



**City of Humboldt**  
**July 14, 2025 - Executive Committee Meeting - 05:30 PM**

- 1 **Call To Order**
- 2 **Land Acknowledgement**
- 3 **Adopt Agenda**
  - 3.1 Conflict of Interest
- 4 **Reports From Administration**
  - 4.1 Director of Protective Services' Report
    - 📎 Report - Director of Protective Services
  - 4.2 City Controller's Report
    - 📎 Report - City Controller
  - 4.3 Director of Cultural Services' Report
    - 📎 Report - Director of Cultural Services
  - 4.4 Director of Leisure Services' Report
    - 📎 Report - Director of Leisure Services
  - 4.5 Director of Public Works' Report
    - 📎 Report - Director of Public Works
  - 4.6 Planning Coordinator's Report
    - 📎 Report - Planning Coordinator
  - 4.7 Communication Coordinator's Report
    - 📎 Report - Communications Coordinator
  - 4.8 Leisure Services Project Summary Report
    - 📎 Report - Leisure Services Project Summary
- 5 **New Business**
  - 5.1 Recommendation - City Assessor - Downtown Revitalization Tax Exemption Policy 4215 Revision
    - 📎 Report - Downtown Revitalization Tax Exemption Policy 4215 Revision
  - 5.2 Recommendation - Director of Leisure Services - Leisure Access Program Review
    - 📎 Report - Leisure Access Program Review
  - 5.3 Recommendation - Planning Coordinator - South Area Structure Plan
    - 📎 Report - South Area Structure Plan
- 6 **Enquiries**
- 7 **Committee of the Whole**

**8**      **Next Meeting**

**9**      **Adjourn**



## CITY OF HUMBOLDT REPORT

**TITLE:** Director of Protective Services Report  
**PREPARED BY:** Mike Kwasnica, Director of Protective Services  
**REVIEWED BY:** Joe Day, City Manager  
**PREPARED FOR:** Executive Committee  
**DATE:** July 14, 2025

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### RECOMMENDATION

That this report be accepted for information and filed.

### BACKGROUND

This report reflects the activities of the protective services for the month of June 2025.

### CURRENT SITUATION

Notable information and updates:

#### 1. Fire Department -

- In City Area: 12 responses
  - 1 – Residential Fire alarm response.
  - 2 - Commercial Fire alarm response.
  - 1 – Vehicle Accident – Semi Rollover
  - 1 – STARS Landing at HDH
- Weekend Standbys: 1
  - 4 – Regular Weekend Standby's
- Fire Department Practice: 3
  - Pump Operations/Appliances
  - Fire Extinguishers/Search and Rescue
  - Driving course ability test
- HDFPA Area: 2 responses
  - 1 – Single Vehicle MVC
  - 1 – Dumpster Fire
- Volunteer time: 2 responses
  - 1 – Coop Kids Carnival
  - Parade traffic control
  
- We conducted 19 Fire inspections in June.

## 2. Emergency Measures Operations

No updates in June

## 3. Occupational Health and Safety

- Safety Orientation for 4 CoH Employees
- OHC Meeting June 5
- Incident Investigation/Review
- Revised Campground Safety Binder/Maintenance Safety Binder
- Violence Policy adopted by Council June 23
- Contractor Meetings
- PW Training Document Review
- Site Visits/Audits/Discussions

### *Ongoing*

- Safety Orientations for Employees and Contractors
- Safe Work Procedure Revision/Development
- Worksite Inspections/Site Visits

## OPTIONS

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

## ATTACHMENTS

CSO Report for June.

RCMP Report for June.

## COMMUNICATION AND ENGAGEMENT

No external communications or engagement required.

## FINANCIAL IMPLICATION

N/A

## CONCLUSION

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



## CITY OF HUMBOLDT REPORT

**TITLE:** CSO Report for June 2025  
**PREPARED BY:** Justin Tarrant, Community Safety Officer  
**REVIEWED BY:** Mike Kwasnica, Director of Protective Services  
**PREPARED FOR:** Executive Committee  
**DATE:** July 2, 2025

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### RECOMMENDATION

That this report be accepted for information and filed.

### BACKGROUND

This report reflects the activities of the CSO for the month of June 2025.

### CURRENT SITUATION

After the May long we began handing out numerous door knockers as well as orders on some of our repeat offender properties. Three orders that expired in the month of June required City intervention. This included garbage removal and yard maintenance at the properties. As these are habitual offenders the City will continue with regularly scheduled maintenance on the properties. There were approximately 35 door knockers put out in the month of June, and 4 more orders issued. We continue to work proactively and reactively for the yard maintenance issues, typically addressing concerns either same day or within 24-48 hours depending on the issues. With the abundance of rain and hot weather we have received everything is growing at an increased rate and we will continue to have conversations with residents first, followed by door knockers, and finally writing orders when necessary.

The CSO installed two car seats for the Newcomers centre, continues to be heir point of contact for car seat safety, and has been asked to provide a fraud awareness presentation for the newcomers as well.

The CSO attended court 2 days in June.

The CSO addressed the following violations/concerns:

#### **Traffic/Parking Bylaw:**

During the month of June there were 9 traffic bylaw matters addressed.

**Traffic Safety Act:**

During the month of June there were approximately 12 traffic stops completed, resulting in 2 summary offence tickets. We issued several warnings or inspection tickets in the month of June.

Tickets for May are as follows:

- 2 – 241.1(2) – Cellphone

**Property Maintenance:**

June saw property maintenance get into full swing. We had approximately 13 conversations with homeowners/tenants, as well as an additional 35 door knockers and 4 more orders. 3 orders expired resulting in City intervention. As noted above June has been a much busier month for property maintenance, this is going to continue to increase with the rain and heat we have been receiving.

**Animal Control:**

June had 5 concerns for animal control

- All 5 were for loose cats, cats were either captured and taken to the SPCA or traps are still set.

**RCMP Assists:**

June had a continuation of a couple RCMP collaborations, no new files were received in the month of June. The partnership with the RCMP is vital to the success for both agencies and we maintain a positive working relationship with the RCMP.

**OPTIONS**

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

**ATTACHMENTS**

None.

**COMMUNICATION AND ENGAGEMENT**

The CSO continues to field complaints as they come in, finding acceptable conclusions in a timely manner. In situations where there is nothing illegal, or against any City bylaws, the CSO provides suggestions for resolutions. This can often come in the form of Humboldt Alternative Measures Program (HAMP), which we have begun using for situations that are typically civil matters.

**FINANCIAL IMPLICATION**

N/A



### **CONCLUSION**

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

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

July 2, 2025

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

City of Humboldt – Updated Police Report for the Month of June, 2025.

Please find the attached Police Report for the month of May 2025.

Reported incidents are down this month (126) as compared to last month (137), and up from June 2024 (103). Traffic charges are up this month (13) compared to last month (9) and down from June 2024 (16).

There were (3) reported False Alarms this month. This is down from last month (6), and down from June 2024 (6).

The Living Skies Music Festival was held on June 28 and 29. We prepared well in advance to ensure sufficient resources were on shift over this weekend. We are glad to say there were no reported incidents at the event.

Criminal Record Checks are completed on a walk-in basis on Tuesday, Wednesday and Thursday of every week. No appointments are needed. The total number of record checks completed this month was 88.

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

Yours truly,



S/Sgt Rod Rudnisky  
Detachment Commander - Humboldt RCMP

**HUMBOLDT CITY DETACHMENT**

**FALSE ALARM REPORT**

**MONTH OF JUNE 2025**

	<b>DATE</b>	<b>HOURS</b>	<b>LOCATION</b>	<b>OVERTIME</b>	<b>ATTENDED</b>
<b>1</b>	<b>2025-06-10</b>	<b>05:50</b>	<b>1919A 8 Avenue – Wendy’s Restaurant</b>	<b>N</b>	<b>N</b>
<b>2</b>	<b>2025-06-14</b>	<b>04:32</b>	<b>10330 8 Avenue – Wheeler’s Wholesale</b>	<b>N</b>	<b>N</b>
<b>3</b>	<b>2025-06-28</b>	<b>06:41</b>	<b>2302 8 Avenue – Canadian Tire</b>	<b>N</b>	<b>N</b>

## HUMBOLDT CITY DETACHMENT

### POLICING STATISTICS

### MONTH OF JUNE 2025

HUMBOLDT MUNICIPAL 2024	HUMBOLDT MUNICIPAL 2025	OFFENCE CATEGORY
4	4	MVA's (Fatal/injury/Property Damage)
16	13	Traffic Offences (Charges Laid)
8	28	Traffic Offences (No Charges Laid)
0	0	Traffic Offences (Criminal Code)
2	0	Impaired Operation of Motor Vehicle
0	0	Dangerous Driving (Criminal Code)
18	20	Provincial Statues
1	1	Municipal Bylaws
4	8	Other Criminal Code/Federal
0	0	Offensive Weapons
0	0	Drug Trafficking
1	0	Drug Possession
1	0	Sexual Offences
4	1	Robbery/Extortion/Harassments/Threats
4	3	Assaults
8	2	Theft Under \$5,000/Possess Stolen Prop.
0	1	Theft Over \$5,000/Theft of motor vehicle
7	7	Mischief
0	1	Frauds
4	1	Break, Enter and Theft
6	3	False Alarms
16	33	Other (Susp vehicle, animal calls, missing person, wellbeing check)
<b>103</b>	<b>126</b>	<b>Total Calls</b>



## CITY OF HUMBOLDT REPORT

**TITLE:** City Controller's Report  
**PREPARED BY:** Jace Porten, City Controller  
**REVIEWED BY:** Joe Day, City Manager  
**PREPARED FOR:** Executive Committee  
**DATE:** July 14, 2025

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### RECOMMENDATION

That this report be accepted for information and filed.

### BACKGROUND

This report is intended to provide an update on the ongoings of the Corporate Services department, along with actual revenue and expenditure information for year-to-date operations of the City, in comparison to budgeted activities and the previous year.

### CURRENT SITUATION

#### Corporate Services

The City's new Transit Van, equipped with a lift, has been decaled and is ready for service. It will become the primary mobility van, with the current van on standby for future transit service expansion.

The City is actively reviewing its Information Technology Systems to ensure efficient use and optimize IT support. While the 2025 budget initially allocated funds for upgrading IT support services, Administration now intends to use this allocation to replace many aging desktop computers throughout the City. This shift is due to Windows 10 support ending in 2025 and many aging desktops unable to upgrade to Windows 11.

Administration will soon issue a Request for Quotation (RFQ) for the City's Natural Gas supply. The current one-year agreement with Connect Energy, signed in 2024, expires at the end of September. Additionally, an RFQ will be issued for an on-demand scheduling platform for the Transit/Mobility Van. A significant portion of these acquisition costs are covered by the Rural Transit Solutions Fund grant, with all grant-related expenses needing to be incurred by September 30, 2025.

The 2025 budget established a new, permanent out-of-scope position to lead the City's asset management plan and identify grant opportunities. Connor Piller has accepted the role of



Corporate Asset Manager. Connor, who has served as the Finance Manager since April 2024, will continue in that capacity until the Director of Corporate Services/City Clerk returns at which point he will begin his new role.

**COMMUNICATION AND ENGAGEMENT**

No external communications or engagement required.

**ATTACHMENTS**

- Finance Manager’s Report

**FINANCIAL IMPLICATION**

There are no direct financial implications for this report.

**CONCLUSION**

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



**CITY OF HUMBOLDT REPORT**

**TITLE:** Finance Manager’s Report - Budget to Actual  
**PREPARED BY:** Connor Piller, Finance Manager  
**REVIEWED BY:** Jace Porten, City Controller  
**PREPARED FOR:** Executive Committee  
**DATE:** July 14, 2025

**RECOMMENDATION**

That this report be accepted for information and filed.

**BACKGROUND**

This report provides actual revenue and expenditure information for year-to-date operations of the City, in comparison to budgeted activities with comparison to the previous year.

**CURRENT SITUATION**

The attached report shows the revenues and expenditures for the first six months of 2025. Some variances exist due to timing of allocated budget, and when the expenses or revenues are recorded.

Variances greater than \$15,000 are listed below:

<b>Cost Centre</b>	<b>Variance</b>	<b>Explanation</b>
Taxation and Grants - Property Taxes	(16,039)	The favourable position of this cost centre is due to a slightly higher than budgeted Municipal Tax Levy.
General Government – Information Technology	(31,191)	Due to a lack of IT systems maintenance being required so far this year as well as a budgeted-for-position being currently unfilled, this cost centre is in a favourable position. This variance will likely be reduced throughout the year.
Leisure Services – General Recreation Administration	80,806	This cost centre’s unfavourable position is due to an unbudgeted grant from the City of Humboldt to the Humboldt Golf Course of \$100,000. This cost centre will likely remain in this state for the rest of the year.
Leisure Services – Aquatic Centre	85,153	The unfavourable outage of this cost centre is due to the purchase of two heat exchangers. One has been installed in the hot tub while the second is to be installed in the

		pool at the upcoming annual shut down. This outage will persist throughout the year, but its magnitude will likely be reduced in the upcoming months.
Leisure Services – Concession	(24,614)	The concession has been experiencing a greater deal of public engagement than anticipated leading to increased sales revenues as well as a significant increase in catering. It isn't clear if this trend will persist throughout the summer months.
Transportation – Transportation Admin	(57,752)	The favourable variance of this cost centre is due to the Public Works Manager position being vacant for a significant portion of the year. This outage will likely persist for the remainder of the year.
Utilities – Utility Administration	(104,119)	The favourable position of this cost centre is the result of greater than expected revenues from water and sewer base charges and sales as well as staffing costs being less than anticipated. There is no indication that this trend will cease by the end of the year.
Utilities – Water Main Maintenance	53,155	Due to a water main break at the intersections of Highways 5 and 20, this cost centre is currently in an unfavourable position which will likely return to within tolerances throughout the year.
Utilities – Sewer Mains	32,102	In March, City Hall experienced a sewer back up resulting in the need for professional services to inspect, jet, and vacuum out the sewer main over multiple days. There was also the need for professional services to inspect other potential sewer main breaks elsewhere in the City. Between these expenses as well as regular operations this cost centre is in an unfavourable position which will likely persist into the latter half of the year.
Land Development – Land Development	56,818	Due to fewer than anticipated lot sales within the City, this position is in an unfavourable position. It would be difficult to determine how persistent this position will be throughout the year. However, this cost centre does not impact taxation and will only influence year-end reserve transfers.

**COMMUNICATION AND ENGAGEMENT**

No external communications or engagement required.



**ATTACHMENTS**

- Budget to Actual for the six months ending June 30, 2025.
- June 2025 Payment Listing.
- June 2025 BMO Statement.

**FINANCIAL IMPLICATION**

There are no direct financial implications from this report.

**CONCLUSION**

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



	ACTUAL	YTD BUD	VARIANCE	ANNUAL	PRIOR YEAR
<b>Tax and Grants In Lieu of Tax</b>					
Property Taxes	(\$8,932,359)	(\$8,916,320)	(\$16,039)	(\$8,927,220)	(\$8,455,435)
Grants	-8,187,910	-8,201,800	13,890	-17,170,710	-4,580,637
<b>TOTAL TAXES AND GIL</b>	<b>-17,120,269</b>	<b>-17,118,120</b>	<b>-2,149</b>	<b>-26,097,930</b>	<b>-13,036,072</b>
<b>Administration</b>					
General Administration	335,667	346,230	-10,563	645,230	175,444
Information Technology	73,209	104,400	-31,191	190,640	63,742
City Manager's Office	127,144	122,940	4,204	225,520	119,991
Elected Officials	102,487	101,075	1,412	188,300	104,628
Other General Administration	-30	1,700	-1,730	34,330	609
<b>TOTAL ADMINISTRATION</b>	<b>638,477</b>	<b>676,345</b>	<b>-37,868</b>	<b>1,284,020</b>	<b>464,414</b>
<b>Communications</b>					
Corporate Communications	53,527	58,390	-4,863	126,790	102,743
<b>TOTAL COMMUNICATION AND DEV</b>	<b>53,527</b>	<b>58,390</b>	<b>-4,863</b>	<b>126,790</b>	<b>102,743</b>
<b>Fire and Building Inspections</b>					
Fire Protection Administration	274,459	269,965	4,494	584,340	234,730
Fire Fleet and Equipment	-57,836	-48,500	-9,336	-117,040	-30,617
Fire Hall Building	13,927	13,610	317	26,720	12,765
Building Inspection Services	20,290	10,220	10,070	6,410	1,936
<b>TOTAL FIRE AND BLDG INSP</b>	<b>250,840</b>	<b>245,295</b>	<b>5,545</b>	<b>500,430</b>	<b>218,814</b>
<b>Bylaw and Policing</b>					
Bylaw Enforcement	77,780	72,990	4,790	127,000	62,981
Animal Licensing & Control	-7,708	-6,820	-888	-7,950	-6,002
Business Licensing	-74,200	-77,910	3,710	-85,000	-73,600
RCMP Policing	147,133	144,990	2,143	893,110	146,769
Other Protective Services	277	8,430	-8,153	44,490	331
Health and Safety	43,877	47,430	-3,553	88,670	40,238
<b>TOTAL BYLAW AND POLICING</b>	<b>187,159</b>	<b>189,110</b>	<b>-1,951</b>	<b>1,060,320</b>	<b>170,717</b>
<b>Planning and Development</b>					
Economic Development	14,718	18,300	-3,582	136,000	8,655
Planning and Development	63,677	69,400	-5,723	227,170	30,564
<b>TOTAL PLANNING &amp; DEVELOPMENT</b>	<b>78,395</b>	<b>87,700</b>	<b>-9,305</b>	<b>363,170</b>	<b>39,219</b>
<b>Leisure Services</b>					
General Recreation Administration	328,536	247,730	80,806	1,123,240	199,422
Lottery Grant	-54,297	-54,300	3	0	1,000
Leisure Pass Program	-37,240	-35,370	-1,870	-75,700	-41,488
LED Sign	-3,196	0	-3,196	-8,000	-3,223
Facilities Maintenance	155,403	166,630	-11,227	339,220	131,187
Arena	241,251	234,145	7,106	457,690	204,243
Fitness Centre	2,927	10,000	-7,073	18,670	801
Community Centre	87,366	94,960	-7,594	152,880	92,971
Curling Rink	1,154	10,980	-9,826	55,150	13,430
Aquatic Centre	248,983	163,830	85,153	336,160	173,477
Concessions	-18,114	6,500	-24,614	0	-6,779
Parks and Playgrounds	211,060	209,550	1,510	446,660	108,323
Spray Park	69	8,300	-8,231	21,790	1,543
Community Gardens	989	240	749	770	240
Weed and Insect Control	204	7,780	-7,576	17,500	167
Urban Beautification	1,611	4,000	-2,389	8,000	0
Urban Forest	16,189	1,580	14,609	38,650	15,412
Trail System	3,563	6,920	-3,357	12,380	6,489
Historical Campground	-5,428	-2,100	-3,328	12,190	2,492



