



**City of Humboldt**  
**September 9, 2024 - Executive Committee Meeting - 05:30 PM**

- 1        **Call To Order**
- 2        **Adopt Agenda**
- 2.1     Conflict of Interest
- 3        **Delegations**
- 4        **Correspondence**
- 4.1     Invitation from St Peter's College
  - 📎 Invitation from St Peter's College
- 5        **Reports From Administration**
- 5.1     City Controller's Report
  - 📎 Report - City Controller
- 5.2     Director of Cultural Services' Report
  - 📎 Report - Director of Cultural Services
- 5.3     Marketing and Development Manager's Report
  - 📎 Report - Marketing and Development Manager
- 5.4     Director of Leisure Services' Report
  - 📎 Report - Director of Leisure Services
- 5.5     Director of Public Works' Report
  - 📎 Report - Director of Public Works
- 6        **New Business**
- 6.1     Recommendation - City Controller - National Police Federation Lobby Letter
  - 📎 Report - National Police Federation Lobby Letter
- 6.2     Recommendation - Director of Cultural Services - Manufacturing and Agriculture Sculpture – Public Art Committee
  - 📎 Report - Manufacturing and Agriculture Sculpture – Public Art Committee
- 6.3     Recommendation - Marketing and Development Manager - CEDI Update
  - 📎 Report - Marketing and Development Manager - CEDI Update
- 6.4     Recommendation - Director of Leisure Services - Event Hosting Sponsorship
  - 📎 Report - Director of Leisure Services - Event Hosting Sponsorship
- 6.5     Recommendation - Assessor - Hospitality Tax/Destination Marketing Fund
  - 📎 Report - Assessor - Hospitality Tax/Destination Marketing Fund
- 6.6     Recommendation - Director of Leisure Services - Project Tracking Report
  - 📎 Report - CLS Project Tracking Report

- 6.7 Recommendation - Director of Public Works - Project Tracking Report
  - 📎 Report - PW Project Tracking
- 6.8 Recommendation - Director of Public Works - Wastewater Treatment System Project Update
  - 📎 Report - Wastewater Treatment System Project Update
- 6.9 Recommendation - Planning Coordinator - Northwest Area Structure Plan
  - 📎 Report - Northwest Area Structure Plan
- 7 **Enquiries**
- 8 **Committee of the Whole**
- 9 **Next Meeting**
- 10 **Adjourn**



UNIVERSITY OF SASKATCHEWAN  
**College of Nursing**  
NURSING.USASK.CA



**You are invited to the  
MEMORANDUM OF AGREEMENT**

**SIGNING EVENT  
BETWEEN  
ST. PETER'S COLLEGE  
AND  
USASK COLLEGE OF NURSING**

**where we will celebrate alongside the first  
intake of Bachelor of Science in Nursing  
students at St. Peter's College Muenster  
Campus**

100 College Drive Muenster, Sask

**SEPTEMBER | 18<sup>th</sup> | 2024**  
**11:30 am**

**PLEASE RSVP TO SALOME.PIENAAR@STPETER.SK.CA ON  
OR BEFORE SEPTEMBER 10TH, 2024**



**CITY OF HUMBOLDT REPORT**

**TITLE:** City Controller’s Report – Budget to Actual  
**PREPARED BY:** Jace Porten, City Controller  
**REVIEWED BY:** Joe Day, City Manager  
**PREPARED FOR:** Executive Committee  
**DATE:** September 9, 2024

**RECOMMENDATION**

That this report be accepted for information and filed.

**BACKGROUND**

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

**CURRENT SITUATION**

The City Controller and Finance Manager wrapped up meetings with Directors to identify inflationary factors in the upcoming 2025 budget. Meetings will reconvene in September with the Directors and City Manager to identify any service level change requests as well as discussion around any proposed capital projects and fleet purchases.

The City received approval from the Saskatchewan Municipal Board on the application to increase the City’s established debt limit to \$20-million.

**Budget to Actual**

The attached report shows the revenues and expenditures for the first eight months of 2024. Some variances exist due to timing of allocated budget, and when the expenses or revenues are recorded with variances greater than \$25,000 listed below.

<b>Cost Centre</b>	<b>Variance</b>	<b>Explanation</b>
Taxation and Grants – Property Taxes	(62,183)	The favourable position of this cost centre is due to a slightly higher than budgeted Infrastructure and Road levy.
Taxations and Grants – Grants	(8,547,982)	This variance is caused by the “unbudgeted” ICIP grants for the Wastewater Treatment Facility and the Carl

		Schenn Storm Pond projects totalling \$8,063,923. The city also received and unbudgeted Federal grant of approximately \$570,000. These grants will have this cost centre in a favourable position throughout the year and, as the capital projects continue, so will this variance.
Administration – General Administration	(99,823)	Staffing absences as well as a less than anticipated need for professional services have caused this favourable variance, this cost centre is anticipated to be closer to budget as the year progresses.
Leisure Services – Facilities Maintenance	(58,799)	Staffing vacancies through the year have created a favourable variance to this Cost Centre which is anticipated to persist throughout the year. An unanticipated federal grant and low maintenance supplies costs are also contributing significantly to the current variance.
Leisure Services – Arena	(55,268)	Greater than anticipated income from user fees have created this favourable variance, this cost centre should be closer to budget as the year progresses.
Leisure Services – Parks & Playgrounds	(37,492)	An unbudgeted donation of \$40,000 is causing a favourable variance in this cost centre.
Transportation – Transportation Admin	(43,845)	Due to the receipt of unanticipated granting, this cost centre is in a favourable position.
<b>Transportation – Street Systems</b>	<b>(41,490)</b>	<b>This cost centre is in a favourable position due to less staffing time and contracted maintenance being needed to maintain regular operations.</b>
Transportation – Snow and Ice Control	(19,689)	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	(54,344)	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.
<b>Transportation – Sidewalk Maintenance</b>	<b>(30,973)</b>	<b>Due to less than anticipated contract maintenance being required to date, this cost centre is in a favourable position.</b>
Utilities – Water Main Maintenance	32,082	The main drivers of the unfavourable position of this cost centre are due to greater than expected staffing and contracted maintenance costs.

Utilities – Water Distribution Facility	(26,485)	That staff are spending time in other aspects of their responsibilities, this cost centre is in a favourable position.
Utilities – Water Meter Reading & Billing	63,257	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	(46,180)	The favourable variance is due to minimal maintenance and salary expenditures to date.
Land Development – Land Development	(550,493)	A surge of recent land sales has this cost centre in a favourable position, this cost centre will be favourable throughout the year.

**COMMUNICATION AND ENGAGEMENT**

No external communications or engagement required.

**ATTACHMENTS**

- Budget to Actual Report for the eight months ending August 31, 2024
- August 2024 Payment Listing Report
- BMO Statement ending August 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	\$ (8,467,373)	\$ (8,405,190)	\$ (62,183)	\$ (8,396,840)	\$ (7,997,698)
Grants	\$ (10,550,112)	\$ (2,002,130)	\$ (8,547,982)	\$ (3,621,860)	\$ (1,440,308)
<b>TOTAL TAXES AND GIL</b>	<b>\$ (19,017,485)</b>	<b>\$ (10,407,320)</b>	<b>\$ (8,610,165)</b>	<b>\$ (12,018,700)</b>	<b>\$ (9,438,006)</b>
<b>Administration</b>					
General Administration	\$ 262,877	\$ 362,700	\$ (99,823)	\$ 554,620	\$ 287,449
Information Technology	\$ 84,151	\$ 93,020	\$ (8,869)	\$ 123,640	\$ 92,553
City Manager's Office	\$ 155,217	\$ 154,540	\$ 677	\$ 219,020	\$ 154,719
Elected Officials	\$ 129,724	\$ 120,170	\$ 9,554	\$ 192,630	\$ 116,002
Other General Administration	\$ 28,364	\$ 28,300	\$ 64	\$ 33,950	\$ (15,597)
<b>TOTAL ADMINISTRATION</b>	<b>\$ 660,333</b>	<b>\$ 758,730</b>	<b>\$ (98,397)</b>	<b>\$ 1,123,860</b>	<b>\$ 635,126</b>
<b>Communications</b>					
Corporate Communications	\$ 152,473	\$ 146,850	\$ 5,623	\$ 225,200	\$ 112,220
<b>TOTAL COMMUNICATION AND DEV</b>	<b>\$ 152,473</b>	<b>\$ 146,850</b>	<b>\$ 5,623</b>	<b>\$ 225,200</b>	<b>\$ 112,220</b>
<b>Fire and Building Inspections</b>					
Fire Protection Administration	\$ 298,458	\$ 298,540	\$ (82)	\$ 531,490	\$ 284,507
Fire Fleet and Equipment	\$ (21,393)	\$ (25,620)	\$ 4,227	\$ (77,680)	\$ (80,256)
Fire Hall Building	\$ 15,557	\$ 18,280	\$ (2,723)	\$ 27,650	\$ 13,941
Building Inspection Services	\$ 14,974	\$ 2,010	\$ 12,964	\$ 2,510	\$ (13,289)
<b>TOTAL FIRE AND BLDG INSP</b>	<b>\$ 307,596</b>	<b>\$ 293,210</b>	<b>\$ 14,386</b>	<b>\$ 483,970</b>	<b>\$ 204,903</b>
<b>Bylaw and Policing</b>					
Bylaw Enforcement	\$ 80,509	\$ 82,630	\$ (2,121)	\$ 121,420	\$ 81,110
Animal Licensing & Control	\$ (6,407)	\$ (8,600)	\$ 2,193	\$ (9,350)	\$ (7,870)
Business Licensing	\$ (76,000)	\$ (85,000)	\$ 9,000	\$ (90,000)	\$ (83,110)
RCMP Policing	\$ 145,054	\$ 151,040	\$ (5,986)	\$ 1,006,230	\$ 432,006
Other Protective Services	\$ 15,331	\$ 34,420	\$ (19,089)	\$ 44,500	\$ 15,368
Health and Safety	\$ 55,787	\$ 54,220	\$ 1,567	\$ 81,800	\$ 54,079
<b>TOTAL BYLAW AND POLICING</b>	<b>\$ 214,274</b>	<b>\$ 228,710</b>	<b>\$ (14,436)</b>	<b>\$ 1,154,600</b>	<b>\$ 491,583</b>
<b>Planning and Development</b>					
Economic Development	\$ 9,670	\$ 24,400	\$ (14,730)	\$ 36,000	\$ 25,937
Planning and Development	\$ 96,035	\$ 81,700	\$ 14,335	\$ 129,440	\$ 38,223
Planning and Development	\$ -	\$ -	\$ -	\$ -	\$ 1,950
<b>TOTAL PLANNING &amp; DEVELOPMENT</b>	<b>\$ 105,705</b>	<b>\$ 106,100</b>	<b>\$ (395)</b>	<b>\$ 165,440</b>	<b>\$ 66,110</b>
<b>Leisure Services</b>					
General Recreation Administration	\$ 283,071	\$ 281,570	\$ 1,501	\$ 1,055,180	\$ 399,682
Lottery Grant	\$ (51,297)	\$ (54,300)	\$ 3,003	\$ -	\$ (32,692)
Leisure Pass Program	\$ (48,027)	\$ (44,250)	\$ (3,777)	\$ (71,050)	\$ (42,075)
LED Sign	\$ (3,223)	\$ -	\$ (3,223)	\$ (3,500)	\$ (1,636)
Facilities Maintenance	\$ 200,351	\$ 259,150	\$ (58,799)	\$ 399,950	\$ 241,211
Arena	\$ 234,852	\$ 290,120	\$ (55,268)	\$ 405,940	\$ 289,242
Fitness Centre	\$ 1,531	\$ 10,860	\$ (9,329)	\$ 17,640	\$ 1,158
Community Centre	\$ 132,181	\$ 110,090	\$ 22,091	\$ 162,020	\$ 130,094
Curling Rink	\$ 13,906	\$ 28,630	\$ (14,724)	\$ 64,740	\$ 29,049
Aquatic Centre	\$ 231,471	\$ 220,160	\$ 11,311	\$ 338,710	\$ 263,053
Concessions	\$ 9,946	\$ 22,580	\$ (12,635)	\$ -	\$ 4,260
Parks and Playgrounds	\$ 224,288	\$ 261,780	\$ (37,492)	\$ 409,170	\$ 309,193
Spray Park	\$ 5,793	\$ 12,890	\$ (7,097)	\$ 15,150	\$ 14,034
Community Gardens	\$ 778	\$ 620	\$ 158	\$ 800	\$ 392
Weed and Insect Control	\$ 760	\$ 15,580	\$ (14,820)	\$ 17,550	\$ 7,861
Urban Beautification	\$ -	\$ 4,000	\$ (4,000)	\$ 8,000	\$ 6,238
Urban Forest	\$ 15,519	\$ 3,300	\$ 12,219	\$ 38,530	\$ 41,349
Trail System	\$ 6,693	\$ 11,050	\$ (4,357)	\$ 12,890	\$ 9,655



