



**City of Humboldt**  
**August 11, 2025 - Executive Committee Meeting - 05:35 PM**

- 1 Call To Order**
- 2 Land Acknowledgement**
- 3 Adopt Agenda**
  - 3.1 Conflict of Interest
- 4 Delegations - N/A**
- 5 Correspondence**
  - 📎 St Peter's College Invitation
- 6 Reports From Administration**
  - 6.1 Director of Protective Services' Reports
    - 📎 Report - Director of Protective Services
  - 6.2 City Controller's Report
    - 📎 Report - City Controller
  - 6.3 Director of Cultural Services' Report
    - 📎 Report - Director of Cultural Services
  - 6.4 Marketing and Development Manager's Report
    - 📎 Report - Marketing and Development Manager
  - 6.5 Director of Leisure Services' Report
    - 📎 Report - Director of Leisure Services
  - 6.6 Director of Public Works' Report
    - 📎 Report - Director of Public Works
  - 6.7 Leisure Service Project Summary Report
    - 📎 Report - Leisure Service Project Summary
  - 6.8 Public Works Project Summary Report
    - 📎 Report - Public Works Project Summary Report
- 7 New Business**
  - 7.1 Recommendation - City Controller - Breakfast and Snack Food Program - Humboldt Elementary Schools
    - 📎 Report - Breakfast and Snack Food Program - Humboldt Elementary Schools
  - 7.2 Recommendation - Finance Manager - Natural Gas Contract Authorization
    - 📎 Report - Natural Gas Contract Authorization
- 8 Enquiries**

- 9        **Committee of the Whole**
- 10      **Next Meeting**
- 11      **Adjourn**

*St. Peter's College*  
*invites you to celebrate Awards day*

*Saturday, September 20th, 2025*  
*At 10am*

RSVP TO [AWARDS.SPC@STPETERS.SK.CA](mailto:AWARDS.SPC@STPETERS.SK.CA)

ON OR BEFORE.

FRIDAY, SEPTEMBER 5TH,

**2025**





## CITY OF HUMBOLDT REPORT

**TITLE:** Director of Protective Services Report  
**PREPARED BY:** Mike Kwasnica, Director of Protective Services  
**REVIEWED BY:** Jace Porten, City Controller  
**PREPARED FOR:** Executive Committee  
**DATE:** August 11, 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 July 2025.

### CURRENT SITUATION

Notable information and updates:

#### 1. Fire Department -

- In City Area: 10 responses
  - 1 – Residential Fire alarm response.
  - 3 - Commercial Fire alarm response.
  - 4 – Vehicle Accident – 2-2 vehicle MVC, 1 Vehicle vs power pole, 1 Vehicle vs parked car.
  - 1 – Lift assist for EMS
  - 1 Vegetation fire – power pole.
- Weekend Standbys: 2
  - 4 – Regular Weekend Standby's
  - 1 – Fireworks standby
- Fire Department Practice: 3
  - Relay pumping
  - Ag Rescue operations
  - Lanigan Rodeo – First Aid
- HDFPA Area: 4 responses
  - 1 – Car vs moose
  - 1 – Truck vs deer
  - 1 - Single motorcycle accident
  - 1 - Equipment blocking highway



- We conducted 8 Fire inspections in June.

**2. Emergency Measures Operations**

No updates in July, meeting scheduled for Aug 6.

**3. Occupational Health and Safety**

No Update for July.

**OPTIONS**

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

**ATTACHMENTS**

CSO Report for July.

RCMP Report for July.

**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 July 2025  
**PREPARED BY:** Justin Tarrant, Community Safety Officer  
**REVIEWED BY:** Mike Kwasnica, Director of Protective Services  
**PREPARED FOR:** Executive Committee  
**DATE:** August 6, 2025

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### **RECOMMENDATION**

That this report be accepted for information and filed.

### **BACKGROUND**

This report reflects the activities of the CSO's for the month of July 2025.

### **CURRENT SITUATION**

July was a busy month for the CSO program. We saw the hiring of Bruce Ehalt, he will be providing services one day a week in both Lanigan and Watson as well as one day a week in Humboldt. CSO Tarrant assisted the fire department with the northern fires, CSO Ehalt covered the missing time. July had an emphasis placed on bylaw enforcement in relation to yards and building maintenance. There were 37 door knockers placed, 15 conversations and 3 orders written. None of June's expiring orders required City intervention. We continue to attempt to speak and work with homeowners to reach a mutually acceptable outcome before we issue orders.

Two court days were attended in the month of July.

The CSO's addressed the following violations/concerns:

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

During the month of July there were 24 traffic concerns addressed. A large portion of complaints were golf course related and are typically seen in the evenings.

#### **Traffic Safety Act:**

During the month of July there were approximately 8 traffic stops completed, resulting in 2 summary offence tickets.

Tickets for July are as follows:

- 2 – 241.1(2) – Cellphone

#### **Property Maintenance:**

As noted above July saw a focus placed on our nuisance and abatement bylaw as well as our property maintenance bylaw. We continue to do proactive patrols of alley ways and yards, stopping to talk with homeowners when we can and leaving door knockers when we can't. In addition, there are a few properties that are larger files, which require more time and co-operation with homeowners.

### **Animal Control:**

July had 12 concerns for animal control

- Several missing cats were reported in the swain/12<sup>th</sup> Ave area. None have been located.
- There were 4 cat traps placed
- 7 cats were taken to the SPCA/ Humboldt Animal Health Clinic.

### **RCMP Assists:**

No new files were received in the month of July.

### **OPTIONS**

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

### **ATTACHMENTS**

None.

### **COMMUNICATION AND ENGAGEMENT**

The CSO's 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.

### **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

August 1, 2025

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

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

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

Reported incidents up down this month (160) as compared to last month (126), and up from July 2024 (142). Traffic charges are up this month (25) compared to last month (13) and up from July 2024 (15).

There were (4) reported False Alarms this month. This is up from last month (3), and down from July 2024 (10).

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 72.

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 JULY 2025**

	<b>DATE</b>	<b>HOURS</b>	<b>LOCATION</b>	<b>OVERTIME</b>	<b>ATTENDED</b>
<b>1</b>	<b>2025-07-02</b>	<b>10:30</b>	<b>703 8 Street – Royal Bank</b>	<b>N</b>	<b>Y</b>
<b>2</b>	<b>2025-07-03</b>	<b>21:26</b>	<b>1715 8 Avenue – Red Apple</b>	<b>N</b>	<b>N</b>
<b>3</b>	<b>2025-07-04</b>	<b>17:41</b>	<b>609 9 Street – Field’s</b>	<b>N</b>	<b>Y</b>
<b>4</b>	<b>2025-07-22</b>	<b>04:09</b>	<b>71 Main Street – Rona</b>	<b>N</b>	<b>N</b>

## HUMBOLDT CITY DETACHMENT

### POLICING STATISTICS

### MONTH OF JULY 2025

HUMBOLDT MUNICIPAL 2024	HUMBOLDT MUNICIPAL 2025	OFFENCE CATEGORY
1	10	MVA's (Fatal/injury/Property Damage)
15	21	Traffic Offences (Charges Laid)
5	3	Traffic Offences (No Charges Laid)
1	0	Traffic Offences (Criminal Code)
0	4	Impaired Operation of Motor Vehicle
0	0	Dangerous Driving (Criminal Code)
7	33	Provincial Statues
2	3	Municipal Bylaws
12	20	Other Criminal Code/Federal
0	0	Offensive Weapons
0	0	Drug Trafficking
0	1	Drug Possession
1	0	Sexual Offences
7	8	Robbery/Extortion/Harassments/Threats
1	10	Assaults
6	12	Theft Under \$5,000/Possess Stolen Prop.
2	3	Theft Over \$5,000/Theft of motor vehicle
11	18	Mischief
2	3	Frauds
1	3	Break, Enter and Theft
10	4	False Alarms
58	4	Other (Susp vehicle, animal calls, missing person, wellbeing check)
142	160	Total Calls



## CITY OF HUMBOLDT REPORT

**TITLE:** City Controller’s Report  
**PREPARED BY:** Jace Porten, City Controller  
**REVIEWED BY:** Jace Porten, City Controller  
**PREPARED FOR:** Executive Committee  
**DATE:** August 11, 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 month of July was busy for the Corporate Services department, with the tax deadline of July 31<sup>st</sup>, over \$4.4-million in tax payments were receipted in the month alone.

The City had suffered a server power off due to insufficient available storage on the local data drive in late July. There was no data loss that’s apparent, but it did disrupt operations for an afternoon. The City’s IT support was able to get the server back online overnight, but it does highlight the need for the City to explore a more permanent server solution soon.

Corporate Services is exploring training programs to explore maintaining of training records and also potentially host valuable training programs for staff development.

Administration will begin 2026 budget meetings in August, with the intent of bringing an in-camera report to an upcoming Executive Committee meeting with the anticipated cost of maintaining service levels.

### 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:** August 11, 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 seven months of 2025. Some variances exist due to timing of allocated budget, and when the expenses or revenues are recorded.

Variances greater than \$17,500 are listed below:

<b>Cost Centre</b>	<b>Variance</b>	<b>Explanation</b>
General Government – Information Technology	(40,989)	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.
<b>Protective Services – Fire Protection Administration</b>	<b>33,176</b>	<b>Over the summer, the City has sent multiple teams of firefighters to aid in the effort against the northern wildfires. This effort has increased the City’s expenses related to payroll and travel compensation. It is likely that this cost centre will have a significant variance for the remainder of the year.</b>
Leisure Services – General Recreation Administration	95,356	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 – Arena	37,477	The unfavourable variance of this cost centre is due to the purchase of the new white ice mesh system which was approved at a previous Council Meeting this year. This expense will be reclassified as a capital expense as it exceeds the threshold, nullifying this outage going forward.
Leisure Services – Aquatic Centre	103,113	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	(29,134)	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 is likely that this variance will remain present throughout the remainder of the year.
Leisure Services – Parks and Playgrounds	29,045	<b>The outage with respect to this cost centre is primarily driven by Leisure Services staff spending a significant amount of time tending to parks within the City. As the year continues, this cost centre will likely revert to within typical tolerances.</b>
Utilities – Utility Administration	(53,702)	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	64,153	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	38,993	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.
Utilities – Lagoon	(273,592)	<b>In 2024, the City was facing significant uncertainty regarding the cash flow requirements for the new Wastewater Treatment Facility (WWTF). As a result,</b>

		administration anticipated the need for more and larger draws from the WWTF loan than the \$5,000,000 currently drawn. This has significantly reduced the amount of interest paid thus far in the year which has resulted in the current variance.
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**COMMUNICATION AND ENGAGEMENT**

No external communications or engagement required.

