024-06-20 43500	Geanel Restaurant Supplies Ltd	\$3,504.55
2024-06-20 43501	Barry & Cindy Goodyear	\$88.95
2024-06-20 43502	Kelly Herperger	\$1,825.26
2024-06-20 43503	Humboldt & District Community	\$562.50
2024-06-20 43504	Humboldt Broncos	\$3,000.00
2024-06-20 43505	Knackstedt, Darryl	\$140.31
2024-06-20 43506	MNM Plumbing & Heating Ltd.	\$13,342.35
2024-06-20 43507	Monico Cresting Inc.	\$69.93
2024-06-20 43508	David Mueller	\$100.00
2024-06-20 43509	NorthEastNow	\$210.00
2024-06-20 43510	Pauli, Sandra	\$125.00
2024-06-20 43511	Petty Cash - Library	\$99.60
2024-06-20 43512	Practica Ltd.	\$111.45
2024-06-20 43513	Darin Pray	\$1,280.00
2024-06-20 43514	Sobeys Humboldt	\$955.06
2024-06-20 43515	The Stew	\$70.00
2024-06-20 43516	TORWALT ALBERT	\$117.92
2024-06-20 43517	PRICE WANDA	\$11.56
2024-06-20 43519	Bersch Consulting Ltd	\$7,654.50
2024-06-20 43520	Eagle Eye Sewer Inspections In	\$31,939.69
2024-06-20 43521	Humboldt Florist (1998) Ltd.	\$116.25
2024-06-20 EFT04129	1st Stop Auto Parts & Industri	\$770.63
2024-06-20 EFT04130	Accu-Sharp	\$346.32
2024-06-20 EFT04131	ALS Canada Ltd.	\$224.81
2024-06-20 EFT04132	Michael Behiel	\$2,358.53
2024-06-20 EFT04133	Brockman Enterprises Ltd.	\$1,485.12
2024-06-20 EFT04134	Canadian Linen & Uniform Servi	\$163.84
2024-06-20 EFT04135	Cleartech Industries Inc.	\$14,777.25
2024-06-20 EFT04136	DanWheels Ltd.	\$51.45
2024-06-20 EFT04137	Discovery Ford Sales Ltd.	\$672.00
2024-06-20 EFT04138	Miles Engele	\$300.00
2024-06-20 EFT04139	Everguard Fire and Safety	\$0.01
2024-06-20 EFT04140	Jennifer Fitzpatrick	\$61.74
2024-06-20 EFT04141	Flocor	\$683.98
2024-06-20 EFT04142	Golden West Broadcasting Ltd.	\$2,007.60
2024-06-20 EFT04143	Grain Bags Canada	\$4,666.47
2024-06-20 EFT04144	HBI Office Plus Inc.	\$93.25

2024-06-20 EFT04145	Hergott Electric Ltd.	\$910.56
2024-06-20 EFT04146	Hi-Tech Welding, Machining & F	\$707.07
2024-06-20 EFT04147	Jetpro Consultants Inc.	\$0.01
2024-06-20 EFT04148	KMK Sales Ltd.	\$189.03
2024-06-20 EFT04149	Lancaster Aviation Fuels	\$8,757.82
2024-06-20 EFT04150	Penny Lee	\$264.62
2024-06-20 EFT04151	Lifesaving Society	\$1,136.27
2024-06-20 EFT04152	Canadian Tire 638 Humboldt	\$1,471.74
2024-06-20 EFT04153	Millsap Fuel Distributors Ltd.	\$26.76
2024-06-20 EFT04154	Office Experts	\$837.07
2024-06-20 EFT04155	Pleasureway Sales	\$954.33
2024-06-20 EFT04156	Rawlco Radio Ltd.	\$1,470.00
2024-06-20 EFT04157	Ricoh Canada Inc.	\$3,543.84
2024-06-20 EFT04158	SaskWater	\$180,371.24
2024-06-20 EFT04159	Saskatchewan Research Council	\$101.59
2024-06-20 EFT04160	Saskatchewan Health Authority	\$69.00
2024-06-20 EFT04161	Sea Hawk Specialized Truck Ser	\$1,496.10
2024-06-20 EFT04162	SecurTek	\$123.04
2024-06-20 EFT04163	Stevenson Industrial Refrigera	\$3,238.04
2024-06-20 EFT04164	Strueby Plumbing & Heating	\$5,154.84
2024-06-20 EFT04165	Success Office Systems	\$111.00
2024-06-20 EFT04166	Toshiba Business Solutions	\$452.02
2024-06-20 EFT04167	Michael Ulriksen	\$349.15
2024-06-20 EFT04168	Warner Industries Saskatoon	\$461.54
2024-06-20 EFT04169	WestCrete Curb and Landscape	\$32,064.85
2024-06-20 EFT04170	Your Dollar Store With More	\$79.92
2024-06-21 43523	Wee-Dig-Its	\$1,500.00
2024-06-24 43524	Capital Ford Lincoln	\$153,186.27
2024-06-25 SK ENERGY 0424&0524	Sask Energy	\$22,679.27
2024-06-26 43542	Lisa Anderson	\$90.00
2024-06-26 43543	Dennis Beaudry	\$37.50
2024-06-26 43544	Susan Bellamy	\$13.99
2024-06-26 43545	Blaine Demmans	\$54.30
2024-06-26 43546	Vincent Denomy	\$221.99
2024-06-26 43547	CentralSquare Canada Software	\$271.95
2024-06-26 43548	Kelsey Grey	\$68.00
2024-06-26 43549	Houligan Acres	\$2,728.66
2024-06-26 43550	HUMBOLDT & AREA TEAM T1D	\$645.00
2024-06-26 43551	Carol McLaren	\$50.00
2024-06-26 43552	Arlee Olson	\$68.00
2024-06-26 43553	Prairie Central District for S	\$30.00
2024-06-26 43554	Receiver General of Canada	\$49,735.64
2024-06-26 43555	Spider Heavy Duty Repair	\$1,332.00
2024-06-26 43556	STADNYK TRAVIS	\$133.45
2024-06-26 43557	PRATCHLER LORNE	\$49.77
2024-06-26 43558	GRIFFITHS GERALD & GRACE	\$133.45
2024-06-26 EFT04171	Pamela Adam	\$444.36

2024-06-26 EFT04172	Alpine Storage	\$200.00
2024-06-26 EFT04173	ATS Traffic Saskatchewan	\$801.34
2024-06-26 EFT04174	Daniel Bernhard	\$210.89
2024-06-26 EFT04175	Brockman Enterprises Ltd.	\$600.60
2024-06-26 EFT04176	Canadian Linen & Uniform Servi	\$238.93
2024-06-26 EFT04177	City Line Painting	\$11,359.30
2024-06-26 EFT04178	Clartech Industries Inc.	\$30,620.91
2024-06-26 EFT04179	Coca-Cola Canada Bottling Limi	\$947.70
2024-06-26 EFT04180	Grain Bags Canada	\$1,249.80
2024-06-26 EFT04181	Hergott Electric Ltd.	\$2,555.87
2024-06-26 EFT04182	Humboldt Co-op	\$128.44
2024-06-26 EFT04183	Humboldt Home Hardware	\$5,698.17
2024-06-26 EFT04184	Humboldt Lumber Mart	\$3,282.95
2024-06-26 EFT04185	Millsap Fuel Distributors Ltd.	\$12,790.22
2024-06-26 EFT04186	Municipal Employees Pension Pl	\$27,271.40
2024-06-26 EFT04187	Office Experts	\$331.74
2024-06-26 EFT04188	Prairie Meats	\$1,023.50
2024-06-26 EFT04189	Pratts Wholesale Ltd.	\$1,777.63
2024-06-26 EFT04190	Quality Tire Service, Humboldt	\$693.27
2024-06-26 EFT04191	Raymax Equipment Sales	\$550.21
2024-06-26 EFT04192	REACT Waste Management	\$34,748.76
2024-06-26 EFT04193	Ricoh Canada Inc.	\$1,803.64
2024-06-26 EFT04194	SENDR	\$53.14
2024-06-26 EFT04195	S & R Vac	\$1,127.40
2024-06-26 EFT04196	Tiger Calcium Services Inc.	\$22,032.12
2024-06-26 EFT04197	Troy Life & Fire Safety Ltd.	\$1,545.60
2024-06-26 EFT04198	Van Houtte Coffee Services Inc	\$452.43
2024-06-28 EFT04199	Direct Drive Taxi	\$4,553.43
2024-06-28 PST 0524	Minister of Finance	\$1,975.90
2024-06-30 SK POWER 0524	SaskPower	\$45,959.97
2024-06-30 Pre-Authorized	First Data	\$67.43



# Statement

<b>Account Name:</b>	BILLING ACCOUNT 178859	<b>Card Number:</b>	xxxx-xxxx-xxxx-8859
<b>Company Name:</b>	CITY OF HUMBOLDT	<b>Account Limit:</b>	\$ 100,000.00
<b>Employee ID:</b>	772890000021008	<b>Available Credit:</b>	\$ 64,835.28
<b>Statement Date (MM/DD/YYYY):</b>	06/15/2024	<b>Currency:</b>	CANADIAN DOLLAR
<b>Payment Due Date (MM/DD/YYYY):</b>	07/12/2024		

## Statement Summary:

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

<b>Previous Balance:</b>	\$ 33,063.75
<b>Payments:</b>	\$ -33,063.75
<b>Adjustments:</b>	\$ 0.00
<b>Net Purchases:</b>	\$ 35,164.72
<b>Cash Advance:</b>	\$ 0.00
<b>Fees:</b>	\$ 0.00
<b>Other Charges:</b>	\$ 0.00
<b>New Account Balance:</b>	\$ 35,164.72

## Transaction Summary:

Trans Date	Posting Date Trans ID	Description	Pre-Tax Amount Auth #	Total Tax	Trans Amount
<b>Card Number xxxx-xxxx-xxxx-8859 BILLING ACCOUNT 178859</b>					
06/04	06/04 535100592	AUTOMATIC PYMT RECEIVED	\$ -33,063.75	\$ 0.00	\$ -33,063.75
			<b>TOTAL CREDITS</b> xxxx-xxxx-xxxx-8859		<b>\$ -33,063.75</b>
			<b>TOTAL DEBITS</b> xxxx-xxxx-xxxx-8859		<b>\$ 0.00</b>
<b>Card Number xxxx-xxxx-xxxx-2545 BERGQUIST, PETER</b>					
05/15	05/16 532277764	HUMBOLDT CO-OP ASSN. # HUMBOLDT SK	\$ 109.74 030110	\$ 12.07 (e)	\$ 121.81
06/11	06/12 536579584	AMZN MKTP CA FV27O6263 WWW.AMAZON.CA ON	\$ 32.89 019481	\$ 3.61	\$ 36.50
			<b>TOTAL CREDITS</b> xxxx-xxxx-xxxx-2545		<b>\$ 0.00</b>
			<b>TOTAL DEBITS</b> xxxx-xxxx-xxxx-2545		<b>\$ 158.31</b>
<b>Card Number xxxx-xxxx-xxxx-0134 DAY, JOE</b>					
06/06	06/07 535739243	BANFF SPRINGS HOTEL BANFF AB	\$ 795.32 063890	\$ 39.77 (e)	\$ 835.09
			<b>TOTAL CREDITS</b> xxxx-xxxx-xxxx-0134		<b>\$ 0.00</b>
			<b>TOTAL DEBITS</b> xxxx-xxxx-xxxx-0134		<b>\$ 835.09</b>
<b>Card Number xxxx-xxxx-xxxx-9885 DENOMY, VINCE</b>					
05/28	05/29 534229599	PEAVEY MART #080 HUMBOLDT SK	\$ 6.57 057860	\$ 0.72 (e)	\$ 7.29