	ACTUAL	YTD BUD	VARIANCE	ANNUAL	PRIOR YEAR
Historical Campground	\$ (845)	\$ (1,100)	\$ 255	\$ 16,000	\$ 5,753
Recreation Special Events	\$ 75,597	\$ 74,280	\$ 1,317	\$ 110,000	\$ 14,043
Summer Sizzler	\$ 1,896	\$ 4,000	\$ (2,104)	\$ -	\$ 13,344
Joint Use Administration	\$ (391)	\$ (12,400)	\$ 12,009	\$ (7,000)	\$ (520)
Leisure Services Fleet	\$ (32,649)	\$ (25,400)	\$ (7,249)	\$ (78,350)	\$ (65,605)
<b>TOTAL LEISURE SERVICES</b>	<b>\$ 1,302,201</b>	<b>\$ 1,473,210</b>	<b>\$ (171,009)</b>	<b>\$ 2,912,370</b>	<b>\$ 1,637,083</b>
<b>Library</b>					
Library Services	\$ 164,764	\$ 175,730	\$ (10,966)	\$ 202,980	\$ 171,664
<b>TOTAL LIBRARY</b>	<b>\$ 164,764</b>	<b>\$ 175,730</b>	<b>\$ (10,966)</b>	<b>\$ 202,980</b>	<b>\$ 171,664</b>
<b>Cultural Services</b>					
Museum Services	\$ 236,146	\$ 237,720	\$ (1,574)	\$ 360,290	\$ 231,306
Museum Building	\$ 26,311	\$ 37,760	\$ (11,449)	\$ 56,240	\$ 25,584
Merchants Bank - Gallery Building	\$ 36,949	\$ 32,860	\$ 4,089	\$ 45,600	\$ 27,766
Original Humboldt	\$ (938)	\$ 340	\$ (1,278)	\$ -	\$ (4,792)
Humboldt Public Art	\$ (1,016)	\$ 5,120	\$ (6,136)	\$ 8,000	\$ 80
Water Tower	\$ (644)	\$ 420	\$ (1,064)	\$ 140	\$ (4,971)
<b>TOTAL CULTURAL SERVICES</b>	<b>\$ 296,808</b>	<b>\$ 314,220</b>	<b>\$ (17,413)</b>	<b>\$ 470,270</b>	<b>\$ 274,973</b>
<b>Public Health</b>					
Waste Mangement	\$ 37,687	\$ 38,540	\$ (853)	\$ 50,000	\$ 38,952
Cemetery Administration	\$ (25,044)	\$ (10,050)	\$ (14,994)	\$ (5,780)	\$ (11,379)
Mobility Van	\$ 26,686	\$ 39,160	\$ (12,474)	\$ 65,710	\$ 31,422
Transit Fleet	\$ (763)	\$ 500	\$ (1,263)	\$ (5,000)	\$ (5,816)
Other Public Health	\$ -	\$ -	\$ -	\$ 9,500	\$ -
<b>TOTAL PUBLIC HEALTH</b>	<b>\$ 38,566</b>	<b>\$ 68,150</b>	<b>\$ (29,584)</b>	<b>\$ 114,430</b>	<b>\$ 53,179</b>
<b>Transportation</b>					
Transportation Admin	\$ 242,005	\$ 285,850	\$ (43,845)	\$ 1,779,130	\$ 236,857
Street Lighting	\$ 75,289	\$ 86,970	\$ (11,681)	\$ 158,140	\$ 98,581
Street Systems	\$ 136,913	\$ 178,403	\$ (41,490)	\$ 447,840	\$ 316,259
Street Sweeping	\$ 32,241	\$ 30,950	\$ 1,291	\$ 53,100	\$ 43,222
Storm Water Infrastructure	\$ 122,556	\$ 119,130	\$ 3,426	\$ 230,130	\$ (379,288)
Street and Curb Painting	\$ 10,728	\$ 16,000	\$ (5,272)	\$ 20,000	\$ 17,110
Public Works Shop	\$ 74,601	\$ 78,240	\$ (3,639)	\$ 114,830	\$ 129,873
Snow and Ice Control	\$ 193,181	\$ 212,870	\$ (19,689)	\$ 419,530	\$ 226,416
Emulsion Treated Roads Mtee	\$ 3,547	\$ 16,350	\$ (12,803)	\$ 21,370	\$ 39,748
Gravel Road Mtee	\$ 48,477	\$ 49,440	\$ (963)	\$ 77,460	\$ 44,320
Back Lane Mtee	\$ 10,483	\$ 19,050	\$ (8,567)	\$ 25,560	\$ 17,104
Dust Control	\$ 39,079	\$ 29,100	\$ 9,979	\$ 29,320	\$ 14,989
Transportation Equipment	\$ (120,674)	\$ (66,330)	\$ (54,344)	\$ (264,170)	\$ (225,881)
Traffic Signals	\$ 9,689	\$ 32,140	\$ (22,451)	\$ 48,230	\$ 30,647
Traffic Signs	\$ 13,300	\$ 15,940	\$ (2,640)	\$ 23,450	\$ (5,022)
Sidewalk Mtee	\$ 29,547	\$ 60,520	\$ (30,973)	\$ 80,270	\$ 2,767
Ditch Mowing	\$ 23,417	\$ 20,980	\$ 2,437	\$ 36,500	\$ 29,631
Winter Sidewalks	\$ 6,427	\$ 13,910	\$ (7,483)	\$ 23,640	\$ 4,859
Airport	\$ 12,606	\$ 12,160	\$ 446	\$ 2,550	\$ 49,991
Christmas Decorations	\$ 3,965	\$ 5,990	\$ (2,025)	\$ 19,900	\$ 4,595
<b>TOTAL TRANSPORTATION</b>	<b>\$ 967,377</b>	<b>\$ 1,217,663</b>	<b>\$ (250,286)</b>	<b>\$ 3,346,780</b>	<b>\$ 696,778</b>
<b>Utilities</b>					
Utility Administration	\$ (1,568,052)	\$ (1,545,960)	\$ (22,092)	\$ (1,495,490)	\$ (1,425,904)
Water Main Mtee	\$ 226,992	\$ 194,910	\$ 32,082	\$ 328,010	\$ 244,144
Water Distribution Facility	\$ 102,425	\$ 128,910	\$ (26,485)	\$ 197,750	\$ 111,019
Water Meter Reading & Billing	\$ 251,577	\$ 188,320	\$ 63,257	\$ 252,550	\$ 167,603
Sewer Mains	\$ 121,520	\$ 119,390	\$ 2,130	\$ 213,190	\$ 113,474
Lagoon	\$ 181,780	\$ 171,410	\$ 10,370	\$ 328,850	\$ 179,956





	ACTUAL	YTD BUD	VARIANCE	ANNUAL	PRIOR YEAR
Lift Stations	\$ 81,820	\$ 128,000	\$ (46,180)	\$ 192,390	\$ 128,375
<b>TOTAL UTILITIES</b>	\$ (601,938)	\$ (615,020)	\$ 13,082	\$ 17,250	\$ (481,333)
<b>Land Development</b>					
Land Development	\$ (741,693)	\$ (191,200)	\$ (550,493)	\$ (291,800)	\$ (49,206)
<b>TOTAL LAND DEVELOPMENT</b>	\$ (741,693)	\$ (191,200)	\$ (550,493)	\$ (291,800)	\$ (49,206)
<b>SUM OF OPERATIONS</b>	\$ (16,151,019)	\$ (6,430,967)	\$ (9,720,053)	\$ (2,093,350)	\$ (5,624,926)
<b>Capital</b>	\$ -	\$ -	\$ -	\$ -	\$ 163,456
Protective Services Capital	\$ 578,366	\$ -	\$ 578,366	\$ -	\$ 339,880
Leisure Services Capital	\$ -	\$ -	\$ -	\$ -	\$ 3,928
Public Health Capital	\$ 182,900	\$ -	\$ 182,900	\$ -	\$ -
Transportation Capital	\$ 796,189	\$ -	\$ 796,189	\$ -	\$ 1,046,200
Utilities Capital	\$ 8,692,560	\$ -	\$ 8,692,560	\$ -	\$ 1,564,831
<b>TOTAL CAPITAL EXPENDITURES</b>	\$ 10,250,015	\$ -	\$ 10,250,016	\$ -	\$ 3,118,295

## August 2024 Payment Listing

Date	Payment Number	Vendor Name	Amount Paid
2024-08-01	Pre-Authorized	Elavon	\$731.73
2024-08-01	July-24	Chamber of Commerce Group Ins	\$24,181.96
2024-08-05	BMO CC 0724	BMO Mastercard	\$26,413.96
2024-08-06	Pre-Authorized	Royal Bank	\$571.41
2024-08-07	July-24	Ministry of Finance	\$683,808.52
2024-08-08	43662	Con-Tech General Contractors L	\$1,499,078.78
2024-08-08	43663	Jeff Goplin	\$123.60
2024-08-08	43664	Humboldt Downtown Business Imp	\$27,380.88
2024-08-08	43665	Investor's Group Trust Co. #90	\$200.00
2024-08-08	43667	Receiver General of Canada	\$52,238.12
2024-08-08	43668	R J England Consulting Ltd.	\$3,780.00
2024-08-08	43669	Schenn`s Farm Supply	\$41.63
2024-08-08	43670	SGI	\$222.00
2024-08-08	43671	MURRY ARLIE & ROSEMARY	\$107.55
2024-08-08	43672	SUHAR DHARMA BAHADUR	\$180.30
2024-08-08	43673	NIENABER LAURYN	\$75.19
2024-08-08	43674	DYOK KENNETH & CAROL	\$37.22
2024-08-08	43675	NIENABER CHRIS & GIBNEY JADE	\$84.37
2024-08-08	43676	Wallace Insights Inc.	\$8,917.38
2024-08-08	EFT04334	Canadian Union of Public Emplo	\$3,724.63
2024-08-08	EFT04335	Crosby Hanna & Associates	\$33,621.00
2024-08-08	EFT04336	Discovery Ford Sales Ltd.	\$126.00
2024-08-08	EFT04337	Miles Engele	\$600.00
2024-08-08	EFT04338	Humboldt Lumber Mart	\$202.61
2024-08-08	EFT04339	Humboldt Fire Department Socia	\$650.00
2024-08-08	EFT04340	MLT Aikins LLP	\$305.25
2024-08-08	EFT04341	Municipal Employees Pension Pl	\$28,679.60
2024-08-08	EFT04342	Office Experts	\$45.26
2024-08-08	EFT04343	Ricoh Canada Inc.	\$3,462.81
2024-08-08	EFT04344	RM of Humboldt	\$1,830.03
2024-08-09	43677	Howard Lees	\$2,271.00
2024-08-12	EFT04345	Greater Saskatoon Catholic Sch	\$954,132.65
2024-08-13	43678	Crystal Clarke	\$171.24
2024-08-13	43679	Tyler Dies	\$510.00
2024-08-13	43680	Dosch Hood & Duct Cleaners	\$555.00
2024-08-13	43681	Reynold Fortowsky	\$35.50
2024-08-13	43682	Olynick Water & Sewer Ltd.	\$1,434.67
2024-08-13	43683	Amund Otterson	\$11.25
2024-08-13	43684	Linda Parenteau	\$88.95
2024-08-13	43686	Saskatchewan Parks and Recreat	\$2,284.80
2024-08-13	43687	Schenn`s Farm Supply	\$45.63
2024-08-13	43688	The Stew	\$70.00
2024-08-13	43689	HUMBOLDT HOLDINGS INC.	\$80.56
2024-08-13	43690	KNITTIG BARB & HEIT WALTER	\$45.08
2024-08-13	43691	DUERR RODGER	\$51.51

2024-08-13	43692	John Trodd	\$131.22
2024-08-13	43693	Brad Walby	\$144.29
2024-08-14	43694	Petty Cash - Library	\$84.20
2024-08-14	EFT04346	Munisight Ltd.	\$2,117.35
2024-08-14	EFT04347	ALS Canada Ltd.	\$224.81
2024-08-14	EFT04348	Michael Behiel	\$118.00
2024-08-14	EFT04349	Brockman Enterprises Ltd.	\$4,192.56
2024-08-14	EFT04350	Canadian National	\$78.75
2024-08-14	EFT04351	Canadian Linen & Uniform Servi	\$163.84
2024-08-14	EFT04352	Colony Chevrolet GMC Buick Ltd	\$231.75
2024-08-14	EFT04353	Discovery Ford Sales Ltd.	\$613.20
2024-08-14	EFT04354	EMCO Waterworks	\$1,243.48
2024-08-14	EFT04355	Flocor	\$8,259.02
2024-08-14	EFT04356	Grain Bags Canada	\$903.53
2024-08-14	EFT04357	Hergott Electric Ltd.	\$6,965.66
2024-08-14	EFT04358	Humboldt & District Community	\$0.01
2024-08-14	EFT04359	Kirsch Construction	\$2,985.04
2024-08-14	EFT04360	KMK Sales Ltd.	\$2,046.72
2024-08-14	EFT04361	Millsap Fuel Distributors Ltd.	\$53.54
2024-08-14	EFT04362	Municode Services Ltd.	\$5,296.87
2024-08-14	EFT04363	Pleasureway Sales	\$84.87
2024-08-14	EFT04364	Purolator Courier Ltd.	\$154.97
2024-08-14	EFT04365	REACT Waste Management	\$33,525.97
2024-08-14	EFT04366	Redhead Equipment	\$221.51
2024-08-14	EFT04367	Saskatchewan Health Authority	\$0.01
2024-08-14	EFT04368	SENDR	\$48.94
2024-08-14	EFT04369	Toshiba Business Solutions	\$433.08
2024-08-14	EFT04370	Your Dollar Store With More	\$209.91
2024-08-21	43695	Animal Health Clinic of Humbol	\$94.35
2024-08-21	43696	Amanda Anthony	\$275.00
2024-08-21	43697	Rochelle Armstrong	\$215.00
2024-08-21	43698	Bandon Arnst	\$250.00
2024-08-21	43699	Nancy Baert	\$250.00
2024-08-21	43700	Kim Barnes	\$215.00
2024-08-21	43701	Jennifer Beeler	\$250.00
2024-08-21	43702	Kim Buckle	\$250.00
2024-08-21	43703	Faith Buhs	\$250.00
2024-08-21	43704	Caracal Creative	\$589.41
2024-08-21	43705	Carla Clement	\$235.00
2024-08-21	43706	Cummins Sales & Service	\$4,292.03
2024-08-21	43707	Sheena Dust	\$275.00
2024-08-21	43708	Colin Edwards	\$215.00
2024-08-21	43709	Angela Edwards	\$250.00
2024-08-21	43710	Dale & Jennifer Eggerman	\$250.00
2024-08-21	43711	Kara Fidelack	\$215.00
2024-08-21	43712	Alicia Folden	\$250.00
2024-08-21	43713	Derek Frank	\$250.00

2024-08-21	43714	Dan & Morgan Grywalheski	\$500.00
2024-08-21	43715	Mallory Hendry	\$250.00
2024-08-21	43716	Shancelle Hildebrandt	\$250.00
2024-08-21	43717	Yulianna Hleck	\$250.00
2024-08-21	43718	Horizon School Division	\$2,878.50
2024-08-21	43719	RhonaLee Hulowski	\$215.00
2024-08-21	43720	Humboldt Hammerheads Swim Team	\$450.00
2024-08-21	43721	Leah Kirzinger	\$215.00
2024-08-21	43722	Cameron Koski	\$250.00
2024-08-21	43723	Jesse Langevin	\$250.00
2024-08-21	43724	Janelle Lawrence	\$250.00
2024-08-21	43725	Mandy Mann	\$470.00
2024-08-21	43726	Jeff McCammon	\$123.60
2024-08-21	43727	Renee Michel	\$500.00
2024-08-21	43728	Pamela Monchuk	\$500.00
2024-08-21	43729	Kim Moorman	\$235.00
2024-08-21	43730	David Mortensen	\$364.10
2024-08-21	43731	Kristin Mottram	\$250.00
2024-08-21	43732	Wade & Haley Mutimer	\$275.00
2024-08-21	43733	Michelle Niekamp	\$275.00
2024-08-21	43734	Roger Nordick	\$109.25
2024-08-21	43735	Lisa Olson	\$275.00
2024-08-21	43736	Olynick Water & Sewer Ltd.	\$6,141.07
2024-08-21	43737	Dan Pudrycki	\$500.00
2024-08-21	43738	Dana Quessy	\$250.00
2024-08-21	43739	Receiver General of Canada	\$51,691.95
2024-08-21	43740	Billie Jean Rintoul	\$250.00
2024-08-21	43741	Saskatchewan Workers' Compensa	\$171,709.81
2024-08-21	43742	Saskatchewan Sheep Breeders' A	\$1,000.00
2024-08-21	43743	Schmid, Bradley	\$250.00
2024-08-21	43744	Ashley Seaborg	\$250.00
2024-08-21	43745	Doug Senko	\$250.00
2024-08-21	43746	Candis Sharpen	\$215.00
2024-08-21	43747	Morwenna Sutter	\$215.00
2024-08-21	43748	Courtney Thompson	\$250.00
2024-08-21	43749	Meghan Vecchio	\$250.00
2024-08-21	43750	Sam Campbell	\$275.00
2024-08-21	EFT04371	Allied Infrastructure	\$15,270.94
2024-08-21	EFT04372	Alpine Storage	\$200.00
2024-08-21	EFT04373	Brockman Enterprises Ltd.	\$21,466.27
2024-08-21	EFT04374	Canadian Linen & Uniform Servi	\$75.09
2024-08-21	EFT04375	Cleartech Industries Inc.	\$14,784.52
2024-08-21	EFT04376	Commercial Industrial Manufact	\$174.00
2024-08-21	EFT04377	Futuristic Industries Inc.	\$1,110.00
2024-08-21	EFT04378	Hergott Electric Ltd.	\$2,097.99
2024-08-21	EFT04379	Humboldt Lumber Mart	\$434.74
2024-08-21	EFT04380	Humboldt Golf Club	\$5,000.00