	ACTUAL	YTD BUD	VARIANCE	ANNUAL	PRIOR YEAR
Recreation Special Events	43,240	52,550	-9,310	158,580	44,965
Summer Sizzler	6,984	15,000	-8,016	0	-1,004
Joint Use Administration	-20,621	-9,070	-11,551	-9,000	-15,242
Leisure Services Fleet	-66,510	-52,820	-13,690	-104,460	-42,919
<b>TOTAL LEISURE SERVICES</b>	<b>1,144,123</b>	<b>1,087,035</b>	<b>57,088</b>	<b>3,002,370</b>	<b>885,507</b>
<b>Library</b>					
Library Services	174,575	175,230	-655	205,300	159,006
<b>TOTAL LIBRARY</b>	<b>174,575</b>	<b>175,230</b>	<b>-655</b>	<b>205,300</b>	<b>159,006</b>
<b>Cultural Services</b>					
Museum Services	70,983	68,780	2,203	105,170	147,932
Museum Building	54,711	66,310	-11,599	187,900	25,955
Merchants Bank - Gallery Building	83,715	86,880	-3,165	165,200	28,309
Original Humboldt	12,684	5,660	7,024	8,930	-3,650
Humboldt Public Art	26,115	21,940	4,175	33,000	-13
Water Tower	-2,531	4,610	-7,141	7,620	-780
<b>TOTAL CULTURAL SERVICES</b>	<b>245,677</b>	<b>254,180</b>	<b>-8,503</b>	<b>507,820</b>	<b>197,753</b>
<b>Public Health</b>					
Waste Mangement	52,656	62,860	-10,204	50,000	61,890
Cemetery Administration	-18,831	-12,960	-5,871	-24,940	-18,603
Mobility Van	37,985	36,820	1,165	74,500	34,442
Transit Fleet	-15,564	-9,480	-6,084	-18,900	-1,687
Other Public Health	0	0	0	9,500	0
<b>TOTAL PUBLIC HEALTH</b>	<b>56,246</b>	<b>77,240</b>	<b>-20,995</b>	<b>90,160</b>	<b>76,042</b>
<b>Transportation</b>					
Transportation Admin	178,298	236,050	-57,752	1,882,540	171,204
Street Lighting	61,906	63,310	-1,404	154,420	75,289
Street Systems	191,061	189,430	1,631	589,060	94,757
Street Sweeping	38,207	38,520	-313	79,580	26,704
Storm Water Infrastructure	75,424	83,670	-8,246	236,140	117,477
Street and Curb Painting	80	8,000	-7,920	20,000	10,728
Public Works Shop	57,376	65,550	-8,174	123,950	62,126
Snow and Ice Control	211,318	212,020	-702	462,770	188,847
Emulsion Treated Roads Mtee	388	4,840	-4,452	17,630	3,396
Gravel Road Mtee	43,765	40,950	2,815	88,740	44,190
Back Lane Mtee	8,450	13,670	-5,220	27,540	9,484
Dust Control	13,260	21,570	-8,310	29,400	22,544
Transportation Equipment	-133,434	-135,770	2,336	-281,080	-159,686
Traffic Signals	19,987	23,820	-3,833	47,840	9,637
Traffic Signs	2,998	13,260	-10,262	26,440	10,238
Sidewalk Mtee	666	1,770	-1,104	79,180	5,878
Ditch Mowing	15,517	19,540	-4,023	41,270	14,093
Winter Sidewalks	6,839	9,700	-2,861	16,660	5,870
Airport	10,729	8,880	1,849	4,690	11,431
Christmas Decorations	4,197	5,420	-1,223	18,930	3,740
<b>TOTAL TRANSPORTATION</b>	<b>807,032</b>	<b>924,200</b>	<b>-117,169</b>	<b>3,665,700</b>	<b>727,947</b>
<b>Utilities</b>					
Utility Administration	-1,402,309	-1,298,190	-104,119	-1,829,440	-1,186,125
Water Main Mtee	193,135	139,980	53,155	303,020	144,462
Water Distribution Facility	110,241	97,780	12,461	199,370	81,742
Water Meter Reading & Billing	79,374	70,060	9,314	211,920	199,691
Sewer Mains	107,182	75,080	32,102	195,770	95,078
Lagoon	150,015	148,560	1,455	966,890	141,773
Lift Stations	50,737	64,680	-13,943	173,410	72,869
<b>TOTAL UTILITIES</b>	<b>-711,625</b>	<b>-702,050</b>	<b>-9,575</b>	<b>220,940</b>	<b>-450,510</b>



	ACTUAL	YTD BUD	VARIANCE	ANNUAL	PRIOR YEAR
<b>Land Development</b>					
Land Development	-94,082	-150,900	56,818	-291,800	-679,554
<b>TOTAL LAND DEVELOPMENT</b>	<b>-94,082</b>	<b>-150,900</b>	<b>56,818</b>	<b>-291,800</b>	<b>-679,554</b>
<b>SUM OF OPERATIONS</b>	<b>-14,289,925</b>	<b>-14,196,345</b>	<b>-93,582</b>	<b>-15,362,710</b>	<b>-11,123,974</b>
<b>Capital</b>					
Protective Services Capital	14,324	0	14,324	0	0
Leisure Services Capital	197,834	0	197,834	580,000	374,387
Public Health Capital	158,898	0	158,898	265,450	25,000
Transportation Capital	151,700	0	151,700	1,515,660	317,558
Utilities Capital	6,280,582	0	6,280,582	1,509,340	1,954,973
<b>TOTAL CAPITAL EXPENDITURES</b>	<b>6,803,338</b>	<b>0</b>	<b>6,803,339</b>	<b>3,870,450</b>	<b>2,671,918</b>

## June 2025 Payment Listing

Date	Payment Number	Vendor Name	Amount Paid
2025-06-01	SK WIRELINE 0625	SaskTel	\$2,376.20
2025-06-02	CHAMBERS 0625	Chambers of Commerce Group Ins	\$25,239.72
2025-06-02	Pre-Authorized	Elavon	\$1,945.36
2025-06-02	Pre-Authorized	Moneris	\$326.85
2025-06-04	BMO CC 0525	BMO MasterCard	\$15,973.60
2025-06-05	Pre-Authorized	RBC Royal Bank	\$529.17
2025-06-06	EFT05658	Aidra Angelstad	\$215.20
2025-06-06	44732	Angela Kaiedrowski	\$95.25
2025-06-06	44742	BIG LOUS SUSHI & RAMEN	\$121.19
2025-06-06	44737	BLEIE SHIRLEY	\$9.73
2025-06-06	44729	City of Humboldt	\$11,533.86
2025-06-06	44730	Claire Gibney	\$606.92
2025-06-06	44728	Cody Blixrud	\$110.25
2025-06-06	44740	CROOK PHILLIP & LORRAINE	\$196.49
2025-06-06	EFT05659	Direct Drive Taxi	\$4,661.00
2025-06-06	EFT05660	DJ Leier Enterprises Ltd.	\$10,500.00
2025-06-06	44735	Edmund & Maria Ruiz	\$105.04
2025-06-06	44727	Emma Berting	\$245.22
2025-06-06	EFT05661	HBI Office Plus Inc.	\$102.30
2025-06-06	EFT05662	Hergott Electric Ltd.	\$116.55
2025-06-06	44731	Humboldt & District Chamber of	\$136.50
2025-06-06	EFT05663	Humboldt Home Hardware	\$4,691.90
2025-06-06	44741	KOLBECK KATHY & DAN	\$103.72
2025-06-06	44733	Latisha Moar	\$582.62
2025-06-06	44738	LEE HOWANG & CHO CHAEOK	\$180.24
2025-06-06	EFT05668	Michael Ulriksen	\$347.17
2025-06-06	44739	ORCHERTON LEONE	\$81.93
2025-06-06	44734	Petty Cash - Library	\$100.00
2025-06-06	EFT05664	Robert Muench	\$100.00
2025-06-06	44736	SGL	\$444.00
2025-06-06	EFT05665	Success Office Systems	\$180.00
2025-06-06	EFT05666	Sutherland Automotive	\$217.38
2025-06-06	EFT05667	Toshiba Business Solutions	\$81.47
2025-06-06	EFT05669	Wallace Insights Inc.	\$13,104.00
2025-06-06	EFT05670	Wapiti Regional Library	\$72,154.68
2025-06-09	EPT 0525	Ministry of Finance	\$109,482.85
2025-06-10	SK WR 0525	SaskTel	\$273.06
2025-06-10	SK IBC 0625	SaskTel	\$3,566.39
2025-06-11	EFT05671	Brockman Enterprises Ltd.	\$1,393.35
2025-06-11	EFT05672	Canadian Linen & Uniform Servi	\$55.50
2025-06-11	EFT05673	CJVR	\$126.00
2025-06-11	EFT05674	CKJH	\$126.00
2025-06-11	EFT05675	Discovery Ford Sales Ltd.	\$247.51
2025-06-11	EFT05676	Dzinehaus Computers Inc	\$222.00
2025-06-11	EFT05677	Fastrack Logistics	\$25.20
2025-06-11	EFT05678	Golden West Broadcasting Ltd.	\$2,028.60
2025-06-11	EFT05679	Greater Saskatoon Catholic Sch	\$168,186.08
2025-06-11	EFT05680	HBI Office Plus Inc.	\$759.51
2025-06-11	EFT05681	Humboldt & District Community	\$1,155.00
2025-06-11	44743	Jeanine Drechsler	\$180.69
2025-06-11	EFT05682	KMK Sales Ltd.	\$2.35

2025-06-11	EFT05683	Mike Kwasnica	\$920.00
2025-06-11	EFT05685	Millsap Fuel Distributors Ltd.	\$8,188.56
2025-06-11	EFT05686	MLT Aikins LLP	\$305.25
2025-06-11	EFT05687	NorthEastNow	\$315.00
2025-06-11	44747	Orient Siermachesky	\$152.84
2025-06-11	44746	Patrick Purcell	\$125.00
2025-06-11	EFT05688	Pattison Agriculture	\$298.75
2025-06-11	44745	Postmedia Payment Centre	\$315.00
2025-06-11	EFT05689	Quality Tire Service, Humboldt	\$58.61
2025-06-11	EFT05690	Rawlco Radio Ltd.	\$1,890.00
2025-06-11	EFT05691	Redhead Equipment	\$2,231.72
2025-06-11	44744	Reina Espayos	\$132.00
2025-06-11	EFT05692	Ricoh Canada Inc.	\$8,773.14
2025-06-11	EFT05693	RM of Humboldt	\$7,084.00
2025-06-11	EFT05694	Ruszkowski Enterprises Inc.	\$0.01
2025-06-11	EFT05684	Sarah McInnis	\$1,202.84
2025-06-11	EFT05695	Saskatchewan Research Council	\$677.26
2025-06-11	EFT05696	Sutherland Automotive	\$27.66
2025-06-11	44748	The Stew	\$164.00
2025-06-11	EFT05697	Tory White	\$116.33
2025-06-11	44749	Universal Sports	\$72.14
2025-06-12	PST 0525	Minister of Finance	\$1,649.16
2025-06-12	SK MOBILE 0525	SaskTel Mobility	\$1,167.93
2025-06-16	44750	Moosemay, Amanda	\$1,800.00
2025-06-20	44751	Action Services Cleaning & Res	\$12,105.46
2025-06-20	EFT05711	Amelia Hillier	\$336.00
2025-06-20	EFT05723	Angie Rolheiser	\$147.64
2025-06-20	EFT05698	ARBOUR CREST	\$0.01
2025-06-20	44777	BECKER CAROLINE	\$125.31
2025-06-20	44758	Brian Felix Paul	\$100.00
2025-06-20	EFT05700	Canadian Linen & Uniform Servi	\$654.53
2025-06-20	EFT05715	Canadian Tire 638 Humboldt	\$465.94
2025-06-20	EFT05699	Canadian Union of Public Emplo	\$5,116.69
2025-06-20	44775	Christine Andrew Stuckel	\$1,146.50
2025-06-20	44776	CLASSEN CARLI	\$49.72
2025-06-20	EFT05701	Cleartech Industries Inc.	\$2,782.44
2025-06-20	44756	Cloverdale Paint Inc.	\$668.87
2025-06-20	EFT05702	Coca-Cola Canada Bottling Limi	\$537.82
2025-06-20	44755	Cody Blixrud	\$110.25
2025-06-20	44760	Colby Heimlick	\$220.50
2025-06-20	44757	Cutting Edge Floor Covering	\$5,678.34
2025-06-20	EFT05703	D & M Fire Safety Systems	\$175.88
2025-06-20	44773	Diana Roelens	\$1,146.50
2025-06-20	EFT05704	Eecol Electric Corp	\$233.10
2025-06-20	EFT05705	Enercon Water Treatment Ltd.	\$2,050.34
2025-06-20	EFT05706	Fastrack Logistics	\$25.20
2025-06-20	44759	GEM Refrigeration	\$6,848.71
2025-06-20	44767	George Longman	\$725.15
2025-06-20	EFT05708	Grain Bags Canada	\$7,304.83
2025-06-20	EFT05707	Graphic Ad	\$3,897.48
2025-06-20	EFT05709	HBI Office Plus Inc.	\$773.91
2025-06-20	EFT05710	Hergott Electric Ltd.	\$3,065.19
2025-06-20	44762	Humboldt Community Soup Kitche	\$500.00
2025-06-20	EFT05712	Humboldt Home Hardware	\$2,294.09

2025-06-20	EFT05713	Humboldt Lumber Mart	\$1,603.33
2025-06-20	44761	Humboldt Minor Baseball	\$2,807.50
2025-06-20	44763	Investor's Group Trust Co. #90	\$300.00
2025-06-20	44769	Ken Noesgaard	\$1,400.00
2025-06-20	44766	Kenton Longman	\$100.00
2025-06-20	44765	KreativeMum	\$5,587.80
2025-06-20	EFT05714	Lifesaving Society	\$874.00
2025-06-20	44753	Michael Baldhead	\$445.04
2025-06-20	EFT05716	Municipal Employees Pension Pl	\$29,561.36
2025-06-20	EFT05717	Municode Services Ltd.	\$1,242.50
2025-06-20	44784	Myron Neapetung	\$428.22
2025-06-20	EFT05718	Office Experts	\$1.01
2025-06-20	44770	Phoenix Fireworks Ltd.	\$5,250.00
2025-06-20	EFT05719	Pleasureway Sales	\$815.47
2025-06-20	EFT05720	Prairie Meats	\$537.75
2025-06-20	44771	PRAIRIE SURFACES INC	\$28,943.25
2025-06-20	EFT05721	Pratts Wholesale Ltd.	\$2,167.83
2025-06-20	EFT05722	REACT Waste Management	\$122.32
2025-06-20	44768	Rob McDonald	\$110.25
2025-06-20	44754	Robert Belley	\$428.22
2025-06-20	44781	Rose Wadsworth	\$205.50
2025-06-20	EFT05724	Saskatchewan Health Authority	\$69.00
2025-06-20	44774	Schenn`s Farm Supply	\$951.71
2025-06-20	44764	Shelby Kiefer	\$350.00
2025-06-20	EFT05725	South 20 Dodge Chrysler Ltd.	\$86.96
2025-06-20	44782	Stephen Zackrisson	\$73.50
2025-06-20	EFT05726	Stevenson Industrial Refrigera	\$5,872.13
2025-06-20	EFT05727	Strueby Plumbing & Heating	\$2,816.07
2025-06-20	44783	Talbot Acres Mobile Petting Zo	\$679.68
2025-06-20	44778	Terrafix Geosynthetics Inc.	\$34,482.00
2025-06-20	44752	THE ADVENTURE WRANGLERS	\$2,110.00
2025-06-20	EFT05728	Toshiba Business Solutions	\$1,278.84
2025-06-20	44779	Tri-Tech Pinnacle Group Inc.	\$13,566.00
2025-06-20	EFT05729	TWA - Head Office 00	\$592.52
2025-06-20	EFT05730	Tyler Dies Forge & Fabrication	\$7,215.00
2025-06-20	44780	Universal Sports	\$599.38
2025-06-20	EFT05731	Vinyl Expressions	\$284.32
2025-06-23	44785	Receiver General of Canada	\$51,920.77
2025-06-24	44786	City of North Battleford	\$15,000.00
2025-06-24	SK ENERGY 0525	Sask Energy	\$5,844.45
2025-06-26	EFT05732	AED Advantage Sales Ltd.	\$184.63
2025-06-26	EFT05733	ALS Canada Ltd.	\$224.81
2025-06-26	44908	Anthony Sepke	\$630.00
2025-06-26	EFT05734	ARBOUR CREST	\$20,134.02
2025-06-26	EFT05735	ASL Paving Ltd.	\$7,954.46
2025-06-26	EFT05736	ATS Traffic Saskatchewan	\$549.12
2025-06-26	44913	BACK LANE	\$22.85
2025-06-26	EFT05738	Brockman Enterprises Ltd.	\$4,883.24
2025-06-26	EFT05739	Canadian Linen & Uniform Servi	\$200.77
2025-06-26	EFT05750	Canadian Tire 638 Humboldt	\$1,601.19
2025-06-26	44899	Carol Phaneuf	\$95.25
2025-06-26	44876	Central Area Transportation Pl	\$328.13
2025-06-26	EFT05740	Cleartech Industries Inc.	\$16,029.81
2025-06-26	EFT05741	Coca-Cola Canada Bottling Limi	\$511.15