05/29	05/31 534529624	MARKS STORE #367 HUMBOLDT SK	\$ -103.99 023306	\$ -11.44 (e)	\$ -115.43
06/04	06/05 535297566	EARLYS FARM & GARDEN SASKATOON SK	\$ -1,029.00 000722	\$ -113.19 (e)	\$ -1,142.19
			<b>TOTAL CREDITS</b>	<b>xxxx-xxxx-xxxx-9885</b>	<b>\$ -1,257.62</b>
			<b>TOTAL DEBITS</b>	<b>xxxx-xxxx-xxxx-9885</b>	<b>\$ 7.29</b>
<b>Card Number xxxx-xxxx-xxxx-2907 DEPT, CITY HALL</b>					
05/15	05/16 532277842	TELUS MOBILITY PREAUTH CALGARY AB	\$ 63.44 047122	\$ 6.98 (e)	\$ 70.42
05/21	05/22 533064767	KNIGHT ARCHER INSURANC HUMBOLDT SK	\$ 1,352.49 087703	\$ 148.77 (e)	\$ 1,501.26
05/21	05/22 533064768	CIP-ICU OTTAWA ON	\$ 835.35 035803	\$ 108.60 (e)	\$ 943.95
05/21	05/23 533350233	SGI-MY SGI REGINA SK	\$ 1,159.64 064177	\$ 127.56 (e)	\$ 1,287.20
05/23	05/27 533872945	SGI-MY SGI REGINA SK	\$ 2,372.50 011174	\$ 260.98 (e)	\$ 2,633.48
05/27	05/30 534421006	SOBEYS HUMBOLDT #5395 HUMBOLDT SK	\$ 32.99 086835	\$ 3.63 (e)	\$ 36.62
05/29	05/30 534420931	SASK. ASSOCIATION OF F SASKATOON SK	\$ 283.78 043730	\$ 31.22 (e)	\$ 315.00
05/30	05/30 534420930	ADOBE SAN JOSE CA	\$ 29.99 032611	\$ 3.30	\$ 33.29
05/30	05/31 534529626	SQ REDCO HAULING AND ST GREGOR SK	\$ 672.97 035120	\$ 74.03 (e)	\$ 747.00
05/31	06/03 534965974	SGI-MY SGI REGINA SK	\$ 928.36 024391	\$ 102.12 (e)	\$ 1,030.48
05/31	06/03 534967148	SGI-MY SGI REGINA SK	\$ 1,374.32 093288	\$ 151.18 (e)	\$ 1,525.50
05/31	06/03 534967147	SGI-MY SGI REGINA SK	\$ 865.33 098555	\$ 95.19 (e)	\$ 960.52
05/31	06/03 534965973	SGI-MY SGI REGINA SK	\$ 1,296.97 045947	\$ 142.67 (e)	\$ 1,439.64
06/04	06/04 535209063	INFORMATION SERVICES C 866-275-4721 SK	\$ 1,801.80 005660	\$ 198.20 (e)	\$ 2,000.00
06/05	06/06 535511582	LUBE STOP HUMBOLDT HUMBOLDT SK	\$ 89.05 026153	\$ 9.80 (e)	\$ 98.85
06/07	06/10 536172443	AMZN MKTP CA 6M0V581S3 WWW.AMAZON.CA ON	\$ 45.80 059483	\$ 5.04	\$ 50.84
06/08	06/10 536172522	SASKTEL WIRELINE REC # REGINA SK	\$ 3,428.97 012107	\$ 377.19 (e)	\$ 3,806.16
06/08	06/10 536172445	SASKTEL WIRELINE REC # REGINA SK	\$ 132.00 039993	\$ 14.52 (e)	\$ 146.52
06/08	06/10 536172446	SASKTEL WIRELINE REC # REGINA SK	\$ 2,164.05 037805	\$ 238.05 (e)	\$ 2,402.10
06/09	06/10 536172444	AMZN MKTP CA TV1Y808Q3 WWW.AMAZON.CA ON	\$ 52.67 054210	\$ 5.80	\$ 58.47
06/11	06/12 536579586	CONCEPT CONTROLS CALGARY AB	\$ 1,113.76 007252	\$ 122.51 (e)	\$ 1,236.27



**TOTAL CREDITS** xxxx-xxxx-xxxx-2907 **\$ 0.00**  
**TOTAL DEBITS** xxxx-xxxx-xxxx-2907 **\$ 23,527.92**

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

05/27	05/28 534009471	SK. ASSOC. FIRE CHIEFS SASKATOON SK	\$ 378.38 061092	\$ 41.62 (e)	\$ 420.00
06/02	06/04 535209062	GOLD EAGLE LODGE NORTH BATTLEF SK	\$ 521.31 049197	\$ 0.00	\$ 521.31
06/04	06/05 535297568	FEDEX78263706 T1800 4633339 ON	\$ 101.52 041995	\$ 13.20 (e)	\$ 114.72
06/04	06/05 535297567	4IMPRINT, INC 4IMPRINT.CA WI	\$ 2,786.90 076338	\$ 306.56	\$ 3,093.46
06/07	06/10 536172366	APPLE.COM/BILL 866-712-7753 ON	\$ 24.99 069096	\$ 2.75 (e)	\$ 27.74
06/07	06/10 536172365	RONA HUMBOLDT LUMBER HUMBOLDT SK	\$ 99.35 077186	\$ 10.93 (e)	\$ 110.28

**TOTAL CREDITS** xxxx-xxxx-xxxx-2594 **\$ 0.00**  
**TOTAL DEBITS** xxxx-xxxx-xxxx-2594 **\$ 4,287.51**

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

05/15	05/16 532277762	GRAPHIC AD LTD HUMBOLDT SK	\$ 259.50 052904	\$ 28.55 (e)	\$ 288.05
05/16	05/17 532390126	AMZN MKTP CA WWW.AMAZON.CA ON	\$ -17.99 000000	\$ -1.98	\$ -19.97
05/17	05/17 532390125	INFORMATION SERVICES C 866-275-4721 SK	\$ 9.01 046039	\$ 0.99 (e)	\$ 10.00
05/17	05/17 532390124	INFORMATION SERVICES C 866-275-4721 SK	\$ 9.01 051269	\$ 0.99 (e)	\$ 10.00
05/17	05/20 532806398	HUMBOLDT HARDWARE BUIL HUMBOLDT SK	\$ 159.58 097663	\$ 17.55 (e)	\$ 177.13
05/17	05/20 532806399	PEAVEY MART #080 HUMBOLDT SK	\$ 7.98 029030	\$ 0.88 (e)	\$ 8.86
05/24	05/27 533872870	HUMBOLDT HARDWARE BUIL HUMBOLDT SK	\$ -17.09 041960	\$ -1.88 (e)	\$ -18.97
05/25	05/27 533872871	AMZN MKTP CA G46RZ8UX3 WWW.AMAZON.CA ON	\$ 35.99 085040	\$ 3.96	\$ 39.95
05/26	05/27 533872872	AMZN MKTP CA 0734E6EF3 WWW.AMAZON.CA ON	\$ 65.75 036577	\$ 7.23	\$ 72.98
05/30	05/31 534529623	CLS HUMBOLDT HUMBOLDT SK	\$ 0.01 068758	\$ 0.00 (e)	\$ 0.01
06/05	06/05 535297565	APPLE.COM/CA 800-676-2775 ON	\$ 119.00 027534	\$ 13.09	\$ 132.09
06/11	06/12 536579507	BROTHER INTL CORP LTD DOLLARD DES O QC	\$ 369.99 019182	\$ 40.70 (e)	\$ 410.69
06/12	06/14 536904151	TIM HORTONS #3515 HUMBOLDT SK	\$ 6.07 023738	\$ 0.67 (e)	\$ 6.74

**TOTAL CREDITS** xxxx-xxxx-xxxx-4350 **\$ -38.94**  
**TOTAL DEBITS** xxxx-xxxx-xxxx-4350 **\$ 1,156.50**

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

05/24	05/27 533872944	DANISH OVEN HUMBOLDT SK	\$ 27.93 088418	\$ 3.07 (e)	\$ 31.00
05/29	05/30 534420929	AMZN MKTP CA B29LG91Q3 WWW.AMAZON.CA ON	\$ 17.99 011692	\$ 1.98	\$ 19.97
06/11	06/12 536579585	PATTISON AGRICULTURE HUMBOLDT SK	\$ 2,582.88 098961	\$ 284.12 (e)	\$ 2,867.00
			<b>TOTAL CREDITS</b> xxxx-xxxx-xxxx-0126		<b>\$ 0.00</b>
			<b>TOTAL DEBITS</b> xxxx-xxxx-xxxx-0126		<b>\$ 2,917.97</b>

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

06/06	06/10 536172364	CANADIAN TIRE #638 HUMBOLDT SK	\$ 123.07 043645	\$ 13.54 (e)	\$ 136.61
			<b>TOTAL CREDITS</b> xxxx-xxxx-xxxx-8216		<b>\$ 0.00</b>
			<b>TOTAL DEBITS</b> xxxx-xxxx-xxxx-8216		<b>\$ 136.61</b>

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

05/14	05/16 532277766	MISTY GARDENS HUMBOLDT SK	\$ 46.87 048402	\$ 5.16 (e)	\$ 52.03
05/16	05/16 532277765	INTUIT MAILCHIMP EDMONTON AB	\$ 36.40 075194	\$ 4.00 (e)	\$ 40.40
05/16	05/17 532390205	OFFICE EXPERTS OFFICE HUMBOLDT SK	\$ 7.29 038549	\$ 0.80 (e)	\$ 8.09
05/16	05/20 532806401	YOUR DOLLAR STORE WITH HUMBOLDT SK	\$ 12.35 068022	\$ 1.36 (e)	\$ 13.71
05/16	05/20 532806476	SOBEYS HUMBOLDT #5395 HUMBOLDT SK	\$ 5.08 064390	\$ 0.56 (e)	\$ 5.64
05/17	05/20 532806400	PHARMASAVE 429 HUMBOLDT SK	\$ 4.99 017066	\$ 0.55 (e)	\$ 5.54
05/25	05/27 533872943	PHARMASAVE 429 HUMBOLDT SK	\$ 8.54 009272	\$ 0.94 (e)	\$ 9.48
05/28	05/29 534229600	HUMBOLDT HARDWARE BUIL HUMBOLDT SK	\$ 121.01 035869	\$ 13.31 (e)	\$ 134.32
05/28	05/29 534229601	DOLLARAMA #1197 HUMBOLDT SK	\$ 1.25 048465	\$ 0.14 (e)	\$ 1.39
05/28	05/30 534420928	YOUR DOLLAR STORE WITH HUMBOLDT SK	\$ 7.00 031768	\$ 0.77 (e)	\$ 7.77
05/30	05/31 534529625	AMZN MKTP CA 008W99XN3 WWW.AMAZON.CA ON	\$ 14.09 044230	\$ 1.56	\$ 15.65
05/30	06/03 534967069	MISTY GARDENS HUMBOLDT SK	\$ 69.88 087127	\$ 7.69 (e)	\$ 77.57
05/31	06/03 534967066	PEAVEY MART #080 HUMBOLDT SK	\$ 54.49 060143	\$ 5.99 (e)	\$ 60.48
05/31	06/03 534967146	SOBEYS HUMBOLDT #5395 HUMBOLDT SK	\$ 14.39 069483	\$ 1.58 (e)	\$ 15.97