2024-08-21	EFT04381	Kirsch Construction	\$823.47
2024-08-21	EFT04382	KMK Sales Ltd.	\$891.98
2024-08-21	EFT04383	Municipal Employees Pension Pl	\$28,529.90
2024-08-21	EFT04384	Office Experts	\$239.72
2024-08-21	EFT04385	Pattison Agriculture	\$114.25
2024-08-21	EFT04386	Purolator Courier Ltd.	\$43.45
2024-08-21	EFT04387	SaskWater	\$195,974.02
2024-08-21	EFT04388	Saskatchewan Research Council	\$613.46
2024-08-21	EFT04389	Sautner Concrete Services Inc.	\$0.01
2024-08-21	EFT04390	Toshiba Business Solutions	\$451.29
2024-08-21	EFT04391	Van Houtte Coffee Services Inc	\$429.02
2024-08-21	EFT04392	Your Dollar Store With More	\$9.99
2024-08-22	PST 0724	Ministry of Finance	\$1,092.70
2024-08-26	SK Energy 0724	SaskEnergy	\$4,713.44
2024-08-27	43751	1 Stop Playgrounds Ltd.	\$8,595.29
2024-08-27	43752	BECKMAN, TARA	\$199.50
2024-08-27	43753	Leslie Blacklock	\$122.50
2024-08-27	43754	Bolt Cleaners	\$1,052.25
2024-08-27	43755	Allison Brandt Malinski	\$130.90
2024-08-27	43756	BREKER, ANDREW	\$87.50
2024-08-27	43757	Gwendylan Burton	\$200.00
2024-08-27	43758	FARRERO CHARLEY	\$1,124.00
2024-08-27	43759	Friends of the Museum	\$102.61
2024-08-27	43760	Kayla Hanson	\$203.00
2024-08-27	43761	Leane Harasymhuk	\$462.00
2024-08-27	43762	Carrie Ann Hradecki	\$30.80
2024-08-27	43763	Laura Kneeshaw	\$350.00
2024-08-27	43764	Konica Minolta Business Soluti	\$147.58
2024-08-27	43765	Dennis Korte	\$13.27
2024-08-27	43766	Michelle Lafayette	\$42.00
2024-08-27	43767	The Magnes Group Inc.	\$1,008.19
2024-08-27	43768	Val Miles	\$15.40
2024-08-27	43769	Minister of Finance	\$1,092.70
2024-08-27	43770	PEE-ACE, KEVIN	\$58.80
2024-08-27	43771	Ann Poggemiller	\$518.08
2024-08-27	43772	Sharon Powell	\$38.30
2024-08-27	43773	PRAIRIE SURFACES INC	\$28,943.25
2024-08-27	43774	Schenn`s Farm Supply	\$121.55
2024-08-27	43775	Hailey Schick	\$68.00
2024-08-27	43776	Tyler Shaw	\$10.50
2024-08-27	43777	Sobeys Humboldt	\$268.66
2024-08-27	43778	Spider Heavy Duty Repair	\$133.20
2024-08-27	43779	Leslie Stadnichuk	\$187.60
2024-08-27	43780	ST. Amant, Rita	\$45.50
2024-08-27	43781	St. Peter's Abbey	\$5.60
2024-08-27	43782	Sara Theis	\$4.90
2024-08-27	43783	Maureen Doetzel	\$49.00

2024-08-27	43784	Bonnie Gilmour	\$1,124.00
2024-08-27	EFT04393	1st Stop Auto Parts & Industri	\$545.88
2024-08-27	EFT04394	Allied Infrastructure	\$13,104.00
2024-08-27	EFT04395	Brandt Tractor Ltd.	\$182.17
2024-08-27	EFT04396	Brockman Enterprises Ltd.	\$20,626.80
2024-08-27	EFT04397	Cleartech Industries Inc.	\$2,628.25
2024-08-27	EFT04398	Discovery Ford Sales Ltd.	\$51.16
2024-08-27	EFT04399	Flocor	\$3,811.50
2024-08-27	EFT04400	Graphic Ad	\$654.68
2024-08-27	EFT04401	HBI Office Plus Inc.	\$92.37
2024-08-27	EFT04402	Hergott Electric Ltd.	\$13,243.99
2024-08-27	EFT04403	Humboldt Co-op	\$5,417.17
2024-08-27	EFT04404	Humboldt Home Hardware	\$4,483.67
2024-08-27	EFT04405	Canadian Tire 638 Humboldt	\$1,008.93
2024-08-27	EFT04406	Pattison Agriculture	\$252.20
2024-08-27	EFT04407	Prairie Diesel Inc.	\$28.82
2024-08-27	EFT04408	Redhead Equipment	\$569.59
2024-08-27	EFT04409	Sautner Concrete Services Inc.	\$117,010.38
2024-08-27	EFT04410	SENDR	\$75.06
2024-08-27	EFT04411	S & R Vac	\$416.25
2024-08-27	EFT04412	Strueby Plumbing & Heating	\$3,241.20
2024-08-27	EFT04413	Success Office Systems	\$370.64
2024-08-27	EFT04414	Toshiba Business Solutions	\$248.57
2024-08-27	EFT04415	Vinyl Expressions	\$147.77
2024-08-29	EFT04416	Direct Drive Taxi	\$4,000.00
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>	\$ 68,613.78
<b>Statement Date (MM/DD/YYYY):</b>	08/15/2024	<b>Currency:</b>	CANADIAN DOLLAR
<b>Payment Due Date (MM/DD/YYYY):</b>	09/11/2024		

## Statement Summary:

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

<b>Previous Balance:</b>	\$ 26,413.96
<b>Payments:</b>	\$ -26,413.96
<b>Adjustments:</b>	\$ 0.00
<b>Net Purchases:</b>	\$ 31,386.22
<b>Cash Advance:</b>	\$ 0.00
<b>Fees:</b>	\$ 0.00
<b>Other Charges:</b>	\$ 0.00
<b>New Account Balance:</b>	\$ 31,386.22

## 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>					
08/05	08/05 544365147	AUTOMATIC PYMT RECEIVED	\$ -26,413.96	\$ 0.00	\$ -26,413.96

<b>TOTAL CREDITS</b>	<b>xxxx-xxxx-xxxx-8859</b>	<b>\$ -26,413.96</b>
<b>TOTAL DEBITS</b>	<b>xxxx-xxxx-xxxx-8859</b>	<b>\$ 0.00</b>

<b>Card Number xxxx-xxxx-xxxx-2545 BERGQUIST, PETER</b>					
08/01	08/02 544321375	ATAP INFRASTRUCTURE MA VANCOUVER BC	\$ 931.76 015710	\$ 102.49 (e)	\$ 1,034.25
08/01	08/02 544321374	ATAP INFRASTRUCTURE MA VANCOUVER BC	\$ 931.76 053766	\$ 102.49 (e)	\$ 1,034.25

<b>TOTAL CREDITS</b>	<b>xxxx-xxxx-xxxx-2545</b>	<b>\$ 0.00</b>
<b>TOTAL DEBITS</b>	<b>xxxx-xxxx-xxxx-2545</b>	<b>\$ 2,068.50</b>

<b>Card Number xxxx-xxxx-xxxx-9885 DENOMY, VINCE</b>					
07/22	07/24 542843695	PARK TOWN HOTEL - FOUR SASKATOON SK	\$ 22.77 090201	\$ 2.51 (e)	\$ 25.28
07/23	07/25 542974322	TIM HORTONS #7569 SASKATOON SK	\$ 11.48 016847	\$ 1.26 (e)	\$ 12.74

<b>TOTAL CREDITS</b>	<b>xxxx-xxxx-xxxx-9885</b>	<b>\$ 0.00</b>
<b>TOTAL DEBITS</b>	<b>xxxx-xxxx-xxxx-9885</b>	<b>\$ 38.02</b>

**Card Number xxxx-xxxx-xxxx-2907 DEPT, CITY HALL**

07/25	07/26 543173956	KNIGHT ARCHER INSURANC HUMBOLDT SK	\$ 5,664.43 089759	\$ 623.09 (e)	\$ 6,287.52
07/26	07/29 543381783	KNIGHT ARCHER INSURANC HUMBOLDT SK	\$ 1,796.41 058573	\$ 197.61 (e)	\$ 1,994.02
07/30	07/31 543861527	ADOBE ADOBE 4085366000 CA	\$ 29.99 023008	\$ 3.30	\$ 33.29
07/30	08/01 543984051	SGI-MY SGI REGINA SK	\$ 1,810.88 037313	\$ 199.20 (e)	\$ 2,010.08
07/30	08/01 543984052	SGI-MY SGI REGINA SK	\$ 977.24 063962	\$ 107.50 (e)	\$ 1,084.74
08/01	08/02 544321454	AMZN MKTP CA RF9R37JF2 WWW.AMAZON.CA ON	\$ 23.48 019640	\$ 2.58	\$ 26.06
08/02	08/05 544419240	AMZN MKTP CA RF7L190G2 WWW.AMAZON.CA ON	\$ 34.54 093575	\$ 3.80	\$ 38.34
08/06	08/07 544809029	SP AED ADVANTAGE SAL SASKATOON SK	\$ 495.00 037270	\$ 54.45 (e)	\$ 549.45
08/08	08/12 545585082	SASKTEL WIRELINE REC # REGINA SK	\$ 249.80 033352	\$ 27.48 (e)	\$ 277.28
08/08	08/12 545585158	SASKTEL WIRELINE REC # REGINA SK	\$ 2,165.62 084180	\$ 238.22 (e)	\$ 2,403.84
08/08	08/12 545585159	SASKTEL WIRELINE REC # REGINA SK	\$ 3,210.03 092362	\$ 353.10 (e)	\$ 3,563.13
08/11	08/13 545758127	SASKTEL WIRELESS REC # REGINA SK	\$ 1,047.70 023358	\$ 115.25 (e)	\$ 1,162.95
08/14	08/15 546006598	LENOVO CANADA MARKHAM ON	\$ 1,219.01 080005	\$ 134.56	\$ 1,353.57

**TOTAL CREDITS** xxxx-xxxx-xxxx-2907 **\$ 0.00**  
**TOTAL DEBITS** xxxx-xxxx-xxxx-2907 **\$ 20,784.27**

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

07/19	07/22 542433485	SQ BENDER INNOVATIONS REGINA SK	\$ 45.04 036665	\$ 4.96 (e)	\$ 50.00
07/23	07/25 542974397	CANADIAN TIRE #638 HUMBOLDT SK	\$ 151.99 022498	\$ 16.72 (e)	\$ 168.71
08/06	08/07 544809028	SP AED ADVANTAGE SAL SASKATOON SK	\$ 495.00 052926	\$ 54.45 (e)	\$ 549.45
08/07	08/09 545163811	CANADIAN TIRE #638 HUMBOLDT SK	\$ 19.99 040974	\$ 2.20 (e)	\$ 22.19
08/12	08/13 545758126	ACTIVE911 INC PHILOMATH OR US DOLLAR 848.75@1.409885125	\$ 1,196.64 035724	\$ 0.00	\$ 1,196.64

**TOTAL CREDITS** xxxx-xxxx-xxxx-2594 **\$ 0.00**  
**TOTAL DEBITS** xxxx-xxxx-xxxx-2594 **\$ 1,986.99**

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

07/23	07/25 542974321	TIM HORTONS #3515 HUMBOLDT SK	\$ 35.01 092799	\$ 3.85 (e)	\$ 38.86
07/24	07/25 542974320	BROTHER INTL CORP LTD DOLLARD DES O QC	\$ 119.99 083724	\$ 13.20 (e)	\$ 133.19



07/29	07/29 543381704	FACEBK TA9GA8CJK2 6505434800 CA	\$ 73.50 063953	\$ 0.00	
07/31	07/31 543861452	INFORMATION SERVICES C 866-275-4721 SK	\$ 9.01 092878	\$ 0.99 (e)	\$ 10.00
07/31	08/01 543984049	FACEBK 6WYR3AGJK2 6505434800 CA	\$ 30.32 082921	\$ 0.00	\$ 30.32
08/06	08/07 544809026	BROTHER INTL CORP LTD DOLLARD DES O QC	\$ 460.46 053520	\$ 50.65 (e)	\$ 511.11
08/12	08/12 545585080	PRIMEVIDEO.C RM6HQ8SK2 WWW.AMAZON.CA BC	\$ 6.99 022089	\$ 0.77	\$ 7.76

**TOTAL CREDITS** xxxx-xxxx-xxxx-4350 **\$ 0.00**  
**TOTAL DEBITS** xxxx-xxxx-xxxx-4350 **\$ 804.74**

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

07/23	07/25 542974400	PARK TOWN ENTERPRISES SASKATOON SK	\$ 245.66 020891	\$ 27.02 (e)	\$ 272.68
07/23	07/25 542974399	PARK TOWN ENTERPRISES SASKATOON SK	\$ 243.28 077109	\$ 26.76 (e)	\$ 270.04
07/24	07/26 543173955	PARK TOWN ENTERPRISES SASKATOON SK	\$ 327.55 039610	\$ 36.03 (e)	\$ 363.58
07/26	07/29 543381782	SOBEYS HUMBOLDT #5395 HUMBOLDT SK	\$ 97.96 069963	\$ 10.78 (e)	\$ 108.74

**TOTAL CREDITS** xxxx-xxxx-xxxx-0126 **\$ 0.00**  
**TOTAL DEBITS** xxxx-xxxx-xxxx-0126 **\$ 1,015.04**

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

07/31	08/05 544418998	HACH CANADA 8006657635 ON	\$ 419.44 059985	\$ 54.53 (e)	\$ 473.97
08/05	08/07 544809027	HACH CANADA 8006657635 ON	\$ 964.22 052707	\$ 125.35 (e)	\$ 1,089.57
08/07	08/08 545034828	RED SWAN PIZZA HUMBOLDT SK	\$ 159.69 063527	\$ 17.57 (e)	\$ 177.26

**TOTAL CREDITS** xxxx-xxxx-xxxx-8216 **\$ 0.00**  
**TOTAL DEBITS** xxxx-xxxx-xxxx-8216 **\$ 1,740.80**

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

07/16	07/16 541616237	INTUIT MAILCHIMP EDMONTON AB	\$ 36.47 075519	\$ 4.01 (e)	\$ 40.48
07/17	07/18 542040839	OFFICE EXPERTS OFFICE HUMBOLDT SK	\$ 64.67 006395	\$ 7.11 (e)	\$ 71.78
07/17	07/18 542040838	HUMBOLDT CO-OP ASSN. # HUMBOLDT SK	\$ 186.41 039864	\$ 20.51 (e)	\$ 206.92
07/17	07/19 542114826	YOUR DOLLAR STORE WITH HUMBOLDT SK	\$ 20.00 006660	\$ 2.20 (e)	\$ 22.20
07/18	07/19 542114825	FACEBK 69B9B7YDG2 6505434800 CA	\$ 10.50 047826	\$ 0.00	\$ 10.50
07/18	07/22 542433564	SOBEYS HUMBOLDT #5395 HUMBOLDT SK	\$ 34.99 038708	\$ 3.85 (e)	\$ 38.84

07/20	07/22 542433486	DOLLARAMA #1197 HUMBOLDT SK	\$ 8.00 082535	\$ 0.88 (e)	
07/20	07/23 542685516	SOBEYS HUMBOLDT #5395 HUMBOLDT SK	\$ 28.47 031600	\$ 3.13 (e)	\$ 31.60
07/21	07/22 542433488	AMZN MKTP CA RJ3VN5A22 WWW.AMAZON.CA ON	\$ 31.99 029821	\$ 3.52	\$ 35.51
07/22	07/22 542433487	FACEBK PGAQG7YDG2 6505434800 CA	\$ 10.50 048071	\$ 0.00	\$ 10.50
07/22	07/23 542685515	AMZN MKTP CA RJ98L9GT2 WWW.AMAZON.CA ON	\$ 19.99 032944	\$ 2.20	\$ 22.19
07/23	07/24 542843775	DOLLARAMA #1197 HUMBOLDT SK	\$ 20.01 001000	\$ 2.20 (e)	\$ 22.21
07/23	07/25 542974398	YOUR DOLLAR STORE WITH HUMBOLDT SK	\$ 16.50 022290	\$ 1.82 (e)	\$ 18.32
07/25	07/26 543173879	DOLLARAMA #1197 HUMBOLDT SK	\$ 6.25 039432	\$ 0.69 (e)	\$ 6.94
07/25	07/26 543173880	FACEBK 3ZWRV68DG2 6505434800 CA	\$ 10.50 068172	\$ 0.00	\$ 10.50
07/25	07/29 543381781	CANADIAN TIRE #638 HUMBOLDT SK	\$ 7.99 094740	\$ 0.88 (e)	\$ 8.87
07/30	07/31 543861453	OFFICE EXPERTS OFFICE HUMBOLDT SK	\$ 133.71 092900	\$ 14.71 (e)	\$ 148.42
07/31	08/01 543984050	DOLLARAMA #1197 HUMBOLDT SK	\$ 94.09 028870	\$ 10.35 (e)	\$ 104.44
07/31	08/02 544321451	CANADIAN TIRE #638 HUMBOLDT SK	\$ 7.99 025975	\$ 0.88 (e)	\$ 8.87
07/31	08/02 544321452	YOUR DOLLAR STORE WITH HUMBOLDT SK	\$ 4.50 010730	\$ 0.50 (e)	\$ 5.00
07/31	08/02 544321453	YOUR DOLLAR STORE WITH HUMBOLDT SK	\$ 16.00 024534	\$ 1.76 (e)	\$ 17.76
07/31	08/05 544419002	SOBEYS HUMBOLDT #5395 HUMBOLDT SK	\$ 26.59 007040	\$ 2.93 (e)	\$ 29.52
08/02	08/05 544419000	DOLLARAMA #1197 HUMBOLDT SK	\$ 11.76 087004	\$ 1.29 (e)	\$ 13.05
08/02	08/05 544418999	HUMBOLDT CO-OP ASSN. # HUMBOLDT SK	\$ 36.43 033255	\$ 4.01 (e)	\$ 40.44
08/02	08/05 544419001	FACEBK 4KY3S7UDG2 6505434800 CA	\$ 10.50 020289	\$ 0.00	\$ 10.50
08/06	08/08 545033642	YOUR DOLLAR STORE WITH HUMBOLDT SK	\$ 130.00 015015	\$ 14.30 (e)	\$ 144.30
08/07	08/08 545034829	OFFICE EXPERTS OFFICE HUMBOLDT SK	\$ 13.20 075456	\$ 1.45 (e)	\$ 14.65
08/07	08/08 545034830	OFFICE EXPERTS OFFICE HUMBOLDT SK	\$ 7.45 067483	\$ 0.82 (e)	\$ 8.27
08/11	08/12 545585081	FACEBK V5ANQ7GDG2 6505434800 CA	\$ 3.01 092492	\$ 0.00	\$ 3.01
08/14	08/15 546006597	DOLLARAMA #1197 HUMBOLDT SK	\$ 12.09 003160	\$ 1.33 (e)	\$ 13.42