2025-06-26	44877	Con-Tech General Contractors L	\$1,319,253.61
2025-06-26	44875	Corey Brothwick	\$58.50
2025-06-26	44881	Eagle Eye Sewer Inspections In	\$393.75
2025-06-26	EFT05742	EMCO Waterworks	\$25,385.70
2025-06-26	EFT05744	Flocor	\$1,560.17
2025-06-26	44892	Freda Lafreniere	\$58.50
2025-06-26	44885	Gord's Finishing	\$800.00
2025-06-26	EFT05746	Grain Bags Canada	\$286.73
2025-06-26	EFT05745	Graphic Ad	\$1,765.64
2025-06-26	EFT05747	Gregg Distributors LP	\$2,295.67
2025-06-26	EFT05748	Hergott Electric Ltd.	\$940.96
2025-06-26	44880	Herman Doherty	\$10.00
2025-06-26	44915	HISE ANDREW & LIZETTE	\$543.41
2025-06-26	44887	Humboldt & District Chamber of	\$60.00
2025-06-26	EFT05749	Humboldt Co-op	\$236.65
2025-06-26	44910	Jason Staniec	\$630.00
2025-06-26	44883	Jenna Ehrhardt	\$95.25
2025-06-26	EFT05743	Jennifer Fitzpatrick	\$138.89
2025-06-26	EFT05737	Jodi Blackshaw	\$154.65
2025-06-26	44879	Jordan Dalsin	\$525.00
2025-06-26	44897	Josh Painchaud	\$420.00
2025-06-26	EFT05769	Justin Tarrant	\$420.00
2025-06-26	44888	KC Properties Ltd.	\$150.00
2025-06-26	44900	Krista Prunkl	\$630.00
2025-06-26	44890	Kwasnica, Tyler	\$525.00
2025-06-26	44891	Lafrentz Road Marking	\$28,605.88
2025-06-26	EFT05777	Landon Yaworski	\$133.19

2025-06-26	44914	LEMMERICH GERALD	\$525.21
2025-06-26	44893	Lifesaver First Aid Inc.	\$765.90
2025-06-26	44906	Mark Schmidt	\$630.00
2025-06-26	44878	Meagan Craig	\$58.50
2025-06-26	44911	Melissa St. John	\$58.50
2025-06-26	44917	Michael Tremblay	\$525.00
2025-06-26	44901	Mike Pulice	\$525.00
2025-06-26	EFT05752	Millsap Fuel Distributors Ltd.	\$188.62
2025-06-26	44894	Mitch Lins	\$420.00
2025-06-26	EFT05751	MNP LLP	\$20,629.35
2025-06-26	EFT05753	Municipal Employees Pension Pl	\$29,839.78
2025-06-26	EFT05754	Nelson Granite Limited	\$77.70
2025-06-26	EFT05755	Office Experts	\$2,223.52
2025-06-26	44896	Olynick Water & Sewer Ltd.	\$4,956.14
2025-06-26	EFT05756	Pattison Agriculture	\$564.35
2025-06-26	44898	PENS.com	\$563.75
2025-06-26	EFT05757	Purolator Courier Ltd.	\$39.81
2025-06-26	EFT05758	Raymax Equipment Sales	\$3,643.72
2025-06-26	EFT05759	REACT Waste Management	\$34,079.75
2025-06-26	44902	Receiver General of Canada	\$55,397.45
2025-06-26	EFT05760	Redhead Equipment	\$5,230.47
2025-06-26	44904	Ruszkowski Enterprises Inc	\$38,937.14
2025-06-26	EFT05765	S & R Vac	\$1,811.25
2025-06-26	EFT05762	Saskatchewan Research Council	\$474.08
2025-06-26	EFT05761	SaskWater	\$214,422.39
2025-06-26	44905	Schenn`s Farm Supply	\$290.82
2025-06-26	44907	Schidlowsky, Matt	\$420.00
2025-06-26	44895	Scott Marshall	\$58.50
2025-06-26	EFT05763	SecurTek	\$179.65
2025-06-26	EFT05764	SENDR	\$151.56
2025-06-26	44909	Staging Canadell	\$187.32
2025-06-26	EFT05766	Strueby Plumbing & Heating	\$1,345.45
2025-06-26	EFT05767	Success Office Systems	\$87.93
2025-06-26	44903	Susan Ritz	\$58.50
2025-06-26	EFT05768	Sutherland Automotive	\$140.32
2025-06-26	44912	Swish Maintenance Limited	\$112.91
2025-06-26	EFT05770	Tiger Calcium Services Inc.	\$11,155.19
2025-06-26	44916	TMH Flo Solutions	\$11,974.68
2025-06-26	EFT05771	Toshiba Business Solutions	\$222.91
2025-06-26	44882	Tracy Eden	\$58.50
2025-06-26	EFT05772	TWA - Head Office 00	\$270.69
2025-06-26	EFT05773	Wee-Dig-Its	\$10,000.00
2025-06-26	EFT05774	WestCrete Curb and Landscape	\$24,239.07
2025-06-26	EFT05775	Wheeler's Wholesale Ltd.	\$1,670.80
2025-06-26	EFT05776	Wolseley Canada Inc.	\$7,033.67
2025-06-26	44886	Yvonne Grennstien	\$30.59
2025-06-26	44889	Zyg Kondzielewski	\$200.00
2025-06-30	Pre-Authorized	First Data	\$61.23
2025-06-30	Pre-Authorized	Moneris	\$307.93
2025-06-30	SK POWER 0525	SaskPower	\$41,743.19



# 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>	\$ 84,026.40
<b>Statement Date (MM/DD/YYYY):</b>	05/15/2025	<b>Currency:</b>	CANADIAN DOLLAR
<b>Payment Due Date (MM/DD/YYYY):</b>	06/11/2025		

## Statement Summary:

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

<b>Previous Balance:</b>	\$ 19,623.10
<b>Payments:</b>	\$ -19,623.10
<b>Adjustments:</b>	\$ 0.00
<b>Net Purchases:</b>	\$ 15,973.60
<b>Cash Advance:</b>	\$ 0.00
<b>Fees:</b>	\$ 0.00
<b>Other Charges:</b>	\$ 0.00
<b>New Account Balance:</b>	\$ 15,973.60

## 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>					
05/05	05/05 589259400	AUTOMATIC PYMT RECEIVED	\$ -19,623.10	\$ 0.00	\$ -19,623.10

<b>TOTAL CREDITS</b>	<b>xxxx-xxxx-xxxx-8859</b>	<b>\$ -19,623.10</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>					
04/15	04/16 586294435	TELUS MOBILITY PREAUTH EDMONTON AB	\$ 63.63 033085	\$ 7.00 (e)	\$ 70.63
04/23	04/24 587639375	EDX.ORG LANHAM MD US DOLLAR 249.00@1.421044176	\$ 353.84 028340	\$ 0.00	\$ 353.84
04/30	05/01 588808252	APPLE.COM/BILL 866-712-7753 ON	\$ 1.29 024245	\$ 0.14 (e)	\$ 1.43

<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>\$ 425.90</b>

<b>Card Number xxxx-xxxx-xxxx-0134 DAY, JOE</b>					
04/16	04/18 586792977	HOLIDAY INN SASKATOON SASKATOON SK	\$ 838.56 081824	\$ 0.00	\$ 838.56
04/16	04/18 586792978	HOLIDAY INN SASKATOON SASKATOON SK	\$ 817.56 025332	\$ 0.00	\$ 817.56

**TOTAL CREDITS** xxxx-xxxx-xxxx-0134 **\$ 0.00**  
**TOTAL DEBITS** xxxx-xxxx-xxxx-0134 **\$ 1,656.12**

**Card Number xxxx-xxxx-xxxx-9885 DENOMY, VINCE**

04/22	04/23	SQ CHDP VENTURES MUENSTER SK	\$ 13.62	\$ 1.50 (e)	\$ 15.12
	587441747		058780		

**TOTAL CREDITS** xxxx-xxxx-xxxx-9885 **\$ 0.00**  
**TOTAL DEBITS** xxxx-xxxx-xxxx-9885 **\$ 15.12**

**Card Number xxxx-xxxx-xxxx-5955 DEPT, CITY HALL**

04/16	04/17	IMAGELY WEST PALM BEA FL	\$ 113.05	\$ 0.00	\$ 113.05
	586579799	US DOLLAR 79.00@1.431012658	084372		
04/16	04/17	AMAZON.COM LY4XW9JO3 VANCOUVER BC	\$ 49.56	\$ 0.00	\$ 49.56
	586579798		091194		
04/16	04/18	SGI-MY SGI REGINA SK	\$ 1,494.65	\$ 164.41 (e)	\$ 1,659.06
	586792903		001307		
04/16	04/21	SOBEYS HUMBOLDT #5395 HUMBOLDT SK	\$ 32.41	\$ 3.56 (e)	\$ 35.97
	587080883		034172		
04/17	04/18	AMZN MKTP CA Y23P452K3 WWW.AMAZON.CA ON	\$ 43.95	\$ 4.84	\$ 48.79
	586792904		052674		
04/19	04/21	AMAZON.COM VW1EP14Y3 VANCOUVER BC	\$ 1,349.70	\$ 0.00	\$ 1,349.70
	587080884		099001		
04/29	04/30	ADOBE SAN JOSE CA	\$ 29.99	\$ 3.30	\$ 33.29
	588593040		016350		
04/29	05/01	SGI-MY SGI REGINA SK	\$ 3,532.14	\$ 388.54 (e)	\$ 3,920.68
	588808176		042110		
05/09	05/12	EVENTBRITE/FUZE2025CON SAINT JOHN NB	\$ 372.76	\$ 55.91 (e)	\$ 428.67
	590838312		096032		
05/10	05/12	AMZN MKTP CA NI3U75P10 WWW.AMAZON.CA ON	\$ 16.90	\$ 1.86	\$ 18.76
	590838384		061405		
05/10	05/12	AMZN MKTP CA NW5RU00L2 WWW.AMAZON.CA ON	\$ 299.99	\$ 33.00	\$ 332.99
	590838313		040116		
05/11	05/12	ADOBE SAN JOSE CA	\$ 25.99	\$ 2.86	\$ 28.85
	590838311		041124		
05/11	05/12	AMZN MKTP CA NI2WW1VS1 WWW.AMAZON.CA ON	\$ 299.99	\$ 33.00	\$ 332.99
	590838385		080420		

**TOTAL CREDITS** xxxx-xxxx-xxxx-5955 **\$ 0.00**  
**TOTAL DEBITS** xxxx-xxxx-xxxx-5955 **\$ 8,352.36**

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

04/16	04/18	SCHENNS FARM SUPPLY HUMBOLDT SK	\$ 135.50	\$ 14.91 (e)	\$ 150.41
	586792905		076145		
04/23	04/24	SK. ASSOC. FIRE CHIEFS WARMAN SK	\$ 600.68	\$ 66.07 (e)	\$ 666.75
	587639376		055161		
05/01	05/02	PRINCESS AUTO 48 PRINCE ALBERT SK	\$ 199.93	\$ 21.99 (e)	\$ 221.92
	589197666		042740		
05/07	05/08	AUTO ETHICS ENTERPRISE HUMBOLDT SK	\$ 105.00	\$ 11.55 (e)	\$ 116.55
	590058234		094712		

05/07	05/08 590058233	HUMBOLDT HARDWARE BUIL HUMBOLDT SK	\$ 284.99 022274	\$ 31.35 (e)	
05/08	05/09 590431902	OFFICE EXPERTS OFFICE HUMBOLDT SK	\$ 10.49 035551	\$ 1.15 (e)	\$ 11.64

**TOTAL CREDITS** xxxx-xxxx-xxxx-2594 **\$ 0.00**  
**TOTAL DEBITS** xxxx-xxxx-xxxx-2594 **\$ 1,483.61**

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

04/28	04/29 588531509	TERRYS NO FRILLS 3608 HUMBOLDT SK	\$ 19.98 027470	\$ 2.20 (e)	\$ 22.18
04/28	04/29 588531510	DIRECT SURPLUS HUMBOLDT SK	\$ 24.00 054377	\$ 2.64 (e)	\$ 26.64
05/09	05/12 590838310	CANADIAN TIRE #638 HUMBOLDT SK	\$ 77.57 088043	\$ 8.53 (e)	\$ 86.10
05/13	05/14 591092772	CARLTON TRAIL REGIONAL HUMBOLDT SK	\$ 225.23 036954	\$ 24.77 (e)	\$ 250.00
05/14	05/15 591449593	OPERATOR CERTIFICATION REGINA SK	\$ 157.66 069246	\$ 17.34 (e)	\$ 175.00

**TOTAL CREDITS** xxxx-xxxx-xxxx-8216 **\$ 0.00**  
**TOTAL DEBITS** xxxx-xxxx-xxxx-8216 **\$ 559.92**

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

04/16	04/16 586294436	INTUIT MAILCHIMP EDMONTON AB	\$ 37.24 081525	\$ 4.10 (e)	\$ 41.34
04/17	04/21 587080885	SOBEYS HUMBOLDT #5395 HUMBOLDT SK	\$ 27.74 024369	\$ 3.05 (e)	\$ 30.79
04/24	04/25 587852207	DOLLARAMA #1197 HUMBOLDT SK	\$ 10.50 025120	\$ 1.16 (e)	\$ 11.66
04/24	04/28 588091529	CANADIAN TIRE #638 HUMBOLDT SK	\$ 29.99 064857	\$ 3.30 (e)	\$ 33.29
04/24	04/28 588091530	YOUR DOLLAR STORE WITH HUMBOLDT SK	\$ 53.00 099799	\$ 5.83 (e)	\$ 58.83
04/29	05/01 588808253	CANADIAN TIRE #638 HUMBOLDT SK	\$ 19.98 037746	\$ 2.20 (e)	\$ 22.18
05/01	05/02 589197667	CPC / SCP 543683 HUMBOLDT SK	\$ 93.16 021984	\$ 10.25 (e)	\$ 103.41
05/09	05/12 590838387	SOBEYS HUMBOLDT #5395 HUMBOLDT SK	\$ 29.41 060961	\$ 3.23 (e)	\$ 32.64
05/10	05/12 590838386	HUMBOLDT HARDWARE BUIL HUMBOLDT SK	\$ 97.83 065501	\$ 10.76 (e)	\$ 108.59

**TOTAL CREDITS** xxxx-xxxx-xxxx-7730 **\$ 0.00**  
**TOTAL DEBITS** xxxx-xxxx-xxxx-7730 **\$ 442.73**

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

04/16	04/17 586579797	LANDSCAPE MANAGEMENT N MARKHAM ON	\$ 97.00 094015	\$ 10.67 (e)	\$ 107.67
04/20	04/21 587080882	SPOTIFY P36095C51A STOCKHOLM	\$ 12.69 034498	\$ 1.40 (e)	\$ 14.09

04/21	04/22 587313717	LANDSCAPE MANAGEMENT N MARKHAM ON	\$ 58.16 047497	\$ 6.40 (e)	
04/23	04/24 587639373	SURVEYMONKEY EUROPE UC VANCOUVER BC	\$ 408.00 028365	\$ 44.88	\$ 452.88
05/01	05/02 589197665	AMAZON N26342260 VANCOUVER BC	\$ 38.83 038069	\$ 0.00	\$ 38.83
05/01	05/05 589561310	SASKATCHEWAN PARKS AND REGINA SK	\$ 112.61 009282	\$ 12.39 (e)	\$ 125.00
05/02	05/05 589561311	AMAZON NI0MA4LG2 VANCOUVER BC	\$ 528.22 064612	\$ 0.00	\$ 528.22
05/04	05/05 589561312	AMAZON NI7GO5062 VANCOUVER BC	\$ 83.10 002945	\$ 0.00	\$ 83.10
05/07	05/08 590058231	AMZN MKTP CA NB5762U31 WWW.AMAZON.CA ON	\$ 59.99 048419	\$ 6.60	\$ 66.59
05/07	05/08 590058232	CANVA I04509-83801707 CAMDEN DE	\$ 135.14 042056	\$ 14.86 (e)	\$ 150.00
05/08	05/09 590431830	SAFETY EXPRESS LTD MISSISSAUGA ON	\$ 884.61 062125	\$ 97.31 (e)	\$ 981.92
05/08	05/12 590838309	YOUR DOLLAR STORE WITH HUMBOLDT SK	\$ 15.00 008908	\$ 1.65 (e)	\$ 16.65
05/09	05/09 590431901	ULINE 800-295-5510 ON	\$ 200.36 083024	\$ 22.04	\$ 222.40

**TOTAL CREDITS** xxxx-xxxx-xxxx-9684 **\$ 0.00**  
**TOTAL DEBITS** xxxx-xxxx-xxxx-9684 **\$ 2,851.91**

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

04/23	04/24 587639374	SILVERWARE SILVERWARE TORONTO ON	\$ 146.81 094501	\$ 19.09 (e)	\$ 165.90
05/06	05/07 589979818	TERRYS NO FRILLS 3608 HUMBOLDT SK	\$ 18.04 024107	\$ 1.99 (e)	\$ 20.03

**TOTAL CREDITS** xxxx-xxxx-xxxx-1679 **\$ 0.00**  
**TOTAL DEBITS** xxxx-xxxx-xxxx-1679 **\$ 185.93**



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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:** July 14, 2025

### RECOMMENDATION

That this report be accepted for information and filed.