05/31	06/03 534967145	YOUR DOLLAR STORE WITH HUMBOLDT SK	\$ 20.00 087785	\$ 2.20 (e)	
05/31	06/03 534967067	CANADIAN TIRE #638 HUMBOLDT SK	\$ 19.99 000654	\$ 2.20 (e)	\$ 22.19
05/31	06/03 534967144	MISTY GARDENS HUMBOLDT SK	\$ 19.86 006864	\$ 2.18 (e)	\$ 22.04
05/31	06/03 534967068	SHOPPERS DRUG MART 434 HUMBOLDT SK	\$ 27.42 051568	\$ 3.02 (e)	\$ 30.44
06/08	06/10 536172442	PEAVEY MART #080 HUMBOLDT SK	\$ -45.04 088870	\$ -4.96 (e)	\$ -50.00
06/08	06/11 536313982	SOBEYS HUMBOLDT #5395 HUMBOLDT SK	\$ 30.39 064533	\$ 3.34 (e)	\$ 33.73
06/12	06/13 536684053	DOLLARAMA #1197 HUMBOLDT SK	\$ 33.00 025681	\$ 3.63 (e)	\$ 36.63
06/12	06/14 536904153	YOUR DOLLAR STORE WITH HUMBOLDT SK	\$ 9.00 037372	\$ 0.99 (e)	\$ 9.99

**TOTAL CREDITS** xxx-xxxx-xxxx-7730 **\$ -50.00**  
**TOTAL DEBITS** xxx-xxxx-xxxx-7730 **\$ 625.26**

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

05/15	05/16 532277763	LANDSCAPE MANAGEMENT N MARKHAM ON	\$ 0.33 032357	\$ 0.04 (e)	\$ 0.37
05/16	05/17 532390202	LANDSCAPE MANAGEMENT N MARKHAM ON	\$ 176.77 097125	\$ 19.44 (e)	\$ 196.21
05/16	05/17 532390203	BEST BUY #39 SASKATOON SK	\$ 600.57 083855	\$ 66.06 (e)	\$ 666.63
05/16	05/17 532390204	RONA HUMBOLDT LUMBER HUMBOLDT SK	\$ 19.90 094720	\$ 2.19 (e)	\$ 22.09
05/20	05/21 532945659	SPOTIFY P2C5BA98F8 STOCKHOLM	\$ 10.99 063804	\$ 1.21 (e)	\$ 12.20
05/21	05/22 533064766	LANDSCAPE MANAGEMENT N MARKHAM ON	\$ 8.36 046825	\$ 0.92 (e)	\$ 9.28
05/22	05/23 533350156	AMZN MKTP CA 4M9CB7FV3 WWW.AMAZON.CA ON	\$ 99.89 063439	\$ 10.98	\$ 110.87
05/22	05/23 533350232	SP MAGIC RESIN INC. QUEBEC QC	\$ 124.95 027684	\$ 13.75 (e)	\$ 138.70
05/22	05/23 533350155	PEAVEY MART #080 HUMBOLDT SK	\$ 119.98 067631	\$ 13.20 (e)	\$ 133.18
05/23	05/23 533350157	AMZN MKTP CA WWW.AMAZON.CA ON	\$ -761.65 000000	\$ -45.70	\$ -807.35
05/27	05/28 534009470	PATTISON AGRICULTURE HUMBOLDT SK	\$ 970.93 078319	\$ 106.80 (e)	\$ 1,077.73
05/29	05/30 534420851	LANDSCAPE MANAGEMENT N MARKHAM ON	\$ 34.74 079114	\$ 3.82 (e)	\$ 38.56
05/29	05/30 534420927	AMZN MKTP CA JQ7EL8EY3 WWW.AMAZON.CA ON	\$ 139.99 068150	\$ 15.40	\$ 155.39
06/05	06/06 535511580	WHENIWORK.COM MINNEAPOLIS MN US DOLLAR 85.89@1.408778670	\$ 121.00 018910	\$ 0.00	\$ 121.00
06/07	06/10 536172363	WHENIWORK.COM MINNEAPOLIS MN US DOLLAR 85.27@1.410460888	\$ 120.27 052899	\$ 0.00	\$ 120.27

06/07	06/10 536172362	GOLD EAGLE LODGE NORTH BATTLEF SK	\$ 257.86 083711	\$ 0.00	
06/11	06/12 536579508	AMZN MKTP CA XU6C34Y93 WWW.AMAZON.CA ON	\$ 39.99 076838	\$ 4.40	\$ 44.39
06/13	06/14 536904152	AMAZON.CA P39ZB4493 AMAZON.CA ON	\$ 54.62 065425	\$ 6.00	\$ 60.62

**TOTAL CREDITS** xxxx-xxxx-xxxx-9684 **\$ -807.35**  
**TOTAL DEBITS** xxxx-xxxx-xxxx-9684 **\$ 3,165.35**

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

05/23	05/24 533468264	SILVERWARE SILVERWARE MARKHAM ON	\$ 128.23 014724	\$ 16.67 (e)	\$ 144.90
06/05	06/06 535511581	OFFICE EXPERTS OFFICE HUMBOLDT SK	\$ 296.77 041623	\$ 32.65 (e)	\$ 329.42
06/12	06/13 536684052	DOLLARAMA #1197 HUMBOLDT SK	\$ 23.87 091473	\$ 2.63 (e)	\$ 26.50

**TOTAL CREDITS** xxxx-xxxx-xxxx-1679 **\$ 0.00**  
**TOTAL DEBITS** xxxx-xxxx-xxxx-1679 **\$ 500.82**



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**CUSTOMER SERVICE:**

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

**BMO**

Telephone Inquiries: 1-855-825-9232

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

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

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

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

**Diners Club**

Telephone Inquiries: 1-800-363-3333

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

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

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

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




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**PAYMENT INFORMATION:**


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

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

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

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

® Registered trade-mark of Bank of Montreal.



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



## CITY OF HUMBOLDT REPORT

**TITLE:** Cultural Services Report  
**PREPARED BY:** Jennifer Fitzpatrick, Director of Cultural Services  
**REVIEWED BY:** Jace Porten, City Controller  
**PREPARED FOR:** City Council Executive Committee  
**DATE:** July 8, 2024

### RECOMMENDATION

That this report be accepted for information and filed.

### CURRENT SITUATION

#### 1. Museum

- Exhibits – The exhibit *Home Grown: Celebrating the 2024 Inductees in the Humboldt and District Sports Hall of Fame* has been the feature exhibit and was dismantled at the end of June.
- *Stories of Humboldt – Chapter 6* opens in early July and features stories from the No. 5 Bombing and Gunnery School at Dafoe in WWII and Angelstad’s Quick Cobbler Shoe Repair. Thanks to the Watson Museum and Myron Knafelc for loaning us material, and to the Angelstad family for donating items to the collection. An opening reception is planned for July 18.
- The winter taxidermy exhibit was taken down and a new display on birds, nests and eggs was assembled. Taxidermy cleaning was done on the birds put in the display.
- Programs – Over 240 students toured the exhibits and enjoyed fun activities this month.
- The date for the fall barbecues/concert has been changed from September 12 to September 5. The City Controller will provide information to request Council’s approval of the new date for the street closure.
- Heritage Garden - Working with the volunteers from the Heritage Garden, we updated the plant map and made a small, updated brochure that includes information about the history of the garden. Drop-in tours in the garden were provided on June 22. We have also linked to the new Heritage Garden material to our Public Art page, so people can access both the map and the information about many of the original plants. The garden was designed as a public art project in conjunction with other communities.
- Pride Month - We provided templates and examples of free and creative ways to demonstrate support for Pride Month, such as heart magnets or flag pins. People enjoyed having an imaginative space and the opportunity to create items that reflected their identity, that was also a safer space to express themselves openly.
- Parade – Our summer students designed and created the “Humboldt Creamery” float featuring icecream and artifacts such as butters churns and egg crates. Thanks to Dans Wheels for loaning us the trailer.
- Rental – There was 1 rental of the museum this month.
- Collections – In June, 113 items were accessioned, 5 items were catalogued, and 21 records were added to the Past Perfect database. Thanks to the Parks Canada Conservation Society volunteers for refurbishing the National Historic Site plaque on the

museum building. Thanks to our volunteers who continue to conduct research on a weekly basis.

## 2. Gallery

- The U<sup><sup>nd</sup></sup>Tepakohp/7 exhibit closed on June 23 and has been shipped to the next stop on its three-year tour.
- The exhibit of Cecilia Elizabeth watercolour paintings, called *Humboldt in Watercolour*, is on display on the second floor. The pieces were donated by Jim & Lois Sawatsky and Arlene Julé.
- Two new exhibits opened on July 2. Leane Harasymchuk shares her *Sketches from Home* in her exhibit, using her distinctive Urban Sketching style to capture hidden gems hiding in plain sight. She uses ink and watercolour to highlight the character and personality of her subjects. Leslie Blacklock studies the majesty of Saskatchewan's prairies, lakes, and forests in her exhibit *Endless: Land, Lake, and Light*. She uses her art to reflect on her experiences in northern Saskatchewan and capture the varied landscapes. The opening reception/artists talk is July 6 from 1:30 – 4 pm. A visitor from New Jersey noted that "It is so great to have local artists displayed at the Gallery."
- Programs - U<sup><sup>nd</sup></sup>Tepakohp/7 education programs – Approximately 215 students participated in these programs this month. A comment from the feedback forms: "It was really well organized. The students had the opportunity to interact and move around and also sit back and learn about the art pieces. The staff person did a great job. It is not easy to hold the attention of Grade 8 students for an hour and she did really well."
- Maintenance – The issue of the sewer line was resolved near the end of the month, and the clean-up and re-organizing the basement will proceed shortly.

## 3. Water Tower

- A private tour was provided on June 27. The final cleaning was done and the deck at the top was sanded and stained. The Water Tower opened for tours on July 3, with regular hours of 1:30 – 4 pm on Wednesdays, Fridays and Saturdays, until August 31.
- The fundraising barbecue for the Water tower was held on June 6 with a performance by Lady Friday. Despite the unsettled weather, there were over 200 people at the event.