**TOTAL CREDITS** xxx-xxxx-xxxx-7730 **\$ 0.00**  
**TOTAL DEBITS** xxx-xxxx-xxxx-7730 **\$ 1,127.89**

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

07/16	07/17 541780689	LANDSCAPE MANAGEMENT N MARKHAM ON	\$ 246.55 009279	\$ 27.12 (e)	\$ 273.67
07/20	07/22 542433484	SPOTIFY P2DE05A240 STOCKHOLM	\$ 10.99 037233	\$ 1.21 (e)	\$ 12.20
07/22	07/23 542685514	AMZN MKTP CA RJ6P58VS2 WWW.AMAZON.CA ON	\$ 31.89 033290	\$ 3.51	\$ 35.40
07/23	07/24 542843696	AMZN MKTP CA RJ9FJ2XS1 WWW.AMAZON.CA ON	\$ 22.55 008093	\$ 2.48	\$ 25.03
07/23	07/24 542843773	AMZN MKTP CA RJ0D85SJ2 WWW.AMAZON.CA ON	\$ 421.36 026673	\$ 46.34	\$ 467.70
07/23	07/24 542843772	AMZN MKTP CA RJ20J1M81 WWW.AMAZON.CA ON	\$ 307.84 070675	\$ 33.86	\$ 341.70
07/26	07/29 543381780	PEAVEY MART #080 HUMBOLDT SK	\$ 149.99 002146	\$ 16.50 (e)	\$ 166.49
07/29	07/30 543751122	SCHENNS FARM SUPPLY HUMBOLDT SK	\$ 40.00 056441	\$ 4.40 (e)	\$ 44.40
08/04	08/05 544418921	PEAVEY MART #080 HUMBOLDT SK	\$ 137.96 043855	\$ 15.18 (e)	\$ 153.14
08/08	08/09 545163810	AMZN MKTP CA RM4KD7TQ2 WWW.AMAZON.CA ON	\$ 139.95 036664	\$ 15.39	\$ 155.34

**TOTAL CREDITS** xxxx-xxxx-xxxx-9684 **\$ 0.00**  
**TOTAL DEBITS** xxxx-xxxx-xxxx-9684 **\$ 1,675.07**

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

07/23	07/24 542843774	SILVERWARE SILVERWARE MARKHAM ON	\$ 128.23 014216	\$ 16.67 (e)	\$ 144.90
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**TOTAL CREDITS** xxxx-xxxx-xxxx-1679 **\$ 0.00**  
**TOTAL DEBITS** xxxx-xxxx-xxxx-1679 **\$ 144.90**



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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:** Joe Day, City Manager  
**PREPARED FOR:** City Council Executive Committee  
**DATE:** September 9, 2024

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### RECOMMENDATION

That this report be accepted for information and filed.

### CURRENT SITUATION

#### 1. Museum

- Exhibits – *Stories of Humboldt – Chapter 6* is the feature exhibit with stories from the No. 5 Bombing and Gunnery School at Dafoe in WWII and Angelstad’s Quick Cobbler Shoe Repair. An opening reception was held on July 18.
- The new *Ace Academy* exhibit, which is a travelling interactive exhibit from the Canadian Aviation and Space Museum opens in early September. Using just the movement of your body, you can pilot a WWI era Sopwith Ship Camel biplane using digital motion-sensing technology. Thanks to HSA Chartered Professional Accountants for sponsoring this exhibit, along with the Friends of the Museum and Gallery.
- Programs – The SPCA barbecue and a concert was held on August 15 with Yana Yudina Jeewon performing, sponsored by the Humboldt Area Arts Council.
- Heritage Skills Revival Day was held on August 10, with Tyler Dies doing a blacksmithing demonstration, Ed Drachenberg demonstrating a model of a Henry Ford 1893 engine that he built and Reynold Fortowsky showing his two vintage cars. Inside we had Tyler Shaw demonstrating rope-making and Garry Jenkins and Lee Lefebvre demonstrating the working telegraph line.
- Community Chalk Art Day was held on August 23 with artists Laura Kneeshaw and Dylan Burton creating large pieces. Over 100 people engaged with this program, which has become a community favourite.
- Collections – In August, 19 items were accessioned, 28 items were catalogued, and 244 records were added to the Past Perfect database. Thanks to our volunteers who continue to conduct research on a weekly basis.
- Maintenance – The exterior doors were revarnished, and the elevator deficiencies have been resolved.

#### 2. Gallery

- *The Meacham Elevator* by artists Bonnie Gilmour and Charley Farrero with *Raskob’s Elevators* from the permanent collection is on display on the main floor.
- The *Inspired by the Land* exhibit features seven artists: Elaina Adams, Bonnie Conly, Zyg Kondzielewski, Michelle LaFayette, Diana Roelens, Cristine Andrew Stuckel and Becky Zimmer. The works in the show were inspired by a day of land-based learning that

occurred in October 2023 with Elder Gilbert Kewistep and his son Myron Neapetung. This exhibit is on display on the second floor from September 3 – 26.

- Programs – An opening reception for the *Meacham Elevator* was held on August 14 and a Cyanotype workshop with Ann Poggemiller was held on August 17.
- Second floor gallery – In consultation with the Broncos Memorials Committee, the exhibit space for the Broncos Memorials items will be converted to community exhibition space, and plans for exhibiting material in other venues will be developed.
- Festival of Wreaths – The name of this popular community event is changing to the *Friends Festival Auction*. Plans are underway for the 25<sup>th</sup> anniversary event this year.

### 3. Water Tower

- The Water Tower Carnival was held on August 3, with about 185 people in attendance. The passport system was a great way to get kids to play all of the games, the surprise hit was the Raingutter Regatta, which was sponsored by Humboldt Home Hardware. The circus arts area really elevated the whole event. Thanks to all the volunteers who assisted with this program.
- The tower was closed for the season on August 31, but private rentals are still being offered.

### 4. Original Humboldt

- Our staff continue to cut the grass trails at the site on a weekly basis.
- A few of the storyboards that were deteriorated due to the elements were replaced.

### 5. Public Art

- The “Manufacturing and Agriculture” public art piece connected to the Iron Triangle is in development. Please see the separate report about this project.

### 6. Administration

- Thanks to our volunteers who contributed 87 hours of their time in July.
- Relationship Building and Reconciliation through Living Heritage – This final report is in development, and highlights will be shared with the community on September 19, by Heritage Saskatchewan. Also presenting will be Rhett Sangster from the Office of the Treaty Commissioner on Treaty 6. Please join us for this important community conversation.
- Culture Days - The Culture Days provincial funding will support a *Walk for Reconciliation* on Sunday, September 29 starting at 2 pm at Civic Park, in observance of the National Day for Truth and Reconciliation. The walk will end at Westminster Hall with a talk by Louise Bernice Halfe. Thanks to the Westminster Affirm Team for coordinating this event. Please plan to join us for this program.



- Culture Days - Wilbur Sargunraj returns to Humboldt to launch his book, *Exploring CQ* on Friday, October 4 at the Gallery. Wilbur will run a fun cricket clinic for folks to learn how to play this popular sport on Saturday, October 5 at Glenn Hall Park.

### Upcoming Events and Programs

September 5, 11:30 – 1 pm	Museum – BBQ by Special Olympics and Ben Donaldson
September 12, 6:30 pm	Original Humboldt – Walk about history, flora and fauna
September 14, 10am – noon	Museum – Wool Spinning demonstration
September 19, 7 pm	Gallery – Community Conversation about Reconciliation
September 26, 4-6 pm	Gallery – Festival of Wreaths 25th Anniversary meeting
September 29, 2 pm	Civic Park – Walk for Reconciliation
October 1	Gallery – Members Show Opens
October 3, 6:30 pm	Gallery – Come Paint with Us
October 4, 7 pm	Gallery – Wilbur Sargunraj Book launch
October 5, 10 am	Glenn Hall Park – Wilbur’s Cricket Match
October 5, 1:30 pm	Gallery – Member’s Reception

### 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 – The fall season is always busy for our department, as the focus shifts from the tourist season to community programming. We are offering a great array of programs this fall based on the talents of our community.

Welcoming and Connected – The Culture Days funding provides an opportunity to learn and experience different activities that connect us to each other by building further understanding of our cultural diversity.





## CITY OF HUMBOLDT REPORT

**TITLE:** Marketing & Development Manager – Executive Committee Report  
**PREPARED BY:** Penny Lee, Marketing & Development Manager  
**REVIEWED BY:** Joe Day, City Manager  
**PREPARED FOR:** Executive Committee  
**DATE:** September 9, 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 August 12, 2024.

### CURRENT SITUATION

#### Marketing/Public Relations:

- In September and into October, our marketing campaigns will be focused on School Safety and Municipal Elections 2024. This includes radio ads, social media posts, and on Digital Humboldt and discoverhumboldt.com.
- Communications has worked with the Returning Officer, City Manager and the Interim City Clerk to update the “2024 Candidates Information Booklet”. This booklet includes information that potential candidates should know and includes the “Nomination Form”, and “Public Disclosure Statement” required. This document and additional information have been published on our website here: [humboldt.ca/2024elections/](http://humboldt.ca/2024elections/).
- Communications actively shared social media posts relating to the Fire Fit Championships and the BID’s Streetfest events and assisted their promotions on the Digital Humboldt platform.

#### Communications:

- The City announced the approval of the Housing Accelerator Fund and published a new web page on the City’s web site dedicated to updates pertaining to the housing action plan: [humboldt.ca/haf/](http://humboldt.ca/haf/)
- Communications staff stayed on top of the Olympics, sharing Paige Crozon’s and Jason Wassermann’s story, sending wishes of encouragement on behalf of the City.
- Communications sent out reminders to property owners about being responsible for trimming their trees, shrubs and hedges.
- Communications published an update on social media relating to the Carl Schenn Dry Pond Project, which received many positive comments from the public expressing a job well done.

**Development:**

- The Manager is currently reviewing City Land Sales Agreements, policies and procedures.
- 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.

**Miscellaneous:**

- The Manager is currently working with SaskTel to gather the necessary information about the City’s Wide and Local Area Networks (Information Technology Infrastructure). SaskTel will be providing the City with a final report with recommendations for improvements. Following this report, it is anticipated that an RFP will be issued for technical expertise to address any issues found and with the possibility of moving to a cloud based solution.
- Angie Rolheiser has joined the Communications, Marketing & Development Department as the Communications Coordinator. She brings with her experience in journalism and marketing. Welcome, Angie!

**OPTIONS**

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

**ATTACHMENTS**

Communications, Campground & Mini Golf Statistics Report

**COMMUNICATION AND ENGAGEMENT**

Marketing and communication campaigns conducted/underway:

1. School Safety
2. 2024 Municipal Elections

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

**FINANCIAL IMPLICATION**

None.

**CONCLUSION**

That this report be accepted for information and filed.

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

**Social Media Platforms Insights**

Platform	New Followers This Month:	Current Followers
Instagram	9	385
Facebook	81	4,489
X (Twitter)	(Unavailable)	1702

**Digital Humboldt App Users**

	May	June	July	Aug
	603	660	678	622

**eNewsletter Reach**

June
1022

**Council Highlights (Monthly Publication)**

Y to D
8

**Community Reports (Monthly Publication)**

Y to D
8

**Campground And Mini Golf Statistics Report  
Year to Date – August 2024**

Description:	May	June	July	Aug	TOTALS:
Campground Reservations	23	66	93	56	238
Mini Golfers	51	442	437	449	1379
Inquiries	24	40	20	0	84

## CITY OF HUMBOLDT REPORT

**TITLE:** CLS Director’s Report  
**PREPARED BY:** Michael Ulriksen, Director of Community and Leisure Services  
**REVIEWED BY:** Joe Day, City Manager  
**PREPARED FOR:** Executive Committee  
**DATE:** September 9, 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. **Arena Ice Installations** – While our target was to get the ice running for August 12<sup>th</sup>, a number of mechanical and maintenance setbacks prolonged the ice making process and delayed the start of rentals by nearly a full week. We are also currently training two new ice resurfacers operators and hope to be back to our regular rotation within the next few weeks.
  - b. **Food Services** – For the months of July and August, the concession pauses operations, with the exception of a few one-off events. The concession hours for September and much of October will be based on demand. Towards the end of October, the concession will return to consistent hours. The concession will also be experimenting with a few new products this year and continues to adapt to remain a viable operation, including some price increases and continuing to promote team post-game meals and caterings. All but one staff from the previous season is returning this season, so minimal new hiring will be required.
  - c. **Joint Use Agreement** – the priority users have been scheduled for the joint use agreement and all remaining availability is now open on a first-come-first-served basis. The City currently receives 1/3 of all revenues generated for administering the program. The City is expecting significant use for the 2024-2025 season given the increase in popularity of club volleyball, the growth in registrations for other programs and the introduction of the new minor basketball this spring.

- d. **Mini Golf Sponsorships** -The Event Services Manager has been working to renew the sponsorships on the campground mini golf holes. The majority of sponsors have renewed with only a few open holes to find new sponsors for. The funds will go back into renovations and maintenance of the holes. The sponsorships are fairly nominal, however once the long-term plans for the campground have been decided a more elaborate program may be entertained.
  - e. **Municipal Elections** – I have been working closely with the City Manager, City Controller and the Marketing & Development Manager to iron out some of the details and timelines for the upcoming election. The submission window for nominations is September 24<sup>th</sup> to October 9<sup>th</sup>. A candidate’s information package has been completed and available for pickup at City Hall, the Uniplex and to view on the election page of the website. Some election supplies have been ordered and advanced polling stations confirmed. A call for election workers will be posted sometime towards the end of September.
  - f. **Streetfest and FireFit** – On the weekend for August 23<sup>th</sup> – 25<sup>th</sup>, the CLS Department assisted with the two community events including stage set-up and take-down on main street and supplying bleachers and other provisions at the Uniplex.
  - g. **SPRA Board of Directors** – With the endorsement of the City Manager, I submitted my nominations to join the Saskatchewan Parks and Recreation Board of Directors. Due to limited nominations, all of the five vacant positions were filled through acclamation pending ratification at the October 24<sup>th</sup> Annual Meeting. My two-year term will run through October of 2026, at which time I will step down or seek re-election to the Board. SPRA is the primary advocate for parks, recreation and leisure within the province of Saskatchewan. In addition to petitioning the government, the organization provides funding, training and programming aimed at strengthening and expanding the role of parks and recreation across the province.
- 2. Project Planning and Partnerships
    - a. **NA**
  - 3. Upcoming Events
    - a. September 21 – Bronco Home Opener
    - b. October 22<sup>nd</sup> – October 28<sup>th</sup> – Sask Election

## 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 August is always busy as we shift away from regular operations to arena ice installation and pool shutdown. The end of August also sees the return of our seasonal employees to school, resulting in a skeleton crew within the parks for the balance of the season. We want to thank the seasonal staff for their hard work and hope that many choose to return in 2025.