**ATTACHMENTS**

- Budget to Actual for the six months ending July 31, 2025.
- July 2025 Payment Listing.
- July 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	(\$8,934,016)	(\$8,917,820)	(\$16,196)	(\$8,927,220)	(\$8,456,286)
Grants	-9,862,855	-9,873,955	11,100	-17,170,710	-9,197,296
<b>TOTAL TAXES AND GIL</b>	<b>-18,796,871</b>	<b>-18,791,775</b>	<b>-5,096</b>	<b>-26,097,930</b>	<b>-17,653,582</b>
<b>Administration</b>					
General Administration	389,581	383,555	6,026	645,230	201,075
Information Technology	77,801	118,790	-40,989	190,640	78,758
City Manager's Office	152,194	139,270	12,924	225,520	127,871
Elected Officials	117,729	115,125	2,604	188,300	104,867
Other General Administration	-30	2,500	-2,530	34,330	984
<b>TOTAL ADMINISTRATION</b>	<b>737,275</b>	<b>759,240</b>	<b>-21,965</b>	<b>1,284,020</b>	<b>513,555</b>
<b>Communications</b>					
Corporate Communications	74,977	68,550	6,427	126,790	131,701
<b>TOTAL COMMUNICATION AND DEV</b>	<b>74,977</b>	<b>68,550</b>	<b>6,427</b>	<b>126,790</b>	<b>131,701</b>
<b>Fire and Building Inspections</b>					
Fire Protection Administration	323,346	290,170	33,176	584,340	260,487
Fire Fleet and Equipment	-55,386	-44,980	-10,406	-117,040	-23,346
Fire Hall Building	16,570	15,660	910	26,720	14,026
Building Inspection Services	21,796	6,200	15,596	6,410	3,206
<b>TOTAL FIRE AND BLDG INSP</b>	<b>306,326</b>	<b>267,050</b>	<b>39,275</b>	<b>500,430</b>	<b>254,373</b>
<b>Bylaw and Policing</b>					
Bylaw Enforcement	91,181	79,120	12,061	127,000	69,893
Animal Licensing & Control	-7,873	-7,090	-783	-7,950	-6,212
Business Licensing	-74,950	-80,270	5,320	-85,000	-75,050
RCMP Policing	147,190	144,860	2,330	893,110	143,274
Other Protective Services	323	11,835	-11,512	44,490	15,377
Health and Safety	52,748	52,430	318	88,670	45,738
<b>TOTAL BYLAW AND POLICING</b>	<b>208,619</b>	<b>200,885</b>	<b>7,734</b>	<b>1,060,320</b>	<b>193,020</b>
<b>Planning and Development</b>					
Economic Development	32,707	38,020	-5,313	136,000	9,800
Planning and Development	78,917	95,220	-16,303	227,170	37,800
<b>TOTAL PLANNING &amp; DEVELOPMENT</b>	<b>111,624</b>	<b>133,240</b>	<b>-21,616</b>	<b>363,170</b>	<b>47,600</b>
<b>Leisure Services</b>					
General Recreation Administration	373,336	277,980	95,356	1,123,240	226,843
Lottery Grant	-54,297	-54,300	3	0	3,000
Leisure Pass Program	-43,938	-41,280	-2,658	-75,700	-45,401
LED Sign	-10,777	0	-10,777	-8,000	37
Facilities Maintenance	174,124	188,860	-14,736	339,220	152,107
Arena	304,467	266,990	37,477	457,690	226,034
Fitness Centre	3,254	10,590	-7,336	18,670	1,183
Community Centre	101,214	98,890	2,324	152,880	103,673
Curling Rink	5,199	15,370	-10,171	55,150	15,934
Aquatic Centre	291,383	188,270	103,113	336,160	204,938
Concessions	-13,264	15,870	-29,134	0	-1,772
Parks and Playgrounds	270,495	241,450	29,045	446,660	161,716
Spray Park	7,184	14,300	-7,116	21,790	5,793
Community Gardens	1,620	410	1,210	770	507
Weed and Insect Control	204	11,580	-11,376	17,500	339
Urban Beautification	1,611	4,000	-2,389	8,000	0
Urban Forest	16,189	2,540	13,649	38,650	15,412
Trail System	3,563	8,790	-5,227	12,380	6,489
Historical Campground	2,877	-1,270	4,147	12,190	-14



	ACTUAL	YTD BUD	VARIANCE	ANNUAL	PRIOR YEAR
Recreation Special Events	56,358	68,770	-12,412	158,580	59,624
Summer Sizzler	14,267	4,000	10,267	0	1,505
Joint Use Administration	-3,507	-19,810	16,303	-9,000	-3,211
Leisure Services Fleet	-60,738	-44,700	-16,038	-104,460	-28,701
<b>TOTAL LEISURE SERVICES</b>	<b>1,440,824</b>	<b>1,257,300</b>	<b>183,521</b>	<b>3,002,370</b>	<b>1,106,035</b>
<b>Library</b>					
Library Services	177,099	179,425	-2,326	205,300	161,802
<b>TOTAL LIBRARY</b>	<b>177,099</b>	<b>179,425</b>	<b>-2,326</b>	<b>205,300</b>	<b>161,802</b>
<b>Cultural Services</b>					
Museum Services	86,328	69,840	16,488	105,170	176,634
Museum Building	75,888	87,100	-11,212	187,900	27,722
Merchants Bank - Gallery Building	101,555	95,180	6,375	165,200	30,805
Original Humboldt	12,952	6,610	6,342	8,930	-3,597
Humboldt Public Art	26,215	24,510	1,705	33,000	-1,013
Water Tower	-2,899	5,000	-7,899	7,620	-321
<b>TOTAL CULTURAL SERVICES</b>	<b>300,039</b>	<b>288,240</b>	<b>11,798</b>	<b>507,820</b>	<b>230,230</b>
<b>Public Health</b>					
Waste Mangement	37,876	50,700	-12,824	50,000	49,810
Cemetery Administration	-20,545	-15,460	-5,085	-24,940	-24,820
Mobility Van	32,194	38,010	-5,816	74,500	26,663
Transit Fleet	-15,040	-7,970	-7,070	-18,900	-763
Other Public Health	0	0	0	9,500	0
<b>TOTAL PUBLIC HEALTH</b>	<b>34,485</b>	<b>65,280</b>	<b>-30,795</b>	<b>90,160</b>	<b>50,890</b>
<b>Transportation</b>					
Transportation Admin	260,609	273,460	-12,851	1,882,540	200,070
Street Lighting	74,121	74,120	1	154,420	87,726
Street Systems	245,025	232,300	12,725	589,060	120,624
Street Sweeping	40,492	41,250	-758	79,580	28,680
Storm Water Infrastructure	78,577	90,370	-11,793	236,140	119,224
Street and Curb Painting	80	12,000	-11,920	20,000	10,728
Public Works Shop	65,903	74,320	-8,417	123,950	73,980
Snow and Ice Control	211,318	212,020	-702	462,770	189,095
EmulsionTreated Roads Mtee	10,240	9,100	1,140	17,630	3,396
Gravel Road Mtee	47,621	48,560	-939	88,740	45,396
Back Lane Mtee	8,450	16,750	-8,300	27,540	9,980
Dust Control	21,209	28,850	-7,641	29,400	38,677
Transportation Equipment	-103,990	-109,490	5,500	-281,080	-135,338
Traffic Signals	21,231	27,860	-6,629	47,840	10,934
Traffic Signs	3,773	15,540	-11,767	26,440	10,996
Sidewalk Mtee	17,058	21,350	-4,292	79,180	29,365
Ditch Mowing	20,095	21,720	-1,625	41,270	18,015
Winter Sidewalks	6,839	9,700	-2,861	16,660	5,870
Airport	9,830	9,550	280	4,690	13,760
Christmas Decorations	4,197	5,420	-1,223	18,930	3,740
<b>TOTAL TRANSPORTATION</b>	<b>1,042,678</b>	<b>1,114,750</b>	<b>-72,072</b>	<b>3,665,700</b>	<b>884,918</b>
<b>Utilities</b>					
Utility Administration	-1,617,932	-1,564,230	-53,702	-1,829,440	-1,348,715
Water Main Mtee	225,223	161,070	64,153	303,020	161,465
Water Distribution Facility	123,032	111,740	11,292	199,370	94,582
Water Meter Reading & Billing	94,442	79,200	15,242	211,920	229,511
Sewer Mains	132,163	93,170	38,993	195,770	111,384
Lagoon	191,478	465,070	-273,592	966,890	162,968
Lift Stations	63,326	79,600	-16,274	173,410	79,020
<b>TOTAL UTILITIES</b>	<b>-788,268</b>	<b>-574,380</b>	<b>-213,887</b>	<b>220,940</b>	<b>-509,785</b>



	ACTUAL	YTD BUD	VARIANCE	ANNUAL	PRIOR YEAR
<b>Land Development</b>					
Land Development	-155,485	-166,050	10,565	-291,800	-668,628
<b>TOTAL LAND DEVELOPMENT</b>	<b>-155,485</b>	<b>-166,050</b>	<b>10,565</b>	<b>-291,800</b>	<b>-668,628</b>
<b>SUM OF OPERATIONS</b>	<b>-15,306,678</b>	<b>-15,198,245</b>	<b>-108,436</b>	<b>-15,362,710</b>	<b>-15,257,871</b>
<b>Capital</b>					
Protective Services Capital	14,324	0	14,324	0	0
Leisure Services Capital	231,879	580,000	-348,121	580,000	547,884
Public Health Capital	159,840	265,450	-105,610	265,450	182,900
Transportation Capital	217,437	1,515,660	-1,298,223	1,515,660	639,789
Utilities Capital	8,191,578	1,509,340	6,682,238	1,509,340	7,257,520
<b>TOTAL CAPITAL EXPENDITURES</b>	<b>8,815,058</b>	<b>3,870,450</b>	<b>4,944,608</b>	<b>3,870,450</b>	<b>8,628,093</b>

## July 2025 Payment Listing

Date	Payment Number	Vendor Name	Amount Paid
2025-07-02	44918	Fischl, Bruce	\$700.00
2025-07-02	CHAMBERS 0725	Chambers of Commerce Group Ins	\$25,841.69
2025-07-02	Pre-Authorized	Elavon	\$1,251.19
2025-07-04	44919	Bruce Ehalt	\$53.20
2025-07-04	44920	Jebb Construction	\$860.25
2025-07-04	44921	Mikayla Kambeitz	\$177.59
2025-07-04	44922	POSSBERG TAYLOR	\$166.49
2025-07-04	44923	Corrine Richardson	\$25.00
2025-07-04	44924	Spider Heavy Duty Repair	\$1,634.32
2025-07-04	44925	Staging Canadell	\$235.88
2025-07-04	44926	KELLER TARA	\$222.37
2025-07-04	44927	NOVECOSKY ERVIN & RITA	\$131.78
2025-07-04	BMO CC 0625	BMO MasterCard	\$19,486.05
2025-07-04	EFT05778	Peter Bergquist	\$306.81
2025-07-04	EFT05779	Joe Day	\$3,287.62
2025-07-04	EFT05780	Direct Drive Taxi	\$4,661.00
2025-07-04	EFT05781	Discovery Ford Sales Ltd.	\$78.98
2025-07-04	EFT05782	Dzinehaus Computers Inc	\$216.45
2025-07-04	EFT05783	Gregg Distributors LP	\$168.44
2025-07-04	EFT05784	HBI Office Plus Inc.	\$433.05
2025-07-04	EFT05785	Hergott Electric Ltd.	\$321.17
2025-07-04	EFT05786	Humboldt Home Hardware	\$2,447.61
2025-07-04	EFT05787	Robert Muench	\$3,383.94
2025-07-04	EFT05788	Office Experts	\$48.02
2025-07-04	EFT05789	Pattison Agriculture	\$193.74
2025-07-04	EFT05790	Pleasureway Sales	\$3,195.38
2025-07-04	EFT05791	Quality Tire Service, Humboldt	\$464.24
2025-07-04	EFT05792	Redhead Equipment	\$57.01
2025-07-04	EFT05793	Safesidewalks Canada Inc.	\$0.01
2025-07-04	EFT05794	S & R Vac	\$1,018.50
2025-07-04	EFT05795	Strueby Plumbing & Heating	\$185.51
2025-07-04	EFT05796	Sutherland Automotive	\$434.76
2025-07-04	EFT05797	TK Elevator (Canada) Limited	\$1,082.78
2025-07-04	EFT05798	TMH Flo Solutions	\$0.01
2025-07-07	EFT05799	Greater Saskatoon Catholic Sch	\$212,050.54
2025-07-07	Pre-Authorized	RBC Royal Bank	\$658.54
2025-07-08	EPT 0625	Ministry of Finance	\$135,924.58
2025-07-10	44928	Humboldt Motors	\$765.05
2025-07-10	44929	Prairies North	\$630.00
2025-07-10	44930	Receiver General of Canada	\$52,759.36
2025-07-10	44931	Schenn`s Farm Supply	\$33.30
2025-07-10	44932	SUMAssure	\$5,000.00
2025-07-10	44933	BEZTILUY MICHAEL	\$114.46
2025-07-10	44934	EBONITE NAPOLEON & APRIL	\$118.44
2025-07-10	44935	SCHWEIGHARDT PATRICK	\$116.03