### CURRENT SITUATION

#### 1. Museum

- Exhibits – *History Mystery* was the main exhibit for June featuring local stories.
- The next chapter in the Stories of Humboldt – Chapter 7 series will focus on the Marysburg Royals baseball team, the Heritage Garden, and the murder of Antena Kropa in 1929. The exhibit will open on July 18 with an opening reception on July 23.
- Community programs this month included installing a new geocache at the museum, to add to the ones at the Water Tower and Original Humboldt. New scavenger hunts were created for visitors this summer, and the Morse Code scavenger hunt was updated. Tours included a program for St. Mary's Villa residents.
- Education programs were very busy this month with the *Old School* program and the *History Mystery* program.
- We provided "A Trip to Toytown" activities as part of the Summer Sizzler event.
- The Downtown Walking tour booklet is in final development, and will launch with free downtown walking tours on Saturday, July 19 as part of the national Historic Places day.
- Collections – This month, 31 items were catalogued and 22 collection and 72 archival records were entered into the PastPerfect database. There were 2 formal information requests. Volunteers continue to work on archival box inventories, lot and block inventories and town council minutes.
- Maintenance - Asbestos removal was delayed due to other priorities this month. The internet / phone system was incredibly slow and disruptive to operations until a refurbished replacement was installed in early July.

#### 2. Gallery

- Exhibits – *Spirit of Nature: Looking Beyond Yourself* by Phyllis Poitras-Jarrett was the feature exhibit this month on the main floor. This exhibit is made possible through OSAC's Arts on the Move program and the Humboldt Area Arts Council.
- *natura vindicat* by Cristine Andrew Stuckel and Diana Roelens opened on June 27. The exhibit is a series of large-scale drawings, the largest one being 33' long and 7' high, done collaboratively between the two artists. They depict untamed urban natural landscapes where nature has been allowed to creep back in and reassert itself. There will be an opening reception / artist talk on July 17 at 7pm.
- Claire Gibney's *Where Mud Takes Me* is the feature exhibit on the second floor.

- Programs – Education programming for *Spirit of Nature: Looking Beyond Yourself* exhibit focused on learning about Métis beadwork dot art, talking about the significance of the art, and creating dot art paintings using a template provided by Phyllis Poitras-Jarret.
- Beading Workshop - On June 7, we hosted an Orange Shirt beaded pin workshop, led by instructors Latisha Moar and Tina Moar.
- The Opening Reception for *Where Mud Takes Me* by Claire Gibney took place on the Gallery's second floor on June 14 with 30 people in attendance.
- For National Indigenous Peoples Day on June 21, we offered a free drop-in art activity inspired by the Spirit of Nature exhibition.
- Summer Programs – The summer students have developed youth programs which will be running throughout the summer.

### 3. Water Tower

- The final spring cleaning before the Water Tower opens for summer public tours was completed this month. Public tours begin July 2 and run until the end of August.
- The first BBQ and concert of the season on June 12 was a great success. Thanks to all the volunteers, Futuristic Industries All Star Choir and Ray Whitton, and the Humboldt Area Arts Council for contributing to this event.

### 4. Original Humboldt

- We hosted Bill Waiser on June 4 to discuss Treaty 6 to a crowd of about 50 attendees at the Gallery.
- Two new 'Treaties' storyboards for the site were created, the "Explore the Site" storyboard was updated, and a new flag pole installed.
- Staff continue to cut the grass trails once a week. Thanks to volunteer Reynold Fortowsky for maintaining the machines for us.
- Thank you to Council and everyone who joined us at the site on June 23, for the pipe ceremony, flag raising and feast for the Treaties Sculpture and National Indigenous Peoples Day. Thanks to Horizon School Division for their partnership on this day, Elders George Longman and Michael BaldHead and their helpers, Amanda Moosemay and her helpers for preparing the feast, Myron Neapetung and Robert Bellay for putting up the tipi, Tyler Dies for creating the sculpture, and Original Humboldt committee volunteers and maintenance personnel for installing the flagpole and storyboards.
- Public response has been incredibly positive about this initiative.
- The fieldschools through the U of S finished on June 13, and the Saskatchewan Archaeological Society hosted a brief public fieldschool on July 5-6 to close up the units.

### 5. Public Art

- Thank you to Council and everyone who joined us for the unveiling of the Iron Triangle horse sculpture by Tyler Dies on June 26, in conjunction with the 50th anniversary of PAMI. All of the manufacturers who sponsored the project were in attendance: Bourgault Industries, Bourgault Tillage Tools, Doepker Industries, Michel's Industries, Schulte



Industries and PAMI. Thanks also the Museum Foundation for supporting this project. The project has received very positive comments from the community.

**6. Administration**

- Grants – The final report for the 2024 Professional Arts Organization Program – Lite grant was completed in advance of the June 30 deadline.
- HR- Geneva Grest has resigned from the Cultural Programmer position and we wish her well with her new teaching position. The posting has been distributed with a closing date of July 5. We are reviewing the programs that she holds the position of ‘team lead’ so we can adjust programming as necessary.
- I attended Heritage Saskatchewan’s awards program in Regina on June 18, and SaskCulture’s members’ forum to hear the results of their funding review. The Collections Clerk attended the OHS meeting held on June 5. I virtually attended the Museums Association of Saskatchewan’s Annual General Meeting on June 11, as chair of the Nominations committee.
- Volunteers -Thanks to our volunteers who contributed 106 hours of their time.
- Engagement – To the end of the month, our programs and services have had engagement levels of approximately 5,944 people. This is higher than last year’s level of 3,980.
- Extended hours – To improve our accessibility, we are planning to be open until 7pm in either the Museum, Gallery or Water Tower each Thursday in July and August. Some of the later openings coincides with an event, and other times we will just have the building open late with our regular programming for people who can’t make it into our spaces during the day.

**Upcoming Events and Programs**

July 5-6	Original Humboldt	Public Fieldschools
July 10, 11:30 am	Museum	Museum & Gallery BBQ and Concert
July 12 , 1-4 pm	Museum	Ice Cream Day
July 17, 7 pm	Gallery	Opening Reception and Artist talk – natura vindicta
July 19, 11am, 2 & 3 pm	Museum	Downtown Walking Tours
July 23, 7 pm	Museum	Opening of Stories – Chapter 7
July 24, 5-7 pm	Water Tower	Evening tours
July 31, 6 pm	Museum	Night at the Museum – Escape Room for Youth
August 2	Water Tower	Carnival

**COMMUNICATION AND ENGAGEMENT**

No external communications or engagement required.

**ATTACHMENTS**

None

**FINANCIAL IMPLICATIONS**

There is no anticipated financial impact of the recommended action.

**CONCLUSION**



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

Connected and Creative

This month has seen two impactful pieces of art installed - at the Original Humboldt site and at PAMI. The pieces speak to the power of public art to share history, encourage contemplation and inspire further learning. We are grateful to everyone who contributed to these important community projects.

Welcoming and Connected

We have seen an incredible amount of youth (over 1,000 students) take four different types of tours at three sites this month. It is always great to see and hear youth having fun while learning at our sites.

## 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:** July 14, 2025

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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

### General Updates

- 1. Future Community Facility Open House (Arts, Sport and Wellness)** – We have received nine applications from individuals interested in joining the Steering Committee. We aim to finalize the membership and hold an initial meeting in July to orient the group to the committee’s scope of work. The committee’s first priority will be to engage stakeholders from across the community and region to gain a comprehensive understanding of current needs. This engagement and information-gathering process is expected to take most of the remainder of 2025.
- 2. Municipal Roof Condition Assessment** – The City is currently awaiting an updated version of the roof reports received in June. Administration has requested that the consultant provide a prioritized list based on their assessment of the roofing structures to support a more informed review. Once this updated information is received and reviewed, a summary report with any recommended actions will be brought forward to Council.
- 3. Campground** – The campground has been busier this year than in 2024 thanks in part to ball tournaments and the Living Skies Music Festival. The total revenue through June has increased by over \$11,000, an increase of 160%, thanks largely in part to two fully paid

seasonal sites for 2025. Minigolf revenues through June are slightly higher than revenue for the same period in 2024.

- 4. CPRA Parks Symposium** – The Director attended the first day of the Parks Symposium in Saskatoon as a representative of the SPRA Board of Directors. In addition to participating in the daytime sessions, the Director met with the CEOs of the Saskatchewan, Alberta, and New Brunswick Parks and Recreation Associations to discuss regional approaches to recreation service delivery. Both Alberta and New Brunswick have provincially mandated legislation requiring rural and urban municipalities to collaborate on recreation planning. The conversation was candid, highlighting both the benefits and challenges of this regional model. The insights gained and connections made through these discussions will support the City’s efforts to strengthen regional cooperation with surrounding rural municipalities and communities.
- 5. Summer Sizzler & Living Skies Music Festival** – Despite less-than-ideal weather, the event was a great success. All activities were very well attended, and feedback from both attendees and the broader community was overwhelmingly positive. The various partners involved in the weekend’s programming were excellent to work with and truly embodied the spirit of a community event. Administration has prepared a separate report addressing the 2026 Living Skies Music Festival and the associated grounds damage this year.
- 6. Canada Day** – Canada Day festivities were also a success, with activities held at Civic Park followed by fireworks at Centennial Park. This marked the conclusion of a busy week that included the HCI Graduation, Summer Sizzler, and the Living Skies Music Festival. All Leisure Services staff—led by Events Manager—and supporting staff from other City departments deserve recognition for their outstanding efforts, both during this week and throughout the many events held so far this year.
- 7. Concessions** – In reviewing operations through the first six months of 2025, it is worth highlighting the continued operational improvements within the Uniplex concession operations. Thanks to the hard work of the Food Services Manager and staff, the concession is currently sitting at an \$18,000 net profit YTD through June, compared to roughly \$7,000 in 2024. The concession has seen gross revenues increase by 8.8% YTD verses an increase of only 3.3% increase in gross expenses. The concession services continue to benefit from increased facility traffic and events, as well as the restriction of outside food and beverage in the arena.

8. **Asbestos Abatement** – Staff completed hauling the first load of asbestos containing materials from the Museum to the Loraas landfill south of Martensville. Staff have received certification to both complete the asbestos abatement work and transportation of dangerous goods.
9. **Centennial Park Sea Container** – On July 17<sup>th</sup>, two new sea containers will be placed at Centennial Park, one for the Sheep Breeder’s Association and one donated from the Association to the City to be used for City storage. The containers were discussed and approved at a previous meeting of Council.
10. **Building Maintenance** – The Director continues to direct the building maintenance operations, including a focus on updating the work order system, procedures and safety protocols. The maintenance team is currently down one full time staff member, following a transfer to Public Works. Even while shorthanded, the team has been able to keep up on minor work orders.

#### Project Planning and Partnerships

1. **Glenn Hall Park Football Field Lights** – no update
2. **Bill Brecht Park Playground & Fencing** – no update
3. **SPCA Off-Leash Dog Park** – The City has been working with the SPCA to discuss the development of the entry roadway and the start of the off-leash dog park layout. We have received drone footage of the property and will be working closely with the SPCA to fulfill the commitments made by Council to provide a roadway entrance and provide financial support towards fencing.

#### Upcoming Events

1. July 17-20, 2025 – Grasslands Sheep Exhibition
2. August 18, 2025 – Elgar Petersen Arena – first day of rentals for 2025-2026 season
3. August 26-28, 2025 – A-List Annual Summer Intensive Dance Camp

#### **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 July will be slower for events and activities within the department, allowing staff to focus on general parks and facility maintenance, as well as a renewed focus on larger projects and planning. The arena will be an area of focus as we finalize some maintenance projects and look to turn the ice plant on at the end of July.

## CITY OF HUMBOLDT REPORT

**TITLE:** Public Works Director Report

**PREPARED BY:** Peter Bergquist, P.Tech.; Public Works and Utilities Director

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

**PREPARED FOR:** Executive Committee

**DATE:** July 14, 2025

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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 support related to water, wastewater, storm water, roads, signals, signs, lines, and airport.

## CURRENT SITUATION

June:

- Pothole filling occurred and will continue as needed throughout the summer.
- The water main replacement along 10<sup>th</sup> Street started at 12<sup>th</sup> Avenue and will progress to 9<sup>th</sup> Avenue throughout the summer.
- Council toured the New Wastewater Treatment Plant on June 16<sup>th</sup>.
- Sewage Lift Station #4 is currently under construction and being rebuilt/upgraded.
- The department held a quarterly safety meeting.
- All staff attended an onsite refresher training of the emergency pump at lift station #2 to be prepared in the event of heavy rainfall during the summer.
- Crews supported various water main flushing, pressure testing, and water tests for various public and private projects.
- Several services to new houses were installed and inspected.
- In preparation for the pavers, staff lowered some manhole lids around the city as grader blades catch and damage them during the winter.
- All annual gravel road dust control materials have been applied.
- Crews assisted the concrete replacement contractor by removing and hauling away the old concrete.
- Crews set out or setup various special event road closures.
- Durable markings and regular line painting occurred at various locations around

the city.

- The lagoon spring discharge went well and test results were great.
- Ditch mowing occurred as wet weather brought significant grass growth.
- On June 14<sup>th</sup>, a heavier rainfall saw rainwater in the Carl Schenn Storm Pond. Water drained very well on Barnes Crescent.
- Several hydrants were repaired by staff.
- Sewer cleaning contractor was in to remove heavy debris from a sewer main on 5<sup>th</sup> Avenue near the Main Street intersection.
- Crews conducted inspections for possibly water losses/theft. Fortunately, no theft was found.
- Several Staff completed First Aid Training
- Additional staff progressed getting their Class 3A license (written and practical).
- Airport meetings went well. Working towards creating an Airport Authority to take over responsibility in the future.
- Paving contractors were in briefly to patch the Hwy 5 & 20 intersection and some locations on Main Street.
- Drawings, estimating and meetings occurred to further the South 40 development planning.

Looking forward to July:

- Paving Contractor will be in City to retrofit applicable roads and repave.
- Sewage Lift Station #1 will start.
- The Wastewater Treatment Facility will almost be ready to start accepting sewage.
- 10<sup>th</sup> Street Water Main Replacement – 9<sup>th</sup> Ave to 12<sup>th</sup> Ave will continue.

**ATTACHMENTS**

Non-Revenue Water Losses Update:

Year	Consumption	SaskWater Purchases	Difference	Approximate Loss Dollars at Cost	% Loss
2024 Full Year	460,419 m3	559,798 m3	-99,379 m3	-\$378,265	-17.8%
2025 Full Year Budget Projection	463,241 m3	547,600 m3	-84,359 m3	-\$321,096	-15.4%
2024 – Jan-June	218,278 m3	282,662 m3	-64,384 m3	-\$245,064	-22.8%
2025 – Jan-May	238,670 m3	286,058 m3	-47,388 m3	-\$180,375	-16.6%



**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:** Planning Coordinator's Report  
**PREPARED BY:** Tanner Zimmerman, Planning Coordinator  
**REVIEWED BY:** Joe Day, City Manager  
**PREPARED FOR:** Executive Committee  
**DATE:** June 14, 2025

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### RECOMMENDATION

That this report be accepted for information and filed.

### BACKGROUND

This report reflects the activities of the planning department for the month of June.

### CURRENT SITUATION

Notable information and updates:

1. Permits issued in June
  - a. 16 Permits issued
    - i. 7 Residential
      1. 1 detached garage
      2. 2 new Single-family houses
      3. 1 deck
      4. 1 detached garage
      5. 1 development permit update (increased parking)
      6. 1 demolition (attachment to mobile home).
    - ii. 4 Commercial
      1. 4 move-ins
    - iii. 3 Discretionary Use
      1. 1 residential
      2. 1 commercial
      3. 1 institutional
    - iv. 2 Signs
      1. 1 fascia
      2. 1 freestanding
  2. Inspections in June
    - a. 29 Class 1 Inspections by Deputy Fire Chief

- i. 4 plan reviews
    - ii. 25 inspections
  - b. 5 Class 2/3 Inspections by Municode
- 3. Upcoming Discretionary Use Public Hearing
  - a. Construction Trade – 520 9<sup>th</sup> Street
- 4. Major Projects
  - a. South Area Structure Plan
  - b. South 40 Development
  - c. 101<sup>st</sup> Street Subdivision
  - d. E. Caleb Subdivision

## **OPTIONS**

- 1. Receive for information and file.

## **ATTACHMENTS**

- A. Spreadsheet displaying detailed permit stats.

## **COMMUNICATION AND ENGAGEMENT**

Public notices will be posted pursuant to Part X of *The Planning & Development Act, 2007*.

## **FINANCIAL IMPLICATION**

The city received \$10,072.51 (\$500 to be refunded upon completion of demolition) in permit fees in June. The fees help cover administrative costs such as review and inspection time.

## **CONCLUSION**

The number of permits issued increased by twelve compared to May. This is due mostly to summer, and thus the construction season, officially beginning. Part of the increase can also be attributed to an updated process in permit management. Items such as Discretionary Use and Zoning Amendment applications are now processed in CityReporter, along with the Development, Sign, and Building Permits.