## CITY OF HUMBOLDT REPORT

**TITLE:** Public Works Director Report for September 2024  
**PREPARED BY:** Peter Bergquist, A.Sc.T; Public Works and Utilities Director  
**REVIEWED BY:** Joe Day, City Manager  
**PREPARED FOR:** Executive Committee  
**DATE:** September 9, 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

Many capital projects are well underway and many nearing completion. All the projects are keeping the transportation and utility staff very busy as they are repairing unforeseen issues, hauling materials and accommodating requests from contractors by removing concrete curbs, sidewalk, filling settlements, as well as turning valves, pressure tests and water quality testing which keeps everyone quite busy.

The roadways receiving asphalt this year are nearing completion. The pavers are tentatively coming the week of Sept 16<sup>th</sup>. As part of the paving work, portions of roadway which were cut open for underground utility repairs will also be patched. Staff typically leave excavations for one winter season in residential areas to further settle. On busier roads the excavations are paved regardless otherwise the winter and spring seasons require significant maintenance.

A large water tank was purchased and put onto the new F750 truck that recently arrived. Crews are using the tank to water the new tree lines by the lagoon. The tank and truck is available for both PW and C&LS to use in the summer months.

Several excavations occurred including water main break repairs, new water service installations, inspections, hydrant replacement and sanitary repairs. A lining contractor was also in the city to rehabilitate older sewer services without needing to dig.



The leak detection system has identified additional non-surfacing leaks however they are difficult to find. A camera contractor has been contacted to find the leaks visually with a camera so we can excavate prior to winter. Main Street and 3<sup>rd</sup> Avenue has an old 200mm supply line which used to bring water into the community from the Humboldt Lake wells. When the city switched sources to Burton Lake, the pipe was repurposed as a distribution pipe for additional flows in the south side of town. The pipe is no longer needed as replacements over the years makes the pipe redundant, so it is planned to be abandoned this fall. All water services that used to be connected to the old main have been reinstalled and connected to newer water mains in the area. At least two leaks are suspected on the line so the abandonment will resolve these leaks. The abandonment will involve excavations and capping of the old water mains. Several spot digs will occur and minor interruptions to residents are anticipated. Staff will notify the anticipated properties affected.

Sewage Lift Stations 1 & 4 pre-construction meetings were held as these lift stations require upgrades as part of the New Wastewater Treatment System. The contractor identified that some electronic and power generator equipment will take a long time to arrive due to industry backlog. The equipment may not arrive until the middle/late 2025 which may significantly delay the upgrades. As this may be a significant hindrance to the commissioning of the new wastewater treatment facility, the contractor and engineering consultant are assessing other alternatives and solutions.

The seeded grass at the Carl Schenn dry pond project is growing well. The fencing is anticipated to be up till the end of the growing season then be removed before the winter. The park is then anticipated to be open to the public in 2025.

#### **COMMUNICATION AND ENGAGEMENT**

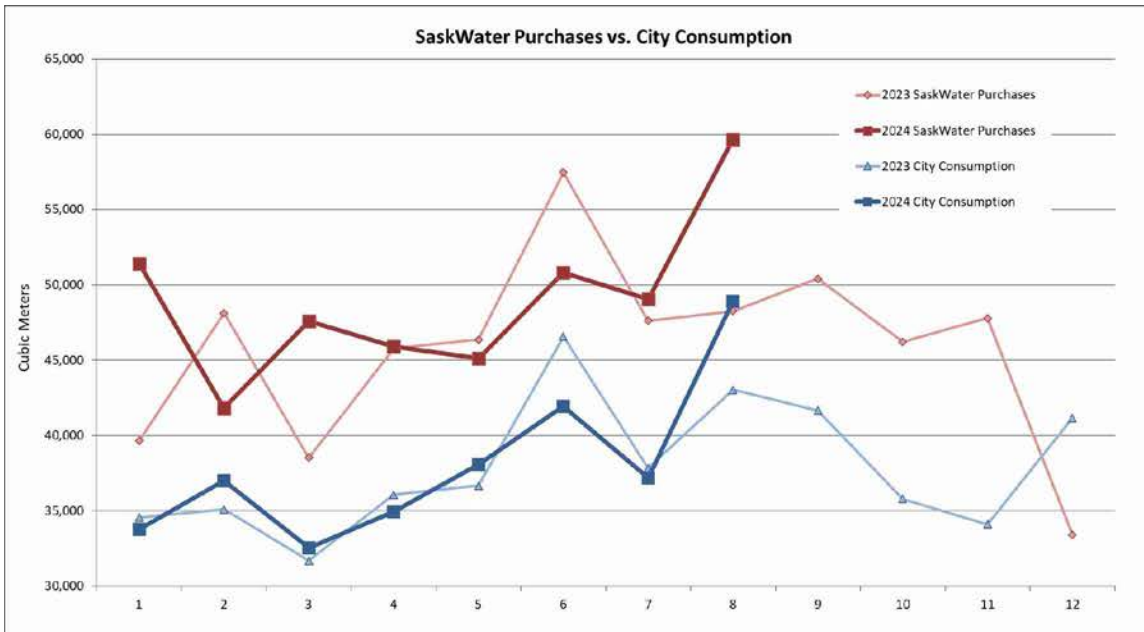
Continued daily communications with concerned residents, customers seeking clarifications or maintenance requests occur daily as needed. The department utilizes an electronic work order system to track concerns and work requests. Daily safety meetings occur in the PW department as well as on-site tailgate 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-August	301,456 m3	371,748 m3	-70,292 m3	-\$267,533	-18.9%
2024 – Jan-August	304,369 m3	391,353 m3	-86,984 m3	-\$331,087	-22.2%



**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:** National Police Federation Lobby Letter  
**PREPARED BY:** Jace Porten, City Controller  
**REVIEWED BY:** Joe Day, City Manager  
**PREPARED FOR:** Executive Committee  
**DATE:** September 9, 2024

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### RECOMMENDATION

That this report be accepted for information and filed.

### BACKGROUND

In 2022, the Province of Saskatchewan announced the Saskatchewan Marshals Service, a new law enforcement agency with the aim of providing additional support to the RCMP and municipal police forces in the province.

### CURRENT SITUATION

The National Police Federation is a police union in Canada that represents members of the Royal Canadian Mounted Police. The organization along with the Union of Safety and Justice Employees have drafted a letter to the Government of Saskatchewan and are looking for municipal support.

### OPTIONS

1. Approve the recommendation to receive and file.
2. Reject the recommendation and reply to the letter joining the other municipalities in signing.

### ATTACHMENTS

- Call to Action Letter addressed to the Government of Saskatchewan

### FINANCIAL IMPLICATION

None

### CONCLUSION

By receiving and filing this letter, Council acknowledges the concerns of the police unions.

# CALL TO ACTION TO THE GOVERNMENT OF SASKATCHEWAN

Dear Premier,

We, the undersigned municipalities, and public safety stakeholders of Saskatchewan, are deeply concerned about the lack of transparency and accountability surrounding the Saskatchewan Marshals Service (SMS). It is with a sense of urgency that we call upon the provincial government to halt any further investment into the creation of the SMS and instead prioritize investment into existing police resources across the provinces.

The SMS has already been initiated and funded to the tune of \$14 million without adequate consultation with the communities and stakeholders it is meant to serve. This lack of consultation is deeply troubling and undermines the principles of democracy and community engagement. Saskatchewan residents deserve to have their voices heard and to be fully informed about significant changes to law enforcement in their communities.

Several alarming issues surround the proposal for the SMS, including but not limited to the lack of consultation, concerning oversight, lack of integration with existing law enforcement agencies, unknown costs, and staffing concerns. These issues raise serious doubts about the effectiveness, efficiency, and accountability of the SMS.

The absence of a detailed plan outlining the impacts and costs of creating the SMS is unacceptable. Saskatchewan residents deserve to know the true financial implications of establishing and maintaining the SMS before any further decisions are made. Without this information, it is impossible to make informed decisions about the future of policing in our province.

**Therefore, we, the undersigned municipalities and public safety stakeholders, call on the Government of Saskatchewan to release the full plan for the proposed Saskatchewan Marshal Service, including comprehensive details on costing and anticipated impacts. We also urge the provincial government to pause any further investment into the SMS until proper informed consultation has taken place.**

Premier, it is your duty to address these concerns and provide the transparency and accountability that Saskatchewan residents deserve. We stand ready to work with you to ensure that the future of policing in Saskatchewan is based on consultation, transparency, and the needs of our communities.



**Cities:**

City of Warman

**Towns:**

Town of Arcola  
Town of Bienfait  
Town of Bruno  
Town of Churchbridge  
Town of Foam Lake  
Town of Gravelbourg  
Town of Hepburn  
Town of Herbert  
Town of Imperial  
Town of Kelvington  
Town of Kerrobert  
Town of Kyle  
Town of Lashburn  
Town of Luseland  
Town of Nokomis  
Town of Ogema  
Town of Preeceville  
Town of Radisson  
Town of Rockglen  
Town of Southey  
Town of Spiritwood  
Town of Star City  
Town of Strasbourg  
Town of Wolseley

**Villages:**

Village of Bangor  
Village of Bjorkdale  
Village of Bracken  
Village of Coderre  
Village of Conquest  
Village of Consul  
Village of Craven  
Village of Dinsmore  
Village of Disley  
Village of Drake  
Village of Elbow  
Village of Earl Grey  
Village of Glen Ewen  
Village of Goodwater  
Village of Grayson  
Village of Halbrite  
Village of Invermay  
Village of Meacham  
Village of Meath Park  
Village of Medstead  
Village of Mervin  
Village of Neilburg  
Village of Neville

Village of Parkside  
Village of Rhein  
Village of Ridgedale  
Village of St. Gregor  
Village of Theodore  
Village of Val Marie  
Village of Vanguard  
Village of Vibank  
Village of Waseca  
Village of Wiseton  
Village of Zenon Park

**Rural Municipalities:**

Rural Municipality of Arm River  
Rural Municipality of Beaver River  
Rural Municipality of Biggar  
Rural Municipality of Big Quill  
Rural Municipality of Biorkdale  
Rural Municipality of Chester  
Rural Municipality of Coulee  
Rural Municipality of Elfros  
Rural Municipality of Gravelbourg  
Rural Municipality of Glen Mcpherson  
Rural Municipality of Good Lake  
Rural Municipality of Harris  
Rural Municipality of Hillsdale  
Rural Municipality of Kelvington  
Rural Municipality of King George  
Rural Municipality of Lakeview  
Rural Municipality of Laurier  
Rural Municipality of Lomond  
Rural Municipality of Mankota  
Rural Municipality of Mariposa  
Rural Municipality of Martin  
Rural Municipality of Moose Jaw  
Rural Municipality of Moose Range  
Rural Municipality of Pinto Creek  
Rural Municipality of Porcupine  
Rural Municipality of Progress  
Rural Municipality of Preeceville  
Rural Municipality of Rosedale  
Rural Municipality of Spiritwood  
Rural Municipality of Spy Hill  
Rural Municipality of Turtle River  
Rural Municipality of Willner  
Rural Municipality of Whiska Creek

**Organizations:**

National Police Federation  
Union of Safety and Justice Employees



## CITY OF HUMBOLDT REPORT

**TITLE:** Manufacturing and Agriculture Sculpture – Public Art Committee  
**PREPARED BY:** Jennifer Fitzpatrick, Director of Cultural Services  
**REVIEWED BY:** Joe Day, City Manager  
**PREPARED FOR:** Executive Committee  
**DATE:** September 9, 2024

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### RECOMMENDATION

That the Manufacturing-Agriculture Sculpture project proposed by the Humboldt Public Art Committee be authorized to proceed, beginning in 2024 as described in this report, and

that the project be considered in the 2025 budget, with a proposed draw from the Humboldt Public Art Reserve Fund.

### BACKGROUND

The Humboldt Public Art Committee’s mandate is to enhance Humboldt as a creative city by infusing public art into the community. Public art becomes an identifiable point in the urban environment, contributing to the creation of a stronger sense of place.

The Committee has identified the themes of Manufacturing and Agriculture for its next project. The themes build on the City of Humboldt’s connection with the “Iron Triangle” – a term that acknowledges the agricultural manufacturing hub in the area, and the long history of manufacturing companies that have grown and supported the regional economy. The themes also reflect the connection to history of farming and agriculture in the region, and the use and re-use of regional materials in creating this sculpture.

The proposed sculpture will be a life-size farm or working horse, and its connection to early agriculture in breaking the land. It will be comprised of new and used metal pieces, including some parts from manufacturing companies in the area.

The image at right is by U. S. based artist John Lopez. It is provided to demonstrate the conceptual premise of the potential work. Artists will be asked to create their own concept based on the themes of the project.



### CURRENT SITUATION

The committee is reaching out to manufacturers in the Iron Triangle for financial support as well as the opportunity to provide pieces from their companies.

A proposed location for the sculpture is near PAMI along Highway 5. This site is a highly visible location with great sightlines, and also provides a safe and accessible location for pedestrian traffic along the trail. It connects well to the history of PAMI, who are celebrating their 50<sup>th</sup> anniversary in 2025.

Pending council's approval, the proposed selection process will occur in two phases, with a call for Expressions of Interest from artists or artist teams this fall, which will be adjudicated by the Public Art Committee. Short-listed artists or artist teams will be provided with an honourarium of \$1,000 to develop their concept proposal to submit to the committee for assessment. The committee will select the artist or artist team to move forward with the project.

It is anticipated that fabrication will occur over the winter and spring months with installation in the summer with a public event to celebrate this new piece of public art.

## **OPTIONS**

1. Approve the recommendation as presented
2. Refer the matter back to Administration for further analysis

## **COMMUNICATION AND ENGAGEMENT**

With Council's endorsement, the Expressions of Interest for an artist or artist team will be shared with the public through regular media channels, as well as through provincial arts agencies.

## **ATTACHMENTS**

None

## **FINANCIAL IMPLICATIONS**

2024 - The artist selection process costs will be covered within the current 2024 operating budget.

It is anticipated that the budget for this project will be \$25,000 (includes 10% contingency), which is inclusive of all artist fees and costs to consult, collaborate, design, fabricate, store, transport, and install the public art, plus any costs for engineering, attachments or anchoring.

There is currently \$29,959 in the Public Art Reserve fund, and it is anticipated that donations to the project will be around \$10,000.

## **CONCLUSION**

This is an exciting opportunity to acknowledge and celebrate the history of the region, and create a unique piece of public art which contains tangible pieces from our iron triangle manufacturers.

## CITY OF HUMBOLDT REPORT

**TITLE:** Marketing & Development Manager – CEDI Update  
**PREPARED BY:** Penny Lee, Marketing & Development Manager  
**REVIEWED BY:** Joe Day, City Manager  
**PREPARED FOR:** Executive Committee  
**DATE:** September 9, 2024

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### RECOMMENDATION

That this report be accepted for information and filed.

### BACKGROUND

In May of 2024, the City of Humboldt and George Gordon’s First Nation were selected to participate in the federally funded Community Economic Development Initiative (“CEDI”) program. CEDI supports First Nation-Municipal partnerships across Canada to build sustainable relationships and to engage in joint long-term land use and community economic development planning and initiatives. Joint CEDI agreements also promote reconciliation, collaboration, and the recognition of common values and goals. The program is a 3-year commitment guided by, and at times facilitated, by CEDI through community workshops and meetings. A Working Group has been established consisting of an elected official, senior staff and economic development staff from both communities.

### CURRENT SITUATION

The Working Group met in July and in August. Initial discussions included reaffirming both communities’ interest in continuing with the program, commitments, and potential opportunities.