2025-07-10	44936	101185462 SASK LTD	\$147.28
2025-07-10	44937	EDWARDS COLE	\$36.35
2025-07-10	44938	GREENSLADE CHRIS & FANESSA	\$39.94
2025-07-10	44939	NOEL CODY	\$183.20
2025-07-10	44940	NGUYEN CANH & THI CHU DIEM	\$105.39
2025-07-10	44941	BUTTINGER DON & ROSEMARIE	\$94.30
2025-07-10	44942	DIRECT SURPLUS #2	\$103.02
2025-07-10	EFT05800	ALS Canada Ltd.	\$1,969.17
2025-07-10	EFT05801	Brockman Enterprises Ltd.	\$257,455.70
2025-07-10	EFT05802	Canadian Union of Public Emplo	\$3,540.47
2025-07-10	EFT05803	Cleartech Industries Inc.	\$15,092.68
2025-07-10	EFT05804	Colony Chevrolet GMC Buick Ltd	\$22.34
2025-07-10	EFT05805	GEM Refrigeration	\$0.01
2025-07-10	EFT05806	Gregg Distributors LP	\$714.45
2025-07-10	EFT05807	MLT Aikins LLP	\$4,524.50
2025-07-10	EFT05808	Municipal Employees Pension Pl	\$30,146.80
2025-07-10	EFT05809	Pattison Agriculture	\$103.79
2025-07-10	EFT05810	Pinter & Associates	\$24,339.00
2025-07-10	EFT05811	Redhead Equipment	\$16.18
2025-07-10	EFT05812	Ricoh Canada Inc.	\$4,706.07
2025-07-10	EFT05813	Safesidewalks Canada Inc.	\$16,650.00
2025-07-10	EFT05814	Saskatchewan Research Council	\$579.61
2025-07-10	EFT05815	SENDR	\$50.52
2025-07-10	EFT05816	Tiger Calcium Services Inc.	\$7,933.70
2025-07-10	EFT05817	WestCrete Curb and Landscape	\$49,668.73
2025-07-10	EFT05818	Wheelers Wholesale Ltd.	\$1,017.50
2025-07-10	SK IBC 0725	SaskTel	\$3,844.84
2025-07-10	SK WIRELINE 0625	SaskTel	\$2,376.40
2025-07-10	SK WR 0625	SaskTel	\$273.06
2025-07-17	44943	Animal Health Clinic of Humbol	\$266.40
2025-07-17	44944	Bolt Cleaners	\$595.50
2025-07-17	44945	Maria Cecillia Carandang	\$68.00
2025-07-17	44946	Con-Tech General Contractors L	\$428,526.05
2025-07-17	44947	Danish Oven Limited	\$700.00
2025-07-17	44948	Eddys All In Services	\$3,743.60
2025-07-17	44949	Horizon School Division	\$11,585.94
2025-07-17	44950	HUMBOLDT & AREA TEAM T1D	\$745.00
2025-07-17	44951	Levick-Brown, Carrie	\$100.00
2025-07-17	44952	Nat's Playhouse	\$6,499.05
2025-07-17	44953	Olynick Water & Sewer Ltd.	\$3,385.50
2025-07-17	44954	Zubaida Osman	\$206.78
2025-07-17	44955	Patrick Purcell	\$265.00
2025-07-17	44956	Kenneth Riese	\$135.19
2025-07-17	44957	Saskatchewan Economic Developm	\$519.75
2025-07-17	44958	G. Patricia Scott	\$231.39
2025-07-17	44959	SGI	\$222.00
2025-07-17	44960	Jill Sullivan	\$58.50

2025-07-17	44961	Nikki Surka	\$36.75
2025-07-17	44962	HUEBNER GENE	\$180.93
2025-07-17	44963	ABBS JENNIFER	\$169.74
2025-07-17	44964	ESTATE OF LOIS THEISSING	\$86.28
2025-07-17	44965	MCHARG JEAN	\$77.25
2025-07-17	44966	ZEREBESKY BRYTON	\$37.75
2025-07-17	EFT05819	ABC Fire & Safety Equipment Lt	\$170.94
2025-07-17	EFT05820	Action Services Cleaning & Res	\$0.01
2025-07-17	EFT05821	ALS Canada Ltd.	\$224.81
2025-07-17	EFT05822	Aquam Specialiste	\$2,265.66
2025-07-17	EFT05823	Brockman Enterprises Ltd.	\$39,023.05
2025-07-17	EFT05824	Canadian Linen & Uniform Servi	\$200.77
2025-07-17	EFT05825	CJVR	\$210.00
2025-07-17	EFT05826	Cleartech Industries Inc.	\$18,006.96
2025-07-17	EFT05827	Discovery Ford Sales Ltd.	\$796.71
2025-07-17	EFT05828	Eecol Electric Corp	\$273.40
2025-07-17	EFT05829	Flocor	\$310.80
2025-07-17	EFT05830	Golden West Broadcasting Ltd.	\$1,102.50
2025-07-17	EFT05831	Graphic Ad	\$1,889.11
2025-07-17	EFT05832	Grain Bags Canada	\$190.88
2025-07-17	EFT05833	Greater Saskatoon Catholic Sch	\$6,799.21
2025-07-17	EFT05834	HBI Office Plus Inc.	\$1,440.93
2025-07-17	EFT05835	Hergott Electric Ltd.	\$263.44
2025-07-17	EFT05836	Hergott Farm Equipment Ltd.	\$156.55
2025-07-17	EFT05837	Humboldt & District Community	\$595.00
2025-07-17	EFT05838	JBB Consultants & Engineers In	\$9,523.50
2025-07-17	EFT05839	KMK Sales Ltd.	\$303.69
2025-07-17	EFT05840	Sherry Kwasnica	\$26.09
2025-07-17	EFT05841	Lifesaving Society	\$1,229.71
2025-07-17	EFT05842	Millsap Fuel Distributors Ltd.	\$11,008.39
2025-07-17	EFT05843	MLT Aikins LLP	\$305.25
2025-07-17	EFT05844	NorthEastNow	\$252.00
2025-07-17	EFT05845	Pinter & Associates	\$19,471.20
2025-07-17	EFT05846	Prairie Diesel Inc.	\$2,025.92
2025-07-17	EFT05847	Quality Tire Service, Humboldt	\$464.10
2025-07-17	EFT05848	Rawlco Radio Ltd.	\$2,362.50
2025-07-17	EFT05849	REACT Waste Management	\$31,042.02
2025-07-17	EFT05850	SaskWater	\$182,621.32
2025-07-17	EFT05851	Saskatchewan Research Council	\$33.86
2025-07-17	EFT05852	Minster of Finance	\$2,813.85
2025-07-17	EFT05853	S & R Vac	\$908.25
2025-07-17	EFT05854	Stevenson Industrial Refrigera	\$1,871.89
2025-07-17	EFT05855	Success Office Systems	\$1,043.84
2025-07-17	EFT05856	Sutherland Automotive	\$57.72
2025-07-17	EFT05857	Toshiba Business Solutions	\$30.76
2025-07-17	EFT05858	United Rentals of Canada	\$5,591.81
2025-07-17	EFT05859	Vinyl Expressions	\$46.35

2025-07-17	EFT05860	Wolseley Canada Inc.	\$5,825.91
2025-07-17	EFT05861	Wee-Dig-Its	\$16,264.50
2025-07-21	Pre-Authorized	Moneris	\$16.92
2025-07-23	44967	Aurora Flags and Banners	\$1,786.37
2025-07-23	44968	Carfac Sask	\$80.00
2025-07-23	44969	Alexis Chicoine	\$37.50
2025-07-23	44970	Con-Tech General Contractors L	\$1,021,077.36
2025-07-23	44971	Dale & Jennifer Eggerman	\$125.42
2025-07-23	44972	Reynold Fortowsky	\$97.86
2025-07-23	44973	Humboldt Hammerheads Swim Team	\$460.00
2025-07-23	44974	Investor's Group Trust Co. #90	\$200.00
2025-07-23	44975	Jenkins, Garry	\$128.12
2025-07-23	44976	Melissa Loehr	\$75.00
2025-07-23	44977	McGill's Industrial Services I	\$18,716.46
2025-07-23	44978	MSA Safety Sales, LLC	\$1,150.58
2025-07-23	44979	Receiver General of Canada	\$59,186.73
2025-07-23	44980	SaskCulture	\$75.00
2025-07-23	44981	Kati Kesur	\$550.00
2025-07-23	44982	Sobeys Humboldt	\$462.23
2025-07-23	44983	ESTATE OF BECKER CAROLINE	\$125.31
2025-07-23	44984	HUEBNER DUSTIN & JENNA	\$15.80
2025-07-23	44985	DUNN DON & DIANNE	\$161.08
2025-07-23	44986	Weber & Gasper Barristers & So	\$1,188.80
2025-07-23	44987	Andrew Weiland	\$246.27
2025-07-23	EFT05862	Brockman Enterprises Ltd.	\$154,778.40
2025-07-23	EFT05863	Canadian Linen & Uniform Servi	\$208.87
2025-07-23	EFT05864	Catterall & Wright	\$163,084.64
2025-07-23	EFT05865	CJVR	\$1,029.00
2025-07-23	EFT05866	CKJH	\$1,239.00
2025-07-23	EFT05867	Joe Day	\$53.81
2025-07-23	EFT05868	Discovery Ford Sales Ltd.	\$688.36
2025-07-23	EFT05869	Graphic Ad	\$250.98
2025-07-23	EFT05870	Grain Bags Canada	\$384.67
2025-07-23	EFT05871	Gregg Distributors LP	\$514.99
2025-07-23	EFT05872	Hergott Electric Ltd.	\$1,334.68
2025-07-23	EFT05873	Humboldt Lumber Mart	\$2,376.84
2025-07-23	EFT05874	Jay's Transporation Group Ltd.	\$194.60
2025-07-23	EFT05875	KMK Sales Ltd.	\$249.49
2025-07-23	EFT05876	Millsap Fuel Distributors Ltd.	\$120.90
2025-07-23	EFT05877	Municipal Employees Pension Pl	\$29,980.62
2025-07-23	EFT05878	Office Experts	\$320.19
2025-07-23	EFT05879	Prairie Diesel Inc.	\$35.37
2025-07-23	EFT05880	Purolator Courier Ltd.	\$28.53
2025-07-23	EFT05881	Quality Tire Service, Humboldt	\$839.60
2025-07-23	EFT05882	SENDR	\$50.52
2025-07-23	EFT05883	Toshiba Business Solutions	\$508.51
2025-07-23	EFT05884	Van Houtte Coffee Services Inc	\$562.82

2025-07-23	EFT05885	Wheelers Wholesale Ltd.	\$877.28
2025-07-23	EFT05886	Rachel Wormsbecher	\$99.99
2025-07-23	PST 0625	Minister of Finance	\$1,070.19
2025-07-25	SK ENERGY 0625	Sask Energy	\$4,124.43
2025-07-30	Pre-Authorized	First Data	\$59.92
2025-07-31	44988	The Brick	\$220.89
2025-07-31	44989	Andrew Burgess	\$2,522.88
2025-07-31	44990	Celeste Delahey	\$700.00
2025-07-31	44991	Nicole Dusyk	\$1,003.50
2025-07-31	44992	Jennifer Michel	\$75.00
2025-07-31	44993	Saskatchewan Sheep Breeders' A	\$4,485.00
2025-07-31	44994	PUNK DONNA	\$27.80
2025-07-31	44995	NUNN LYNDELL	\$124.08
2025-07-31	44996	WALLAKER DEREK	\$138.72
2025-07-31	44997	Rochelle Voz	\$75.00
2025-07-31	44998	Western Litho Printers	\$161.29
2025-07-31	EFT05887	Auto Ethics Enterprises LTD	\$92.24
2025-07-31	EFT05888	Brockman Enterprises Ltd.	\$1,155.00
2025-07-31	EFT05889	Canadian Linen & Uniform Servi	\$153.37
2025-07-31	EFT05890	Coca-Cola Canada Bottling Limi	\$551.50
2025-07-31	EFT05891	Fastrack Logistics	\$25.20
2025-07-31	EFT05892	GEM Refrigeration	\$321.90
2025-07-31	EFT05893	Golden West Broadcasting Ltd.	\$1,580.25
2025-07-31	EFT05894	Gregg Distributors LP	\$241.44
2025-07-31	EFT05895	Hack to Hack Solution Inc	\$23,310.00
2025-07-31	EFT05896	Hergott Electric Ltd.	\$2,689.68
2025-07-31	EFT05897	Hi-Tech Welding, Machining & F	\$455.33
2025-07-31	EFT05898	Humboldt Home Hardware	\$3,854.53
2025-07-31	EFT05899	JBB Consultants & Engineers In	\$5,250.00
2025-07-31	EFT05900	SGL Canada	\$240.62
2025-07-31	EFT05901	Lifesaving Society	\$700.00
2025-07-31	EFT05902	Nelson Granite Limited	\$77.70
2025-07-31	EFT05903	Office Experts	\$647.04
2025-07-31	EFT05904	Pattison Agriculture	\$170.05
2025-07-31	EFT05905	Pleasureway Sales	\$393.48
2025-07-31	EFT05906	Purolator Courier Ltd.	\$40.60
2025-07-31	EFT05907	Quality Tire Service, Humboldt	\$67.67
2025-07-31	EFT05908	REACT Waste Management	\$20.24
2025-07-31	EFT05909	Saskatchewan Health Authority	\$69.00
2025-07-31	EFT05910	Stevenson Industrial Refrigera	\$1,770.67
2025-07-31	EFT05911	Strueby Plumbing & Heating	\$2,132.65
2025-07-31	EFT05912	Technical Safety Authority of	\$856.00
2025-07-31	EFT05913	Toshiba Business Solutions	\$192.55
2025-07-31	EFT05914	Landon Yaworski	\$181.39
2025-07-31	SK MOBILE 0625	SaskTel Mobility	\$1,275.92
2025-07-31	SK POWER 0625	SaskPower	\$39,362.06