## 4. Original Humboldt

- Fieldschools - The archaeology fieldschools with the University of Saskatchewan ended on June 14, and the material excavated is now at the lab for cleaning and cataloguing for inclusion in the final report. An open house to talk to the students was held on June 12.
- Site tours were held the evening of June 20, in conjunction with National Indigenous Peoples Day. Thanks to the volunteers who assisted, and to Garry Jenkins for bringing out the functioning telegraph key.
- Our staff continue to cut the grass trails at the site on a weekly basis. Thanks to the Parks Canada Conservation Society volunteers for refurbishing the National Historic Event plaque at the site.





## 5. Public Art

- The Morse Code messages were painted around the community for a new scavenger hunt.
- A Signed English scavenger hunt will take people around to local businesses to find signs in their windows that have a clue spelled out in Signed English. Thanks to the 10 downtown businesses who are participating in this hunt. Special thanks to Judy Low for her assistance with this project.
- A “Then & Now” photo challenge will begin July 10, when the National Trust’s Historic Places campaign starts. This challenge will run until September, and we will have both a paper copy, as well as an online version.

## 6. Administration

- Foundation - Thanks to John Scott for preparing the 2023 Foundation’s Statement of financial position. The T3010 annual return was submitted to Revenue Canada in compliance with the June 30 deadline.
- National Indigenous Peoples Day – Thanks to Mayor Behiel for participating in the ceremony at Horizon School Division on June 21 for National Indigenous Peoples Day.
- Engagement – From January – June 2024, our programs and services have had engagement levels of approximately 3,965 people.
- Thanks to our volunteers who contributed 170 hours of their time in June.

## Upcoming Events and Programs

July 6 – 1:30 – 4 pm, Gallery	Opening Reception – Leane Harasymchuk & Leslie Blacklock
July 11 – 11:30 am – 1 pm	Fundraising BBQ for the Museum & Gallery, with a performance by Brian Grest and Walter Bushman.
July 13 – 1:30 pm, Gallery	Sketching Workshop with Leane Harasymchuk
July 16,18,23,25,30	Youth summer programs
July 18 – 7:00 pm, Museum	Opening Reception for Stories of Humboldt – Chapter 6 exhibit
July 20 -1:30 - 4pm, Museum	Ice Cream Day
August 3, Water Tower	Carnival

## COMMUNICATION AND ENGAGEMENT

No external communications or engagement required.

## ATTACHMENTS

None

## FINANCIAL IMPLICATIONS

There is no anticipated financial impact of the recommended action.

## CONCLUSION

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

Connected and Creative – We are thankful to residents of the area who share their talent with the community through programs at our sites.



Welcoming and Connected – The programs and services of our department offer layers of public engagement. A man from Halifax came in looking for things to do in Humboldt, as he is moving into the area for work. He took some brochures and was very appreciative of the local knowledge he was able to receive in talking to staff.

## CITY OF HUMBOLDT REPORT

**TITLE:** Marketing & Development Manager – Executive Committee Report  
**PREPARED BY:** Penny Lee, Marketing & Development Manager  
**REVIEWED BY:** Jace Porten, Controller  
**PREPARED FOR:** Executive Committee  
**DATE:** July 8, 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 June 10, 2024.

### CURRENT SITUATION

#### Marketing:

- June was a very busy month for promoting the many events that took place. We assisted with marketing Pride Week, Discovery Ford’s PBR, Living Skies Music Festival, the 3<sup>rd</sup> Annual Humboldt Food and Music Festival, National Indigenous People’s Day, Summer Sizzler and Canada Day.
- Our Summer Sizzler marketing campaign included radio ads, a subdomain (website), social media ads, as well as ads on our Digital Humboldt Displays and the Digital Humboldt App.
- For July and into August, our marketing campaigns are focused on Summer Recreation and Tourism. This includes radio ads, social media posts, and on Digital Humboldt and discoverhumboldt.com.

#### Communications:

- June was an active month for letting the public know about road closures, weather warnings, proclamations, and Public Notices.
- Going forward, my report will include a “Year-to-date Statistics Table” that will include all communications distributed.

#### Development:

- The Manager and the Communications Coordinator attended the annual SEDA Summit in Saskatoon on June 12 and 13. The theme was about collaboration with other communities.
- The Manager is currently reviewing City Land Sales Agreements, policies and

procedures.

- The Manager and staff are drafting a “Developers Guide” that will provide developers interested in building in Humboldt details about Humboldt (similar to our Community Profile) and contact details to assist them.
- The Manager is currently working on a “cost calculator” that will estimate costs to develop a parcel(s) of land.
- The Manager is developing an “ePermitting Procedural Manual” that will assist in streamlining our ePermitting processes.

## **OPTIONS**

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

## **ATTACHMENTS**

Communications Statistics Report

## **COMMUNICATION AND ENGAGEMENT**

Marketing and communication campaigns conducted/underway:

1. Summer Recreation
2. Tourism

Events attended by Council:

1. Pride Week Flag Raising – June 10 – Attended by Deputy Mayor Klitch
2. National Indigenous Peoples Day – June 21 – Attended by Mayor Behiel
3. 3<sup>rd</sup> Annual Humboldt Food and Music Festival – Attended by Mayor Behiel
4. Canada Day Celebration – June 29 – Attended by 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.

## **FINANCIAL IMPLICATION**

None.

## **CONCLUSION**

That this report be accepted for information and filed.

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

**Social Media Platforms Insights**

Platform	New Followers This Year	Current Followers
Instagram	76	374
Facebook	188	4,354
X (Twitter)	(Information Unavailable)	1709

**Digital Humboldt App Users**

	May	June
	603	660

**eNewsletter Reach**

June
1022

**Council Highlights**

Y to D
6

**Community Reports**

Y to D
6

**Visitor Information Centre Report**

Description:	May	June	TOTALS:
Campground Reservations	23	66	89
Mini Golfers	51	442	493
Inquiries	24	40	64

## CITY OF HUMBOLDT REPORT

**TITLE:** CLS Director’s Report  
**PREPARED BY:** Michael Ulriksen, Director of Community and Leisure Services  
**REVIEWED BY:** Jace Porten, City Controller  
**PREPARED FOR:** Executive Committee  
**DATE:** July 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. **Living Skies Music Festival** – The City’s first major music festival took place on June 15<sup>th</sup> and has received a significant amount of positive feedback, from the quality of the production to the layout of the venue. The numbers didn’t quite hit the promoter’s target, however there is confidence that the event would grown significantly if it reoccurred in 2025. We will be having a debrief with the promoter in the coming weeks and are expecting a proposal to come to Council for proceeding with a second year of the event.
- b. **T1D Dine & Dash and 4x4x48 Ultramarathon** – The awareness and fundraising event took place on May 31-June 2 in support of Type 1 Diabetes research. The event raised over \$75,000 towards the local chapter’s goal of raising \$100,000 in 2024. In total the group has raised over a quarter of a million dollars since the event began (4 years for run; 3 years for banquet). The event will take place again in 2025 on May 30<sup>th</sup> to June 1<sup>st</sup>.
- c. **Filipino Music and Food Festival** – The third year of the annual event took place at the Uniplex parking lot on June 22<sup>nd</sup> and 23<sup>rd</sup>. The event has become extremely successful with growth each year. We expect this to continue to be a staple event for the community.
- d. **Humboldt Summer Sizzler** – The Summer Sizzler wraps up what has become the busiest month on the calendar for the CLS Department. The event saw the return

of the Canucks Amusement Midway, parade, ComiCon and kick-off concert. The event also included Canada Day weekend activities including the fireworks and was a huge success again this year.

- e. **Pool Annual Shutdown** – The annual pool shutdown will take place between August 2<sup>nd</sup> and 16<sup>th</sup>. The focus of this year’s shutdown will be some spot grinding and touch up painting on the water tower, floor maintenance, grouting and general cleaning and painting of the facility. Administration is busy developing a larger shutdown plan for 2025 in order to address ongoing concerns with the pool deck surfacing and needed maintenance in the dressing rooms.
- f. **EPA Ice Installation** – The Ice plant will be turned on following the conclusion of the July Grassland Sheep Exhibition with an anticipated start date of August 16<sup>th</sup> for ice rentals. Ice scheduling is already well underway with Administration working with renters to maximize all available ice time for the 2024-25 season.
- g. **McDougall Auctions** – The City will be piloting the use of McDougall Auctions to dispose of some of our old fleet vehicles and other equipment in the month of July. We have used GovDeals for the majority of the sales in the last few years but are hoping that this option may provide us with more exposure for our items and hopefully a greater return to the City. Items could be posted as early as the beginning of July.
- h. **Parks Operations** – The Parks department will see the remaining seasonal staff join in early July in a full-time capacity, allowing us to catch up on many of items that are on our to-do-list. The department recognizes that we have fallen behind in a number of areas and are working hard to catch up and appreciate everyone’s patience. If there are any concerns from residents please have those relayed directly to our department to take a look at.
- i. **South 20 Boulevard** – The department has approved additional work to be done on the test boulevard that was completed in 2024, to bring the final surfacing up to a finished state with additional esthetic features. We expect this work to be completed in early July and provide Council and the BID with a better visual of what the remaining boulevards could look like as we seek to expand the zero scaping to the entire three block section.

## 2. Project Planning and Partnerships

- a. **NA**

## 3. Upcoming Events

- a. July 20-21 – Grassland Sheep Exhibition
- b. July 27 – Northern Semi Final Provincial Swim Meet
- c. August 2-16 – Pool Annual Shutdown

## **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 month of June was packed full of events and further demonstrated the department's need to develop a different staffing strategy to be able to handle the periodic needs of major events and the ongoing requirements of our parks department. Administration is working on developing such a strategy to be completed by the fall.





## CITY OF HUMBOLDT REPORT

**TITLE:** Public Works Director Report for July 2024  
**PREPARED BY:** Peter Bergquist, A.Sc.T; Public Works and Utilities Director  
**REVIEWED BY:** Joe Day, City Manager  
**PREPARED FOR:** Executive Committee  
**DATE:** July 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 city has received more rain than normal in June, this led to reoccurring potholes and additional road grading needs. In addition to internal pothole patching, a hot mix contractor has been addressing locations that have higher traffic so the patches last longer. This includes the bad hole on Hwy 5 east of Main Street. Staff tried to get most of the holes filled prior to the summer traffic rush. The rain has also delayed ditch grass cutting compared to normal.

Staff also excavated a bad frost heave on 4<sup>th</sup> Street just south of 16<sup>th</sup> Avenue. As expected, poor material was found in the road. Unfortunately, a large section of 4<sup>th</sup> Street is exhibiting significant block cracking likely for the same reason. This road will progressively get worse until its inevitable reconstruction.

The calcium chloride dust control has all been applied however frequent rainfalls are impeding application of the more durable DL10 dust control application. The frequent rainfalls temporarily suppress the dust on the applicable roads but makes the coordination efforts challenging to get the application completed.

The city received the new F750 3-ton truck which was ordered last fall. It is a nice unit and staff are excited to use it.



Utility staff completed hydrant flushing of approximately half the city. Staff also completed the spring release of the effluent out of the lagoon.

Many capital projects are well underway, and this is keeping all staff busy. Transportation and utility staff assist at times removing concrete curbs, sidewalk, filling settlements, as well as turning valves, pressure tests and water quality testing which keeps everyone quite busy.