With the addition of the Manager of Marketing & Development, land development responsibilities were shifted. The Planning Department now handles zoning and regulation matters, including the subdivision application process. Everything else, including sales and contractor coordination is the responsibility of Marketing & Development.

Finally, the South Area Structure Plan was largely finalized in the month of June, and will be brought to the July 28<sup>th</sup> regular council meeting to be adopted by bylaw.

Permit No.	Issued Date	Project Address	Work Description	Value of Construction(\$)	Type
2024-37	6/24/2025	94 Laskin Cres. Humboldt	2-Car Attached Garage	\$ 42,000.00	Residential - Accessory
DU-2025-04	6/24/2025	620 14th Street Humboldt	4 unit rental	N/A	Discretionary Use - Residential
DU-2025-05	6/24/2025	Units 117 & 118, 1919 8th Avenue Humboldt	Change of use from Retail space to Liquor Store use. Removal of nine (9) parking stalls to install a new lane way for the liquor store's drive through window.	N/A	Discretionary Use - Commercial
2025-27	6/5/2025	Units 1 & 2, 1715 8th Avenue Humboldt	Replacing existing sign faces with new sign faces on existing cabinets and pylon signs	N/A	Sign
2025-30	6/24/2025	10322 8th Avenue Humboldt	Sign: Freestanding	N/A	Sign
2025-29	6/17/2025	522 16th Avenue Humboldt	New Single Detached Dwelling	\$ 293,301.00	Residential - Single Family
2025-36	6/24/2025	706 2nd Avenue Humboldt	Discretionary Use: Shipping Container	N/A	Discretionary Use - Institutional
2025-38	6/25/2025	90 101st Street Humboldt	16 x 12 rear deck	\$ 3,000.00	Residential - Accessory
2025-28	6/16/2025	104 Lakewood Drive Humboldt	Proposed Construction of new home at 104 Lakewood Drive	\$ 650,000.00	Residential - Single Family
2025-41	6/19/2025	2108 4th Avenue Humboldt	Storage Facility - 36 Shipping Containers for storage	N/A	Commercial - Move-in
2025-44	6/24/2025	2108 4th Avenue Humboldt	Storage Facility - 36 Shipping Containers for storage	N/A	Commercial - Move-in
2025-43	6/24/2025	2108 4th Avenue Humboldt	Moving in of storage containers	N/A	Commercial - Move-in
2025-50	6/30/2025	2108 4th Avenue Humboldt	Storage Facility - 36 Shipping Containers for storage	N/A	Commercial - Move-in
2025-49	6/26/2025	110 12th Street Humboldt	Demolition - Extension part of the Property	\$ 15,000.00	Residential - Demolition
2025-16	6/4/2025	8 Centennial Crescent Humboldt	Add second story to existing residence	\$ 167,384.00	Residential - Addition
2025-18	6/17/2025	1319 Main Street Humboldt	Adding parking stalls to previously approved development.	N/A	Residential - Permit Update



## CITY OF HUMBOLDT REPORT

**TITLE:** Communications Department  
**PREPARED BY:** Angie Rolheiser, Marketing & Communications Coordinator  
**REVIEWED BY:** Joe Day, City Manager  
**PREPARED FOR:** Executive Committee  
**DATE:** July 14, 2025

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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 over the last month and those that are currently underway.

### CURRENT SITUATION

1. The Marketing and Communications Department is located at the Visitor Information Center at the Humboldt Campground.

### Marketing/Public Relations/Communications:

- Work is consistently underway to keep the website as up to date as possible.
- Website: we are working to resolve all issues.
- Promoting the Living Skies Music Festival, Summer Sizzler, and Canada Day celebrations
- 2024 Annual Report
- Tourism brochures for Humboldt and area
- Communication with area businesses/attractions/groups to provide us with more information to have on hand at the Visitor Information Centre.
- Contest for Living Skies Music Festival passes: 64 entries with a large portion being new Digital Humboldt app downloads.
- Special events around the Community such as Pride flag raising, PAMI 50th Anniversary and Futuristic Industries group home opening

### ATTACHMENTS

Communications – social media report

### COMMUNICATION AND ENGAGEMENT

Marketing and communication campaigns conducted/underway:

1. Tax Abatement Incentive
2. Digital Humboldt App Awareness
3. Summer Sizzler, Living Skies Music Festival & Canada Day celebrations
4. Fire Pits



## 5. Summer Recreation

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

### **CONCLUSION**

The Communications Department is busy promoting summer events, area attractions, summer recreation, and tourism.



**Communications Statistics Report  
Year to Date – June 2025**

**Social Media Platforms Insights**

<b>Platform</b>	<b>New Followers This Month:</b>	<b>Current Followers</b>
Instagram	8	470
Facebook	87	4,907
X (Twitter)	2	1,641

**Digital Humboldt App Users 2024-2025**

Aug	Sept	Jan	Feb	Mar	Apr	May	Jun
622	611	592	577	574	581	530	543

**Council Highlights (Monthly Publication)**

<b>2025</b>
6

**Community Reports (Monthly Publication)**

<b>2025</b>
6



**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:** July 14, 2025

**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	2025 Remaining Budget	Actual (YTD)
1	Bill Brecht Playground Development	Con – 85%	\$9,956	-
2	Outdoor Rink & Multi-Sport Court Surfacing	Completed	\$30,000	\$27,640

1. Playground construction will resume after all minor ball is done using the space towards the end of July.
2. This court surfacing was completed in early June and is now open to the public.

**B. 2025 Operational Projects**

#	Project	Status	Project Budget	Actual (YTD)
1	Museum Roof Repairs	Planning	\$60,000	-

1. No update.

**C. 2025 Fleet**

#	Project	Status	Project Budget	Actual (YTD)
1	General Use Dump Truck (L185)	Planning	\$75,000	
2	Ice Resurfacer (L281)	Planning	\$120,000	
3	Parks Skid Steer Replacement	Planning	\$10,000	

No updates

**D. 2025 Capital Projects**

#	Project	Status	Project Budget	Actual (YTD)
1	Community Event Trailer	Planning	\$15,000	-
2	Highway 20 Boulevard	Con – 5%	\$50,000	\$10,000
3	Parks Cold Storage	Planning	\$25,000	-
4	Robotic Lawn Mower	Completed	\$10,000	\$5,940
5	Off-Leash Dog Park	Planning	\$60,000	-
6	Aquatic Centre Flooring Replacement	Completed	\$155,000	\$112,630
7	Arena Refrigeration Plant – Design Work	Con – 10%	\$75,000	\$17,580

1. The Parks Supervisor has been exploring options and we are currently waiting on price quotes for event trailers. We are looking for a unit roughly 12' long with a beaver trail ramp for ease of loading and unloading.
2. Highway 20 Boulevard Construction has begun on the first section between 2<sup>nd</sup> Avenue and 3<sup>rd</sup> Avenue. Having experimented with the other test locations, we have decided to brick this block throughout the boulevard, with the exception of the driveway entrances and around each of the trees.
3. No update.
4. The mower is in place and has been working for several weeks. We are working out the kinks and evaluating its performance. It is being contained to the ball diamonds at this point.
5. The SPCA has now moved to site and Administration is working to form a plan for the development of an entry roadway to the site where the dog park will be located, directly east of the SPCA buildings.
6. No update
7. JBB Consulting was on site June 25<sup>th</sup> to complete a visual inspection and examination of the Uniplex facility and better understand our limitations and opportunities for a new arena ice plant. We expect a report to be presented within weeks.

**E. Unbudgeted Projects/Commitments**

#	Project/Purchase	Status	Est. Cost to City	Funding Source
1	Aquatic Center Hot Tub	Completed	\$41,990	Operational Savings/Reserves
2	Pool Heat Exchanger & Plumbing	Planning	\$70,000	Operational Savings/Reserves

1. No Update



2. We will look to install the new main pool heat exchanger during shutdown. This work will include replacing the unit and reconfiguring a large portion of the plumbing work within the mechanical space to improve the efficiency of the system.

#### **FINANCIAL IMPLICATION**

There is no anticipated financial impact of the recommended action.

#### **CONCLUSION**

The month of June was extremely busy with events including the Summer Sizzler, Music Festival, HCI graduation and a number of other individual rentals. This required more attention given to the on ground logistics and parks, then on specific projects above. However, projects are being moved forward and on pace to complete each of the projects yet this year.

## CITY OF HUMBOLDT REPORT

**TITLE:** Downtown Revitalization Tax Exemption Policy 4215 Revision  
**PREPARED BY:** Donna Simpson, Assessor  
**REVIEWED BY:** Joe Day, City Manager  
**PREPARED FOR:** Executive Committee  
**DATE:** July 14, 2025

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### RECOMMENDATION

That a recommendation be forwarded to City Council that policy 4215 be amended to include updates as shown in the attached policy.

### BACKGROUND

Policy 4215 known as the Downtown Revitalization Tax Exemption Policy was initially adopted in 2012, so a few policy refinements are necessary to respond to current economic conditions, optimize program outcomes, and align with the City's strategic planning goals.

### CURRENT SITUATION

The Downtown Revitalization Tax Exemption Policy was introduced to stimulate economic activity, increase residential density and support small business growth in the downtown area. Under the policy, property owners undertaking new commercial construction or qualifying renovations in the designated area may receive a municipal property tax exemption for up to 5 years.

Section 3.8 of the Policy incorrectly stated that the increase in the value of the renovation was the value used to calculate the length of the exemption. This was confusing to some of the recipients of the exemption because elsewhere in the policy it was stated that the value used was the increase in the assessed value. Changing the wording will eliminate that confusion in the future.

### OPTIONS

- Support the recommendation to accept the changes made to policy 4215.
- Provide alternative direction to Administration.
- Refer this matter to Administration for further consideration.



**COMMUNICATION AND ENGAGEMENT**

N/A

**ATTACHMENTS**

1. Policy 4215 Downtown Revitalization Tax Exemption Policy 4215 – Proposed Revisions.

**FINANCIAL IMPLICATION**

Approving the proposed changes will have no financial impact, it will just eliminate any confusion in how the exemption is calculated.

**CONCLUSION**

The recommendation will ensure that there is no confusion in regards to the value used to calculate the amount and length of the exemption.

Policy Title <b>Humboldt Downtown Revitalization Tax Exemption Policy</b>		Adopted By <b>Council</b>	Policy Number <b>4215</b>	
Origin/Authority <b>Administration</b>	Jurisdiction  <b>City of Humboldt</b>		Effective Date	Page
Reviewed By <b>Corporate Services</b>			January 1, 2012 Amended May 22/18, <b>Amended July 28, 2025</b>	1 of 3

### 1.0 Purpose:

The purpose of this policy is to establish a revitalization tax exemption program for commercial property in a specified area of the City of Humboldt's city centre for the purposes and objectives of, including but not limited to, strengthening the viability of existing businesses, stimulating and encouraging new private investment, encouraging higher density rental residential development, improving the image and attractiveness of the revitalization area, and better utilizing City infrastructure.

### 2.0 Definitions:

In this Policy:

- 2.1 **"Agreement"** means a revitalization tax exemption agreement between the owner of a Parcel and the City, substantially in the form and with the content of the Agreement attached as Schedule "B".
- 2.2 **"City"** means the City of Humboldt.
- 2.3 **"Council"** means the Council of the City of Humboldt.
- 2.4 **"New Construction"** means any construction for which a building permit has been issued by the City of Humboldt after January 1, 2012, that results in an increase in taxable assessment for the improvement of the property.
- 2.5 **"Parcel"** means a legal parcel within the revitalization area upon which the owner of the Parcel proposes a Project.
- 2.6 **"Project"** means a revitalization project on a Parcel involving the construction of a new improvement or alteration of an existing improvement, which meets the requirements of this policy.
- 2.7 **"Revitalization Area"** means the area outlined on Schedule "A".
- 2.8 **"Tax Exemption"** means a revitalization tax exemption provided under this policy.

Policy Title <b>Humboldt Downtown Revitalization Tax Exemption Policy</b>		Adopted By <b>Council</b>	Policy Number <b>4215</b>	
Origin/Authority <b>Administration</b>	Jurisdiction <b>City of Humboldt</b>		Effective Date January 1, 2012	Page 2 of 3
Reviewed By <b>Corporate Services</b>				

### 3.0 Policy:

- 3.1 Authority for this policy is under Sections 262 and 263 of *The Cities Act*.
- 3.2 To be eligible for this exemption, the building permit must be issued by the City of Humboldt after January 1, 2012.
- 3.3 The issuance of the building permit must follow the criteria set by the City of Humboldt and satisfy all requirements as they may be from time to time.
- 3.4 The tax exemption will only be granted on new construction or renovations and only on existing improvements, the land itself is still subject to taxation.
- 3.5 The terms and conditions upon which a Tax Exemption may be issued are set out in this policy.
- 3.6 In order for a Project to be considered for a Tax Exemption, the following requirements must be met:
  - a) For a Project involving the construction of a new improvement or the alteration of an existing improvement, the land use classification for the completed Project must be one of the uses permitted in the *C1 – Commercial Core* district, as set out in the City of Humboldt Zoning Bylaw No. 04.2016, as amended, and must be consistent with the future land use designation for the Parcel, as set out in the City of Humboldt’s Official Community Plan Bylaw No. 03-2016, as amended.
- 3.7 The maximum term of the Tax Exemption for a project involving a new improvement shall be five (5) years. The amount of the Tax Exemption shall be 100% for all five years of the Increased Assessed Value and not the land assessment.
- 3.8 The term of Tax Exemptions for the alteration of an existing improvement shall be determined using the Increased Assessed Value and not the land assessment and be subject to the following sliding scale:

**Increase in Assessed  
Renovation Value:**

- 0 - \$24,999
- \$25,000 – \$49,999
- \$50,000 – \$74,999
- \$75,000 – \$99,999
- \$100,000 or more

**Term for 100% Abatement:**

- One (1) years
- Two (2) years
- Three (3) years
- Four (4) years
- Five (5) years

Policy Title <b>Humboldt Downtown Revitalization Tax Exemption Policy</b>		Adopted By <b>Council</b>	Policy Number <b>4215</b>	
Origin/Authority <b>City Manager</b>	Jurisdiction  <b>City of Humboldt</b>		Effective Date  January 1, 2012	Page  3 of 3
Reviewed By <b>Administration Committee</b>				

3.9 If the owner of a Parcel wishes to enter into an Agreement for a Tax Exemption under this policy, the owner must apply to the City in writing. The City will confirm eligibility for the tax exemption and ~~must provide the value of the Project~~, by one or more of the following:

- (i) the building permit application process; or
- (ii) the development permit application process; or
- ~~(iii) a certificate from the owner's design professional in a form satisfactory to the Director of Planning and Engineering Services.~~

3.10 A Tax Exemption issued under this policy does not relieve an owner from paying any applicable education taxes or applicable levies.

3.11 The Tax Exemption may be cancelled by the City, in its discretion, in one or more of the following circumstances:

- a) on the request of the owner;
- b) if any of the conditions in the Agreement are not met; or
- c) if the owner has allowed the property taxes to go into arrears or to become delinquent.

3.12 If the Tax Exemption is cancelled by the City, the owner of the Parcel for which the Tax Exemption was issued must remit to the City an amount equal to the value of any Tax Exemption received after the date of cancellation.

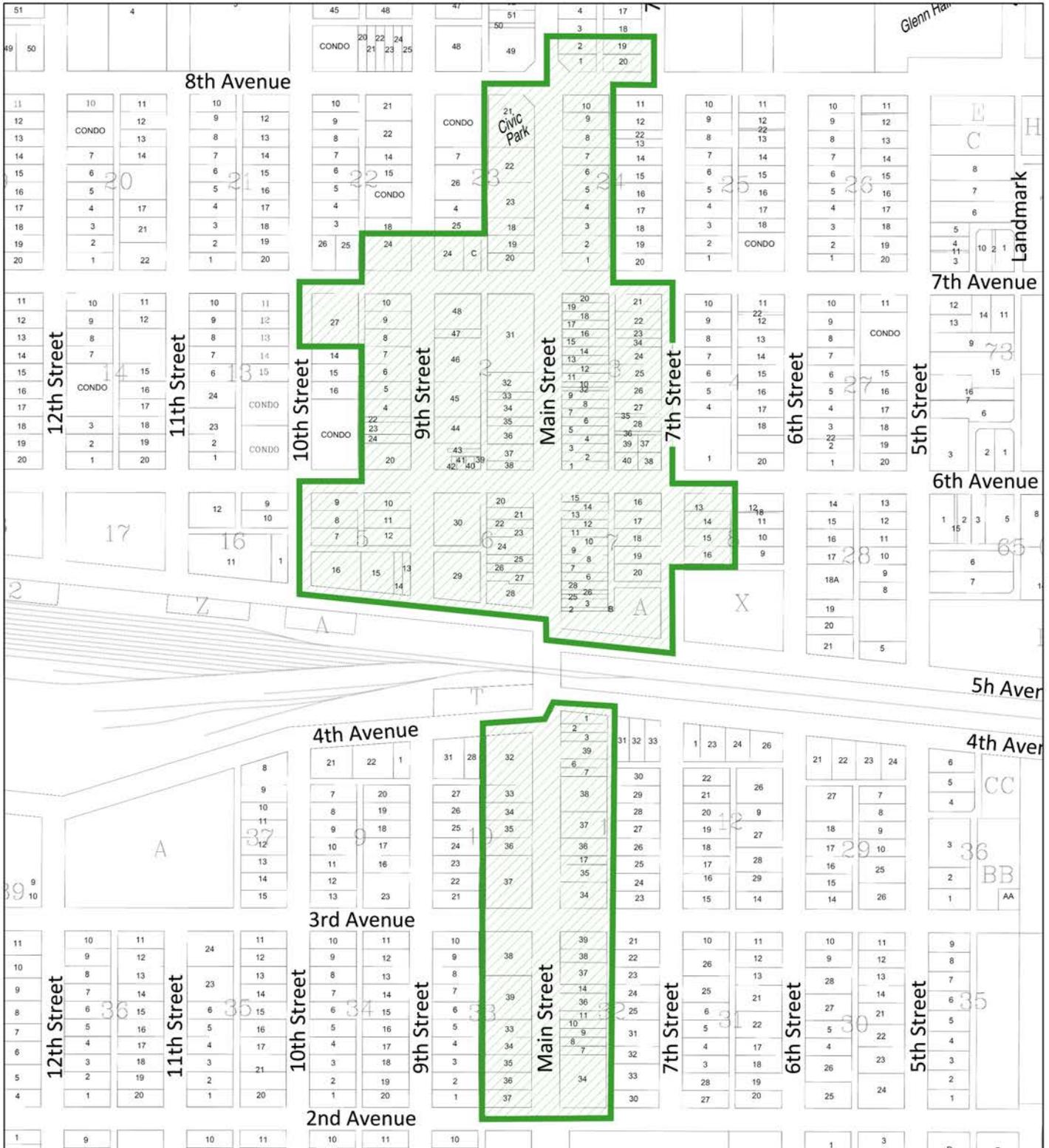
#### 4.0 Procedure:

4.1 Applicants must complete a City of Humboldt ***"Application for Tax Exemption Incentive"*** in the prescribed form.

4.2 Upon receipt of application and approval by the City the applicant shall sign a ***"Tax Assessment Exemption Agreement - Humboldt Downtown Revitalization Program"***.