# 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>	\$ 82,718.40
<b>Statement Date (MM/DD/YYYY):</b>	07/15/2025	<b>Currency:</b>	CANADIAN DOLLAR
<b>Payment Due Date (MM/DD/YYYY):</b>	08/11/2025		

## Statement Summary:

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

<b>Previous Balance:</b>	\$ 19,486.05
<b>Payments:</b>	\$ -19,486.05
<b>Adjustments:</b>	\$ 0.00
<b>Net Purchases:</b>	\$ 17,281.60
<b>Cash Advance:</b>	\$ 0.00
<b>Fees:</b>	\$ 0.00
<b>Other Charges:</b>	\$ 0.00
<b>New Account Balance:</b>	\$ 17,281.60

## 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>					
07/04	07/04 600048366	AUTOMATIC PYMT RECEIVED	\$ -19,486.05	\$ 0.00	\$ -19,486.05

<b>TOTAL CREDITS</b>	<b>xxxx-xxxx-xxxx-8859</b>	<b>\$ -19,486.05</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>					
06/13	06/16 597300880	SASKATCHEWAN CONSTRUCT REGINA SK	\$ 50.00 002327	\$ 5.50 (e)	\$ 55.50
06/13	06/16 597300878	BIS SAFETY SOFTWARE SHERWOOD PARK AB	\$ 147.97 046727	\$ 7.40 (e)	\$ 155.37
06/14	06/16 597300879	TELUS MOBILITY PREAUTH EDMONTON AB	\$ 63.63 076549	\$ 7.00 (e)	\$ 70.63
06/16	06/19 597765673	SANDMAN H SANDMAN 01-0 SASKATOON SK	\$ 163.93 039435	\$ 18.03 (e)	\$ 181.96
06/17	06/19 597765672	SANDMAN H SANDMAN 01-0 SASKATOON SK	\$ 165.67 070757	\$ 18.22 (e)	\$ 183.89
06/20	06/20 598036678	AMAZON.CA NO0VY17L2 AMAZON.CA ON	\$ 70.38 002404	\$ 7.72	\$ 78.10
06/30	07/01 599716391	APPLE.COM/BILL 866-712-7753 ON	\$ 1.29 025943	\$ 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>\$ 726.88</b>

**Card Number xxxx-xxxx-xxxx-0134 DAY, JOE**

06/25	06/27	COS PKG PAY STN SASKATOON SK	\$ 6.76	\$ 0.74 (e)	\$ 7.50
	599141365		032730		
			<b>TOTAL CREDITS</b>	<b>xxxx-xxxx-xxxx-0134</b>	<b>\$ 0.00</b>
			<b>TOTAL DEBITS</b>	<b>xxxx-xxxx-xxxx-0134</b>	<b>\$ 7.50</b>

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

07/14	07/15	PRAIRIE STEEL PRODUCTS CLAVET SK	\$ 1,285.85	\$ 141.44 (e)	\$ 1,427.29
	601676856		030328		
			<b>TOTAL CREDITS</b>	<b>xxxx-xxxx-xxxx-9885</b>	<b>\$ 0.00</b>
			<b>TOTAL DEBITS</b>	<b>xxxx-xxxx-xxxx-9885</b>	<b>\$ 1,427.29</b>

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

06/16	06/17	AMZN MKTP CA WWW.AMAZON.CA ON	\$ -2.89	\$ -0.32 (e)	\$ -3.21
	597495938		000000		
06/18	06/19	KNIGHT ARCHER INSURANC HUMBOLDT SK	\$ 1,058.23	\$ 116.41 (e)	\$ 1,174.64
	597765596		075823		
06/19	06/19	APPLE.COM/CA 800-676-2775 ON	\$ 119.00	\$ 13.09	\$ 132.09
	597765597		018266		
06/20	06/23	SOBEYS HUMBOLDT #5395 HUMBOLDT SK	\$ 16.19	\$ 1.78 (e)	\$ 17.97
	598200874		076925		
06/23	06/24	AMZN MKTP CA NQ21W70P2 WWW.AMAZON.CA ON	\$ 70.46	\$ 7.75	\$ 78.21
	598519051		086348		
06/23	06/25	SGI-MY SGI REGINA SK	\$ 1,296.97	\$ 142.67 (e)	\$ 1,439.64
	598796281		095854		
06/24	06/26	SGI-MY SGI REGINA SK	\$ 68.94	\$ 7.58 (e)	\$ 76.52
	598927925		001380		
06/24	06/26	SGI-MY SGI REGINA SK	\$ 2,302.68	\$ 253.30 (e)	\$ 2,555.98
	598927923		070861		
06/24	06/26	SGI-MY SGI REGINA SK	\$ 979.82	\$ 107.78 (e)	\$ 1,087.60
	598927924		090111		
06/24	06/27	SOBEYS HUMBOLDT #5395 HUMBOLDT SK	\$ 65.15	\$ 7.17 (e)	\$ 72.32
	599141288		072580		
06/25	06/27	SGI-MY SGI REGINA SK	\$ 1,153.73	\$ 126.91 (e)	\$ 1,280.64
	599141287		054280		
06/29	06/30	ADOBE SAN JOSE CA	\$ 29.99	\$ 3.30	\$ 33.29
	599444636		068094		
07/10	07/14	SGI-MY SGI REGINA SK	\$ 272.34	\$ 29.96 (e)	\$ 302.30
	601478037		006222		
07/11	07/14	ADOBE SAN JOSE CA	\$ 25.99	\$ 2.86	\$ 28.85
	601478036		053750		
07/13	07/14	AMAZON.CA NR9LT3ZH1 AMAZON.CA ON	\$ 46.12	\$ 5.05	\$ 51.17
	601478114		060066		
07/14	07/15	INFORMA CANADA INC Y TORONTO ON	\$ 472.03	\$ 51.92 (e)	\$ 523.95
	601676858		010825		
07/14	07/15	HUMBOLDT CO-OP ASSN. # HUMBOLDT SK	\$ 51.50	\$ 5.66 (e)	\$ 57.16
	601676857		082502		

**TOTAL CREDITS** xxxx-xxxx-xxxx-5955 **\$ -3.21**  
**TOTAL DEBITS** xxxx-xxxx-xxxx-5955 **\$ 8,912.33**

**Card Number xxxx-xxxx-xxxx-2594 Kwasnica, Mike**

06/16	06/17 597495939	TERRYS NO FRILLS 3608 HUMBOLDT SK	\$ 26.00 082575	\$ 2.86 (e)	\$ 28.86
06/20	06/23 598200875	RONA HUMBOLDT LUMBER HUMBOLDT SK	\$ 12.73 062522	\$ 1.40 (e)	\$ 14.13
06/24	06/25 598796283	MONTANAS #3656 N-BATTLEFORD SK	\$ 74.41 060184	\$ 8.18 (e)	\$ 82.59
06/24	06/25 598796282	Sgi AUTO FUND N BATTLEFORD SK	\$ 1,375.28 057542	\$ 151.28 (e)	\$ 1,526.56
06/25	06/26 598927926	SK. ASSOC. FIRE CHIEFS WARMAN SK	\$ 189.19 032149	\$ 20.81 (e)	\$ 210.00
07/02	07/07 600556723	SOBEYS HUMBOLDT #5395 HUMBOLDT SK	\$ 85.07 057793	\$ 9.36 (e)	\$ 94.43
07/14	07/15 601676859	AUTO ETHICS ENTERPRISE HUMBOLDT SK	\$ 82.24 085559	\$ 9.05 (e)	\$ 91.29

**TOTAL CREDITS** xxxx-xxxx-xxxx-2594 **\$ 0.00**  
**TOTAL DEBITS** xxxx-xxxx-xxxx-2594 **\$ 2,047.86**

**Card Number xxxx-xxxx-xxxx-8216 McLeod, Chris**

06/19	06/20 598036677	TERRYS NO FRILLS RX 3 HUMBOLDT SK	\$ 14.06 095339	\$ 1.55 (e)	\$ 15.61
06/25	06/26 598927847	CARLTON TRAIL REGIONAL HUMBOLDT SK	\$ 139.64 030845	\$ 15.36 (e)	\$ 155.00
06/25	06/27 599141286	CANADIAN TIRE #638 HUMBOLDT SK	\$ 103.96 003112	\$ 11.44 (e)	\$ 115.40

**TOTAL CREDITS** xxxx-xxxx-xxxx-8216 **\$ 0.00**  
**TOTAL DEBITS** xxxx-xxxx-xxxx-8216 **\$ 286.01**

**Card Number xxxx-xxxx-xxxx-7730 Museum, Humboldt**

06/12	06/16 597300958	CANADIAN TIRE #638 HUMBOLDT SK	\$ 27.98 042779	\$ 3.08 (e)	\$ 31.06
06/13	06/16 597300960	PHARMASAVE 429 HUMBOLDT SK	\$ 47.47 018768	\$ 5.22 (e)	\$ 52.69
06/13	06/16 597300956	SQ THE SWEET SPOT - B HUMBOLDT SK	\$ 25.00 009360	\$ 2.75 (e)	\$ 27.75
06/13	06/16 597301035	MODERN MEAT ABATTOIR HUMBOLDT SK	\$ 50.99 093366	\$ 5.61 (e)	\$ 56.60
06/14	06/16 597300959	HUMBOLDT HARDWARE BUIL HUMBOLDT SK	\$ 39.99 010919	\$ 4.40 (e)	\$ 44.39
06/16	06/16 597300957	INTUIT MAILCHIMP EDMONTON AB	\$ 36.37 056331	\$ 4.00 (e)	\$ 40.37
06/18	06/19 597765675	SHOPPERS DRUG MART 434 HUMBOLDT SK	\$ 25.16 094853	\$ 2.77 (e)	\$ 27.93
06/18	06/19 597765674	HUMBOLDT CO-OP ASSN. # HUMBOLDT SK	\$ 23.35 026616	\$ 2.57 (e)	\$ 25.92

06/18	06/20 598036679	YOUR DOLLAR STORE WITH HUMBOLDT SK	\$ 21.00 005995	\$ 2.31 (e)	
06/19	06/23 598200950	CANADIAN TIRE #638 HUMBOLDT SK	\$ 71.94 093164	\$ 7.91 (e)	\$ 79.85
06/19	06/23 598200953	SOBEYS HUMBOLDT #5395 HUMBOLDT SK	\$ 20.41 081240	\$ 2.25 (e)	\$ 22.66
06/19	06/23 598200952	YOUR DOLLAR STORE WITH HUMBOLDT SK	\$ 143.00 073996	\$ 15.73 (e)	\$ 158.73
06/21	06/23 598200951	HUMBOLDT CO-OP ASSN. # HUMBOLDT SK	\$ 20.52 017124	\$ 2.26 (e)	\$ 22.78
06/24	06/25 598796284	JOHNNYS BISTRO HUMBOLDT SK	\$ 45.04 006245	\$ 4.96 (e)	\$ 50.00
06/24	06/26 598928001	PAYPAL TSGPRODUCTS 7787461151 BC	\$ 38.51 006368	\$ 4.62 (e)	\$ 43.13
06/25	06/26 598927927	HUMBOLDT HARDWARE BUIL HUMBOLDT SK	\$ 154.03 040306	\$ 16.94 (e)	\$ 170.97
06/26	06/27 599141364	FACEBK 3L45MUQDG2 MENLO PARK CA	\$ 2.24 031152	\$ 0.00	\$ 2.24
06/27	06/30 599444638	DOLLARAMA #1197 HUMBOLDT SK	\$ 2.50 071228	\$ 0.28 (e)	\$ 2.78
06/27	06/30 599444639	YOUR DOLLAR STORE WITH HUMBOLDT SK	\$ 3.00 095573	\$ 0.33 (e)	\$ 3.33
06/30	06/30 599444637	FACEBK FJEXGT8DG2 MENLO PARK CA	\$ 10.50 080442	\$ 0.00	\$ 10.50
07/04	07/07 600556802	SOBEYS HUMBOLDT #5395 HUMBOLDT SK	\$ 33.09 080867	\$ 3.64 (e)	\$ 36.73
07/04	07/07 600556800	YOUR DOLLAR STORE WITH HUMBOLDT SK	\$ 39.00 025277	\$ 4.29 (e)	\$ 43.29
07/04	07/07 600556799	DOLLARAMA #1197 HUMBOLDT SK	\$ 1.25 096033	\$ 0.14 (e)	\$ 1.39
07/05	07/07 600556801	YOUR DOLLAR STORE WITH HUMBOLDT SK	\$ 13.25 007877	\$ 1.46 (e)	\$ 14.71
07/09	07/10 601083266	HUMBOLDT CO-OP ASSN. # HUMBOLDT SK	\$ 105.81 089276	\$ 11.64 (e)	\$ 117.45
07/09	07/11 601279234	YOUR DOLLAR STORE WITH HUMBOLDT SK	\$ 21.11 020866	\$ 2.32 (e)	\$ 23.43
07/09	07/11 601279233	YOUR DOLLAR STORE WITH HUMBOLDT SK	\$ 16.50 039913	\$ 1.82 (e)	\$ 18.32
07/10	07/11 601279232	HUMBOLDT HARDWARE BUIL HUMBOLDT SK	\$ 24.60 021405	\$ 2.71 (e)	\$ 27.31
07/11	07/14 601478117	TERRYS NO FRILLS 3608 HUMBOLDT SK	\$ 6.00 001303	\$ 0.66 (e)	\$ 6.66
07/11	07/14 601478116	DOLLARAMA #1197 HUMBOLDT SK	\$ 2.50 047361	\$ 0.28 (e)	\$ 2.78
07/11	07/14 601478118	SHOPPERS DRUG MART 434 HUMBOLDT SK	\$ 21.98 021149	\$ 2.42 (e)	\$ 24.40
07/11	07/14 601478194	SOBEYS HUMBOLDT #5395 HUMBOLDT SK	\$ 27.30 081705	\$ 3.00 (e)	\$ 30.30
07/11	07/14 601478115	FACEBK EZZYQV4EG2 MENLO PARK CA	\$ 4.38 067274	\$ 0.00	\$ 4.38