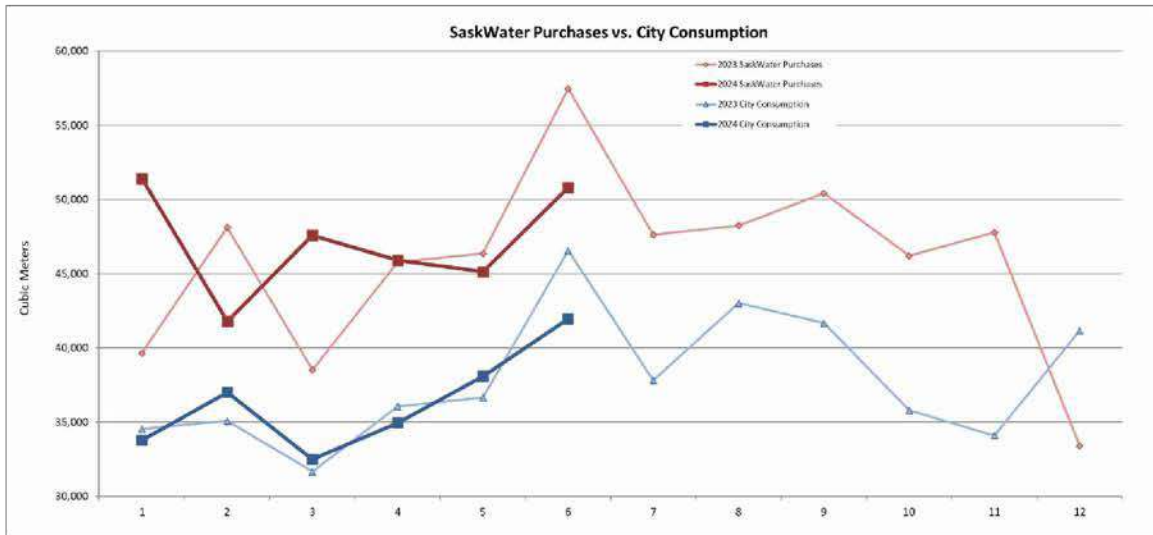
#### **COMMUNICATION AND ENGAGEMENT**

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

**ATTACHMENTS**

Non-Revenue Water Losses Update:

Year	Consumption	SaskWater Purchases	Difference	Approximate Loss Dollars at Cost	% Loss
2023 Full Year	454,173 m3	549,569 m3	-95,396 m3	-\$363,105	-17.4%
2024 Full Year Budget Projection	470,516 m3	558,248 m3	-87,732 m3	-\$333,934	-15.7%
2023 – Jan-May	275,876 m3	275,876 m3	-55,274 m3	-\$210,390	-20.0%
2024 – Jan-May	218,278 m3	282,662 m3	-64,384 m3	-\$245,064	-22.8%



**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:** 2024 Municipal Election

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

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

**PREPARED FOR:** Executive Committee

**DATE:** July 8, 2024

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### RECOMMENDATION

That the recommendations outlined in the conclusion of this report pertaining to the delivery of the 2024 Municipal Election be approved.

### BACKGROUND

The Local Government Election Act, 2015 (The Act), provides that City Council must make decisions on several matters related to the holding of a municipal election. This report addresses these items for the Municipal Election Scheduled to be held on Wednesday, November 13, 2024.

### CURRENT SITUATION

#### Returning Officer

Section 47 of *The Act* provides that the City Clerk shall act as the Returning Officer for municipal elections unless Council, at least 90 days prior to Election Day appoints another person as Returning Officer. During the 2016 and 2020 Municipal Election Michael Ulriksen acted as the Returning Officer for the Municipal Election. Michael has agreed to serve as the Returning Officer again for the 2024 Municipal Election.

#### Election Polls

Pursuant to Section 25(1) of *The Act*, Council shall divide the municipality into as many polling areas as necessary for the convenience of voters and name the polling place for each polling area as established. Section 100 of *The Act* provides that regular polling places must be open for voting between 9:00 a.m. to 8:00 p.m., as a minimum, on Election Day which is November 13, 2024.

In the past, the City of Humboldt provided 3 polling stations for the convenience of the voters. However, because the 2020 Municipal Election was affected by the Covid-19 pandemic; alternative plans had to be made to ensure the safety of the voters and the election workers. As a result, all voting took place at the Humboldt Curling rink, where voting booths were spread out and physical distance maintained between voters and

election workers. Each polling station required protective equipment and materials to ensure the safety of the public and staff.

Administration is recommending that we return to multiple polling stations on Election Day to ensure that polls are more conveniently located throughout the community. In 2016, the Uniplex, St. Augustine Parish and Legion were used as the polling locations on Election Day. Administration will investigate these and other alternative options.

### **Mail-in Ballot System**

Section 92(1) of *The Act* allows Council to establish a mail-in ballot voting system for voters. Council must pass a bylaw setting out the procedures for using this mail-in-ballot system which includes procedures on how to conduct voter registration, verify voter identification, maintain voter privacy, insuring the proper person is receives the ballot and voting on that ballot, handling of the ballots as well as dealing with late ballots.

Due to COVID-19, Administration did set up a Mail-In Ballot System for use in the 2020 Municipal Elections. Roughly 130 residents opted to vote through the mail-in ballot option. The large portion of those who utilized the option were located within the St. Mary's Villa and Caleb Village facilities, where Advanced Polls had previously been run. Others used the option directly as a result of the ongoing COVID-19 pandemic and not wanting to attend a physical polling station, while a few registered for the mail-in ballot because they would be away on the election dates.

Administration is recommending that we do not utilize the mail-in ballot option for the 2024 Municipal Elections. In addition to polling stations throughout the community, the return of advance polls in select locations and the return of a mobile poll on election day will provide a wide range of options for residents to vote.

### **Advance Poll**

Section 83 of *The Act* authorizes Council to establish an advance poll for voters at least three days and not more than 15 days before the day of the election. Voter's no longer needs to be "eligible" to vote in advance or declare he/she will be absent on election day. It can simply be for convenience. For the 2016 election there were two dates for the advance polls and in 2020 there were three dates for advance polls.

In 2024, we are proposing a total of three (5) dates for the advance polls to be held:

- Saturday, November 2<sup>nd</sup> – 1:00pm – 5:00pm – St. Mary's Villa
- Tuesday, November 5<sup>th</sup> – 1:00pm – 9:00pm – Humboldt Uniplex
- Wednesday, November 6<sup>th</sup> – 1:00pm – 9:00pm – Humboldt Uniplex
- Thursday, November 7<sup>th</sup> – 1:00pm – 9:00pm – Humboldt Uniplex
- Saturday, November 9<sup>th</sup> – 1:00pm – 5:00pm – Caleb Village

### **Special Polls & Mobile Polls**

Section 29 & 30 of *The Act* provides that Council may, by resolution, establish a polling place in a hospital, personal care facility or similar institution, within a municipality, at which electors who are receiving care may vote in an election or provide a mobile poll for voters who have physical impairments that make it difficult to attend the polling station. In 2016, we established a polling station at St Mary's Villas for the use of residents and staff and the Returning Officer was available for anyone that applied to vote using a Mobile Poll. In 2020, all voting was done through in-person ballots or through the mail-in ballot system.

We are recommending that the City once again establish a Mobile Poll on election day to compliment the additional advance poll dates, as noted earlier in the report.

### **Order of Candidate Names and Occupation on the Mayor and Councillor Ballots**

Section 91(1) of the Act prescribes the ballot and gives various options on the order by which the name of the candidates is printed on the ballot. The options include:

- 1) In alphabetical order by surname
- 2) In the order that the names are withdrawn from a receptacle
- 3) Electronically generate the names in random order
- 4) Arrange in rotational order

Placing the candidate names in alphabetical order by surname has been the method used for the election of both Council and School Boards. It is a simplistic and cost-effective method. If Council chooses to arrange the names using a different method, a bylaw or resolution must be passed at least 55 days prior to the day of the election for this provision and would remain the method used until repealed by a subsequent bylaw or resolution. There have been no issues expressed with the use of placing names on the ballot in alphabetical order by surname.

Amendments to the Local Government Election Act, 2015 have eliminated the Candidates occupation from the ballot form.

### **Criminal Record Check**

Section 63.1(1) of the *Cities Act*, states: "A Council may, by bylaw require that every candidate submit a criminal record check in the form required by the Minister in addition to the nomination paper submitted pursuant to Section 67(6)(d) of the *Local Government Elections Act, 2015*. Any bylaw made pursuant to this section must be passed 90 days before the day of a general election. While this is an option for City Council it is unclear as to what benefit this information would have in the election process and was not utilized by the City in the 2020 election process.

### **Enumeration and Voters' List**

Section 54(1) of *The Act* provides that Council may at least 55 days prior to the day on which a general election is held, provide for the enumeration of the names of voters and the preparation of a voters' list.

Due to the cost involved in the preparation of a voters' list, voters within the City of Humboldt have always been registered to vote at the polling place by way of a Voter Declaration Form being filled out prior to voting. This has proven to be a very effective process for registration and has not contributed to any significant reduction in service to voters.

### **Disclosure of Campaign Contributions and Expenses**

Section 34 of *The Act* provides that Council may establish, by bylaw at least 60 days before an election, disclosure requirements respecting election campaign contributions and expenses and/or election campaign spending limits. In Humboldt, City Council has never passed a bylaw to establish such provisions.

### **Election Worker Remuneration**

Section 52 of *The Act* authorizes Council to set the remuneration to be paid to election officials acting in respect of an election.

Appendix "A" summarizes the rates of remuneration recommended for the payment of election officials.

It is estimated that a total of 14 election works will need to be hired and trained to serve at the polling stations for the 2024 election. Their responsibilities will include conducting the operation of their respective polls on the day of the election.

The duties of the Advance polls will be carried out by the Returning Officer and two Poll Clerks during the respective times of these polls.

Administration will evaluate in which situations it is advantageous to train internal staff to support the election process and when it is more appropriate to hire outside election workers.

### **OPTIONS**

1. Accept the proposed recommendation for the 2024 Municipal Election as outlined in this report.
2. Make changes to any of the recommendations for the 2024 Municipal Election as outlined in this report.

## ATTACHMENTS

- Appendix “A” sets out the remuneration schedule for election workers.

## COMMUNICATION AND ENGAGEMENT

Administration has consulted the Local Government Elections Act, 2015 (The Act) to ensure compliance by the city in all areas pertaining to the 2024 Municipal Election, as well as referencing other support documents and the City’s previous elections.

## FINANCIAL IMPLICATION

The 2024 Municipal Election budget has been set at \$10,000.00. If the school boards have an election and have a poll within the City of Humboldt, there may be some cost sharing of expenses. The recommendations made in this report should allow the City to deliver the 2024 Municipal Election within the amount budgeted and should come in well under budget in the event that the school divisions require assistance.

## CONCLUSION

Administration requests resolve of Council on the following regarding the Municipal Election to be held Wednesday, November 13<sup>th</sup>, 2024.

