



City of Humboldt
October 27, 2025 - Regular Meeting of Council - 05:30 AM

- 1 **Call To Order**
- 2 **Land Acknowledgement**
- 3 **Adopt Agenda**
 - 3.1 Conflict of Interest
- 4 **Public Acknowledgement**
- 5 **Public Hearing**
- 6 **Approve Minutes**
 - 6.1 Regular Meeting of Council held September 22, 2025
 - 📎 Minutes of the Regular Meeting of Council held September 22, 2025
 - 6.2 Special Meeting of Council held September 29, 2025
 - 📎 Minutes of the Special Meeting of Council held September 29, 2025
- 7 **Delegations**
 - 7.1 Delegation - Preferred Choice Development Strategists - James Leier
 - 📎 Report - Humboldt Housing Need and Demand Market Assessment Report - Executive Summary
- 8 **Correspondence**
 - 8.1 "A" Items Requiring Council Resolution
 - 8.1.1 Humboldt Community Gathering Place Inc.
 - 📎 Letter dated October 21, 2025 from Humboldt Community Gathering Place Inc.
 - 📎 Letter dated August 10, 2025 Humboldt Community Gathering Place Inc.
 - 8.2 Humboldt Golf Club
 - 📎 Letter dated October 22, 2025 from Humboldt Golf Club
 - 8.3 "B" Items Received for Information Only
- 9 **Committee Reports**
 - 9.1 Executive Committee Meeting held October 14, 2025
 - 📎 Minutes of the Executive Committee Meeting held October 14, 2025
 - 9.2 Humboldt & District Museum & Gallery Board meeting held September 11, 2025
 - 📎 Minutes of the Humboldt & District Museum & Gallery Board meeting held September 11, 2025
- 10 **Bylaws**

11 New Business

11.1 Recommendation- Director of Cultural Services - Water Tower Provincial Designation

📎 Report Director of Cultural Services - Water Tower Provincial Designation

11.2 Recommendation- Manager of Development and Marketing - North Ridge Second Phase Street Naming

📎 Report - North Ridge Second Phase Street Naming

11.3 Recommendation - Director of Community and Leisure Services - Leisure Access Policy 10490

📎 Report - Leisure Access Policy 10490

11.4 Recommendation - Director of Community and Leisure Services - SPRA Grant Partnership Request - Prairie Sky Trails Association

📎 Report- SPRA Grant Partnership Request - Prairie Sky Trails Association

12 Enquiries

13 Committee of the Whole

14 Adjourn



**City of Humboldt
Meeting Minutes**

Regular Meeting of Council September 22, 2025 - 05:30 PM

- PRESENT:
- Mayor Rob Muench
 - Councillor Larry Jorgenson
 - Councillor Roger Korte
 - Councillor Dave Rowe
 - Councillor Marilyn Scott
 - Councillor Karen Siermachesky
 - City Manager Joe Day
 - City Controller Jace Porten
 - Director of Protective Services Mike Kwasnica
 - Director of Public Works Peter Bergquist
 - Director of Cultural Services Jennifer Fitzpatrick
 - Marketing and Development Manager Jarrett Delbridge
 - Communications Coordinator Angie Rolheiser
 - Community Development Coordinator Oriyomi Razak

1 Call To Order

Mayor Muench called the meeting to order at 5:29 p.m.

2 Land Acknowledgement

As we gather here today, we acknowledge we are on Treaty 6 Territory and the Homeland of the Métis. We pay our respect to the First Nations and Métis ancestors of this place and reaffirm our relationship with one another.

Resolution:
2025.299

3 Adopt Agenda

Moved By: Councillor Dave Rowe
Seconded By: Councillor Karen Siermachesky

That the agenda be adopted as presented.

CARRIED

3.1 Conflict of Interest

4 Public Acknowledgement

Councillor McInnis congratulated the Humboldt Broncos on winning their home opener over the weekend.
Councillor Siermachesky congratulated the Juice Pigs on placing second in Division D at the World Series slo-pitch tournament in Kamloops. She also congratulated the men’s and women’s teams on placing second at provincials.
Mayor Muench acknowledged the Humboldt District Community Services on 25 years of supporting employment in the community, supporting over 500 community jobs for a diverse group of people in Humboldt and area. He also recognized Juanine Korte who is entering her 25th year with the organization.

Mayor – Rob Muench

Interim City Clerk – Jace Porten

5 Public Hearing

5.1 Suspend Council Meeting

Moved By: Councillor Marilyn Scott
Seconded By: Councillor Roger Korte

That the Regular Meeting of Council be suspended and that we move to enter the Public Hearing, the time being 5:33 p.m.