4.3 The tax assessment exemption starts from January 1<sup>st</sup> of the year the assessment change is applied to the property.

Schedule A: Exemption Area



DRAWN BY: ASA  
DATE: 2018/05/22

SCHEDULE 'A'

Exemption Area



Map Disclaimer: The City of Humboldt makes no representations, express or implied, as to the accuracy, completeness and timeliness of the information and data contained herein. This drawing is provided for informational purposes only and should not be used for legal, engineering, surveying, or planning purposes. Recipient is required to have all site-information confirmed by a licensed engineer, architect, surveyor, or planner entitled to practice within the Province of Saskatchewan prior to final design and construction. The information provided has been gathered from a number of sources which occasionally prove to be incorrect, incomplete, or out-of-date; thus its accuracy is not warranted or guaranteed, and conclusions drawn or decisions made from such information are the sole responsibility of the user. The City of Humboldt, its agents, employees, and/or contractors shall not be held responsible for any damages or losses arising whatsoever from any errors, omissions, or inaccuracies contained herein, or from the use or misuse of the information and data contained in this drawing.

# **Application for Humboldt Downtown Revitalization Tax Exemption**

All City of Humboldt tax incentive programs are designed to encourage the development of properties in the City by giving property tax assessment exemptions on the improvement portion of the applicable property assessment on new and renovation development.

## **Conditions of Eligibility for the Tax Assessment Exemption**

1. Development whose building permit was issued after January 1, 2012 are eligible for the property tax assessment exemption on the new improvement portion of the property assessment.
2. Land assessment remains taxable.
3. A new owner of a property that has a tax assessment exemption agreement in place shall be eligible to continue the tax assessment exemption as long as the agreement is still current. ( i.e. the tax assessment exemption is within the eligible time period.)
4. There are no outstanding taxes owing on the property or utility charges owing by the occupant.

---

Full Name of Applicant

---

Civic Address

---

Postal Code

---

Phone: (Res.)

---

(Bus.)

Lot(s): \_\_\_\_\_  
Legal Description of Property

Block: \_\_\_\_\_

Plan: \_\_\_\_\_

---

Date of Issue of Building Permit

---

Permit Date of Occupancy

Was a building demolished before the new development was constructed? Yes \_\_\_\_\_ No \_\_\_\_\_

---

Date of Demolition

I / We, the undersigned, understand the conditions of eligibility outlined above and would like to apply for a conditional tax assessment exemption under the applicable tax incentive program.

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Applicant

---

Date

For Office Use Only:

Approved: ( ) Denied: ( )

Date: \_\_\_\_\_ City Representative: \_\_\_\_\_

**SCHEDULE B**  
**TAX ASSESSMENT EXEMPTION AGREEMENT**  
**HUMBOLDT DOWNTOWN REVITALIZATION PROGRAM**

Between:

The CITY OF HUMBOLDT  
Hereinafter called " the City "

And

Owners  
(Hereinafter called "the Owners")

WHEREAS the City has developed a Humboldt Downtown Revitalization Tax Exemption Program that provides for property tax assessment exemptions on certain properties in the City under certain condition;

AND WHEREAS the Owners have met the requirements to obtain a property tax assessment exemption on all or a portion of the improvements on their property;

NOW THEREFORE the City and owner covenant and agree:

1.0 The property eligible for the property assessment tax exemption is

Lot:  
Block:  
Plan:  
(Hereinafter called "the Lands")

2.0 Pursuant to the City's "Humboldt Downtown Revitalization Program" and pursuant to Section 262 (4) 263 (5) of the *Cities Act* and subject to the terms of this agreement the City grants an exemption from assessment in the amount of \_\_\_\_\_, for a period of \_\_\_\_\_ ( ) years commencing on \_\_\_\_\_ and concluding on \_\_\_\_\_.

3.0 The exemption from assessment granted pursuant to this agreement does not include land assessment, local improvement levies, utility charges, development fees or other such charges or fees properly imposed by the City or any other taxing authority.

4.0 The scope of the tax assessment exemption, including the calculation of any percentage or proportion and the determination of any cost, shall be conclusively determined by the City Assessor.

5.0 The Owner shall promptly provide the City with any information or documents requested by the City Assessor to complete and check the assessment of the Lands and improvements thereon.

6.0 This agreement may be assigned to a new owner-occupant of the Lands who satisfies the criteria established for the tax assessment exemption., ~~provided that the Owners provide written notice to the City within thirty (30) days of the transfer of the title of the Lands.~~

7.0 The tax assessment exemption shall continue only so long as:

- a) The improvements on the Lands conform to all civic and provincial laws governing the construction and use of the improvements, including any zoning bylaws and *The Uniform Building and Accessibility Standards Act*.
- b) There are no tax arrears on the Lands.
- c) There are no outstanding utility charges owing on the property.

IN WITNESS whereof, the parties hereto have executed this agreement on the date first written above.

CITY OF HUMBOLDT

\_\_\_\_\_  
Assessor

\_\_\_\_\_  
City Clerk

OWNERS

\_\_\_\_\_  
Co-owner

\_\_\_\_\_  
Co-owner

## CITY OF HUMBOLDT REPORT

**TITLE:** Leisure Access Program Review

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

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

**PREPARED FOR:** Executive Committee

**DATE:** July 14, 2025

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### RECOMMENDATION

That Administration develop a Leisure Access Grant program to replace Policy 10490 – Leisure Access Program and that the grant be available to local social service providers.

### BACKGROUND

Currently, the Leisure Access Program operates through an application and income verification process managed by the City, based on the Low Income Cut-Off (LICO) thresholds defined by Statistics Canada. While the program has been successful in providing subsidized recreation access to low-income residents, feedback from residents and community partners has identified significant challenges.

The LICO threshold is not sufficiently responsive to the unique local economic realities or additional costs faced by families, such as those related to disability. Furthermore, the application and verification process impose administrative burdens on both applicants and City staff, sometimes creating barriers or stigmatizing those seeking access. The current model also lacks the flexibility needed to accommodate diverse household circumstances, such as semi-independent adults living with family, newcomer families balancing multiple economic pressures, and residents living outside the City but connected to its services.

### CURRENT SITUATION

The Leisure Access Program, at its heart, has always been about ensuring that everyone in the community has access to recreation opportunities. However, the current model has not always fully achieved this goal due to barriers created by rigid income thresholds and administrative requirements.

To address these challenges, the City is proposing to implement a community-administered model for the Leisure Access Program. Under this model, the City would partner with established local social service organizations who have close connections to

vulnerable populations within Humboldt and the surrounding region. These organizations would receive non-cash grants — essentially allocations of recreation passes. Rather than applying directly to the City, residents in need would be assessed and supported by these community partners. The community partners would use their own discretion and measurement criteria that consider criteria beyond income thresholds, including disability status, vulnerability, newcomer circumstances and family dynamics.

Partner organizations would be responsible for distributing access passes to eligible individuals and families based on their intimate knowledge of community needs, while maintaining confidentiality and respect for client dignity. The City would retain an oversight and support role by establishing a clear application process for organizations to become official partners, monitoring program outcomes and providing resource support as needed. Each partner organization would work with the City to develop parameters that best suit that organization’s clientele with a focus on ensuring that the grant continues to target those who would otherwise be unable to access recreation opportunities.

This model aims to create a streamlined, respectful, and efficient process that better meets the complex and diverse needs of community members while relieving the administrative burden on City staff. Additionally, it offers flexibility to include residents from the broader region who access services within Humboldt, promoting social inclusion and community cohesion.

The City proposes a pilot phase lasting one to two years to evaluate the program’s impact on participation rates, fiscal sustainability, and client satisfaction. Findings from this pilot will inform ongoing program refinement and potential full-scale adoption.

## **OPTIONS**

1. Approve the proposed change to the Leisure Access Program model.
2. Provide alternative direction for further negotiation.
3. Maintain the existing policy as written.
4. Maintain a revised version of the existing policy.

## **ATTACHMENTS**

1. Policy 10490 - Leisure Access Program

## **COMMUNICATION AND ENGAGEMENT**

Consultations with community partners including the Humboldt Housing Authority, Humboldt and District Community Services, and the Humboldt Regional Newcomer Centre support moving toward a more flexible, partnership-driven approach.

## **FINANCIAL IMPLICATION**

The proposed model involves the provision of non-cash grants in the form of leisure passes. As such, the grant would not have a direct impact on the City's annual budget, however increased usage of facilities would have an impact on the net expenses to operate those facilities. There is no current metric to determine the impact of the additional usage, nor does Administration have an estimate on the increase in usage resulting from the proposed revision to the program.

## **CONCLUSION**

The proposed shift to a community-administered Leisure Access Grant program represents a meaningful evolution in how the City supports equitable recreation access. By empowering trusted social service organizations to lead eligibility and pass distribution, the City can better address the diverse needs of vulnerable populations, reduce administrative barriers, and strengthen community partnerships. This approach aligns with the City's commitment to wellness, inclusion, and fiscal responsibility. Implementing the program on a pilot basis will provide valuable insights to ensure it effectively meets the community's needs and can be sustainably managed moving forward.



**POLICY #10490**

**TITLE:** Leisure Access Program  
**ADOPTED BY:** City Council  
**ORIGIN:** Executive Committee  
**REVIEWED BY:** Community and Leisure Services Department  
**JURISDICTION:** City of Humboldt

**EFFECTIVE DATE:** **January 1<sup>st</sup>, 2020**      **AMENDED:**  
**PAGE:** Page 1/2

## 1.0 PURPOSE

The City of Humboldt acknowledges that health, well-being, culture and recreation are key pillars of a sustainable community. Furthermore, the City recognizes that access to recreation contributes to physical, social and mental health of residents. Therefore, the City will ensure that recreation services will be reasonably accessible to residents, regardless of their income status. This policy commits to an application process for economically disadvantaged residents of Humboldt to receive access to City owned recreation facilities.

## 2.0 GENERAL POLICY

- 2.1 The Leisure Access Program is applied in conjunction with Policy #10480 Leisure Pass Policy and Rates.
- 2.2 Applicants who meet the qualifications of the Leisure Access Program will receive a one year Leisure Pass, and all the benefits that it carries.
- 2.4 Applicants shall re-apply every twelve (12) months or as required by the City of Humboldt, to continue to participate in the program.
- 2.5 The Leisure Access Program will be applied in a respectful and dignified manner to the City of Humboldt residents who qualify.
- 2.6 Applicants must be City of Humboldt residents.
- 2.7 The current Statistics Canada Low Income Cut-Off Before Tax (LICO – BT) for a community with a population under 30,000 inhabitants shall be the threshold for residents to qualify for the Leisure Access Program.

2.8 The City of Humboldt shall work with community partners to deliver and raise awareness of the Leisure Access Program.

2.9 The Community and Leisure Services Department will be responsible for all aspects of the Leisure Access Program and any supporting procedures. The CLS Department will also be responsible for reviewing and amending the policy as required.

### 3.0 APPLICATION PROCESS

3.1 An application form will be developed that details all information required to apply for the Leisure Access Program

3.2 Applicants will be required to provide a copy of their previous year's Notice of Assessment, indicating that they do in fact meet the Low-Income Cut-off threshold to qualify for the program.

3.3 Applicants will also be required provide a copy of proof of residency within the City of Humboldt. Examples of such proof include a current utility bill or government issued letter (driver's licenses are not accepted)

3.4 Applicants are required to include information on their spouse/partner (if applicable) and all children in the household 18 years of age and younger. Any children over the age of 18 are not eligible for this program and must apply separately.

3.5 Upon completion of the review by the CLS Department, all documents provided for proof of income and residency will be destroyed.

## CITY OF HUMBOLDT REPORT

**TITLE:** South Area Structure Plan  
**PREPARED BY:** Tanner Zimmerman, Planning Coordinator  
**REVIEWED BY:** Joe Day, City Manager  
**PREPARED FOR:** Executive Committee  
**DATE:** July 14, 2025

---

### RECOMMENDATION

That this report be accepted for information and filed.

### BACKGROUND

In February, 2025, the City submitted its annual report to demonstrate that all requirements for HAF funding had been met. While submitting, the CMHC and the City recognized that the City is on pace to exceed the housing targets initially estimated in the application. As a result, the City was permitted to submit another initiative to increase the amount of funding. The new initiative was approved on March 20<sup>th</sup>, 2025. The deadline to provide CMHC with the approved deliverables is August 28<sup>th</sup>, 2025.

### CURRENT SITUATION

The approved initiative is the creation of a South Area Structure Plan (SASP). The initial proposed area of the structure plan was the land south of 1<sup>st</sup> Avenue North, east of 14<sup>th</sup> Street, west of 4<sup>th</sup> street, north of the City limits, and the undeveloped land south of Saskatchewan Avenue. The plan scope has since been expanded to include the land east of Peck Road and south of the industrial area. A map has been provided in the report, as well as “Figure 1 – Location Plan”.

The SASP provides a high-level view of the required infrastructure for development within the southern region of the City. The SASP also defines the expected land use within the area.

The following is a summarization of the findings in the report:

#### Required Roads

The report does not prescribe locations for roads that are built completely within a subdivision. Instead, the report defines the areas that require upgrades for development to occur. Saskatchewan Avenue is the only road within the plan area that is expected to

receive any upgrades. Saskatchewan Avenue currently consists of a gravel base from 14<sup>th</sup> Street to 3<sup>rd</sup> Street. Gravel roads will likely be upgraded to local road standards. The upgrades will, however, be determined at a later date.

### Stormwater Management

A storm study that was completed in 2021 identified areas of concern and recommended locations/sizes for potential storm ponds. Using this study, along side internal investigations, the report identifies desired locations for storm ponds. “Figure 6 – Storm Water Management” provides the desired locations and potential sizes of storm ponds. The noted locations and sizes are subject to change.

Administration has calculated that storm ponds would be most effective when built to handle 800m<sup>3</sup> per hectare. This number is not included in the report.

### Land Use

Land use areas will be determined by the developers as subdivision occurs. However, land use must align with the City’s OCP and Zoning Bylaw. The “development concept” included in the report is conceptual only.

### Bylaw

The SASP is not intended to prescribe requirements for development. Instead, the SASP ensures that the City’s development philosophies are transparent and consistent. As such, the report will be adopted by Bylaw.

## **OPTIONS**

1. Receive this report for information and file.

## **ATTACHMENTS**

- A. The final draft of the South Area Structure Plan.

## **COMMUNICATION AND ENGAGEMENT**

Letters were sent to individuals and companies who own land within the SASP plan area. The landowners were asked to provide comments on the plan. Administration did not receive any communication.

There will be a second opportunity for comment as a bylaw adoption requires at least 10 days of public notice. Notices will be posted at City Hall, on the City’s website, and on Discover Humboldt as a newspaper equivalent. Additionally, letters will be sent to landowners within the plan area.



**FINANCIAL IMPLICATION**

CMHC has projected that this project will result in seven additional housing units, increasing the grant to the City by \$226,000 over three years. The cost to create the report was relatively low as all work was completed internally.

**CONCLUSION**

The City is on track to exceed the initial estimated housing units created resulting from the Housing Accelerator Fund. Because of this, the City has been approved for an additional initiative to increase the grant funding. The initiative chosen is a South Area Structure Plan. The plan will be completed internally and must be approved by August 29<sup>th</sup>, 2025.



# South Area Structure Plan



Adopted by Bylaw No. ##/2025

[Month] [Day], 2025



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**Prepared by:**  
The City of Humboldt

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## ACKNOWLEDGEMENTS

The City of Humboldt acknowledges the following individuals for their support of – and their input for – the development of the South Area Structure Plan as well as their general interest in the growth of the community.