**TOTAL CREDITS** xxxx-xxxx-xxxx-7730 **\$ 0.00**  
**TOTAL DEBITS** xxxx-xxxx-xxxx-7730 **\$ 1,248.14**

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

06/16	06/17 597495937	LANDSCAPE MANAGEMENT N MARKHAM ON	\$ 166.79 078993	\$ 18.35 (e)	\$ 185.14
06/16	06/18 597628958	MOBIL@ - 3822 HUMBOLDT SK	\$ 9.08 016292	\$ 0.00	\$ 9.08
06/19	06/20 598036601	AMAZON NO6K76DE2 VANCOUVER BC	\$ 97.57 079386	\$ 0.00	\$ 97.57
06/20	06/23 598200873	SPOTIFY P37DA15BE2 STOCKHOLM	\$ 12.69 033521	\$ 1.40 (e)	\$ 14.09
06/24	06/25 598796204	AMAZON.COM NQ86J7OG1 VANCOUVER BC	\$ 477.29 088500	\$ 0.00	\$ 477.29
06/25	06/26 598927846	AMAZON NQ6VT8FH0 VANCOUVER BC	\$ 101.00 077889	\$ 0.00	\$ 101.00
07/02	07/03 600014918	LANDSCAPE MANAGEMENT N MARKHAM ON	\$ 4.65 074930	\$ 0.51 (e)	\$ 5.16
07/02	07/03 600014917	LANDSCAPE MANAGEMENT N MARKHAM ON	\$ 13.96 005096	\$ 1.54 (e)	\$ 15.50
07/02	07/03 600014994	OPENAI CHATGPT SUBSCR SAN FRANCISCO CA US DOLLAR 21.20@1.400943396	\$ 29.70 023894	\$ 0.00	\$ 29.70
07/04	07/07 600556720	AMAZON N36RJ2BW0 VANCOUVER BC	\$ 49.46 060971	\$ 0.00	\$ 49.46
07/04	07/07 600556721	AMAZON N38D18HE1 VANCOUVER BC	\$ 49.46 076283	\$ 0.00	\$ 49.46
07/04	07/07 600556719	AMAZON N31B13HL1 VANCOUVER BC	\$ 49.46 010415	\$ 0.00	\$ 49.46
07/06	07/07 600556722	AMAZON NL8UH1062 VANCOUVER BC	\$ 84.48 091682	\$ 0.00	\$ 84.48
07/07	07/09 600773744	LORAAS LANDFILL SASKATOON SK	\$ 482.43 061764	\$ 53.07 (e)	\$ 535.50
07/09	07/10 601083265	AMZN MKTP CA NL61B31V1 WWW.AMAZON.CA ON	\$ 601.36 003272	\$ 36.08	\$ 637.44

**TOTAL CREDITS** xxxx-xxxx-xxxx-9684 **\$ 0.00**  
**TOTAL DEBITS** xxxx-xxxx-xxxx-9684 **\$ 2,340.33**

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

06/18	06/19 597765595	OFFICE EXPERTS OFFICE HUMBOLDT SK	\$ 99.99 080190	\$ 11.00 (e)	\$ 110.99
06/23	06/24 598519050	SILVERWARE SILVERWARE TORONTO ON	\$ 146.81 026843	\$ 19.09 (e)	\$ 165.90
06/24	06/25 598796280	TERRYS NO FRILLS 3608 HUMBOLDT SK	\$ 10.43 008127	\$ 1.15 (e)	\$ 11.58

**TOTAL CREDITS** xxxx-xxxx-xxxx-1679 **\$ 0.00**  
**TOTAL DEBITS** xxxx-xxxx-xxxx-1679 **\$ 288.47**



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**CUSTOMER SERVICE:**

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

**BMO**

Telephone Inquiries: 1-855-825-9232

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

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

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

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

**Diners Club**

Telephone Inquiries: 1-800-363-3333

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

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

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

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




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**PAYMENT INFORMATION:**


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

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

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

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

® Registered trade-mark of Bank of Montreal.



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



## CITY OF HUMBOLDT REPORT

**TITLE:** Cultural Services Report  
**PREPARED BY:** Jennifer Fitzpatrick, Director of Cultural Services  
**REVIEWED BY:** Jace Porten, City Controller  
**PREPARED FOR:** Executive Committee  
**DATE:** August 11, 2025

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### RECOMMENDATION

That this report be accepted for information and filed.

### CURRENT SITUATION

#### 1. Museum

- Exhibits – *Stories of Humboldt – Chapter 7* exhibition opened mid-July and focuses on the Marysburg Royals baseball team, the Heritage Garden, and the murder of Antena Kropa in 1929 that influenced the defense strategy of John Diefenbaker who unsuccessfully defended the accused. The opening reception was held on July 23 with lively conversations about these three stories of life in the region. Thanks to everyone who contributed stories and information for these exhibits, and to volunteer Terry Bauer for her extensive research on the 1929 murder.
- Community programs this month included Ice Cream Day, and numerous youth programs including a Youth Escape Room, History Mystery tours, Discovery Zone, The Knot Spot, Health Hero Relay, and Engineer & Explore.
- The second BBQ & Concert of the summer series was held on July 10. The weather cooperated and the live performance by Brian Grest, Nathan Gregg and Walter Bushman was a ton of fun for the 350 attendees. We also had 45 kids from various daycare programs come to decorate our sidewalks with sidewalk chalk in celebration of the day.
- The Downtown Walking tour booklet was completed this month and launched on July 19 as part of Historic Places days. We offered free downtown walking tours that afternoon. These guides are now available for self-guided tours of the downtown.
- Collections – This month, 47 items were catalogued and 25 collection and 17 archival records were entered into the PastPerfect database. There were 7 formal information requests. Volunteers continue to work on archival box inventories, as well as lot and block inventories.
- Maintenance - Asbestos abatement continued with transporting material removed from Room 5, and building a wooden structure around the boilers.
- The public tender for the repairs to the roof, metalwork and masonry opened on July 24, with a closing date of August 14. Thanks to Mike Ulriksen for his help with the public tendering process.

#### 2. Gallery

- Exhibits – *natura vindicat* by Cristine Andrew Stuckel and Diana Roelens is the feature exhibit on the main floor. The exhibit is a series of large-scale drawings, with the largest one being 33' long and 7' high, was done collaboratively between the two artists.



- Claire Gibney’s *Where Mud Takes Me* was the feature exhibit on the second floor for July and four paintings were sold from this exhibition.
- Programs – The opening reception / artist talk for *natura vindicat* was held on July 17.

### 3. Water Tower

- The tower opened for the season on July 2 with regular hours of Wednesdays, Fridays and Saturdays from 1:30 – 4:00 pm. Evening tours are also available this summer.
- There were 2 rentals and 1 private tour of the tower this month.

### 4. Original Humboldt

- The Saskatchewan Archaeological Society held a public fieldschool on July 5-6 with over 40 people participating.
- Staff continue to cut the grass trails once a week. Thanks to volunteer Reynold Fortowsky for maintaining the machines for us.

### 5. Public Art

- We continue to receive positive comments from the public about the Iron Triangle sculpture.

### 6. Administration

- Grants – The final report for the 2024 Professional Arts Organization Program – Lite grant was approved and the final payment for 2025 was received.
- HR - Geneva Grest completed her role as Cultural Programmer on July 25, and recruitment for her replacement commenced.
- Volunteers -Thanks to our volunteers who contributed 104 hours of their time.
- Engagement – To the end of the month, our programs and services have had engagement levels of approximately 7,001 people. This is higher than last year’s level of 5,244.

### Upcoming Events and Programs

August 7, 10 am	Museum	Knot Spot Youth Program
August 7, 5-7 pm	Gallery	Evening gallery hours
August 14, 11:30	Sixth Ave	BBQ and Concert – Yana Yudina Jeewon
August 14, 5-7 pm	Museum	Evening museum hours
August 16, 1:30	Gallery	Opening Reception – Celeste Dumonceaux Delahey
August 21, 5-7 pm	Water Tower	Evening tower tours
August 22, 4-7 pm	Main Street	Community Chalk Art Day
August 22 & 23	Museum & Gallery	Open until 8 pm for Streetfest with fun programs
August 28, 5-7 pm	Gallery	Evening gallery hours
August 30, 1:30-4	Water Tower	Final day open for regular tours

### COMMUNICATION AND ENGAGEMENT

No external communications or engagement required.



## **ATTACHMENTS**

None

## **FINANCIAL IMPLICATIONS**

There is no anticipated financial impact of the recommended action.

## **CONCLUSION**

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

### Connected and Creative

The community's response to new exhibits about their history is always so appreciative. The story about the creation of the Heritage Garden honours the past and present volunteers who built and work to maintain this beautiful space. The story of the Marysburg Royals shares the history of the community and the pride of their baseball team. The 1929 murder is one that few in the community remember but have found a connection to those involved in the trial or the events.

### Welcoming and Connected

This month, a brother and sister (around 8 and 12 years old) were in the museum doing scavenger hunts. Before they left the girl brought a piece of paper up to the front desk and said she had a note on it but that staff couldn't read it until they had left the museum.

The note read

"Dear Humboldt Museum,

Thanks for always being nice to us kids and adults.

Yes we know its your job. But that's ok.

Everyone appreciates you all and you have really cool stuff to look at and you always put a smile on our face.

Thanks"



## CITY OF HUMBOLDT REPORT

**TITLE:** Communications Department – Executive Committee Report  
**PREPARED BY:** Angie Rolheiser, Communications Coordinator  
**REVIEWED BY:** Jarrett Delbridge, Marketing & Development Manager.  
**PREPARED FOR:** Executive Committee  
**DATE:** August 11, 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:

- Website: we are working to resolve all issues.
- 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.
- Land Development: 101<sup>st</sup> Street marketing materials
- Mini Golf has some new additions – a big thanks to those who sponsored holes again this year and for keeping them updated.
- Sponsorships: the Dayna Brons’ hole at the 8th Annual Humboldt Broncos Memorial Golf Tournament. Also, provided a swag bag as a prize at the tournament.  
 Simon Merkosky – attending Canada Games; provided 40 Humboldt pins to bring.  
 U13 girls softball team - attending Western Canadian Softball Championships; provided 15 pins.

### 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 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	13	483
Facebook	34	4,941
X (Twitter)		1,640

**Digital Humboldt App Users 2025**

Jan	Feb	Mar	Apr	May	Jun	Jul
592	577	574	581	530	543	541

**Council Highlights (Monthly Publication)**

<b>2025</b>
7

**Community Reports (Monthly Publication)**

<b>2025</b>
7



## CITY OF HUMBOLDT REPORT

**TITLE:** Manager of Development & Marketing  
**PREPARED BY:** Jarrett Delbridge, Manager of Development and Marketing  
**REVIEWED BY:** Jace Porten, City Controller  
**PREPARED FOR:** Executive Committee  
**DATE:** August 11, 2025

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### RECOMMENDATION

That this report be accepted for information and filed.