The role of the Working Group is to lead participation in the CEDI program, including:

- Attending and contributing to monthly Working Group meetings
- Formalizing the Working Group through Terms of Reference
- Contributing to the design and development of 5 CEDI Workshops over the course of three years, including agenda, process, and logistics
- Informing elected councils and communities on the CEDI program progress and partnership evolution
- Advancing collaborative work on joint community economic development and land use planning and initiatives



## Next steps:

- Working Group Meetings:
  - October 3 – hosted at George Gordon
  - December 5 – virtual meeting
- Workshop 1 (1 of 5):
  - Intended to have Council and Staff involvement
  - Tentatively scheduled for end of January / early February 2025 after resolutions have been passed
  - Approximately 7 hours in total (either on one day or two ½ day sessions)
- Resolutions passed by both Councils to participate in CEDI along with approval of Terms of Reference.
- Official Joint Announcement about our partnership and participation in the CEDI program following Workshop 1.

## OPTIONS

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

## ATTACHMENTS

None at this time.

## COMMUNICATION AND ENGAGEMENT

None at this time.

## FINANCIAL IMPLICATION

None.

## CONCLUSION

When the City of Humboldt applied to CEDI to participate with George Gordon First Nation in this initiative, there was the belief that the grant funding was mostly unrestricted, and the process would be rather informal. What we have discovered is that the CEDI program has quite a bit of structure to how the relationship-building should progress, and it is more formalized than expected. This is not necessarily a bad thing, but it has resulted in a greater time commitment than initially expected. Administration believes that there is the opportunity for long-term economic growth and development that can result from continuing with the CEDI program.



**CITY OF HUMBOLDT REPORT**

**TITLE:** Event Hosting Sponsorship

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

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

**PREPARED FOR:** Executive Committee

**DATE:** September 9, 2024

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**RECOMMENDATION**

That Administration complete a comprehensive revision of the Event Hosting Sponsorship policy, with a mandate to clearly define the desired outcomes, enhance the application and approval processes and present a sustainable financial model for the program.

**BACKGROUND**

Policy #10090 Event Hosting Sponsorship Policy came into effect January 1<sup>st</sup>, 2019, with an annual investment of \$20,000 allocated in the Community and Leisure Services budget. The policy provides up to \$1,000 in facility sponsorship for events taking place in City facilities and provisions for other non-monetary promotional items. In return for the sponsorship funding, organizations provide the City with recognition equal to or exceeding the value of the sponsorship.

The City has experienced a surge in sponsorship requests that exceed the current policy's limitations. This growth in requests necessitates a comprehensive review and update of the existing sponsorship policy and practices.

**CURRENT SITUATION**

The existing policy's purpose is to govern the use of City promotional and facility sponsorships to encourage organizations to host events within our community. These events are vital to the health and well-being of a community, driving volunteerism, supporting fundraising initiatives, enhancing resident quality of life and contributing to a more vibrant and desirable place to live.

Event sponsorship funding will rarely result in a net financial return to the City, so Council must be able to justify these investments based on the anticipated outcomes that the events produce. The outcomes will vary from event to event and a revamped policy should reflect the value Council places on each of the following outcomes:

1. Quality of Life – community events instill a sense of community pride and belonging, encouraging volunteerism and fundraising towards community needs and enhancements. Sponsorship investments should recognize
2. Economic Impact – a measurement of the increase in business activity generated by an event, this is a primary reason that most communities justify sponsorship funding to encourage event activity. While not an exact science, the economic impact of an event can be roughly estimated based on attendance numbers, duration of event and the demographic the event draws to the community.
3. Fundraising – events are often driven by non-profit organizations as a means to fund their own services, raise money for a cause or to enhance the community's infrastructure. City sponsorship funding decreases the financial risk to the organization and in most cases can be leveraged exponentially to reinvest in community services or infrastructure.
4. Community Exposure – in addition to the social and financial benefits of community events, the community exposure that events can bring is equally important. Events often serve to promote and bring attention to the community. While these events often require larger sponsorships, they typically draw audiences from greater distances and increase the exposure of the community to potential future business and residential development.

With these outcomes in mind, to address the increasing volume of sponsorship requests that exceed the current policy's scope and maximum amounts, we propose the following updates:

1. **Clarification of Sponsorship Scope:**
  - o Define permissible sponsorship categories: Clearly outline the types of events or initiatives that are eligible for sponsorship, such as community events, cultural events, and sports tournaments.
  - o Establish criteria for eligibility: Specify the conditions that must be met for an event or initiative to be considered for sponsorship, such as alignment with the City's goals, public benefit, and community impact.
2. **Revision of Maximum Sponsorship Amounts:**
  - o Adjust maximum funding limits: Re-evaluate the current maximum sponsorship amounts to reflect the increasing costs of events and initiatives.

- Implement a tiered system: Consider a tiered system that allocates higher sponsorship amounts to events or initiatives with greater public benefit or community impact.
- Prioritize start-up events: Consider implementing a multi-year funding model to encourage new event development, with decreasing sponsorship values each subsequent year to encourage events to be self-sustaining.

### 3. Enhancement of the Application and Approval Process:

- Standardize the application process: Develop a comprehensive application form that requires applicants to provide detailed information about their event or initiative, including goals, budget, and anticipated outcomes.
- Implement specific intake periods: Consider set application deadlines so that applications can be reviewed and recommendations aligned with annual budgeting.
- Establish a review committee: Consider a review committee composed of relevant stakeholders to evaluate sponsorship applications and make recommendations.
- Implement a scoring system: Develop a scoring system to assess the merits of each application based on predefined criteria, such as alignment with City goals, community impact, and financial viability.
- Require post-event reporting: Mandate that sponsored events or initiatives submit a post-event report detailing outcomes, attendance, and expenditure of funds.

### Key Considerations

- Transparency and Accountability: Ensure that the updated policy is transparent and accessible to the public.
- Fairness and Equity: Establish fair and equitable criteria for evaluating sponsorship applications to avoid favoritism.
- Sustainability: Consider the long-term sustainability of the sponsorship program and the potential impact on the City's budget.

By examining these proposed updates, Administration will be able to present an updated to the existing policy that can effectively manage sponsorship requests, allocate funding strategically, and contribute to the overall well-being of the community.

## **OPTIONS**

1. That Administration complete a comprehensive revision of the Event Hosting Sponsorship policy, with a mandate to clearly define the desired outcomes, enhance the application and approval processes and present a sustainable financial model for the program.
2. That Administration continues to operate under the parameters of the existing Event Hosting Sponsorship.
3. That alternative direction be provided to Administration.

## **ATTACHMENTS**

None

## **COMMUNICATION AND ENGAGEMENT**

No external communication or engagement necessary.

## **FINANCIAL IMPLICATION**

There is no anticipated financial impact of the recommended action.

As part of the comprehensive policy review Administration will provide recommendations on the projected funding requirements, application timelines that would best align with budget cycles and explore potential options for creating a pool of funding to use for sponsorships.

## **CONCLUSION**

The City should continue to invest in community events, especially when they are deemed to be of significant value to the community. The proposed course of action outlined in this report, if endorsed by Executive Committee, will provide Administration with guidance on the development of an amended policy that more accurately responds to the current environment surrounding sponsorship requests.



## CITY OF HUMBOLDT REPORT

**TITLE:** Hospitality Tax/Destination Marketing Fund  
**PREPARED BY:** Donna Simpson, Assessor  
**REVIEWED BY:** Joe Day, City Manager  
**PREPARED FOR:** Executive Committee  
**DATE:** September 9<sup>th</sup>, 2024

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### RECOMMENDATION

That administration explore options to generate revenue that can be used to attract events to the City and to fund facilities for event-hosting.

### BACKGROUND

There is always an interest in bringing more/different events and attractions to our City. As it stands now, if a group or event wants to come to Humboldt they may ask the City for funding support. There is, however, only a very limited budget to draw from to provide that support.

Administration has been looking into the possibility of developing a “hospitality” or “destination marketing” type of tax that could be used to help support events that want to come to Humboldt. It could also be used to help maintain or upgrade our facilities, which in turn would help bring more of these attractions to Humboldt.

*The Cities Act* allows a Council to impose different types of taxes, such as a “base tax”, a “special tax”, and an “amusement tax” among other variations.

### CURRENT SITUATION

The purpose of a hospitality or destination marketing tax would be to generate revenue that could be used to support events that would bring people in from outside of the City. These individuals will typically make use of businesses within Humboldt such as hotels and motels.

Although a “hospitality charge” is often seen on hotel bills, there is no legislation in place in Saskatchewan that enables municipalities to force hotels to collect and remit to the City the money raised by those charges.

The City could consider imposing a tax, under the property tax provisions, to collect tax from a group of businesses as something designated as a “Hospitality Tax.” The funds collected from this levy would be used to bring more events to the City, which would bring more people to these

businesses. The group of businesses subject to the tax would not necessarily be limited to hotels and motels.

Another avenue to raise funds is to impose an “Amusement Tax.” This would act as a set amount added to the ticket price for events in Humboldt which is then remitted back to the City. For example, it could be a set amount on each SJHL hockey game ticket or a set amount on every outdoor ticketed event.

Whether one or more of these methods are used or another option is proposed, the City should consider securing a revenue source that the City of Humboldt could utilize to help local groups attract desired events.

#### **OPTIONS**

1. That Administration be advised to explore more options as well as their financial impacts on both the city and those subject to a hospitality tax.
2. That alternative direction be provided to Administration.

#### **COMMUNICATION AND ENGAGEMENT**

N/A

#### **ATTACHMENTS**

N/A

#### **FINANCIAL IMPLICATIONS**

There is no direct financial impact of directing staff to further research options for revenue generation like a hospitality tax.

#### **CONCLUSION**

As Humboldt grows there will be more opportunities to bring new and returning events to our City. Having a recurring fund to support and incentivize these events would benefit all parties involved. Revenue sources such as the ones described in this report are also being considered by other municipalities to fund the construction of new event facilities.

**CITY OF HUMBOLDT REPORT**

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

**RECOMMENDATION**

That this report be accepted for information and filed.

**BACKGROUND**

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

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

**CURRENT SITUATION**

**A. Carry-Over Projects**

#	Project	Status	2024 Remaining Budget	Actual (YTD)
1	Library Solarium	Con – 70%	\$85,575	\$60,150
2	North Hospital – Toboggan Hill	Deferred	\$36,850	-
3	North Hospital – Off-Leash Dog Park	Cancelled		
4a	Outdoor Rink & Multi-Sport Court	Con – 90%	NA	\$90,770
4b	Washroom & Concession Facility	Completed		\$204,540
5	Bill Brecht Playground Development	Con – 85%	\$9,956	-
6	St. Augustine Cemetery Columbarium Units	Con – 60%	\$30,000	-

3. North Hospital Off-Leash Dog Park – a meeting with the SPCA and a community donor has been arranged for

4a. Outdoor Rink & Courts – the sport court surfacing and lining contract has been awarded and the layout and color scheme finalized. The deposit for the work has been paid and is expected to be completed this fall. Plans for installing the ice surface continue including securing a liner and getting the outdoor rink package ready to install.



5. Bill Brecht Playground – an update just received from the playground committee noted that the zipline installation will be delayed until the spring of 2025.
6. St. Augustine Cemetery Columbarium Units – the paving contract has been awarded but we have yet to be given an installation timeline.

**B. 2024 Operational Projects**

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

**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
4	Parks Skid Steer Replacement	Completed	NA	\$9,600

4. Cost Municipal Skid Steer Program trade-in (as per report tabled in August 26 Council Meeting)

**D. 2024 Capital Projects**

#	Project	Status	Project Budget	Actual (YTD)
1	NA			

**E. Unbudgeted Projects/Commitments**

#	Project/Purchase	Status	Est. Cost to City	Funding Source
1	Aquatic Center Hot Tub	Procuring	TBD	Operational Savings/Reserves
2	Curling Rink Brine Line Repair	Con – 0%	TBD	Operational Savings/Reserves

2. Curling Rink Brine Line Repair – this project is scheduled to be completed in September, however work will begin to remove the front walkway later in August.

**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.



**CITY OF HUMBOLDT REPORT**

**TITLE:** Public Works and Utilities Project Tracking Report  
**PREPARED BY:** Peter Bergquist A.Sc.T; Public Works and Utilities Director  
**REVIEWED BY:** Joe Day, City Manager  
**PREPARED FOR:** Executive Committee  
**DATE:** September 9, 2024

**RECOMMENDATION**

That this report be accepted for information and filed.

**CURRENT SITUATION**

2024 Projects	Scope of Work	% Complete
Wastewater Treatment System Upgrades	25.3M for 2024 – Year 1 of 2. Engineering & Construction	60%
Lift 1 Retrofits (WWTP Project)	Pumps, Electrical, Generator, etc. 2M	10%
Lift 4 Retrofits (WWTP Project)	Pumps, Electrical, Generator, etc. 2M	10%
Carl Schenn Dry Pond Construction	Excavation, Piping & Landscaping – 1.618M	98%
12 <sup>th</sup> Avenue – Stebbings Cres. To 21 <sup>st</sup> St.	Road Reconstruction and Paving – 568k	75%
12 <sup>th</sup> Avenue – 21 <sup>st</sup> St to Peck Road	Basic Gravel Road – 112k (2023 carry-over)	100%
11 <sup>th</sup> St – 6 <sup>th</sup> Avenue to 8 <sup>th</sup> Avenue	Concrete patching, curbing and paving – 357k	75%
4 <sup>th</sup> St – 8 <sup>th</sup> Ave to Ogilvie Ave	Mill and Pave – 196.3k	15%
12 <sup>th</sup> Street – 3 <sup>rd</sup> Ave to 4 <sup>th</sup> Ave	Concrete patching, curbing and paving – 149.1k	75%
3 <sup>rd</sup> Ave – 11 <sup>th</sup> St to 16 <sup>th</sup> St	Storm, curb, and road repairs – 81.4k	60%



4 <sup>th</sup> Ave – Lane W of 10 <sup>th</sup> St to 14 <sup>th</sup> St	Storm, curb, road reconstruction and paving – 566.9k	75%
6 <sup>th</sup> Ave Storm Sewer Outfall – 2 <sup>nd</sup> St to Drainage Channel	Storm pipe, culverts, drainage channel improvements – 670.5k (POSTPONED – Didn't receive grant) Preliminary Engineering Underway	10%
Bruce Street Area	Conceptual Drainage Planning – 30k (2023 carry-over)	100%
Airport	Regional Long-Term Feasibility Plan (new)	100%
Asphalt Patching & Repairs	Various water break, frost heave locations, MH levelling, AC Repairs – 274k	50%
Seasonal Decorations	Remaining Replacement Lights – 12k	30%
Various Locations	Street and curb painting – 20k	100%
	DL10 Special Emulsion – 16k	30%
	Gravelling of Roads – 26k	100%
	Back Lane Maintenance – 10k	75%
	Dust Control Applications – 28k	100%
	General Concrete Repl. – 75k	95%
	Sewer Camera, Flushing & Repair – 74k	70%
	Storm Flush/Camera/Repair – 76k	70%
	Water Main Flushing Prog. - Internal	100%
	Water Mains Operations and Maintenance Activities & Repairs – 115k	70%
	Curb Stop Repairs – 10k	75%
	Water Meters & Replacements – 80k + 220k additional meters (2024 Council approval)	65%
	Lift Station Cleaning – 32k	50%
	Lift Station Supplies/Repairs – 17.5k	75%
Contract Generator Testing – 12k	100%	
Pothole Patching – 19.7k	85%	
Ditch Mowing & Lagoon Mowing	80%	



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

## CITY OF HUMBOLDT REPORT

**TITLE:** Wastewater Treatment System Construction Update  
**PREPARED BY:** Peter Bergquist, Public Works and Utilities Director  
**REVIEWED BY:** Joe Day, City Manager  
**PREPARED FOR:** Executive Committee  
**DATE:** September 9, 2024

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### RECOMMENDATION

That this report be accepted for information and filed.

### BACKGROUND

- On December 18, 2023 – Council Approved the Tender Award to Con-Tech General Contractors for the Wastewater Treatment System.
- On May 27, 2024 – Council Approved the Tender Award to Con-Tech General Contractors for the Retrofit construction work of Sewage Lift Stations 1 and 4.