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### Mayor and Council

Mayor Rob Muench  
Councillor Dave Rowe  
Councillor Karen Siermachesky  
Councillor Larry Jorgenson  
Councillor Marilyn Scott  
Councillor Roger Korte  
Councillor Sarah McInnis

### Administration

City Manager, Joe Day  
Director of Cultural Services, Jennifer Fitzpatrick  
Director of Leisure Services, Michael Ulriksen  
Director of Protective Services, Mike Kwasnica  
Director of Public Works, Peter Bergquist  
Manager of Marketing & Development, Jarrett Delbridge  
Municipal Engineer, Daniel Bernhard  
Planning Coordinator, Tanner Zimmerman

DRAFT

THE CITY OF HUMBOLDT

SOUTH AREA STRUCTURE PLAN

Bylaw No. XX/2025

A Bylaw of the City of Humboldt to adopt an area structure plan for the portion of the City referred to as the “South Area”.

The Council of the City of Humboldt, in the Province of Saskatchewan, in open meeting assembled enacts as follows:

- (1) The City of Humboldt hereby adopts the South Area Structure Plan, identified as Schedule “A” to this Bylaw.
- (2) The Mayor and City Clerk are hereby authorized to sign and seal Schedule “A” which is attached to and forms part of this Bylaw.
- (3) This Bylaw should come into force upon adoption.

Introduced and Read a First Time this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

Read a Second Time this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

Read a Third and Final Time this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

\_\_\_\_\_  
Mayor – Rob Muench

\_\_\_\_\_  
Interim City Clerk – Jace Porten

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DRAFT

**THE CITY OF HUMBOLDT**

**SOUTH AREA STRUCTURE PLAN**

Being Schedule "A" to Bylaw No. XX/2025  
of the City of Humboldt

\_\_\_\_\_  
Mayor – Rob Muench

\_\_\_\_\_  
Interim City Clerk – Jace Porten

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DRAFT

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## 1.0 INTERPRETATION

The following definitions should be taken into consideration while interpreting this report:

**Act:** The Planning and Development Act, 2007 of the Province of Saskatchewan.

**The City:** The City of Humboldt.

**Crown Corporation:** A legal entity conducting business in and owned/operated by, the Government of Saskatchewan.

**ISC:** Information Services Corporation; a Province of Saskatchewan crown corporation where registries of businesses and parcels of land within the province are established and maintained.

**OCP:** Official Community Plan of the City of Humboldt.

**Parcel:** A section of land legally registered with the ISC. Each parcel may be identified by the given lot, block, and plan number, or land description.

**SASP:** South Area Structure Plan.

**Zoning Bylaw:** Bylaw No. 04/2016 – A Bylaw to regulate development in the City of Humboldt, to provide for the amenity of the City and the health, safety, and general welfare of the habitants cited as The Zoning Bylaw.

## 2.0 INTRODUCTION

### 2.1 Purpose

The purpose of the South Area Structure Plan (SASP) is to provide insight toward the City of Humboldt's vision for the South Area in terms of land use and basic infrastructure. The ASP accounts for servicing constraints and efficient roadway use. The SASP has been prepared by the City of Humboldt, in consultation with owners of land within the project scope. The land use concept, and policies it includes, are generally consistent with the City's Official Community Plan.

Appendix A provides maps as visual representations for the discussions of this report.

### 2.2 Location

The plan area consists of approximately 148.91 hectares (approximately 367.95

acres) of land located between Peck Road and 101<sup>st</sup> Street (refer to Figure 1 – Location Plan).

The land surrounding the plan area is as follows:

North	Existing residential, commercial, and industrial land.
East	Land unfit for residential development as it is within the lagoon isolation limit.
South	Agricultural land within the RM of Humboldt.
West	Agricultural land within the RM of Humboldt.

### 2.3 Land Ownership

The SASP plan area is comprised of 27 parcels owned by 15 landowners, including the City of Humboldt. Table 1, below provides the current landowners.

Land Description	Ownership
Block 68 – Plan BA2180 Ext. 1.	Private
Block Z – Plan 63H03831	Private
Lot 24 – Block 68 – Plan 101959375	Private
Lot A – Block 68 – Plan 80H09330	Private
Lot A – Block 59 – Plan 59H02542	Private
Block YY – Plan 85H04805	Private
Parcel MR4 – Plan 101959375 Note: Municipal Reserve Parcel	City of Humboldt
LSD 3 20 31 22 2 Ext. 105	City of Humboldt
Block Y – Plan 81H05655	City of Humboldt
Block 70 – Plan BA28180 Ext. 1	Private
Block 69 – Plan BA2180 Ext. 2	Private
Block AA – Plan 101812665 Ext. 15	Private
Lot 1 – Block 71 – Plan 96H01340	Private
Lot 2 – Block 71 – Plan 74H11622	Private
Lot 3 – Block 71 – Plan 84H04957	Private
Block J – Plan BL4910 Ext. 1	Private
Block A – Plan 101812676 Ext. 96	Private
LSD 4 20 37 22 2 Ext. 95.	Private
Block B – Plan 65H04865	Private
Block A – Plan BG5791	Private
Block Z – Plan 63H03831	Private
Block ZZ – Plan 85H04805	Private
Block 110 – Plan 101808053 Ext. 2	Private
Block X – Plan 62H05144	Private
Block T – Plan 93H09501	Private
Block S – Plan 70H00177	The Humboldt Roman Catholic Separate School District No. 15
Block 71 – Plan BA2180	Private

Table 1 - List of Landowners

## 3.0 SITE CONTEXT

### 3.1 Existing Land Use

The SASP plan area provides for a mixture of residential, commercial, and institutional land uses. Parcels fronting Highway 20 (Main Street) are primarily commercial under the zoning district C2 – Medium Density Commercial. Otherwise, Parcel T – Plan 93H09501 is zoned R1 – Low Density Residential; Parcel S – Plan 70H00177 is zoned CS – Community Service / Institutional; and LSD 4 20 37 22 2 Ext. 95 is zoned FUD – Future Urban Development.

Parcels west of Highway 20 and east of 14th Street are residential with the zoning district of R2 – Medium Density Residential. Finally, the rest of the parcels within the SASP plan area are zoned FUD – Future Urban Development. Any FUD-zoned parcels will be amended as needed. Figure 2 – Zoning Districts provides a map of the current zoning districts and Figure 3 – Existing Land Use provides the generic land uses for the area.

### 3.2 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 (~570m) is located along the west edge of the SASP development area. From that point, the land slopes gently downward to the east with the lowest point (~560m) located in the east edge of the City-owned parcel: SW-20-37-22-2. A map can be viewed as Figure 4 - Topography, as a clearer demonstration.

## 4.0 POLICY CONTEXT

### 4.1 Provincial

#### 4.1.1 Lagoon Isolation Limit

Pursuant to Section 15(3)(b) of *The Subdivision Regulations, 2014*, a residential development must be setback from a sewage treatment plant or a sewage lagoon by at least 457m. Parcels of land that are near the 457m setback have been previously subdivided to maximize the available residential land. For the purpose of this report, Parcel Y, Plan 81H05655 is an example of land that is close to the Lagoon Isolation Limit but subdivided to allow for residential development.

#### 4.1.2 Municipal Reserve Requirement

Section 181 of *the Act* requires that developers provide Municipal Reserve dedication to the municipality in the form of land, money in lieu of land, or a combination of both. The amount of land dedicated must be equal to 10 percent, or greater, of the gross developable area. Municipal Reserve may be used for developments of parks, recreational facilities, and other publicly accessible

community uses. Developers may choose to provide more than 10 percent. As the plan area consists of approximately 77.88 hectares of land, it is estimated that approximately 7.88 hectares of land will be dedicated for Municipal Reserve, including any existing dedicated land.

## 4.2 Municipal

### 4.2.1 Official Community Plan

The City's OCP was adopted in 2016. It identifies the desired land uses within the community. The OCP must be acknowledged during the subdivision process.

Under the OCP, the Future Land Use plan designates the majority of the land as residential with the rest designated as park space or commercial. The development concept will be guided by the OCP.

### 4.2.2 Zoning Bylaw

The Zoning Bylaw will be considered through the implementation of the Plan. Lands located within the South Area Structure Plan are currently zoned "FUD – Future Urban Development", "C2 – Medium Density Commercial", "CS – Community Service/Institutional", "R1 – Low Density Residential", "R2 – Medium Density Residential", and "R5 – Manufactured Home Residential".

Parcels that are currently zoned "FUD" will be amended as needed when the parcel is subdivided for development. At this time, the City anticipates that parcels that are zoned for Commercial and Residential uses will maintain their current zoning districts.

## 5.0 DEVELOPMENT CONCEPT

### 5.1 General

The South Area Structure Plan 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 5 – Development Concept, will guide the future application of recreational, commercial and institutional land uses.

The following detailed objectives have been identified for the South Area Structure Plan:

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.

## 5.2 Institutional

St. Dominic Catholic Elementary School is located to the north of the plan area; this is not anticipated to change. As such, the South Area Structure Plan does not identify any new institutional land.

## 5.3 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.

The City will discuss appropriate locations and uses of municipal reserve with developers, as subdivision applications are received.

### 5.3.1 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 City and developers will determine appropriate locations for walking and cycling trails at the time of subdivision. It is anticipated that trails will be built along corridors with heavy pedestrian traffic – i.e. Saskatchewan Avenue.

## 5.4 Stormwater Management

Due to Humboldt's relatively flat, topographical nature, stormwater management is a common challenge for new development within the City. Developers are expected to provide stormwater management facilities, where practical, so as not to add to existing drainage issues within their respective development areas. A cost-sharing model will be determined when on-site stormwater management is not possible.

Figure 6 – Storm Water Management identifies areas of particular concern regarding storm drainage. A combination of both dry and wet ponds will be built to help ease existing drainage issues. Figure 6 – Storm Water Management also identifies desired, strategic areas for potential storm ponds. The identified ponds are subject to change in both location and size. Negotiations will be held with affected landowners as detailed designs become available.

## 5.5 Water and Sewer Infrastructure

There is existing water and sewer infrastructure underneath Saskatchewan Avenue as well as Highway 20. Possible upgrades will be determined at the time of subdivision.

## 6.0 TRANSPORTATION

### 6.1 Access

Arterial and collector roads are addressed in this report. Roads that exist completely within a development area are the sole responsibility of the respective developers. Arterial access is provided via Highway 20 (Main Street). Currently, upgrades are not expected for this road. Any future upgrades will be addressed in the payment of Development Charges as land is developed.

The main collector road for the SASP plan area is Saskatchewan Avenue which runs west to east from 14th Street to 101st Street. Saskatchewan Avenue is currently built of gravel, primarily, and will require significant upgrades.

### 6.2 Active Transportation

Paved walking trails will be favoured over sidewalks along Saskatchewan Avenue to support walking, cycling, and other forms of active transportation. Within specific development areas, developers will be given the option to include sidewalks along both sides of a local road. Recommendations regarding the number of sidewalks will depend on expected pedestrian activity.

## 7.0 STAGING AND IMPLEMENTATION

### 7.1 Staging

The SASP does not prescribe development staging. It is, however, expected that development will occur around 1<sup>st</sup> Avenue N. and Saskatchewan Avenue first as both streets have previously existing utilities.

### 7.2 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.

### 7.3 Funding

The costs for infrastructure within a private development are solely the responsibility of the developer. The costs for infrastructure inside, or outside, of any

private development that benefits the subject development and other development areas should be apportioned to those parcels based upon proportionate benefit. The City should contribute to the infrastructure project based upon any increased cost of upsizing that infrastructure to benefit the community at large. This includes projects such as the Saskatchewan Avenue upgrades, and stormwater management improvements

## 8.0 CONCLUSION

As the City of Humboldt continues to grow, so too does the need for a transparent overview of development requirements. This report includes a high-level view of the required infrastructure for development. This report also recommends appropriate land uses within the plan area.

The SASP is not intended to create development standards that developers must follow. Instead, the SASP is the City's overall vision of development within the south area. Development standards will be discussed at the point of subdivision and will be administered through various servicing agreements.

The SASP does not determine direct solutions for matters such as stormwater management and road improvements. The City will utilize storm and traffic studies when discussing solutions.

Finally, any suggested improvements to stormwater management facilities, roads, parks, etc. will be funded through the cooperation of affected landowners and the City.