CARRIED

Resolution: 2025.300

5.2 Recommendation - City Controller - Public Hearing - Discretionary Use Recreation Facility

Moved By: Councillor Karen Siermachesky
Seconded By: Councillor Sarah McInnis

That this report be accepted for information and filed.

CARRIED

Resolution: 2025.301

5.3 Recommendation - City Controller - Public Hearing - Bylaw No. 16/2025

Moved By: Councillor Roger Korte
Seconded By: Councillor Dave Rowe

That this report be accepted for information and filed.

CARRIED

Resolution: 2025.302

5.4 Resume Meeting

Moved By: Councillor Dave Rowe
Seconded By: Councillor Roger Korte

That the Public Hearing be closed, and that Council revert to the Regular Meeting, the time being 5:39 p.m.

CARRIED

6 Approve Minutes

Resolution: 2025.303

6.1 Regular Meeting of Council held August 25th, 2025

Moved By: Councillor Marilyn Scott
Seconded By: Councillor Sarah McInnis

That the Minutes of the Regular Meeting of Council held August 25th, 2025 be approved as amended, recorded, and circulated.

CARRIED

Resolution: 2025.304

6.2 Special Meeting of Council held September 8th, 2025

Moved By: Councillor Karen Siermachesky
Seconded By: Councillor Dave Rowe

That the Minutes of the Special Meeting of Council held September 8th, 2025 be approved as recorded and circulated.

CARRIED

7 Delegations

Resolution: 2025.305

7.1 Janine Hart & Eilish McAnally - Humboldt Regional Newcomer Centre

Moved By: Councillor Larry Jorgenson
Seconded By: Councillor Sarah McInnis

That this presentation be accepted for information and filed.

CARRIED

 Mayor – Rob Muench

 Interim City Clerk – Jace Porten

Resolution: 7.2 **Lisa Owen - Humboldt Community Gathering Place**
 2025.306 **Moved By:** Councillor Roger Korte
Seconded By: Councillor Marilyn Scott

That this presentation be accepted for information and filed.

CARRIED

8 Correspondence

Resolution: 8.1 **Items Received for Information Only**
 2025.307 **Moved By:** Councillor Marilyn Scott
Seconded By: Councillor Dave Rowe

That the following correspondence be accepted for information:

1. SUMA City Caucus Agenda Package dated September 4th, 2025

CARRIED

Resolution: 8.1.1 **Motion**
 2025.308 **Moved By:** Councillor Sarah McInnis
Seconded By: Councillor Larry Jorgenson

That the Mayor sign the form letter to the local MLA voicing the City is in favour of the Government implementing its e-Justice project in the upcoming budget.

CARRIED

9 Committee Reports

9.1 Vacate Chair

Mayor Muench vacated the Chair and Deputy Mayor Korte presided at 6:15 p.m.

Resolution: 9.2 **Executive Committee Meeting held September 8th, 2025**
 2025.309 **Moved By:** Councillor Karen Siermachesky
Seconded By: Councillor Marilyn Scott

That the Minutes of the Executive Committee Meeting held September 8th, 2025 be accepted for information.

CARRIED

Resolution: 9.3 **Humboldt & District Museum and Gallery Board dated July 10th, 2025**
 2025.310 **Moved By:** Mayor Rob Muench
Seconded By: Councillor Dave Rowe

That the Minutes of the Humboldt & District Museum and Gallery Board meeting held July 10th, 2025 be approved as presented.

CARRIED

Resolution: 9.4 **Reid Thompson Public Library meeting dated June 9th, 2025**
 2025.311 **Moved By:** Councillor Karen Siermachesky
Seconded By: Councillor Dave Rowe

That the Minutes of the Reid Thompson Public Library meeting dated June 9th, 2025 be accepted.

CARRIED

10 Bylaws

Resolution: 10.1 **Recommendation - Community Development Coordinator - Bylaw No. 16/2025 – A Bylaw to Amend Bylaw No. 03/2016**
 2025.312

Mayor – Rob Muench

Interim City Clerk – Jace Porten

known as the Official Community Plan

Moved By: Councillor Larry Jorgenson

Seconded By: Mayor Rob Muench

That this report be accepted for information and filed.

CARRIED

Resolution: 2025.313 **10.2** **Second Reading - Bylaw No. 16/2025 – A Bylaw to Amend Bylaw No. 03/2016 known as the Official Community Plan**
Moved By: Councillor Larry Jorgenson
Seconded By: Mayor Rob Muench

Resolved that Bylaw No. 16/2025, being a bylaw to amend Bylaw No. 03/2016 known as the Official Community Plan, be read a second time.