### CURRENT SITUATION

#### Large Cells:

All four cells have been excavated, next stages are to install necessary sub-drain, air, and chemical piping for the cells and then place a sand bed and begin installing the seepage liners.

#### SAGR Cells:

The cells have been excavated to their design depth. Some of the piping has been installed as well as set up of the sacrificial temporary wood walls. The splitter structure was poured, and piping connected. Next steps will be to install internal piping, liners and fill with specialty rock.

#### Headworks Building (Receives and screens the raw wastewater):

The piles are currently being drilled for the building foundation. Slab work to follow.

#### Operations Building (Air Blowers, Pumping and Chemical Systems):

The bottom slab and walls for the below-grade chambers were poured. The 50mm water line which runs from 101<sup>st</sup> Street/Sask Ave was installed across the field to the operations building but is not yet connected. Upcoming work includes completion of grade beams and slab as well as the building frames. The generator room will undergo block work.



**Forcemain Piping:**

The forcemain pipes that will redirect effluent to the new system from Lift 1,3 and 4 are installed to the Headworks building but not connected. Forcemain piping to the lake to occur this fall.

**Storm Water Pipes, Ditches and Channels:**

The crew completed rough grading of the site to ensure proper drainage. Some of the culverts will be installed soon.

**Lift Stations 1:**

Pre-Construction Meetings have occurred, parts ordered, contractor planning the construction phasing. Delays for electronics and a generator have been identified as a construction schedule challenge.

**Lift Stations 4:**

Pre-Construction Meetings have occurred, parts ordered, contractor planning the construction phasing. Delays for electronics has been identified as a construction schedule challenge.

**OPTIONS - N/A**

## ATTACHMENTS



Figure 1: Overview Photo Sept 3, 2024



Figure 2: SAGR Cells - Sept 3, 2024



Figure 3: Splitter Structure for SAGRs - Sept 3, 2024





Figure 4: Inlets for the SAGR Cells

**COMMUNICATION AND ENGAGEMENT** – A Catterall and Wright member is on site every day to inspect, survey, record, and resolve challenges that may arise. City staff from the Public Works Shop and City Hall Communicate with the consultant at the site as well as the consultants in their Saskatoon office to resolve challenges.

Director communicates with Government Relations as needed as well as the Humboldt and Area Farmland Irrigation (HAFI) corporation in relation to their ongoing planning for their irrigation system. They are currently seeking funding for their project from the WSA’s irrigation funding streams.

**FINANCIAL IMPLICATION**

**Wastewater Treatment Facility Overall Project Costs**

<u>Project Component</u>	<u>Estimated Cost</u>	<u>Cost to Date</u>
Wastewater Treatment Facility - Land + Pipe Works	\$24,938,817	\$8,016,544
Wastewater Treatment Facility - Land Purchase	\$460,000	\$518,454
Wastewater Treatment Facility - Operations Building	\$5,365,720	\$774,998
Wastewater Treatment Facility - Discharge Line	\$3,495,763	\$846,108
Lift Station 1 Upgrades	\$3,060,632	\$126,716
Lift Station 4 Upgrades	\$2,780,568	\$126,716
<b>Total Project Costs</b>	<b>\$40,101,500</b>	<b>\$10,409,536</b>
Investing in Canada Infrastructure Grant	<b>-\$24,971,100</b>	<b>-\$7,243,842</b>
<b>Net Cost to City</b>	<b>\$15,130,400</b>	<b>\$3,165,694</b>

**Change orders to date include:**

1. Pipe Size Substitution – Reduction of \$133,760
2. Beam for Lifting System – Additional cost of \$14,113
3. Additional Clay Borrow Excavation – Additional cost of \$21,000

**CONCLUSION**

The new wastewater project is moving along well without any major budget concerns. Lift Stations 1 and 4 have some electronic and generator delivery delay issues that the contractor and consultants are reviewing and seeking solutions.

## CITY OF HUMBOLDT REPORT

**TITLE:** Northwest Area Structure Plan  
**PREPARED BY:** Tanner Zimmerman, Planning Coordinator  
**REVIEWED BY:** Joe Day, City Manager  
**PREPARED FOR:** Executive Committee Meeting  
**DATE:** September 9, 2024

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### RECOMMENDATION

That administration be authorized to proceed with public notice for a Bylaw to adopt the Northwest Area Structure Plan.

### BACKGROUND

In October of 2023, Administration, along with the City’s planning consultants, Crosby Hanna, and the City’s engineering consultants, Catterall & Wright, began the Northwest Area Structure Plan (NWASP). The goal of the plan is to provide insight to the relevant developers of the extent of the Northwest Area is serviceable using existing infrastructure.

Originally, the area consisted of approximately 230 hectares of mostly undeveloped land bordered by the RM of Humboldt to the north and west, Highway 20 to the east, and an existing residential area to the south with 12<sup>th</sup> Avenue being the closest collector road. The plan area has since been re-focused to approximately 70 hectares as it was determined that the most northwesterly portions are better suited for future considerations, and that the Westwood lands and the Aspen Street areas do not need consideration in this plan.

For the purpose of this report, a generalized view of the area is used. The NWASP outlines favourable locations for arterial road connections, water and sewer connections, as well as storm water infrastructure.

### CURRENT SITUATION

The primary limitations of the Northwest Area are the regulations for the Drainage Moratorium Line and the capacity of Lift Station 5.

The Drainage Moratorium Line regulates where storm water may flow. If any development occurs west of the line, the developers must provide a self-contained storm

pond, direct the storm water toward existing storm mains, or a combination of the two.

Lift Station 5 is located at the corner of 16<sup>th</sup> Avenue and 4<sup>th</sup> Street. It is estimated that this station has capacity to service approximately 1,800 additional residents with only modest upgrades. With this capacity in mind, the area expected to be serviceable by Lift Station 5 ends roughly at the Drainage Moratorium Line. This area of serviceability narrowed the focus of the NWASP to the area between the Drainage Moratorium Line and Highway 20.

The expected arterial roadways are 12<sup>th</sup> Street running from South to North and 14<sup>th</sup> and 16<sup>th</sup> Avenues running from East to West. These roads are planned to be built without curves as they are a natural extension to existing roads, the area is relatively flat, and they generally align with existing ownership boundaries.

Water and Sewer mains will be placed underneath 12<sup>th</sup> Street, 14<sup>th</sup> Avenue and 16<sup>th</sup> Avenue. This will follow existing infrastructure in the developed areas. Further engineering reports will be required to refine the costs and size of the mains required.

Storm water will likely be managed by two retention ponds as shown in the maps. The stormwater will then drain eastward to Water Ridge Pond either through existing storm sewers or through new upsized sewers depending upon more detailed engineering that will be required.

To ensure the developer insights are aligned, Administration is requesting the adoption of a Bylaw to adopt the report and its attached maps. It is recommended that the City proceed with public notice prior to the three readings. The formal adoption of the NWASP is also one of the initiatives under the City's Housing Accelerator Fund and therefore the City is targeting Bylaw adoption for September 23<sup>rd</sup>, 2024.

#### **OPTIONS**

1. Approve the recommendation as stated.
2. Refer matter back to administration.

#### **ATTACHMENTS**

- A. Draft of the Northwest Area Structure Plan Report.
- B. Maps as provided by Crosby Hanna/Catterall & Wright

#### **COMMUNICATION AND ENGAGEMENT**



Although consideration of a Bylaw to adopt an Area Structure Plan does not likely require any official public notice, Administration believes it is in the City's best interest to provide 10 days of Public Notice, before Council considers the Bylaw.

**FINANCIAL IMPLICATION**

There are no financial implications anticipated from the recommendation presented.

**CONCLUSION**

The Northwest Area Structure Plan outlines the basic infrastructure required for development. A draft of a detailed report is included in this report with the anticipation of the final report to being brought to the Regular Council Meeting on September 23<sup>rd</sup>. At that same meeting, Administration plans to bring forward the Bylaw to adopt the Northwest Area Structure Plan.

# Northwest Area Sector Plan

Draft

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# INTRODUCTION

## Purpose

The purpose of the Northwest Area Sector Plan (ASP) is to provide insight toward the City of Humboldt’s vision for the Northwest Area in terms of land use and basic infrastructure. The ASP accounts for servicing constraints and efficient roadway use.

The Northwest ASP has been prepared on behalf of the City of Humboldt in consultation with Crosby Hanna. The land use concept and policies it includes are generally consistent with the City’s Official Community Plan.

## Location

Initially, the plan area consisted of 181 hectares (approximately 450 acres) of land between the City’s western limit and Highway 20. It was, however, recognized that the westernmost parcel (NE 25-37-23 W2nd) and the western portion of the adjacent parcel (NW 30-37-22 W2nd) will likely not be developed within a period of time reasonable to include any design details for those areas within the scope of this plan.

Within the attached documents and maps within this ASP the servicing and planning detail focused largely on the area mostly within NE 30-37 22 W2nd. This area will hereinafter be referred to as the NE30 area, even though it does include a portion of NW 30-37-22 as well. Currently, the plan area consists of approximately 70 hectares (approximately 175 acres) of land located between Peck Rd. and Highway 20 (refer to Figure # – Location Plan).

It might be advisable for the City of Humboldt to determine a neighbourhood name for this area.

The land surrounding the plan area are as follows:

- North      Agricultural land within the RM of Humboldt.
- East        Highway 20 as well as existing commercial and residential.
- South      Existing residential.
- West        West of the NE30 area is agricultural land within City Limits.

## Land Ownership

The NE30 plan area is comprised of 4 larger titled parcels with 3 unique landowners. The City of Humboldt owns Block C, Plan 101813374 Ext. 19 and plans on collaborating with the other landowners on future infrastructure.



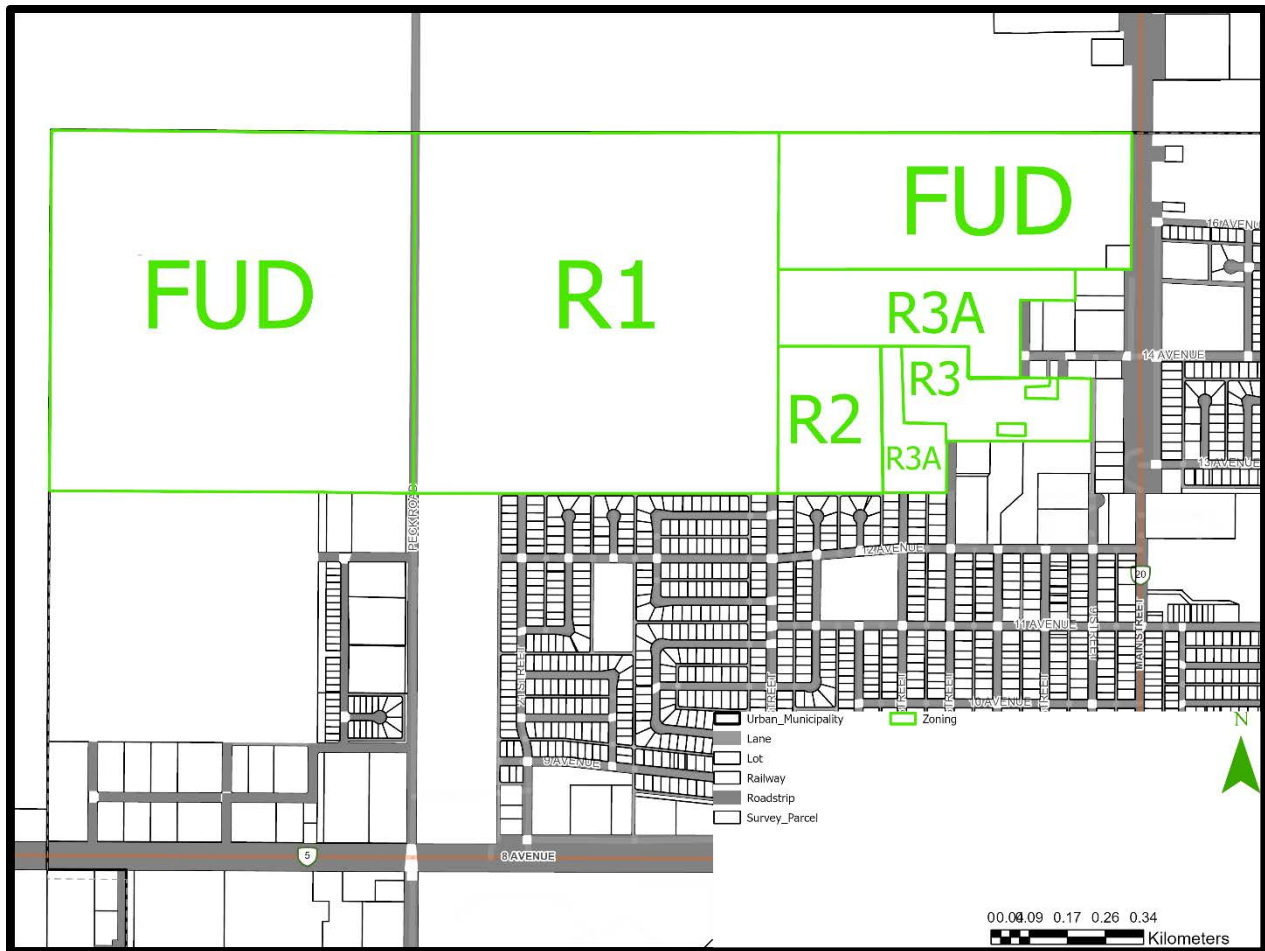


## SITE CONTEXT

### Existing Land Use

All four parcels are currently undeveloped land used for agriculture. Block C Plan 101813374 Ext 19 is zoned FUD – Future Urban Development and can be used primarily for agriculture (refer to Figure 2 – Site Context). The portion of land located in NW 30 37 22 2 is zoned R1 – Low Density Residential District for single-unit detached dwellings. The other two parcels are zoned in combinations of R2 – Medium Density Residential District, R3 – Core Mixed Residential District, and R3A – Small Lot Residential District.

It is likely that all of the land in NE30 will be subject to rezoning requests following more detailed engineering and subdivision designs.



## Topography and Natural Features

As with most of Humboldt, the plan area is generally flat with few low spots to act as natural storm drainage. The highest point (~574m) is located along the west edge of the NE30 development area. From that point, the land slopes gently downward in all directions with the lowest point (562m) located in the west edge of NE 25.

Topography map to be included.

## POLICY CONTEXT

### Provincial

#### Drainage Moratorium

In 2007 a drainage moratorium was placed on new drainage projects in the Fishing Lake, Waldsea Lake, Deadmoose Lake and Houghton Lake Watersheds. The moratorium affects properties to the

north and west from a line running directly through the plan area on parcel NW 30 37 22 2. The City of Humboldt's understanding is that the moratorium stipulates that any development within the moratorium area cannot generate more runoff than the pre-development amount of runoff. The NE30 area is proposed to direct all storm water flows easterly to Waterridge pond and then south down the drainage channel to Humboldt Lake. There should be no concerns that the proposed development area will impact the drainage moratorium area.

## Municipal

### Official Community Plan

In 2016, the City's Official Community Plan (OCP) entitled *Humboldt: 2035* was adopted, setting a guideline for growth within the community.

Under the OCP, the Future Land Use plan designates a small portion of the plan area as residential while leaving the majority undesignated. As the ASP generally follows this vision, it is unnecessary to amend the OCP at this time.

### Zoning Bylaw

*The Zoning Bylaw, 2016* will be considered through the implementation of the Plan. Lands located within the Northwest Area Sector Plan are currently zoned FUD – Future Urban Development and for various residential purposes. The purpose of the FUD district is to “provide for interim land uses, typically on the outskirts of the city, where the future use of the land or the timing of development is uncertain due to issues of servicing, transitional use, or market demand.” The Northwest development concept anticipates lands currently designated FUD to eventually be re-designated to residential districts.

## DEVELOPMENT CONCEPT

### General

The Northwest ASP is intended to provide a Plan that will create transparency for and, collaboration between, the various landowners in the Plan Area.

The development concept, shown on Figure XX – Development Concept, will guide the future application of industrial, recreational and institutional land uses.