1. That the Leisure Service Director, Michael Ulriksen, be appointed as Returning Officer for the 2024 Municipal Election.
2. That Administration secure locations throughout the city for polling stations on Election Day and that regular polls be open for voting on November 13, 2024 between the hours of 9:00 a.m. to 8:00 p.m.
3. That Council opt not to utilize a mail-in ballot voting option for the 2024 Municipal Election.
4. That the hours for conducting the vote at the advance polls be as follows:
  - Saturday, November 2<sup>nd</sup> – 1:00pm – 5:00pm – St. Mary’s Villa
  - Tuesday, November 5<sup>th</sup> – 1:00pm – 9:00pm – Humboldt Uniplex
  - Wednesday, November 6<sup>th</sup> – 1:00pm – 9:00pm – Humboldt Uniplex
  - Thursday, November 7<sup>th</sup> – 1:00pm – 9:00pm – Humboldt Uniplex
  - Saturday, November 9<sup>th</sup> – 1:00pm – 5:00pm – Caleb Village
5. That a door-to-door enumeration and subsequent Voters’ List not be undertaken for the 2024 Municipal election and that voters be registered at the polls using the Voter Declaration Form.



6. That the names of the candidates on the Mayor and Councillor ballots be listed in alphabetical order by surname without their occupation.
7. That City Council does not establish the need for a Criminal Record check to form part of the filing of Nomination papers.
8. That the rates of remuneration for election officials summarized in Appendix "A" be approved.

**APPENDIX "A"**

Rates of remuneration for the 2024 Municipal Election

1. For workers who are not regular employees of the City of Humboldt:

<u>All Polls / Duties</u>	<u>Approx. Hours</u>	<u>2024</u>	<u>2020</u>
Returning Officer		\$625	\$625
<u>Advance Polls</u>	<u>Approx. Hours</u>	<u>2024</u>	<u>2020</u>
Poll Clerk*	32	\$17/hr	\$15/hr
<u>Regular Polls</u>	<u>Approx. Hours</u>	<u>2024</u>	<u>2020</u>
Deputy Returning Clerk*	15.5	\$250	\$220
Poll Clerk*	15.5	\$250	\$220

The above recommendation is calculated as a daily rate for the election (14 hrs) and the training session (1.5 hrs) and no additional compensation is provided if the workers take longer to balance the totals after the polls close on election day.

2. For workers who are regular employees of the City of Humboldt:

Returning Officer - the Returning Officer be approved to bank time-in-lieu on an hour per hour basis for work outside regular work hours for attending advance polls, providing training to election workers, and for duties on Election Day until all polls have reported their results and delivered election materials to the returning office.

Deputy Returning Clerk or Poll Clerk (out of Scope employees) – Usual wage for their regular position for hours within regular workday; approval to bank time-in-lieu on an hour per hour basis for work outside regular work hours.

Deputy Returning Clerk or Poll Clerk (in Scope employees) – Usual wage for their regular position for hours within regular workday; overtime per Collective Agreement if overtime is required, however advanced scheduling will be utilized to avoid requiring overtime where possible.

## CITY OF HUMBOLDT REPORT

**TITLE:** Humboldt Airport Funding Model Proposal Update  
**PREPARED BY:** Peter Bergquist, Public Works and Utilities Director  
**REVIEWED BY:** Jace Porten, City Controller  
**PREPARED FOR:** Executive Committee  
**DATE:** July 8, 2024

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### RECOMMENDATION

To authorize Administration to draft a Request for Proposal (RFP) document for future ownership or operations of the Humboldt Airport.

### BACKGROUND

- An airport feasibility study was completed in fall of 2023 which noted options for rehabilitating the existing facility as well as options for expansion. In the next 10 years, the report estimated about \$2,055,000 is needed to rehabilitate the existing airfield infrastructure to current day standards.
- The report summarized that the airport has minimal benefits to the City of Humboldt and has more benefits for the region due to the use by aerial applicators, recreational flyers, business/corporation traffic, and emergency services (air ambulance, search and rescue) if needed.
- On April 8, 2024; the Executive Committee (EC) approved staff to send out the Proposed Airport Funding Model to the local Flying Club, local RM's and Municipalities within a 30km radius of the airport Responses were requested by July 2, 2024.

### CURRENT SITUATION

A total of 14 Municipalities and Rural Municipalities within a 30km radius of the airport were sent detailed letters of the proposed initiative. 13 responses were received noted below. All respondents declined the proposal which is 74.3% of the potential funding.

		Total per Municipality	% of Total
Humboldt		\$ 272,634	25.0%
Muenster	Declined by Council on May 21, 2024	\$ 17,280	1.6%
Saint Gregor	Declined by Council on May 15, 2024	\$ 2,941	0.3%
Annaheim	Declined by Council on May 16, 2024	\$ 5,651	0.5%
Lake Lenore	No response recieved as of July 2, 2024	\$ 7,924	0.7%
Pilger	Declined by Council on May 29, 2024	\$ 1,834	0.2%
Bruno	Declined by Council on May 22, 2024	\$ 16,346	1.5%
RM of Humboldt #370	Declined by Council on May 30, 2024	\$ 250,465	23.0%
RM of St. Peter #369	Declined by Council on May 3, 2024	\$ 138,417	12.7%
RM of Wolverine #340	Declined by Council on June 23, 2024	\$ 197,605	18.1%
RM of Leroy #339	Declined by Council on May 8, 2024	\$ 91,933	8.4%
RM of Bayne #371	Declined by Council on May 23, 2024	\$ 39,263	3.6%
RM of Viscount #341	Declined by Council on June 19, 2024	\$ 25,459	2.3%
RM of Three Lakes #400	Declined by Council on April 24, 2024	\$ 19,501	1.8%
RM of Lake Lenore #399	Declined by Council on June 24, 2024	\$ 2,840	0.3%
		\$ 1,090,093	100%

The objective was to determine support to pave the existing runway, taxiways and apron to keep the facility public. Expansion was not included in the immediate conversations as the costs are significant and the benefits were debatable. The responses indicate that there is no support from the local municipalities for the proposed rehabilitation work.

As noted in the April 8, 2024 EC report, if no support from the local municipalities was found, the City may wish to consider pursuing the sale of the property through a public process and allow private interests to develop as they see fit. The snow dump area would be subdivided out for long term continued use.

10 hanger lot lease agreements were created in the past with the majority recently expired as of the time of this report. 4 lease agreements are currently active with expiry dates ranging from Dec 31, 2024, to August 30, 2025.

**OPTIONS**

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

## **ATTACHMENTS**

- N/A

## **COMMUNICATION AND ENGAGEMENT**

The participating local municipalities will receive an update letter of the results and notice of plans moving forward.

## **FINANCIAL IMPLICATION**

Recent annual budgets have only covered the operating and maintenance costs for the airport. After revenue generation from lot leases, usage fees and fuel sales; the current expenditures have minor impacts to taxation.

The airport is aging, and reconstruction will be needed soon. These expenditures are significant and not currently in budget plans.

## **CONCLUSION**

The proposed model was an attempt to create regional cooperation to keep the airport public while also continuing to service aerial applicators, emergency and recreational flying for the area. Support from local municipalities does not appear evident nor is it a priority of the city to self-fund the upgrades within their budgets. Creating an RFP appears to be the next step for determining external interest in operating or ownership of the airport. Elements of ownership, control and costs would be included in the RFP. A Draft RFP document would come back to a future Executive Committee meeting for review and contemplation.

## CITY OF HUMBOLDT REPORT

**TITLE:** Water Ridge Paving Options  
**PREPARED BY:** Peter Bergquist, Public Works and Utilities Director  
**REVIEWED BY:** Jace Porten, City Controller/Interim City Clerk  
**PREPARED FOR:** Executive Committee  
**DATE:** July 8, 2024

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### RECOMMENDATION

That Administration further pursue investigating the viability of paving Golf Course Road from Hwy 5 to Water Ridge Crescent.

### BACKGROUND

- The Water Ridge Area was a private development dating back to the early 2000's.
- The area was paved by the local improvement process (benefitting properties pay for the upgrades).
- The residential area was paved in 2011. The commercial area was not paved due to an unsuccessful local improvement process.
- Since 2011, explorations to pave the commercial properties by local improvement have been met with resistance and therefore not pursued. This has created frustrations for the residents in the area.
- Requests by Council Members were made to re-initiate discussions about the remaining roads in the Water Ridge area.

### CURRENT SITUATION

Staff separated potential paving areas into sections as noted on the attached drawing. Each section is based on 2024 pricing and does include PST but does not include contingency and engineering.

**Sections 1 – Water Ridge Crescent** - Has been the subject of discussion for many years. This section of road has curbs but the road exhibits spring frost heaves indicating base issues that is not strong enough for asphalt. In addition, commercial traffic in the area requires the road to have a thicker/stronger base structure along with 80mm of asphalt. The reconstruction and asphalt would cost approximately \$194,000 (includes PST) plus 10% Eng and 10% Contingency = \$232,800.

**Sections 2 – 9<sup>th</sup> Ave (east portion)** – This section currently has low traffic volumes but serves commercial and residential properties. This section does not have curbing and uses ditches which are difficult to keep in shape and drain properly so curbing has been estimated to be installed. The base is not strong enough for asphalt and would need reconstruction. Commercial traffic in the area requires the road to have a thicker/stronger structure along with 80mm of asphalt. The reconstruction and asphalt would cost approximately \$168,000 (includes PST) plus 10% Eng and 10% Contingency = \$201,600.

**Sections 3 – 9<sup>th</sup> Ave (west portion)** – This section assumes a connection to Golf Course Road. This would require cutting through the bushes and crossing the trail. If connected, 9<sup>th</sup> Avenue would likely be used more by residents and businesses adjacent to it. This section does not have curbing and uses ditches which are difficult to keep in shape and drain properly so some of the area would receive curbing which has been estimated to be installed. The base is not strong enough for asphalt and would need reconstruction. Commercial traffic in the area requires the road to have a thicker/stronger structure along with 80mm of asphalt. The reconstruction and asphalt would cost approximately \$136,000 (includes PST) plus 10% Eng and 10% Contingency = \$163,200.

**Sections 4 – Andreason Rd extension** – This section assumes a connection to Golf Course Road and removes the 1<sup>st</sup> Street highway access entirely. This improvement is desired by staff to lessen accesses onto the highway and lessen the evident confusion experienced by motorists at this intersection. This would have a heavy truck traffic structure along with 100mm of asphalt. Note, depending on the plans for the campground, utilities may need to be run in this section for future development. The reconstruction and asphalt would cost approximately \$65,000 (includes PST) plus 10% Eng and 10% Contingency = \$78,000.

**Sections 5 – Golf Course Road** – This section estimates asphalt to Water Ridge Crescent. Staff made assessment that the structure is firm and can accept asphalt directly. No concrete or base reconstruction is anticipated. This makes this section of asphalt paving appealing. Note, depending on the plans for the campground, utilities may need to be run across this section for future development. 100mm of asphalt would be applied at an approximate cost of \$147,000 (includes PST) plus 10% Eng and 10% Contingency = \$176,400.

## OPTIONS

1. Approve the recommendation as presented.
2. Approve proceeding with all sections as a local improvement.
3. Discuss and direct staff to a different option/sections.