CARRIED

Resolution: 2025.314 **10.3** **Third Reading - Bylaw No. 16/2025 – A Bylaw to Amend Bylaw No. 03/2016 known as the Official Community Plan**
Moved By: Councillor Sarah McInnis
Seconded By: Councillor Dave Rowe

Resolved that Bylaw No. 16/2025, being a bylaw to amend Bylaw No. 03/2016 known as the Official Community Plan, be read a third time and now be adopted.

CARRIED

10.4 **Resume Chair**

Mayor Muench resumed the Chair, the time being 6:31 p.m.

11 **New Business**

Resolution: 2025.315 **11.1** **Proclamation - Culture Days**
Moved By: Councillor Roger Korte
Seconded By: Councillor Sarah McInnis

That the Mayor be authorized to proclaim the week of September 19 to October 12, as "Culture Days" in the City of Humboldt.

CARRIED

Resolution: 2025.316 **11.2** **Proclamation - Truth and Reconciliation Week**
Moved By: Councillor Karen Siermachesky
Seconded By: Councillor Larry Jorgenson

That the Mayor be authorized to proclaim the week of September 22nd to 26th as "Truth and Reconciliation Week" in the City of Humboldt.

CARRIED

Resolution: 2025.317 **11.3** **Proclamation - National Disability Employability Month**
Moved By: Councillor Roger Korte
Seconded By: Councillor Sarah McInnis

That the Mayor be authorized to proclaim the month of October 2025 as "National Disability Employability Month" in the City of Humboldt.

CARRIED

Resolution: 2025.318 **11.4** **Recommendation - Community Development Coordinator - Discretionary Use - Recreational Facility**
Moved By: Councillor Larry Jorgenson
Seconded By: Councillor Dave Rowe

Mayor – Rob Muench

Interim City Clerk – Jace Porten

That a discretionary use be approved to operate a Commercial recreation facility, limited to indoor use, at 520 9th Street legally described as Block 6 – Plan 99H01872

CARRIED

Resolution: 2025.319 11.5 Recommendation - Director of Leisure Services - Living Skies Music Festival Multi-Year Agreement
Moved By: Councillor Roger Korte
Seconded By: Councillor Sarah McInnis

That the City enter into a five-year agreement, to host the Living Skies Music Festival through 2030 and commit to a \$40,000 cash sponsorship per year to be reduced to 30,000 in any year where the promoter secures a presenting sponsor, with additional in-kind support provided as in past years.

CARRIED

Resolution: 2025.320 11.6 Recommendation - Director of Public Works - Community Airport Partnership Grant
Moved By: Councillor Sarah McInnis
Seconded By: Councillor Larry Jorgenson

That Administration be authorized to submit an application to the Community Airport Partnership (CAP) for funding in the amount of approximately \$176,000.

CARRIED

Resolution: 2025.321 11.7 Recommendation - Director of Protective Services - Fire Department Utility Vehicle
Moved By: Councillor Marilyn Scott
Seconded By: Councillor Sarah McInnis

That Discovery Ford be awarded the tender for one (1) 2025 Ford F350 Diesel at a price of \$77,748.00 plus applicable taxes.

CARRIED

12 Enquiries

Mayor Muench enquired with the Director of Leisure Services regarding the heat and humidity concerns in the Arena over the weekend. The Director responded the dehumidification system needed some maintenance causing some humidity concerns, staff temporarily used the furnace to combat the humidity issues, but it did cause heat issues as the furnace was left on a little longer than it should have.

Councillor Korte enquired with the Director of Leisure Services regarding the smell of chlorine in the Uniplex. The Director responded that staff are looking into the cause and suspect it may be due to some changes made in the facility changing the airflow patterns. Staff are working on identifying and isolating the issue.

Resolution: 2025.322 13 Committee of the Whole
Moved By: Councillor Dave Rowe
Seconded By: Councillor Roger Korte

That we sit in a private session as Committee of the Whole, the time being 7:00 p.m.

CARRIED

13.1 Authority

The Committee met under Section 5(3) of Part III of *The Local Authority of Freedom of Information and Privacy Act*.

 Mayor – Rob Muench

 Interim City Clerk – Jace Porten

13.2 Present in the Committee of the Whole

Mayor Rob Muench, Councillor Larry Jorgenson, Councillor Roger Korte, Councillor Sarah McInnis, Councillor Dave Rowe, Councillor Marilyn Scott, Councillor Karen Siermachesky, City Manager Joe Day, City Controller Jace Porten, Director of Leisure Services Mike Ulriksen, Director of Protective Services Mike Kwasnica, Director of Public Works Peter Bergquist, Marketing and Development Manager Jarrett Delbridge.