The following detailed objectives have been identified for the Northwest ASP:

1. To create a high level plan that describes uses and strategies for appropriate development within the plan area and that takes into consideration the social, economic, and environmental well-being of the community
2. To identify any constraints on the plan area and how these will be addressed within the proposed development.

3. To enhance the open space opportunities and ecological function through the location, management and design of stormwater management ponds.
4. To provide for sanitary, waterworks and sewer services and other infrastructure to meet the servicing needs of the area.

[Insert Development Concept]

## Institutional

It is recognized that the Province of Saskatchewan will likely require that land is provided for a future school. The Plan does not specifically identify this land, but it is understood that municipal reserve may be used for school lands. Appropriate areas have plenty of open space and provide a great deal of connectivity to collector roads.

## Open Space/Parks

The development concept will provide plenty of opportunities to create open spaces and parks. Stormwater facilities may be integrated with park space to ensure efficient use of land. Park space will utilize recreational facilities such as sports fields, and walking trails.

This initial plan for the NE30 area is intentionally showing relative dense residential development without much green space, as this plan is intended to illustrate the practical extents of the development area from the perspective of population that can be served by the existing lift station as well as the anticipated westerly extent of sanitary sewer lines.

## Trails and Corridors

The plan area accommodates a variety of linear systems, green corridors, paths and streets. The purpose of these linear systems is to connect parks and other open spaces to one another and to accommodate active transportation options for the community (e.g. walking, cycling).

The plan illustrates most of these linear park systems along the south edge of the development area where trails are anticipated to follow storm drainage systems, and along the north edge of the plan along the TransGas gas line.

## Municipal and Environmental Reserve

Section 181 of *The Planning and Development Act, 2007* requires that owners of a parcel of land that is the subject of a subdivision provide Municipal Reserve dedication to the municipality in the form of land, money in lieu of land, or a combination of both, to a maximum of 10 percent of the gross developable area. As the plan area consists of approximately 70 hectares of land, it is estimated approximately 7 hectares of land will be dedicated to be used for Municipal Reserve.

## Stormwater Management

The stormwater management system for the plan area will consist of mostly new facilities sized for a 1:100 year event. There are existing storm drains immediately south of the plan area, but drainage is expected to follow natural slopes where possible.

Dry ponds will be the primary source of stormwater facilities that can be used as sports fields when dry. Potential locations for dry ponds are demonstrated in figure #, below. That said, two detention ponds are likely with both draining to existing storm sewers on 14<sup>th</sup> and 16<sup>th</sup> avenues.

Map showing storm ponds to be provided.

## Water and Sewer Infrastructure

Water and sewer mains are expected to follow 14<sup>th</sup> Ave. and 16 Ave., flowing toward Lift Station 5 to the east. It is anticipated that existing sanitary sewer infrastructure east of Highway 20 can accommodate the additional flows from the proposed NE30 development.

## TRANSPORTATION

### Access

It is anticipated that 16<sup>th</sup> Street are expected to be the major north/south connections from the NE30 area into the existing developed area of the City. The primary corridors going east-west will be 14<sup>th</sup> Avenues and to a smaller extent 16<sup>th</sup> Avenue. Both are expected to connect the area to Highway 20.

It is expected that all new collector and local roads will be built to an urban standard with mix of walking trails and sidewalks to accommodate pedestrians.

## STAGING AND IMPLEMENTATION

### Staging

The early analysis of the larger 181 Ha study area indicated that the land west of the NE30 area would require a new, dedicated lift station and sanitary forcemain, which at this time would prohibit the practicality of developing those areas anytime soon.

The City expects that the NE30 area will first see northward development of services under 16<sup>th</sup> Street, and the westward development of services under 14<sup>th</sup> Avenue which will spur development along those corridors first.

[Insert "Phasing" Map]

## Implementation

The impetus guiding this plan is not to provide enough detail for subdivision, but rather provide developers with the general vision for the area. The plan also provides developers with details on suitable land for specific uses (e.g. municipal reserve vs. residential). The City will work with developers on creating comprehensive plans that suit both the developers and the community as a whole.

Draft

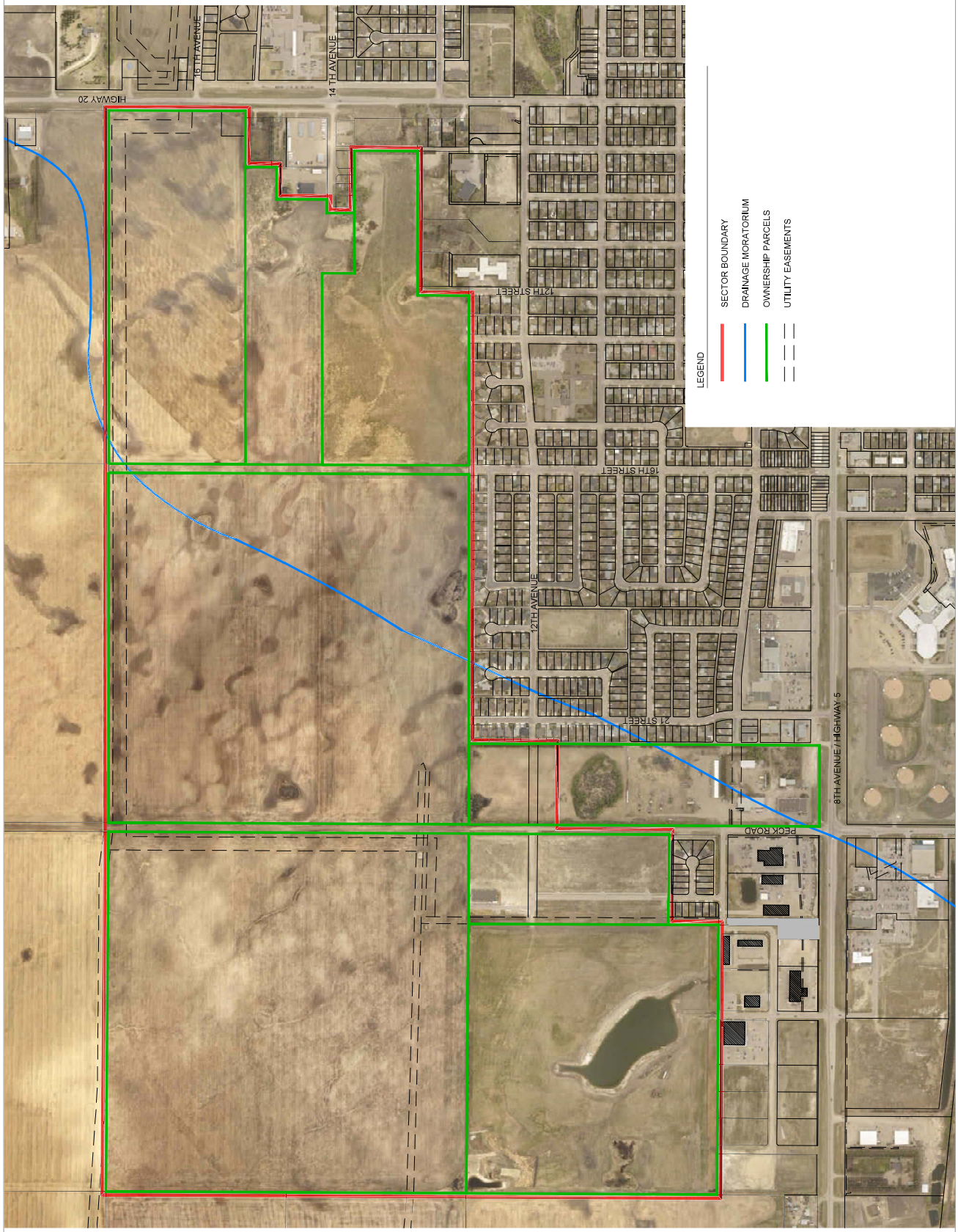
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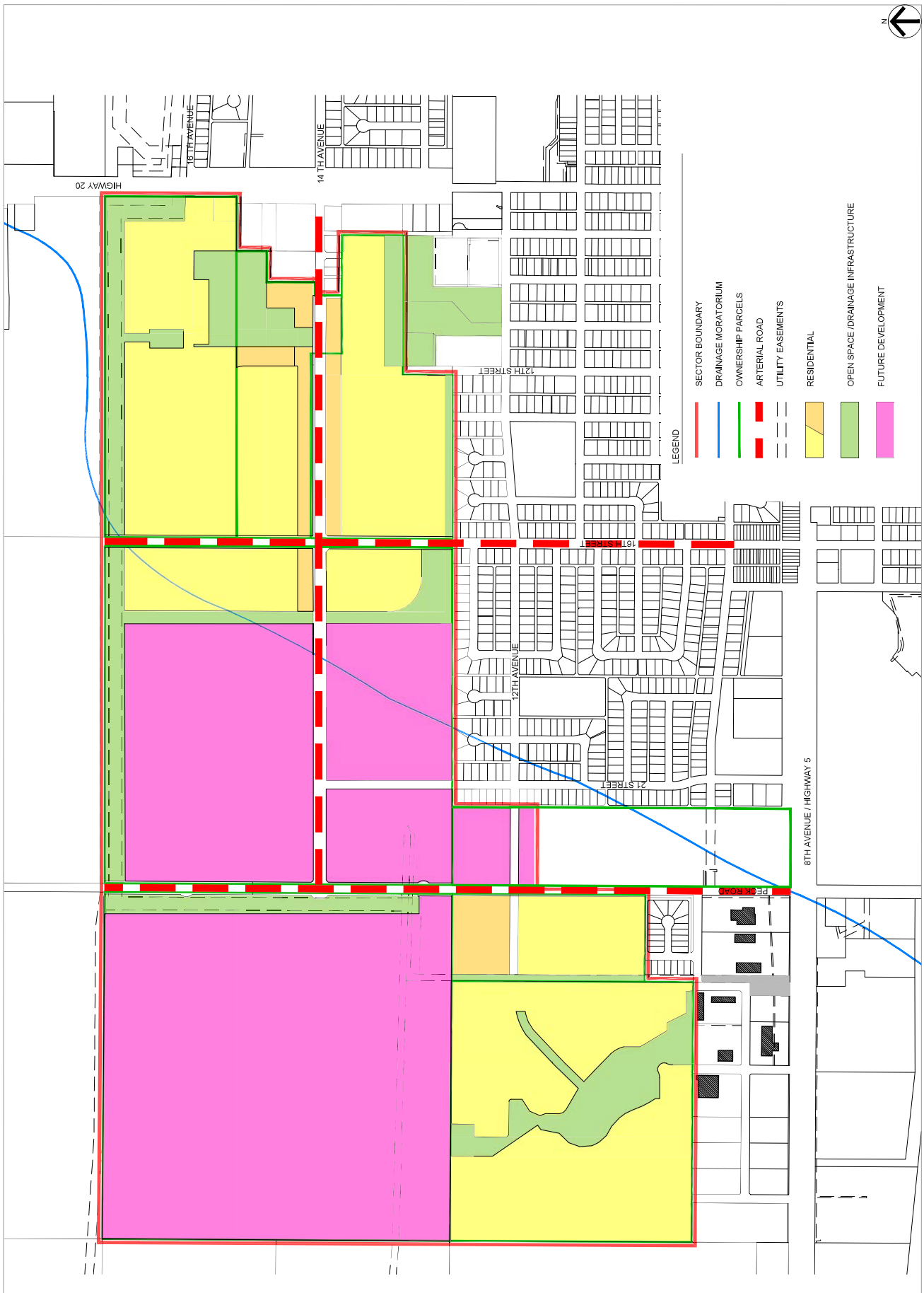
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STRUCTURE PLAN**

Drawing Title  
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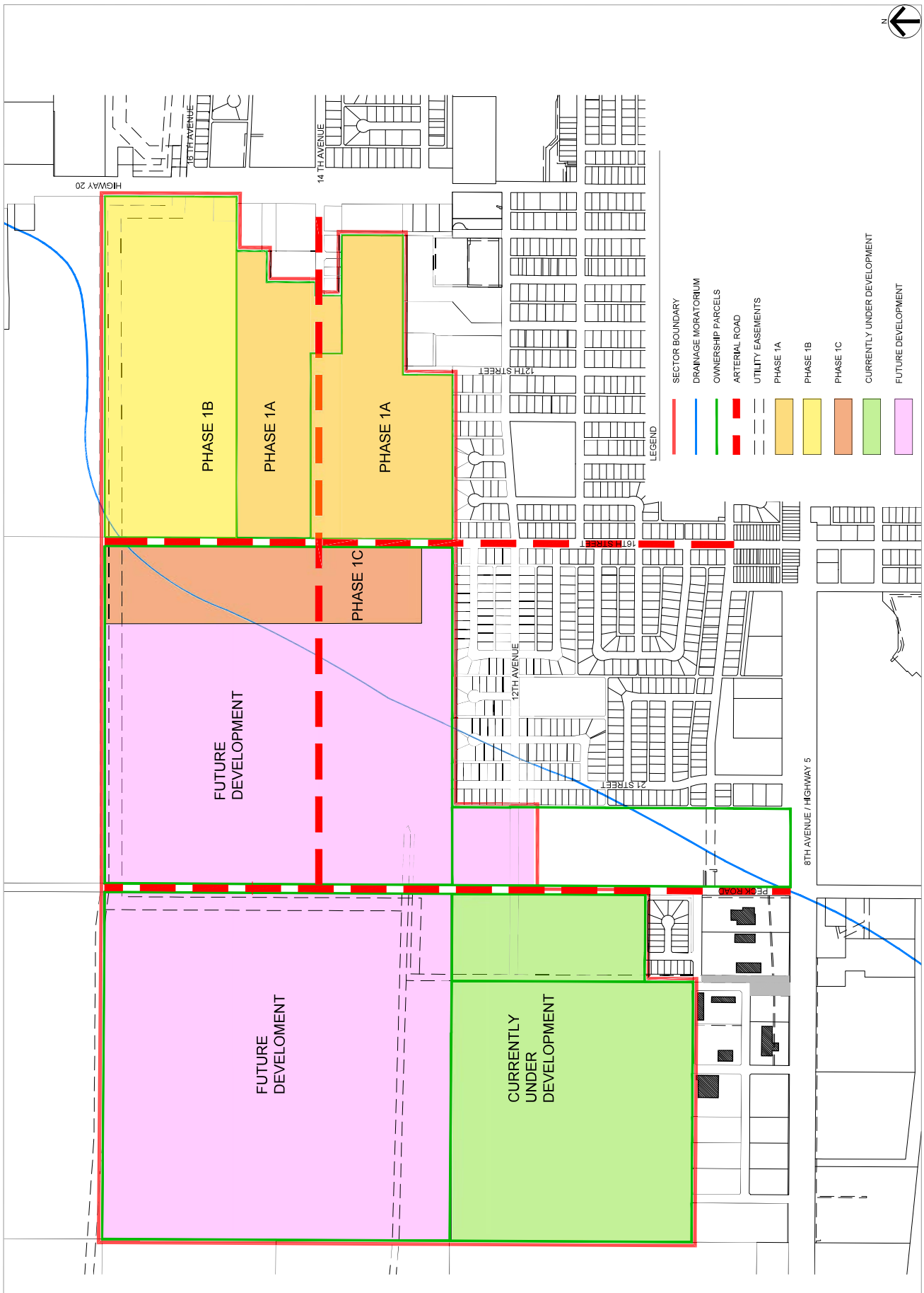
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Date	2024-08-28
Project No.	23039
Sheet No.	

**MAP 1**











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**PRELIMINARY**  
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SCALE (SHEET/TITLE)

WHEN DRAWING IS PLOTTED TO FULL  
SIZE THIS LINE IS 8mm IN LENGTH.

DATE

REVISION

OWNER  
**CITY OF  
HUMBOLDT**

LOCATION  
**HUMBOLDT, SK**

PROJECT  
**SANITARY PUMPING STATIONS  
REVIEW**

SHEET TITLE  
**PUMPING STATIONS**

SCALE	1:7500	DESIGNED	SM
DRAWN	PJW/M	CHECKED	SM
DATE	17/12/15	SHEET	3 of 6
DRAWING NUMBER	<b>024-127-P3</b>		