## APPENDIX A – MAPS

Figure 1 – Location Plan

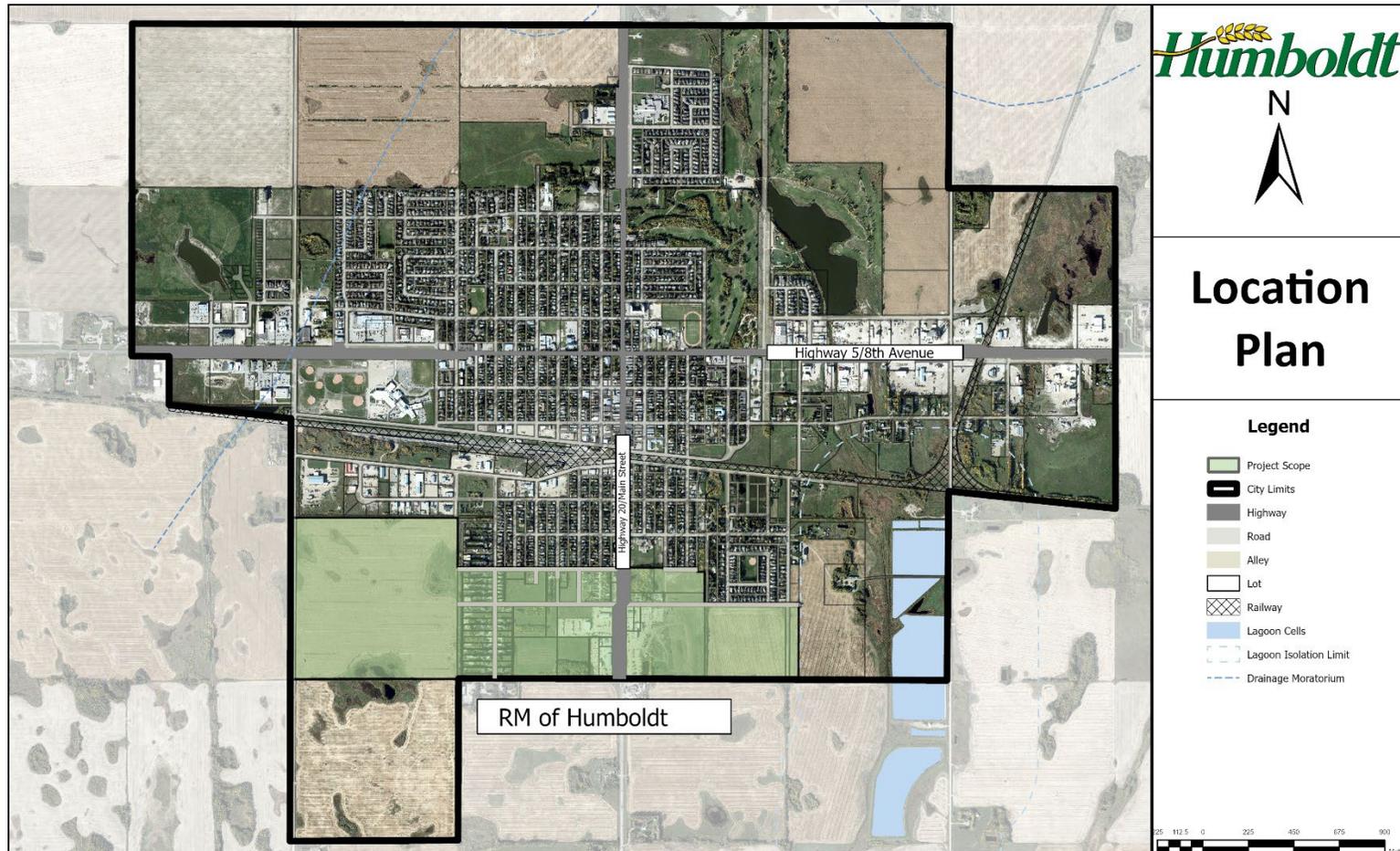


Figure 1 - Location Plan

Figure 2 – Zoning Districts

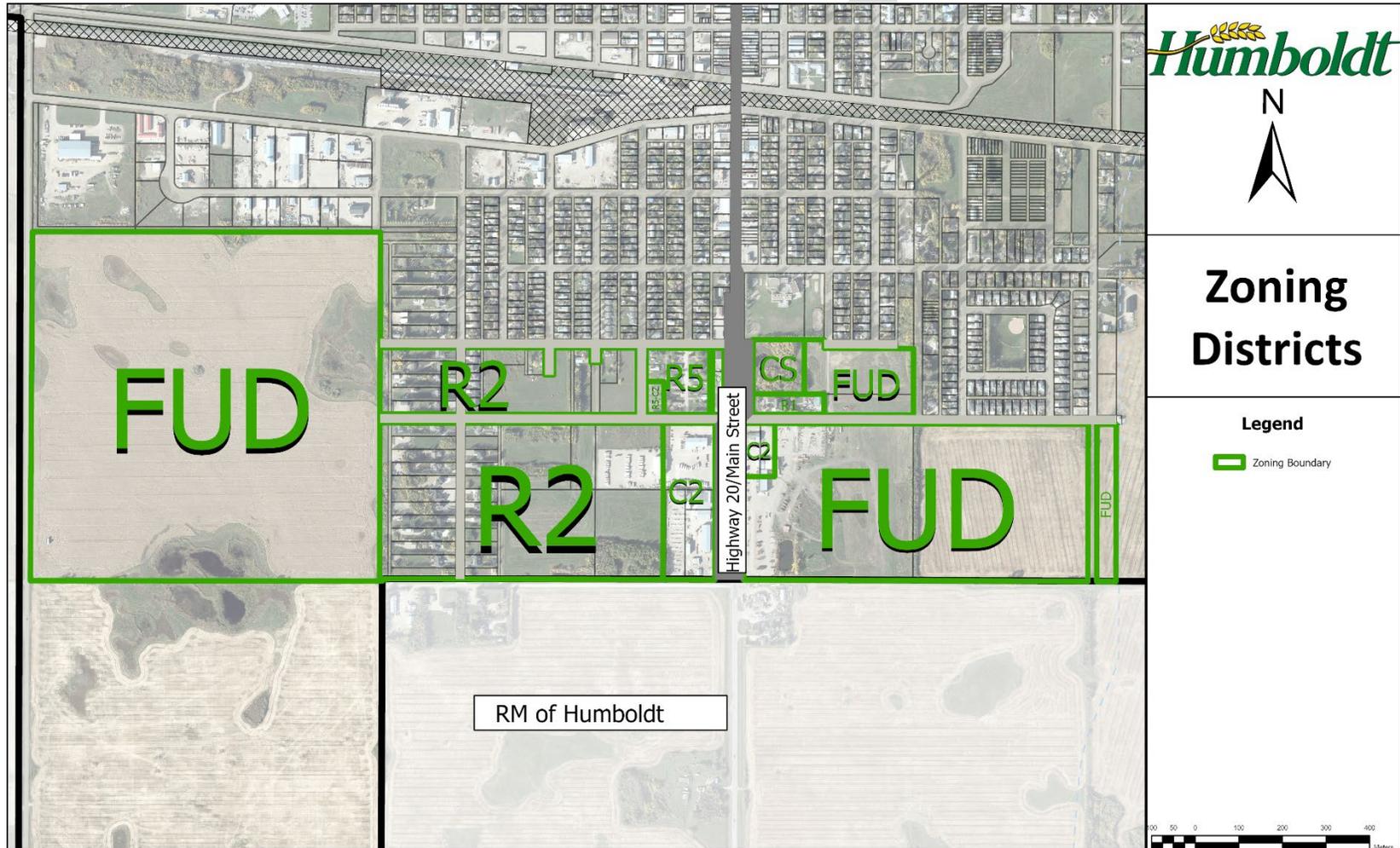


Figure 2 – Zoning Districts

Figure 3 – Existing Land Use

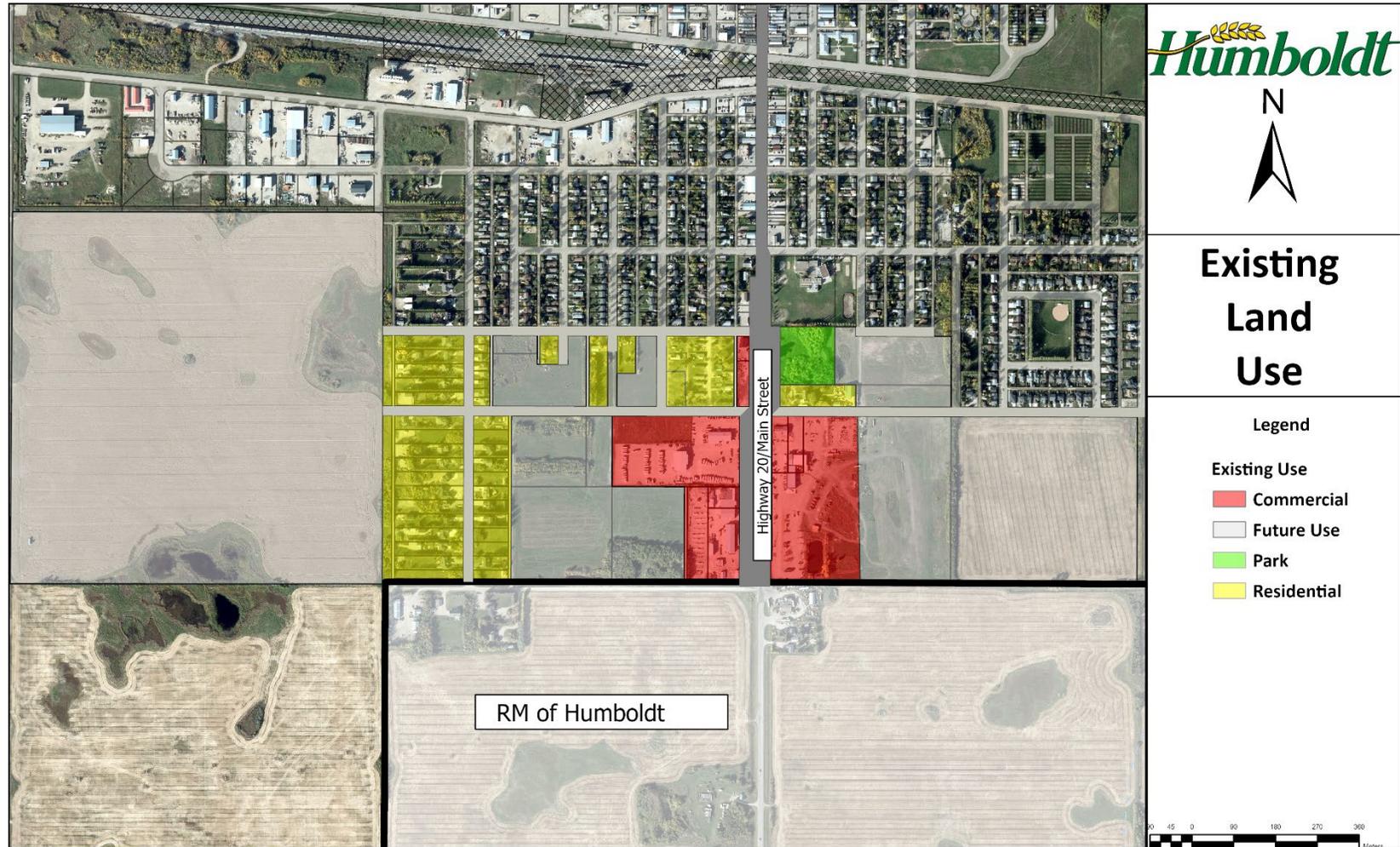


Figure 3 - Existing Land Use

Figure 4 – Topography

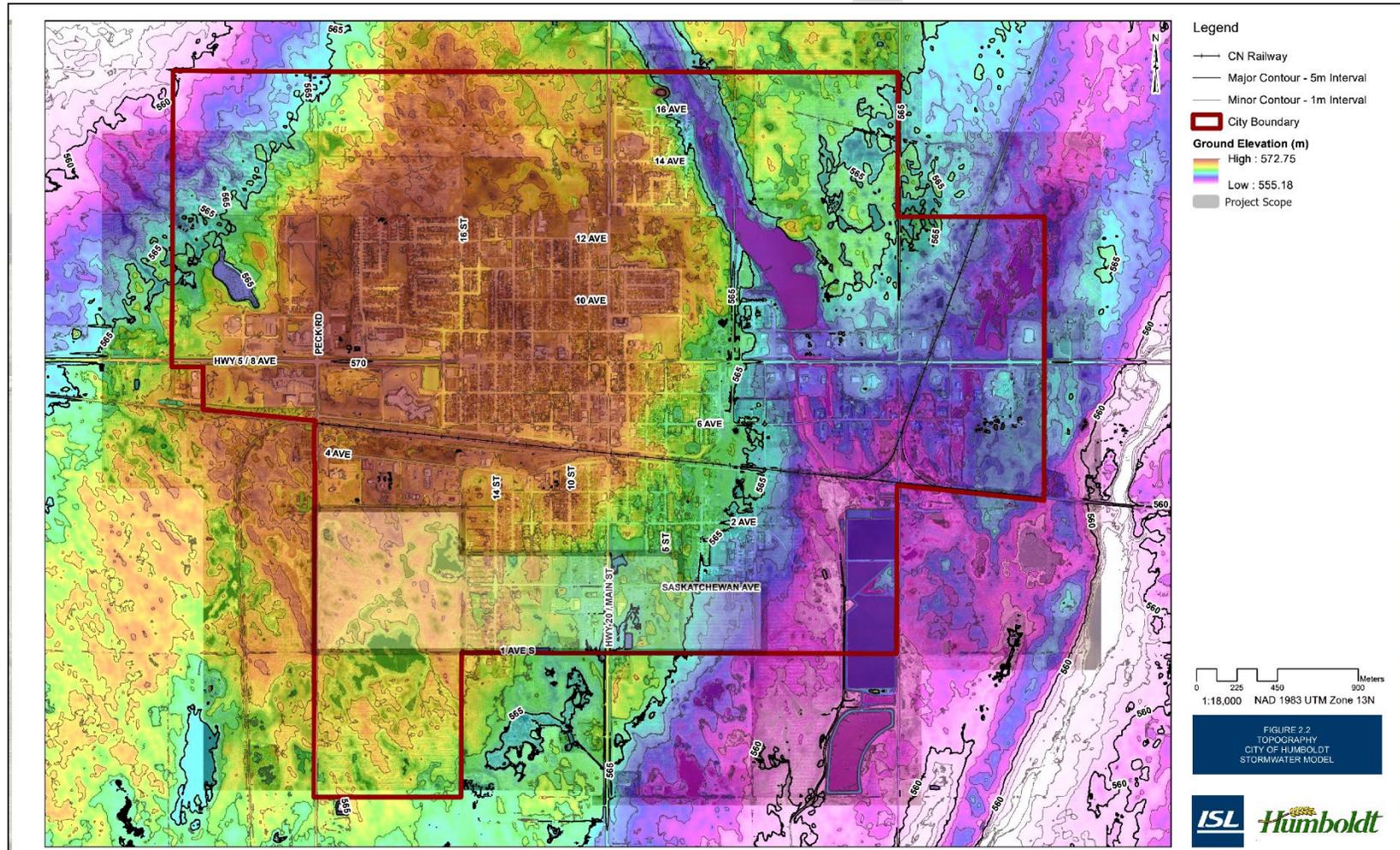


Figure 4 - Topography - Source: ISL Engineering and Land Services Ltd., City-wide Heavy Rainfall Stormwater Modelling Assessment, 2022 (edited to suit specific needs)

Figure 5 – Development Concept

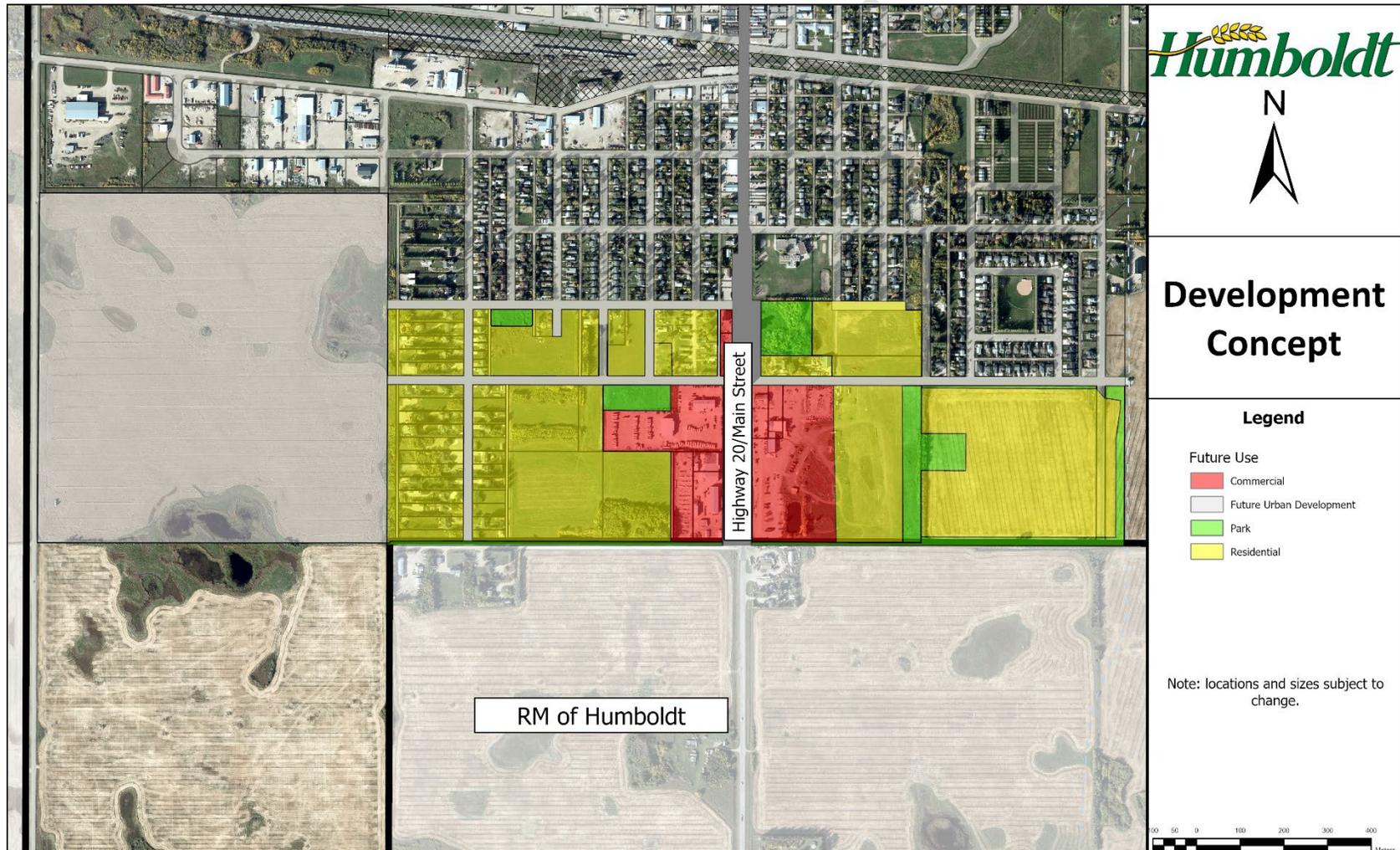


Figure 5 - Development Concept

Figure 6 – Storm Water Management

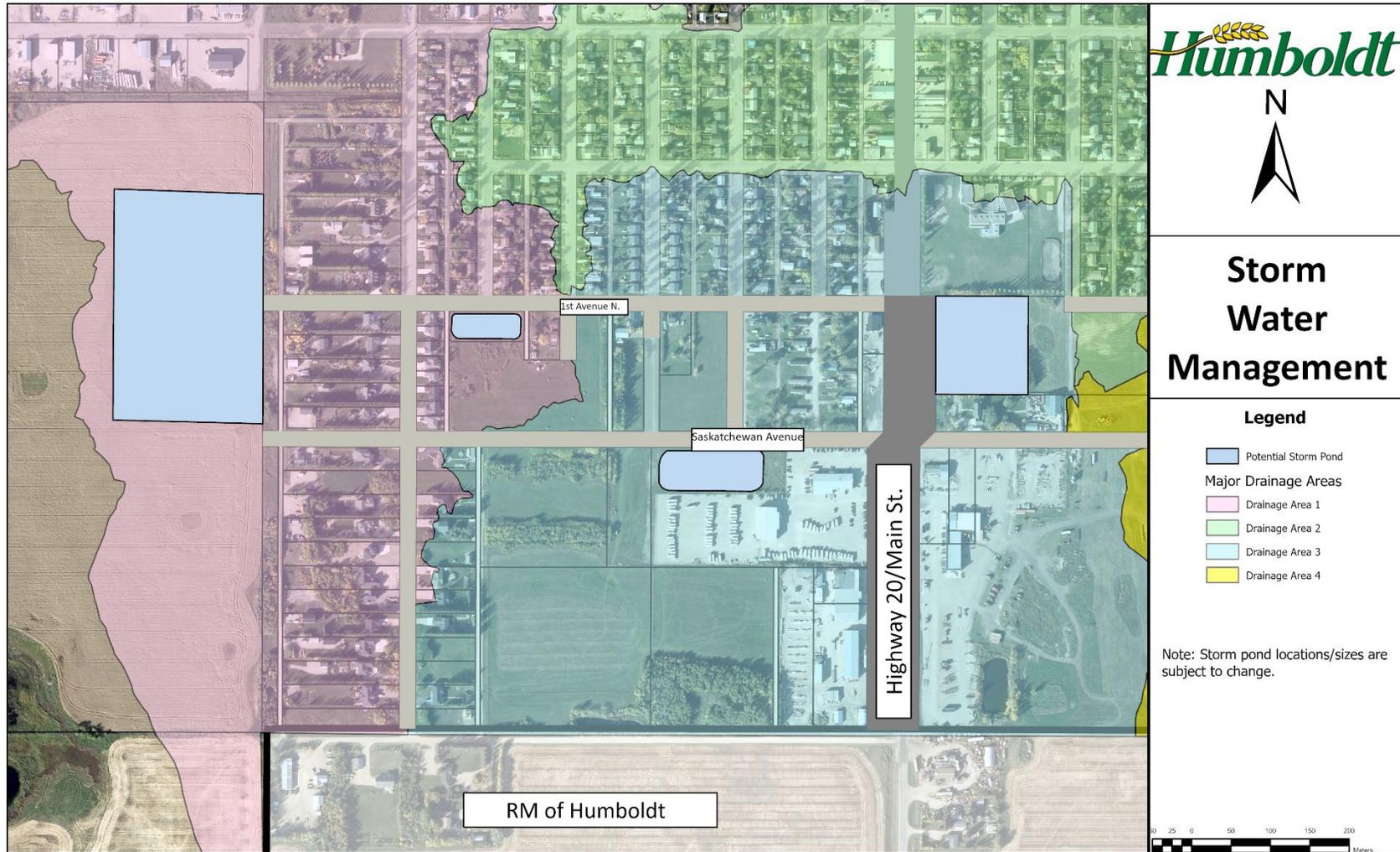


Figure 6 - Storm Water Management