4. Not approve of the recommendation as presented.

## ATTACHMENTS

- Water Ridge Roadway Improvements – Sections Drawing

## COMMUNICATION AND ENGAGEMENT

N/A

## FINANCIAL IMPLICATION

- Considerations for Sections 1-3 – Determination of how the projects should be funded – Residential and/or Commercial Local Improvement. Determining how much the city contributes.
- Considerations for Section 4 – Likely fully funded by the city as the improvement benefits the whole area and removes a highway access point to improve turning safety.
- Considerations for Section 5 – In addition to providing a paved access into the Water Ridge subdivision, the paved road would also provide fractional benefits to Water Ridge Park, the Golf Course and potential future development where the campground is currently located.
- Sections 1-5 All Together - \$710,000 (includes PST) plus 10% Eng and 10% Contingency = \$852,000. This cost would be a local improvement amongst all properties in the area along with contributions from the city for roadways that support driving surfaces used by the general public.

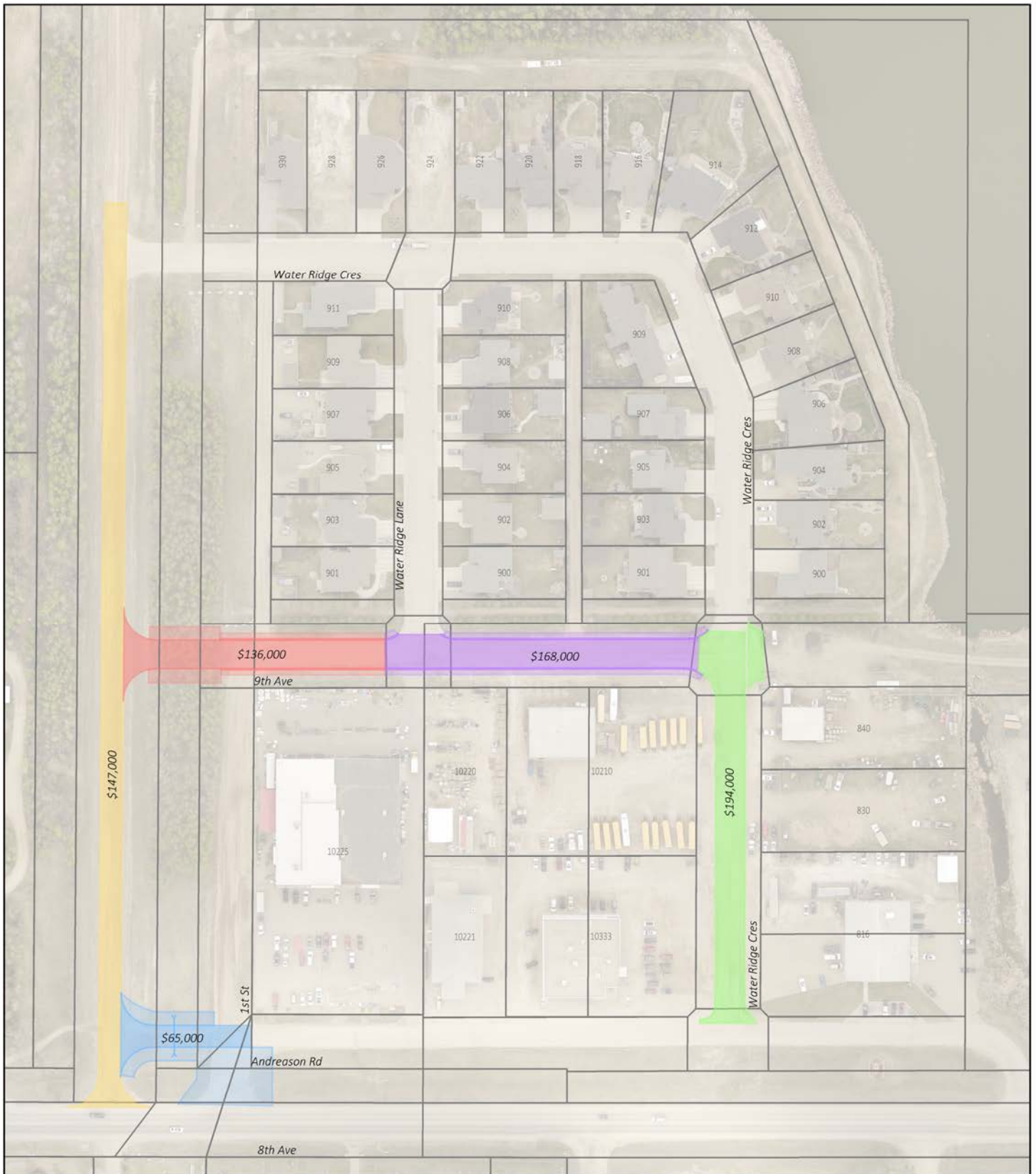
A local improvement process would need to be initiated depending on the discussion and outcome from the Executive Committee. Costs applicable to the city would need to be considered in the budget process. Options for funding and cost-sharing of any such work would need to be presented in a subsequent report.

## CONCLUSION

Section 4&5 - Golf Course Road paving is appealing as no base work is likely needed; however, residents may not be fully satisfied until Section 1 – Water Ridge Crescent is paved.

Paving all sections noted and initiating a large local improvement amongst all properties may want to be considered. This would eliminate all existing concerns, however may be resisted by the area. Contributions from the city would be appropriate for roadways that support driving surfaces used by the general public.





### WATER RIDGE ROADWAY IMPROVEMENTS

- 1 - Water Ridge Cres: Full Rebuild and Pave to Collector Standard
- 2 - 9th Avenue: New Curbing, Full Rebuild and Pave to Collector Standard
- 3 - 9th Avenue: New Curbing, Full Rebuild and Pave to Collector Standard
- 4 - Andreason Rd: Close 1st St Access, Extend Andreason Rd to Golf Course Road
- 5 - Golf Course Rd: Pave Roadway to Collector Standard (100mm)



DRAWN BY: DLB  
SCALE: 1:2000  
DATE: 2024/06/13



## CITY OF HUMBOLDT REPORT

**TITLE:** Discretionary Use – Dwelling Group  
**PREPARED BY:** Tanner Zimmerman, Planning Coordinator  
**REVIEWED BY:** Jace Porten, Interim City Clerk  
**PREPARED FOR:** Executive Committee  
**DATE:** July 8, 2024

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### RECOMMENDATION

That this report be accepted for information and filed.

### BACKGROUND

The City has received a discretionary use application to operate a Dwelling Group at 313 6<sup>th</sup> Ave., legally described as Lot 9 Block 65 Plan 65H00461 by Trevis McConaghy for 102154877 Saskatchewan Inc. (“**the Developer**”).

“**Dwelling Group:** a group of two or more detached one unit dwellings, two unit dwellings or multiple unit dwellings or combinations thereof occupying the same site.”

Sections 3.10.4(4) and 8.6 of *the Zoning Bylaw, 2016* regulate Dwelling Groups as follows:

- 3.10.4(4)(a) – All parking Areas, private garages or vehicle access to units or sites within a dwelling group should be from a roadway which is common property internal to the parcel.
- 3.10.4(4)(b) – All dwelling groups should have vehicular access to a public street from at least two points which are sufficiently separated to provide accessible ingress and egress in case of emergency.
- 3.10.4(4)(c) – The suitability of a proposal will be considered with respect to:
  - (i) – the capacity of the adjoining street system to handle the size and location of the development. The development will not cause excessive traffic to pass through adjoining low density residential development.
  - (ii) – The density of a dwelling group and building separation will be consistent with similar residential structures on separate subdivided parcels; and,
  - (iii) – Bareland condominium proposals for dwelling groups will only be considered if there is provision for adequate common property on the parcel.
- 8.6.1 – The minimum side yard setback shall be measured from the closest wall of the principal building closest to the side site line.

- 8.6.2 – All principal buildings forming part of the group shall be located from any other principal building in the group at a distance that meets *The National Building Code of Canada* and *The National Fire Code of Canada*.
- 8.6.4 – Council may apply special development standards regarding “yard requirements” to reduce conflict with neighbouring uses.

Section 3.10.3 of *the Zoning Bylaw, 2016* requires that a Discretionary Use be reviewed using the following evaluation criteria:

- i) Conformance with the Official Community Plan and applicable sections of the Zoning Bylaw;
- ii) Serviceability by community infrastructure including roadways, water & sewer services, etc.;
- iii) The potential effect of noise, odour, dust, lighting, glare, vibrations, emissions, hazardous substances, etc. to the health, safety, convenience or general welfare of persons residing or working within the vicinity or injurious effects to property, or potential development in the vicinity of the project;
- iv) Landscaping and screening, and, wherever applicable, the preservation existing vegetation;
- v) Potential traffic generation by the use, and the ability for existing roadways to accommodate for the use, as well as the adequate provision of parking accommodations;
- vi) Presence of activities located in the area and on the site, and effects to the surrounding urban environment.
- vii) Pedestrian safety and convenience both within the site, and in terms of the relationship to the road network in and around the adjoining area;
- viii) All operations shall comply with all regulations of Saskatchewan Environment and Saskatchewan Labour which govern their operation and development; and
- ix) Traffic entrances and exits to or from major roadways and truck routes.

## **CURRENT SITUATION**

- The property, which is zoned R2 – Medium Density Residential District, is located where Dwelling Groups are considered discretionary uses.
- The City’s Zoning Bylaw allows any property owner to submit a discretionary use application if they choose, and for that application to then proceed through the public notice and public hearing process before City Council can make a decision.
- The proposed development is in a residential area with similar duplex dwelling groups.

## **OPTIONS**

1. Accept this report for information.

## **ATTACHMENTS**

- A. The application as submitted by the Developer.
- B. Preliminary Site Plan
- C. Pictures of the additional unit to be moved in to the city as presented by the Developer.

## **COMMUNICATION AND ENGAGEMENT**

In the lead up to the proposed public meeting for July 22, the City will undertake all required communications as prescribed in Section 55 of *the Planning and Development Act, 2007*.

## **FINANCIAL IMPLICATION**

Bylaw No. 15/2015 – *The Off-site Charges Bylaw* sets forth a prescribed development levy of \$82,976 per hectare to offset the capital-cost increase for infrastructure due to an increase in density. The resulting charge for the proposed development would result in a levy of \$8712.48 to be placed in the City’s offsite charges account.

## **CONCLUSION**

The proposed development is considered a discretionary use in an R2 zone, pursuant to *the Zoning Bylaw, 2016*. The City must give the required public notice and schedule a public hearing before City Council can make a decision on approving or denying the application.