### BACKGROUND

This report summarizes the most significant projects that are currently underway since the executive committee held on July 14, 2025

### CURRENT SITUATION

#### Development:

- The Manager is currently working on getting the 101<sup>st</sup> street lots prepared for sale.
- The Manager is currently working on marketing packages for the 101<sup>st</sup> street development and has coordinated with other departments to include proprietary information in the package.
- The Manager has created a list of interested parties and potentially interested parties to mail marketing packages too, I have also been meeting with interested parties. Also has been working with crown utilities and getting them organized to install service for this development.
- The Manager has been working with the Public Works team on coming up with timelines, development procedures, and house orientations for the 101<sup>st</sup> street development.
- The Manager has created architectural controls for the 101<sup>st</sup> street development to ensure architectural conformity with the new development and existing homes.
- The Manager has created lot draw procedures for the 101<sup>st</sup> street development to ensure “fairness” of lot allocations.
- The Manager has reviewed previous sales agreements and has made changes to the agreements so they are aligned with current market practices and has created additional sales documents such as an RFP process or Bidding Process for parties, interested in “one off” properties, or “bulk” Purchase opportunities.

- The Manager has tied up the old hospital site and is working through the conditional period on an offer with the buyer.
- The Manager has been meeting with local developers and ensuring they are following due process and helping coordinate developers through the development process.
- The Manager is currently reviewing additional land inventory and developing a strategy to sell the remaining inventory.

### **Economic Development:**

- The Manager has been meeting with local groups within the community including the BID and the Chamber of Commerce to create synergies between the different organizations.
- The Manager has been meeting with Federal Government to discuss economic development initiatives across the province.
- The Manager has registered for CRE forum in Saskatoon to meet with Commercial developers, Financers, Equity partners, builders, etc.
- The Manager is currently researching additional networking opportunities to help support the cities economic development goals.

### **Miscellaneous:**

- The Manager has been reviewing Bylaws for the City of Humboldt to better understand current rules and regulations.
- The Manager has reviewed and attended educational seminar regarding the permit portal.
- The Manager has introduced himself and created points of contact with Crown utilities and community planning.
- The Manager is working diligently with the communications coordinator on additional marketing mediums to help attract new businesses and residences to the City of Humboldt.

### **OPTIONS**

1. Approve the recommendation to adopt the report as attached.
2. Approve the recommendation to adopt a report with amendments.

### **ATTACHMENTS**

- Communications Report



**COMMUNICATION AND ENGAGEMENT**

- Marketing for 101<sup>st</sup> street development will be advertised through the usual mediums. As well a special campaign will be completed for the lot draw process & distribution to interested parties.

**FINANCIAL IMPLICATION**

There are no financial implications associated with this process at this time,

**CONCLUSION**

That this report be accepted for information and filed.

## CITY OF HUMBOLDT REPORT

**TITLE:** CLS Director’s Report  
**PREPARED BY:** Michael Ulriksen, Director of Community and Leisure Services  
**REVIEWED BY:** Jace Porten, City Controller  
**PREPARED FOR:** Executive Committee  
**DATE:** August 11, 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)** – The Steering Committee will hold its first meeting on Wednesday, August 13th to review Open House feedback and set goals for upcoming community consultations. Over the next few months, the group will engage diverse stakeholders to understand regional needs and priorities.
- 2. Campground** – Campground revenue remains strong, up over \$10,000 compared to 2024 as of the end of July. Mini golf improvements continue, with several businesses upgrading their sponsored holes. Administration is also obtaining quotes for exterior painting and shingle replacement at the visitor information building, with work expected later this month or in early September.
- 3. Asbestos Abatement** – The two asbestos-containing boilers in the museum basement have been isolated in place. Maintenance staff disconnected all pipework and wiring, wrapped the units, and sealed them in marked wooden crates to eliminate exposure risk. Staff will return in September to continue removing remaining asbestos pipework, with the project on track for completion this year.

4. **Centennial Park Sea Container** – Two shipping containers were delivered to the Uniplex during the Grasslands Sheep Exhibition. One remains by the parks shop for the Sheep Breeders Association; the other is positioned near the North Arena Entrance to store event equipment such as staging, chairs, and railings, helping free up space inside the facility. The old shed previously in that location has been moved near the curling rink rollup door and will now house seasonal curling equipment.
5. **July Events** – While July was quieter at Centennial Park and the Uniplex compared to June, two major events were hosted July 18–20: the Grasslands Sheep Exhibition and the Sask Baseball U11 AA Tier 1 Provincials. Both were highly successful, with ample space to accommodate each. Feedback was very positive regarding facility conditions and staff, and both organizing committees were excellent to work with.
6. **EPA White Ice Mesh** – Despite challenging humidity levels, the new white ice mesh was successfully installed at the EPA on August 5 and 6. Staff will now begin building the first inch of ice over the mesh, which is expected to improve efficiency throughout the season and reduce time, effort, and energy use during spring removal.
7. **Jacob Leicht Memorial Outdoor Rink and Courts Facility** – We are expecting the installation of the signage for the new outdoor rink and courts facility to take place as early as August 7<sup>th</sup> or the couple weeks following. We will need to discuss with Council an appropriate date and time for an official grand opening of the facility and the adjacent building.
8. **2028 Saskatchewan Summer Games** – Administration is preparing a technical package for the Games Committee, outlining how Humboldt could meet event requirements such as sports venues, athlete villages, and accommodations. Due August 22, this submission does not commit the City to a formal bid. After review, the Committee will provide feedback on any gaps or concerns, which will be brought to Council for a decision on whether to submit a formal bid by the October 24, 2025 deadline.
9. **Pool Shutdown** – The scheduled shutdown will take place from August 11–29, during which staff will complete deep cleaning, painting, waterslide and tower maintenance, and mechanical work. Additional cleaning and painting will also occur in the lobby and curling rink areas. While a few concerns have been raised on social media regarding the timing, August is chosen intentionally—as the region’s only indoor pool, providing winter access to our users is a higher priority than summer usage, when alternative outdoor options are available.
10. **Vacation** – The Director of Leisure Services will be away on vacation from August 25<sup>th</sup> to September 5<sup>th</sup>. During that time the Aquatics Manager and Event Services Manager will

manage the day-to-day operations of the facility. For the majority of that vacation period, the Director can be reached and will have access to emails to deal with any urgent matters.

#### Project Planning and Partnerships

1. **Glenn Hall Park Football Field Lights** – no update
2. **SPCA Off-Leash Dog Park** – public works has begun work on the entrance and roadway into the site. The SPCA has been focused on their transition to the new facility, so we expect discussions around the off-leash park to progress later this month and into the fall.

#### Upcoming Events

1. August 11-29 – Aquatic Centre Annual Maintenance Shutdown
2. August 18 – Elgar Petersen Arena – first day of rentals for 2025-2026 season
3. August 18-21 – Hockey Skills Camp
4. August 25-28 – Broncos Summer Hockey Camp
5. August 29-31 – Bronco Fall Camp
6. August 26-28 – A-List Annual Summer Intensive Dance Camp
7. September 27 – Special Olympics Saskatchewan Awards Banquet

#### **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**

While day-to-day operations continue to focus on tackling the immediate needs and wants of the community, the focus on completing major projects, transitioning back into the arena and the upcoming pool shutdown have required a greater focus over the past few weeks. This time of year is always a struggle, as we try to maintain our park spaces, while transitioning our focus back to the Uniplex. Administration has also begun preparing for 2026 budget discussions including fleet evaluations, staff compliment reviews and general operating and maintenance priorities.

## CITY OF HUMBOLDT REPORT

**TITLE:** Public Works Director Report for August 2025  
**PREPARED BY:** Peter Bergquist, P.Tech.; Public Works and Utilities Director  
**REVIEWED BY:** Jace Porten, City Controller  
**PREPARED FOR:** Executive Committee  
**DATE:** August 11, 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

July:

- Pothole filling occurred and will continue as needed throughout the summer.
- Additional street sweeping has been occurring as significant semi-truck and construction truck activity has led to materials falling off trucks and needing to be swept to lessen dust in the community.
- The water main replacement along 10<sup>th</sup> Street started at 12<sup>th</sup> Avenue and has been completed to 9<sup>th</sup> Avenue. The services to properties remain to be completed before the roads are reconstructed. Paving to follow in 2026.
- Sewage Lift Station #1 and #4 are currently under construction and being rebuilt/upgraded.
- An access road for the future SPCA dog park is being constructed by city crews.
- All city backup power generators have been tested by a third party contractor and all passed the testing.
- 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.
- Paving contractors completed the majority of the paving and will be working on patch work around the city to conclude their visit.
- Ditch mowing continues as needed. Both mowers experienced breakdowns and

parts are on order. Temporary fixes have been made so critical locations can be addressed. Crews are now also maintaining sites that were not seeded this year which may/may not be developed in the upcoming years.

- Crews continue to move leak sensors around the city to seek leaking mains or services.
- Crews have been watering the shelter-belt trees and completing weed maintenance near the new and old lagoon systems. Staff purchased an old narrow cultivator and disker so weed control is manageable.
- Crews have been removing and hauling away the old concrete for the concrete forming contractors.
- Crews have been maintaining and pushing piles at the borrow pits (Peck Road or Lagoon Acreage) as contractors bring in materials.
- Crews prepared the roads and completed the DL 10 regular and Special dust control applications on various gravel roads around the city.
- The City’s sewer flushing equipment experienced a breakdown and required work in Regina. We should be receiving the equipment back soon.
- Several water main breaks occurred on the west end Centennial Crescent. Due to the number of previous breaks in that section. The contractor replaced 15m of pipe with PVC to limit future issues.

Looking forward to August:

- The New Wastewater Treatment Facility will be accepting wastewater to start circulating to establish necessary bacteria colonies.
- 10<sup>th</sup> Street Water Main Replacement Project – Services will be replaced as necessary, and roadwork will follow.

**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-July	255,256 m3	331,697 m3	-76,441 m3	-\$290,957	-23.0%
2025 – Jan-July	279,317 m3	335,332 m3	-56,015 m3	-\$213,210	-16.7%



**CONCLUSION**

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



**CITY OF HUMBOLDT REPORT**

**TITLE:** CLS Project Summary Report  
**PREPARED BY:** Michael Ulriksen, Director of Community and Leisure Services  
**REVIEWED BY:** Jace Porten, City Controller  
**PREPARED FOR:** Executive Committee  
**DATE:** August 11, 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. Groundwork on the final playground component is expected to begin the second week in August. The batting cage is being moved to accommodate this installation, followed by some fence work to be completed later this summer/early fall.

**B. 2025 Operational Projects**

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

1. The tender for the Museum repairs including roofing, metal work and masonry work issued July 24<sup>th</sup> and closes on August 14<sup>th</sup>. Administration will review and provide a recommendation at the August 25<sup>th</sup> meeting of Council.

**C. 2025 Fleet**

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

1. No Update
2. Ice Resurfacers – an RFP was issued on July 24 to solicit proposals for the purchase of a new unit. We have already been contacted by four proponents. The RFP closes on August 21<sup>st</sup>.
3. No Update

**D. 2025 Capital Projects**

#	Project	Status	Project Budget	Actual (YTD)
1	Community Event Trailer	Planning	\$15,000	-
2	Highway 20 Boulevard	Con – 50%	\$50,000	\$25,820
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 – 25%	\$75,000	\$17,580

1. No update
2. Significant work has been completed on the boulevards, including the removal of the majority of overgrowth on the boulevards from 2<sup>nd</sup> Avenue to 4<sup>th</sup> Avenue. The brick installation between 2<sup>nd</sup> Ave and 3<sup>rd</sup> Ave has already been completed and the crew has started working on the next block.
3. No Update
4. No Update
5. No Update
6. No Update
7. Engineer has completed his on site visit and we are currently waiting on the final report.

**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. The engineering work is nearly complete, however procuring the parts required for the work are not able to be sourced in time for the work to be completed during the annual shutdown.



**FINANCIAL IMPLICATION**

There is no anticipated financial impact of the recommended action.

**CONCLUSION**

Progress is being made on the outstanding projects, however some projects are still in the planning stages and will require additional administrative attention over the coming weeks to ensure their completion in 2025.



**CITY OF HUMBOLDT REPORT**

**TITLE:** Public Works and Utilities Project Tracking Report  
**PREPARED BY:** Peter Bergquist P.Tech; Public Works and Utilities Director  
**REVIEWED BY:** Jace Porten, City Controller  
**PREPARED FOR:** Executive Committee  
**DATE:** August 11, 2025

**RECOMMENDATION**

That this report be accepted for information and filed.

**CURRENT SITUATION**

2024 Projects	Scope of Work	% Complete
Wastewater Treatment System Upgrades	34.67M for 2024 & 2025 Engineering & Construction	60%
Lift 1 Retrofits (WWTP Project)	Pumps, Electrical, Generator, etc. 3M	22%
Lift 4 Retrofits (WWTP Project)	Pumps, Electrical, Generator, etc. 2.8M	21%
6 <sup>th</sup> Avenue – 5 <sup>th</sup> St to 6 <sup>th</sup> St	Road Reconstruction and Paving – 135.9k	100%
7 <sup>th</sup> Avenue – 2 <sup>nd</sup> St to 3 <sup>rd</sup> St	Road Reconstruction and Paving – 128.7k	100%
9 <sup>th</sup> Ave – 17 <sup>th</sup> St to Lane E of Barnes Crescent	Road Reconstruction and Paving – 401.8k	100%
Main St – Sask Ave to 1 <sup>st</sup> Ave S	Water Main Replacement – 342.4k	100%
10 <sup>th</sup> St – 9 <sup>th</sup> Ave to 12 <sup>th</sup> Ave	Water Main Replacement, Services and Road Reconstruction - \$1.435M	50%
Peck Rd– Westwood Dr to 12 <sup>th</sup> Ave	Gravel Road Construction – 159.3k	5%
Asphalt Patching & Repairs	Various water break, frost heave locations, MH levelling, AC Repairs – 370k	50%



Seasonal Decorations	Remaining Replacement Lights – 12k	10%
Various Locations	Street and curb painting – 20k	100%
	DL10 Special Emulsion – 60k	100%
	Gravelling of Roads – 26k	100%
	Back Lane Maintenance – 10k	50%
	Dust Control Applications – 28k	100%
	General Concrete Repl. – 75k	40%
	Sewer Camera, Flushing & Repair – 74k	95%
	Storm Flush/Camera/Repair – 76k	20%
	Water Main Flushing Prog. - Internal	0%
	Water Mains Operations and Maintenance Activities & Repairs – 125.4k	100%
	Lift Station Cleaning – 32k	20%
	Lift Station Supplies/Repairs – 17.5k	25%
	Contract Generator Testing – 9k	100%
Ditch Mowing & Lagoon Mowing	60%	



## CITY OF HUMBOLDT BUDGET REPORT

**TITLE:** Breakfast and Snack Food Programs – Humboldt Elementary Schools  
**PREPARED BY:** Jace Porten, City Controller  
**REVIEWED BY:** Joe Day, City Manager  
**PREPARED FOR:** Executive Committee  
**DATE:** August 11, 2025

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### RECOMMENDATION

That the Mayor send a letter to provincial levels of government for increased, stable, and universal funding for school nutrition programs.

### BACKGROUND

At the June 23, 2025 Council meeting, Council passed the following motion:

- *That the City of Humboldt investigate options to support operations provide the breakfast and snack food programs at St. Augustine Elementary School, and St. Dominic Elementary School and the Humboldt Public School.*

### CURRENT SITUATION

Breakfast and snack programs in schools are recognized for their positive impact on student well-being, concentration, and academic performance by addressing potential food insecurity. Currently, these programs at St. Augustine Elementary School, St. Dominic Elementary School, and Humboldt Public School largely rely on provincial funding and community fundraising efforts while being coordinated by dedicated volunteers.

Education, including student well-being and nutrition programs within schools, falls primarily under the mandate of the provincial government and the school divisions. Direct municipal funding could be seen as blurring these jurisdictional lines and setting an expectation for the City to assume responsibilities that are not within its core mandate. Further, it could set a precedent for support to the other important social services type programming within the City of Humboldt.

Sending a formal letter to the Provincial Minister of Education and the Minister of Social Services to emphasize the critical need for stable, comprehensive, and adequately funded school nutrition programs in Humboldt, and throughout Saskatchewan ensures Council recognizes the need for improvement to these programs while not stepping outside its core responsibilities.

## **OPTIONS**

- Option 1: Approve the recommendation as presented.
- Option 2: Deny the recommendation and instruct Administration to explore funding options to support the operations.
- Option 3: Deny the recommendation and instruct Administration to explore ways to support options.

## **ATTACHMENTS**

N/A

## **FINANCIAL IMPLICATION**

This recommendation of focusing on advocacy minimizes direct financial implications. Should another option be considered there would be budgetary implications to facilitate the necessary commitments, whether that be through financial support or operational support measures.

## **CONCLUSION**

While Administration recognizes the vital importance of school nutrition programs, the most strategic and sustainable path forward is for the City to use its position to advocate for comprehensive funding from the provincial government, who have the explicit mandate and resources to support these programs. This ensures the City's budget and resources remain focused on core municipal services while still actively working to improve the well-being of our community's children.

## CITY OF HUMBOLDT REPORT

**TITLE:** Natural Gas Contract Authorization  
**PREPARED BY:** Connor Piller, Finance Manager  
**REVIEWED BY:** Jace Porten, City Controller  
**PREPARED FOR:** City Council  
**DATE:** August 11, 2025

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### RECOMMENDATION

That this report be received and filed for information.

### BACKGROUND

The City is nearing the end of the terms of its existing natural gas contracts and will need to enter into a new contract(s) in the coming weeks if it wishes to have pre-determined natural gas costs for the next year or more.

### CURRENT SITUATION

About fifteen years ago the province of Saskatchewan deregulated the natural gas market to the extent that consumers like the City of Humboldt may purchase its supply of natural gas from independent companies. The delivery of the natural gas is still through the SaskEnergy network and the billing remains under the SaskEnergy billing system. The supply contracts are based on full-year terms running on a calendar year basis. SaskEnergy requires notice prior to September 1st of each year of any additions or changes to the supply agreements that would come into effect November 1st. Currently, the City of Humboldt has contracts with Connect Energy which are due to expire October 31<sup>st</sup> of this year.

The advantage of purchasing natural gas from an independent retailer is the price stability. The City of Humboldt can enter a contract for one to five years of natural gas supply at a cost that doesn't change over that period of time. With SaskEnergy the rates are changing annually or even more often.

The disadvantage of contracting with an independent retailer is that your price is locked-in even if the cost of natural gas falls.

#### Pricing:

- The current price of Natural Gas through SaskEnergy is \$3.20/GJ
- Currently the City is paying \$2.99/GJ

The City's cost of natural gas (including delivery charges, taxes and surcharges) is approximately \$165,000 per year. The cost of the natural gas itself is approximately one-half of the total cost (\$82,500 per year). Therefore, the value of a five-year contract is approximately \$412,500.

#### Tendering:

The process for tendering for the supply of Natural Gas is a somewhat different process than tendering many other products or services. In most tenders the supplier is expected to guarantee its prices for 20 days or more so that the City can complete its evaluation and select a supplier. With natural gas retailers, they will observe the daily 'futures' prices of natural gas and quote a supply price to the City based on a markup from that futures price on that day. Because the 'futures' price can change significantly from day-to-day, the retailers are only willing to guarantee a price quote for a matter of hours before they begin increasing the price to account for the risk of holding a quote open for so long.

To account for this irregularity, the process that Administration is proposing is:

- The City issue a Request for Quotation (RFQ) following this meeting on August 12, 2025, with a duration of two weeks.
- At the upcoming August 25, 2025, Council Meeting, Council approves a resolution that authorizes Administration to finalize a contract of up to five years with a natural gas supplier based upon Administration's evaluation of the submissions that will be received the next day.
- After the RFQ closes in the morning of August 26, 2025, Administration promptly evaluates any proposals submitted and awards the tender that same day.
- Before end-of-day August 28, 2025, Administration enters into a contract with the chosen vendor.
- August 29, 2025, at the latest, SaskEnergy is notified.

#### **OPTIONS**

- 1) Accept the recommendation as presented within this report.
- 2) Decline the recommendation as presented within this report.

#### **ATTACHMENTS**

- Request For Quotation – #2025-NGSA



**COMMUNICATION & ENGAGEMENT**

Aside from the issuance of the RFQ, no external communication is required.

**FINANCIAL IMPLICATION**

The City budgets approximately \$165,000 annually for the delivery service and the natural gas supply cost.

Although there is no guarantee that the City will actually save money compared to paying for natural gas at the fluctuating “current” prices, entering into a multi-year gas supply contract provides budget predictability to the City with respect to the cost of natural gas.

**CONCLUSION**

Entering into fixed term, fixed price supply agreements for natural gas provides cost and budgeting stability for the City. Although there is a good probability that such agreements save money for the City, that can’t actually be guaranteed. The most efficient process to enter a natural gas supply agreement requires Council to authorize administration to finalize a contract that would normally be brought to Council for final approval.

# City of Humboldt

Request for Quotation (RFQ), Competition #2025-NGSA

Natural Gas: Third Party Gas Supply

August 12, 2025

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- Retailers are advised to request and receive documented confirmation from the City of Humboldt that the quotation was received, per the above time and date requirement.
- There is no obligation for the City to reimburse responding Retailers for any expenses incurred in preparing quotations in response to this request.
- The City reserves the right to reject any or all quotations submitted.
- During the evaluation process, the City reserves the right, where it may serve the City’s interest, to request additional information or clarification from Retailers, or to permit corrections, errors or omissions, regarding their submitted quotations.
- Submissions of the quotation indicates acceptance by the Retailer of the conditions contained in this RFQ, unless clearly and specifically noted in the quotation submitted and confirmed in a contract between the City and the Retailer selected. The RFQ and the response from the Retailer will be included as appendices to an executed contract.
- Applicant responses to the RFQ will be treated confidentially in compliance with privacy legislation.

The City expects the selection of a Retailer will be completed on August 26,2025. Following the notification of the selected Retailer the City expects a contract will be executed between the respective parties by 4:30:00 pm CST August 27, 2025.

The information contained in this RFQ can be utilized by the applicants solely for the purposes of preparing a quotation submission. Any other purpose is not authorized by the City.



The contract between the City and the successful Retailer will address additional terms, including but not limited to: Invoicing and payments, Termination, Conduct of Vendor Staff, Insurance, Warranties, Representations and Indemnities, and Force Majure. The contracts shall not include any provision for the automatic renewal of those contracts.

The City reserves the right to cancel the request of quotation up to the point of contract award.

**Term of Supply**

The following is a summary of the RFQ schedule and key dates for the contracts:

Dates	Action
August 12, 2025	Request for Quotation issued
August 26, 2025 (10:00:00 am CST)	Closing date for bids
August 26, 2025 (3:00:00 pm CST)	Successful vendor selected and notified
August 27, 2025	Contracts executed
August 29, 2025 (3:00:00 pm CST) at the latest	SaskEnergy is notified



It is the intent of the City to contract one natural gas Retailer for the supply of natural gas to the City effective November 1<sup>st</sup> of 2025 for one of the following: a twelve-month, 36-month or 60-month period.



10354 6th Ave E	9030700349	1,078.141
1100 4th Ave	9030700303	8,356.621
1100 4th Ave	9030700696	20,044.238
1201 Main St	9032082244	10,354.478
1201 Main St	6591686471	112.054
1424 4th St	9030700996	937.632
1519 9th Ave	9030700701	585.571
201 8th Ave	4546320830	832.249
2200 8th Ave	9030700319	528.150
3 Saskatchewan Ave E	9036097738	711.262
540 5th St	9030700047	837.653
601 Main St	9030700457	4,979.985
604 Main St	9030700344	9,360.103
619 17th St	0538581896	2,245.451
635 7th St	9030700189	4,952.045
705 Main St	9030700803	6,871.462
715 Main St	9030700233	8,989.914
A-619 17th St	9030700487	475.572
Uniplex	9030700040	216,764.632
SW-21-37-22-W2	2140243468	26,005.958
	Total Consumption (m <sup>3</sup> )	325,023.171

The City will typically consume 475,000 cubic meters of natural gas in a year. The City reserves the right to delete properties from the above list due, but not limited, to sale or demolition after the notice to award a contract to a Retailer.

If, on any day during the term of any particular transaction, the Retailer fails to deliver to the delivery point the volumes of gas as agreed for the transaction for reasons other than Force Majeure or a suspension by the City, then the Supplier shall be obligated to reimburse the City for the reasonable costs incurred in obtaining alternate gas supply, including imbalance penalties, overrun charges and additional transportation costs, arising from such non-delivery, in excess of the price hereunder that the City would otherwise have to pay to the Retailer for such gas.

## 9. Requirements

- The Retailer must be amongst those listed by SaskEnergy as an Authorized Gas Retailer.

The Retailer must be amongst those listed by SaskEnergy as an Authorized Gas Retailer.

The format for the Price Proposal is not prescribed; however, please ensure the following information is provided, within the ten-page limit, as described below.



of 100 points will be provided primary consideration. The Retailer with the lowest price may not necessarily receive the highest score.

### **Evaluation of Quotations**

The following is the criteria and point scale that will be used to evaluate the quotations. The evaluators will compare the relative merits of the Retailers and assess the overall value of the quotations.