Attachment A  
FORM "D"

Planning & Development  
715 Main Street, Humboldt, SK. S0K 2A0  
t. 306.682.2525 x304

DISCRETIONARY USE APPLICATION

THIS IS NOT AN APPROVAL OF A DISCRETIONARY USE, DEVELOPMENT PERMIT, OR BUILDING PERMIT

SECTION A: PROPOSED DEVELOPMENT INFORMATION

SITE INFORMATION	Civic Address <b>313-6th Ave</b>	Legal Land Description (optional)		
	Zoning District <b>R2</b>	Lot <b>9</b>	Block <b>65</b>	Plan No. <b>65H00461</b>
	Description of Existing Land Use and Buildings <b>4plex - residential multi-family</b>			
DEVELOPMENT INFORMATION	Description of Proposed Development <b>Add a former Sask Housing duplex at rear (South) of 4plex</b>			
	Reasons to support the Discretionary Use Application (use additional pages if necessary) <ul style="list-style-type: none"> <li><b>There are dwelling groups of 2 Sask Housing duplexes on both lots South of 313-6th</b></li> <li><b>The building is the same style + age as adjacent buildings (conformity)</b></li> <li><b>The building will meet parking requirements</b></li> <li><b>There is a huge need for housing within Humboldt and few available development lots</b></li> </ul>			

SECTION B: CONTACT INFORMATION

APPLICANT	Contact Name <b>102 154877 Sk Inc.</b>	Company Name (if applicable) <b>Trevi's McConaghy</b>		
	Address <b>Box 216</b>	City <b>Melfort</b>	Province <b>Sk</b>	Postal Code <b>S0E2A0</b>
	Phone Number(s) Main <b>(306) 921-4819</b> Other <b>(306) 381-9940</b> Fax	E-mail Address (Required) <b>trevismcconaghy@gmail.com</b>		
	Applicant's Interest in the Property: <input checked="" type="checkbox"/> Owner <input type="checkbox"/> Tenant <input type="checkbox"/> Option to Buy <input type="checkbox"/> Other:			
PROPERTY OWNER	Owner Name or Same as Applicant <input checked="" type="checkbox"/>		Company Name (if applicable)	
	Address		City	Province
	Phone Number(s) Main    Other    Fax		E-mail Address (Required)	
	Postal Code			

SECTION C: APPLICATION CHECKLIST

Applications must include the following:	Submitted
Site Plan	<input checked="" type="checkbox"/>
Architectural Plans	<input type="checkbox"/>
Non-refundable application fee of \$500	<input type="checkbox"/>

*pre-existing building (to be inspected if successful)*

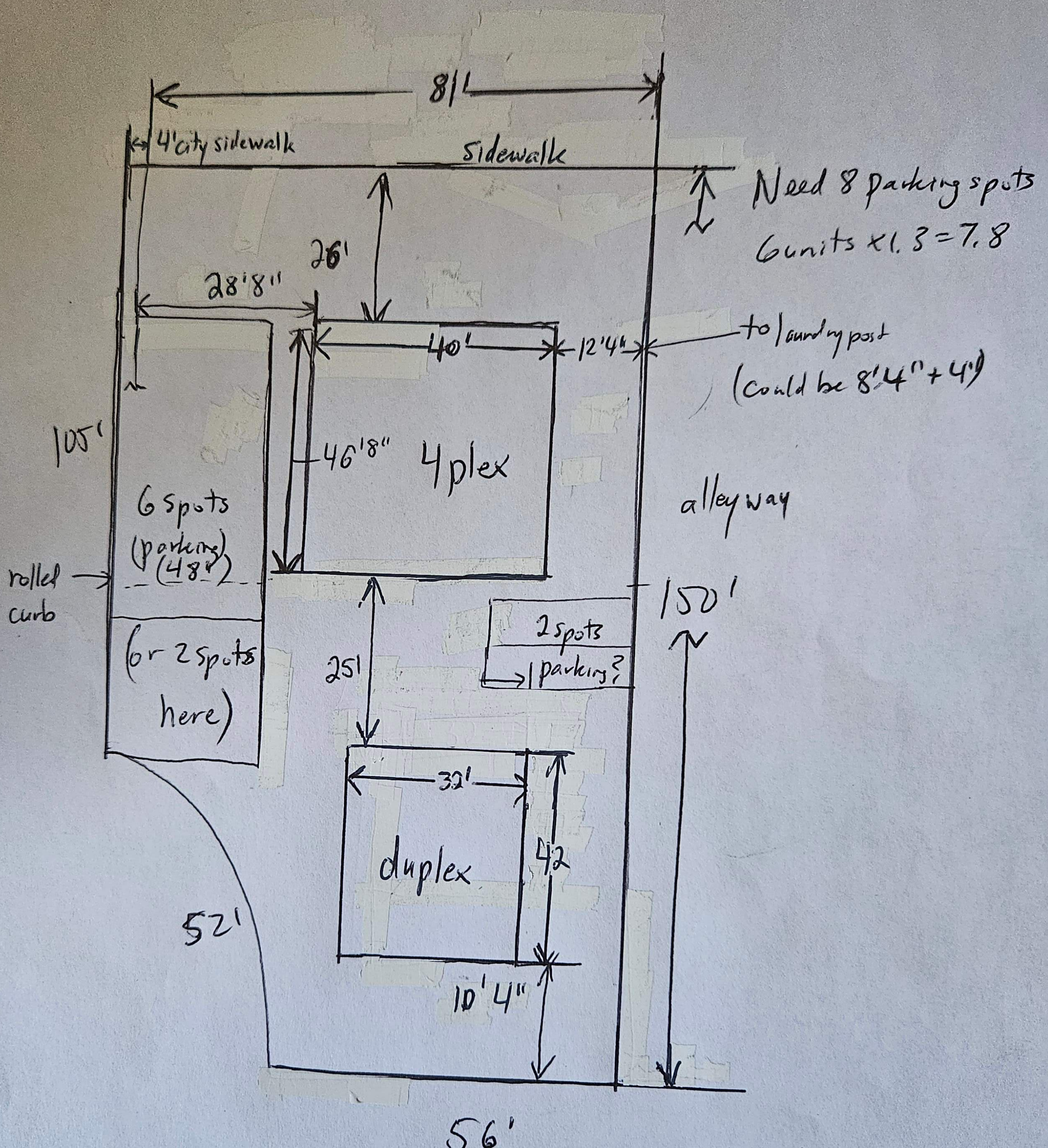
SECTION D: DECLARATION OF THE APPLICANT

I Trevi's McConaghy DO HEREBY DECLARE:  
that the above statements contained within this application and attached drawings are true and correct. I agree that Discretionary Use Approval does not relieve the owner or the applicant from complying with all of the City of Humboldt Bylaws and/or Provincial and Federal acts & regulations and that it is my responsibility to ensure compliance with such legislation regardless of any review or inspections that may or may not be carried out by the City of Humboldt or its authorized representatives. I agree that no construction shall commence without a development permit and a building permit.

June 27/2024  
DATE

Trevi's McConaghy  
APPLICANT SIGNATURE

Front



Trevis McConaghy  
 306-921-4819  
 June 20, 2024

32' - other sketch housing parking straight into curb

# Attachment C

## SaskHousing duplex to be moved to Humboldt- 313 6th Ave

(picture of two buildings- one to be moved)





## CITY OF HUMBOLDT REPORT

**TITLE:** Downtown Street Closure Request  
**PREPARED BY:** Jace Porten, City Controller  
**REVIEWED BY:** Jace Porten, City Controller  
**PREPARED FOR:** City Council  
**DATE:** July 8, 2024

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### RECOMMENDATION

That the requested downtown street closure for a special event on October 6<sup>th</sup>, 2024 on 9<sup>th</sup> Street from the north side of 5<sup>th</sup> Avenue to the south side of 7<sup>th</sup> Avenue be approved.

### BACKGROUND

Pursuant to the City of Humboldt's Policy #4510, requests for a street blockaded are to be presented at a Regular Council meeting for approval. Prior to the request being brought to Council, the City Controller/Interim City Clerk consulted with the other City departments to ensure that the requested street closures do not conflict with any City maintenance or operations.

### CURRENT SITUATION

The Downtown Business Improvement District is looking to hold a Farm Day in the City event to connect with local agriculture, artisans and local businesses. Administration has talked with the DBID if there had been any communication with the businesses along that route and were advised an email was sent out to the businesses and no objections were received, at the time of writing this report.

### OPTIONS

1. Approve the recommendation.
2. Reject the recommendation and not allow the street closure.

### ATTACHMENTS

- Farm Day in the City 2024 brochure, with map of proposed closure

### FINANCIAL IMPLICATION

None

### CONCLUSION

If endorsed by the Executive Committee, a recommendation will be taken to the July City Council meeting for Council consideration. Administration will intends on taking a street closure report





correcting a September street closure. The date of the September 12<sup>th</sup> closure for fundraising BBQ's of Sixth Avenue from Main Street east to the back alley, is to be closed September 5<sup>th</sup>.



**CITY OF HUMBOLDT REPORT**

**TITLE:** CLS Project Summary Report  
**PREPARED BY:** Michael Ulriksen, Director of Community and Leisure Services  
**REVIEWED BY:** Jace Porten, City Controller  
**PREPARED FOR:** Executive Committee  
**DATE:** June 10, 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	Con – 70%	\$85,575	\$45,395
2	North Hospital – Toboggan Hill	Planning	\$36,850	-
3	North Hospital – Off-Leash Dog Park	Planning		
4a	Outdoor Rink & Multi-Sport Court	Con – 90%	NA	\$60,285
4b	Washroom & Concession Facility	Con – 98%		\$139,780
5	Bill Brecht Playground Development	Con – 70%	-	-
6	St. Augustine Cemetery Columbarium Units	Con – 60%	\$30,000	-

1. The old library solarium was removed and the new windows/roof structure installed. There is some drywall and lighting work remaining inside the building, as well as exterior work on the front of the building where the old flower bed was removed. The budget line was updated to reflect the amount in reserves for the project.

4b. There is some final landscaping to complete around the facility, however the building itself is completed and has already been utilized for a few events.

5. Another component of the Bill Brecht playground was installed in late June. The only remaining components are a double zipline and a portion of fencing to separate the ball diamond from the new playground area. The City currently holds \$12,292 in donations from the Bill Brecht fundraising committee to be spent.

**B. 2024 Operational Projects**

#	Project	Status	Project Budget	Actual (YTD)
1	Water Ridge Park Entrance Upgrades	Planning	\$20,000	-
2	Uniplex LED Lighting (Year 4 of 5)	Con – 0%	\$25,000	-
3	Uniplex Lobby Air Conditioning Unit	Planning	\$15,000	-
4	Museum Roof Repairs	Planning	\$20,000	-
5	Fire Hall – LED Lighting	Completed	\$5,000	-

2. The lighting contract has been awarded and we expect it to be completed sometime in July.

5. The LED lighting project at the Fire Hall is completed, we are just awaiting final billing.

**C. 2024 Fleet**

#	Project	Status	Project Budget	Actual (YTD)
1	Maintenance Service Van (L110)	Completed	\$58,000	\$65,035
2	Parks General Use (L120)	Completed	\$58,000	\$66,635
3	Parks UTV (L252)	Completed	\$42,000	\$35,510

2. The tender was awarded at the June 24<sup>th</sup> Council meeting and the new truck is expected in early July. The existing L120 unit will be sold at auction later in July which will offset some or all of the 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	Aquatic Center Hot Tub	Planning	TBD	Operational Savings/Reserves

1. We are currently finalizing the engineering for new piping and a new heat exchanger for the hot tub. We expect it to be a 8-12 week lead time before the issue is resolved.

**FINANCIAL IMPLICATION**

There is no anticipated financial impact of the recommended action.

**CONCLUSION**



The department is still anticipating that the majority of the outstanding projects should be completed in 2024, with the possible exception of the North Hospital park projects.