### **Price criteria point range**

Price of the supply will be rated 0-90 based on the following:

- 1) Ranking of lowest fixed commodity rate per cubic meter ( $\$/m^3$ ) – max 80 points. A reduction of 10 points will be assigned to the next lowest bidder.
  - a. For example, the lowest fixed commodity rate per cubic meter ( $\$/m^3$ ) quoted receives 80 points, the second lowest receives 70 points, and the third lowest receives 60 points, etc.
- 2) Optional Information – 0-10

### **Capacity Overview point range**

The Capacity Overview of the Retailer will be rated 0-10 based on the following:

- 1) Size and structure of the Retailer (0-3)
- 2) Supplying natural gas to similar organizations (0-5)
- 3) Disclosure matters (0-2)



I/We have reviewed the RFQ, including the terms and conditions, and hereby offer to provide goods or services for the amounts of money described in our price proposal in exchange for the right to enact the requirements of the quotation.

**For the Provision of: Natural Gas Supply to the City of Humboldt**

Registered Business Name: \_\_\_\_\_

Business Address: \_\_\_\_\_

City: \_\_\_\_\_

Postal Code: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Signature of Authorized Officer: \_\_\_\_\_

Name/Title of Authorized Officer (print): \_\_\_\_\_

**Note for signing officer: By my signature, I hereby confirm I am a principal, or have been duly authorized by the principal or board, to sign on behalf of the above-named organization.**

# City of Humboldt

Request for Quotation (RFQ), Competition #2025-NGSA

Natural Gas: Third Party Gas Supply

August 12, 2025

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## Introduction and General Information

The City of Humboldt municipal government (hereinafter referred to as the City) is acting as a buyer and a customer by issuing a request for quotation (RFQ) from natural gas retailers. The RFQ includes the request by the City to receive options to purchase natural gas for a twelve-month, 36-month, and 60-month periods all commencing on the 1<sup>st</sup> of November 2025.

The City asks reputable natural gas Retailers to provide an honest and fair quotation (or presentation of offer) that is compliant with any and all relevant Saskatchewan legislation and procedures as deemed applicable by SaskEnergy, which delivers natural gas to the City. All offers shall be accurate to any representation made to price, delivery, payment terms and conditions, quality and value of services, source(s) of supply and quantity, performance, warranty conditions and other information provided.

### **For the provision of: Natural Gas Supply to the City of Humboldt**

The third-party Retailer will supply natural gas to the City in accordance with the provisions included in this RFQ and any additional terms as agreed upon in a contract.

## Quotation Submission

To be considered for the quotation, the following shall be completed:

Applicant Retailers must submit the following in electronic format to the City by 10:00:00 am CST on Tuesday, August 26<sup>th</sup>, 2025.

- 1) Price proposal
- 2) Capacity Overview
- 3) Proposal cover sheet information completed as per Appendix A

### **Format**

Applicant Retailers must submit the quotation in an electronic format (e.g. Portable Document Format or Microsoft Word) to the following email:

[financemanager@humboldt.ca](mailto:financemanager@humboldt.ca)

Proposals should be addressed as follows:

Attn: Connor Piller, Finance Manager

**Re: RFQ Natural Gas Supply Agreement – City of Humboldt**

City of Humboldt

715 Main Street, Box 640

Humboldt, Saskatchewan, S0K 2A0

### **Other Key Information**

- Quotations may not exceed ten pages in length, including the price proposal and capacity overview, introductions, appendices and any other supporting documentation.
- It is the responsibility of the Retailer to ensure the quotation is received.

- Retailers are advised to request and receive documented confirmation from the City of Humboldt that the quotation was received, per the above time and date requirement.
- There is no obligation for the City to reimburse responding Retailers for any expenses incurred in preparing quotations in response to this request.
- The City reserves the right to reject any or all quotations submitted.
- During the evaluation process, the City reserves the right, where it may serve the City’s interest, to request additional information or clarification from Retailers, or to permit corrections, errors or omissions, regarding their submitted quotations.
- Submissions of the quotation indicates acceptance by the Retailer of the conditions contained in this RFQ, unless clearly and specifically noted in the quotation submitted and confirmed in a contract between the City and the Retailer selected. The RFQ and the response from the Retailer will be included as appendices to an executed contract.
- Applicant responses to the RFQ will be treated confidentially in compliance with privacy legislation.

The City expects the selection of a Retailer will be completed on August 26,2025. Following the notification of the selected Retailer the City expects a contract will be executed between the respective parties by 4:30:00 pm CST August 27, 2025.

The information contained in this RFQ can be utilized by the applicants solely for the purposes of preparing a quotation submission. Any other purpose is not authorized by the City.

### Terms to be addressed in a contractual agreement

The contract between the City and the successful Retailer will address additional terms, including but not limited to: Invoicing and payments, Termination, Conduct of Vendor Staff, Insurance, Warranties, Representations and Indemnities, and Force Majure. The contracts shall not include any provision for the automatic renewal of those contracts.

The City reserves the right to cancel the request of quotation up to the point of contract award.

#### Term of Supply

The following is a summary of the RFQ schedule and key dates for the contracts:

Dates	Action
August 12, 2025	Request for Quotation issued
August 26, 2025 (10:00:00 am CST)	Closing date for bids
August 26, 2025 (3:00:00 pm CST)	Successful vendor selected and notified
August 27, 2025	Contracts executed
August 29, 2025 (3:00:00 pm CST) at the latest	SaskEnergy is notified

### Term of Supply

It is the intent of the City to contract one natural gas Retailer for the supply of natural gas to the City effective November 1<sup>st</sup> of 2025 for one of the following: a twelve-month, 36-month or 60-month period.

The City will enter into a contract for natural gas supply with a Retailer if a quotation meets the needs and satisfaction of the City's expectation and requirements. The City Council will agree to purchase natural gas from a Retailer for the one of the following:

- **1 year term:** 12month period, one year, effective November 1<sup>st</sup>, 2025; or
- **3 year term:** 36 month period, three years, effective November 1<sup>st</sup>, 2025.
- **5 year term:** 60 month period, five years, effective November 1<sup>st</sup>, 2025.

Multi-year quotes with a year-over-year variable price will be considered.

## Questions re: RFQ

Applicant Retailers that have questions or would like clarification on meaning shall submit questions via e-mail to:

Mr. Connor Piller, Finance Manager at [financemanager@humboldt.ca](mailto:financemanager@humboldt.ca)

Any questions received and the associated responses will be sent to all applicants via email.

Prior to the closing date, applicants should not establish contact with anyone inside of the City's organization regarding this RFQ (including Council), other than the representative identified above without first receiving permission. Failure to abide by this requirement may be grounds for rejection of your proposal.

## Services Required

The following provides an example of the services required, which should be used to prepare the Price and Technical proposals.

### **Natural gas supply to City properties and locations**

The Retailer will provide natural gas to the City for the consolidated municipal government SaskEnergy account number 903 070 0000 1 that includes, but is not limited to, the following properties/location account numbers listed below. The following details the actual natural gas purchased, in m<sup>3</sup>, for the first six month of 2025.

10354 6th Ave E	9030700349	1,078.141
1100 4th Ave	9030700303	8,356.621
1100 4th Ave	9030700696	20,044.238
1201 Main St	9032082244	10,354.478
1201 Main St	6591686471	112.054
1424 4th St	9030700996	937.632
1519 9th Ave	9030700701	585.571
201 8th Ave	4546320830	832.249
2200 8th Ave	9030700319	528.150
3 Saskatchewan Ave E	9036097738	711.262
540 5th St	9030700047	837.653
601 Main St	9030700457	4,979.985
604 Main St	9030700344	9,360.103
619 17th St	0538581896	2,245.451
635 7th St	9030700189	4,952.045
705 Main St	9030700803	6,871.462
715 Main St	9030700233	8,989.914
A-619 17th St	9030700487	475.572
Uniplex	9030700040	216,764.632
SW-21-37-22-W2	2140243468	26,005.958
	Total Consumption (m <sup>3</sup> )	325,023.171

The City will typically consume 475,000 cubic meters of natural gas in a year. The City reserves the right to delete properties from the above list due, but not limited, to sale or demolition after the notice to award a contract to a Retailer.

If, on any day during the term of any particular transaction, the Retailer fails to deliver to the delivery point the volumes of gas as agreed for the transaction for reasons other than Force Majeure or a suspension by the City, then the Supplier shall be obligated to reimburse the City for the reasonable costs incurred in obtaining alternate gas supply, including imbalance penalties, overrun charges and additional transportation costs, arising from such non-delivery, in excess of the price hereunder that the City would otherwise have to pay to the Retailer for such gas.

## Criteria

### Retailer qualifications and appointment

The Retailer must be amongst those listed by SaskEnergy as an Authorized Gas Retailer.

The format for the Price Proposal is not prescribed; however, please ensure the following information is provided, within the ten-page limit, as described below.

### Price Proposal – weighted 90 of 100 points

The price, fixed commodity rate per cubic meter (\$/m<sup>3</sup>), proposal should be prepared and submitted in a separate document from the Technical, experience, proposal. The price should contain all commodity pricing information relative to supplying natural gas as described in the RFQ.

The Price Proposal should include the following information, at minimum:

- Name of Retailer;
- Certification that the person signing the proposal is entitled to represent the Retailer, empowered to submit the proposal, and authorized to sign a contract with the City;
- Price per cubic meter (\$/m<sup>3</sup>)
  - o The fixed commodity per cubic meter (m<sup>3</sup>) of natural gas must be stated as the maximum charge per measurable unit of gas, including all direct and indirect costs.

Any and all prices quoted shall be based on cubic meter consumption. Prices are to be quoted in Canadian dollars with the Sales Tax listed as a separate item.

If required, quotations should also clearly identify any other fees or potential costs to the City including, but not limited to, penalty for breaking the supply contract.

Any and all prices quoted shall remain firm and open for acceptance until 3:00:00 pm CST August 26st, 2025. Upon acceptance of the quotation, prices must remain firm for the duration of the contract.

### **Manner of Payment**

The City understands that SaskEnergy will perform billing and collection services on behalf of gas Retailer, which will be subject to SaskEnergy's standard billing, deposit and collection policies and procedures.

## **Capacity Overview – weighted 10 of 100 points**

The proposal should clearly state the following:

- volume of the Retailer's natural gas supply purchased per annum;
- the size of the Retailer's company in terms of full-time equivalent staff that are licensed to sell natural gas in Saskatchewan, Canada;
- number of contracts awarded to organizations within the province of Saskatchewan, Canada, over the past five years;
- the key contact staff by name and position;
  - o The City understands that staff may be changed if those personnel leave the Supplier, or are assigned to another office.

## **Evaluation Process – 100-point criteria total**

Quotations submitted will be evaluated by senior administration of the City. The quotations will receive a score out of a maximum 100 point scale based on the criteria described below. The Price Proposal is rated 0-90 points; the Capacity Overview is rated 0-10 points. The highest total score out of a maximum of 100 points will be provided primary consideration. The Retailer with the lowest price may not necessarily receive the highest score.

### **Evaluation of Quotations**

The following is the criteria and point scale that will be used to evaluate the quotations. The evaluators will compare the relative merits of the Retailers and assess the overall value of the quotations.

### **Price criteria point range**

Price of the supply will be rated 0-90 based on the following:

- 1) Ranking of lowest fixed commodity rate per cubic meter ( $\$/m^3$ ) – max 80 points. A reduction of 10 points will be assigned to the next lowest bidder.
  - a. For example, the lowest fixed commodity rate per cubic meter ( $\$/m^3$ ) quoted receives 80 points, the second lowest receives 70 points, and the third lowest receives 60 points, etc.
- 2) Optional Information – 0-10

### **Capacity Overview point range**

The Capacity Overview of the Retailer will be rated 0-10 based on the following:

- 1) Size and structure of the Retailer (0-3)
- 2) Supplying natural gas to similar organizations (0-5)
- 3) Disclosure matters (0-2)

# Appendix A – Quotation Cover Sheet

I/We have reviewed the RFQ, including the terms and conditions, and hereby offer to provide goods or services for the amounts of money described in our price proposal in exchange for the right to enact the requirements of the quotation.

**For the Provision of: Natural Gas Supply to the City of Humboldt**

Registered Business Name: \_\_\_\_\_

Business Address: \_\_\_\_\_

City: \_\_\_\_\_

Postal Code: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Signature of Authorized Officer: \_\_\_\_\_

Name/Title of Authorized Officer (print): \_\_\_\_\_

**Note for signing officer: By my signature, I hereby confirm I am a principal, or have been duly authorized by the principal or board, to sign on behalf of the above-named organization.**