13.3 Delegation - Westwood Estates

Resolution:
2025.323

13.4 Revert

Moved By: Councillor Roger Korte
Seconded By: Councillor Karen Siermachesky

That Council revert to the Regular Meeting, the time being 7:40 pm.

CARRIED

Resolution:
2025.324

13.5 Delegation - Motion

Moved By: Councillor Roger Korte
Seconded By: Councillor Sarah McInnis

That this presentation be accepted for information and filed.

CARRIED

Resolution:
2025.325

14 Adjourn

Moved By: Councillor Larry Jorgenson
Seconded By: Councillor Sarah McInnis

That we do now adjourn, the time being 7:41 p.m.

CARRIED



City of Humboldt

Meeting Minutes

Special Meeting of Council September 29, 2025 - 12:00 PM

PRESENT: Deputy Mayor Roger Korte
 Councillor Larry Jorgenson via Zoom
 Councillor Dave Rowe
 Councillor Marilyn Scott
 Councillor Karen Siermachesky
 City Clerk Lori Yaworski
 Director of Protective Services Mike Kwasnica
 Director of Public Works Peter Bergquist
 Community Development Coordinator Oriyomi Razak
 Marketing and Development Manager Jarrett Delbridge

1 Call To Order

Resolution: 2025.326

Moved By: Councillor Marilyn Scott

Seconded By: Councillor Karen Siermachesky

Deputy Mayor Korte called the meeting to order at 12:00 p.m.

CARRIED

2 Land Acknowledgement

As we gather here today, we acknowledge we are on Treaty 6 Territory and the Homeland of the Métis. We pay our respect to the First Nations and Métis ancestors of this place and reaffirm our relationship with one another.

3 Adopt Agenda

Resolution: 2025.327

Moved By: Councillor Karen Siermachesky

Seconded By: Councillor Marilyn Scott

That the agenda be adopted as presented.

CARRIED

3.1 Conflict of Interest

4 Public Hearing - Discretionary Use

4.1 Suspend Council Meeting

Resolution: 2025.328

Moved By: Councillor Karen Siermachesky

Seconded By: Councillor Marilyn Scott

That the Special Meeting of Council be suspended and that we move to enter the Public Hearing, the time being 12:01 p.m.

CARRIED

4.2 Public Notice -Interim City Clerk - Discretionary Use - Place of worship

Andy McAnally owner of Causeway Natural Health was in the gallery to speak to his concern for parking in the area.

4.3 Resume Meeting

Resolution: 2025.329

Moved By: Councillor Dave Rowe

Seconded By: Councillor Karen Siermachesky

That the Public Hearing be closed, and that Council revert to the Regular Meeting, the time being 12:08 p.m.

CARRIED

5 New Business

5.1 Recommendation - Community Development Coordinator - Discretionary Use – Place of Worship

Resolution: 2025.330

Moved By: Councillor Marilyn Scott

Seconded By: Councillor Dave Rowe

That a discretionary use be approved to operate a place of worship at Unit 5 520 9th Street legally described as Lot 30 – Block 6 – Plan 99H01872.

CARRIED

5.2 Recommendation - Community Development Coordinator - Approval of Condominium Plan – 1319 Main Street

Resolution: 2025.331

Moved By: Councillor Dave Rowe

Seconded By: Councillor Karen Siermachesky

That the City of Humboldt approves the attached plans for the creation of a surface building condominium on Parcel Y, Plan 102433519, and that the Mayor and City Administration be authorized to execute all necessary documents.

CARRIED

6 Adjourn

Resolution: 2025.332

Moved By: Councillor Larry Jorgenson

Seconded By: Councillor Marilyn Scott

That we do now adjourn, the time being 12:21 p.m.

CARRIED

Deputy Mayor - Roger Korte

City Clerk - Lori Yaworski



Humboldt Housing Need and Demand Market Assessment Report: EXECUTIVE SUMMARY

September 29, 2025

Prepared by



www.preferchoice.ca

This Humboldt Housing Need and Demand Market Assessment Executive Summary has been prepared by Preferred Choice (DJ Leier Enterprises Ltd.) for the exclusive use of the City of Humboldt.

The information included in this Executive Summary is strictly confidential for the exclusive use of the City of Humboldt, and its partner(s) and / or its designate(s), and is provided on the understanding that it will not be copied nor disclosed to third parties without the prior authorization of the City of Humboldt.



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Preferred Choice's Development Strategists helping our clients be prepared, be well known, and be connected

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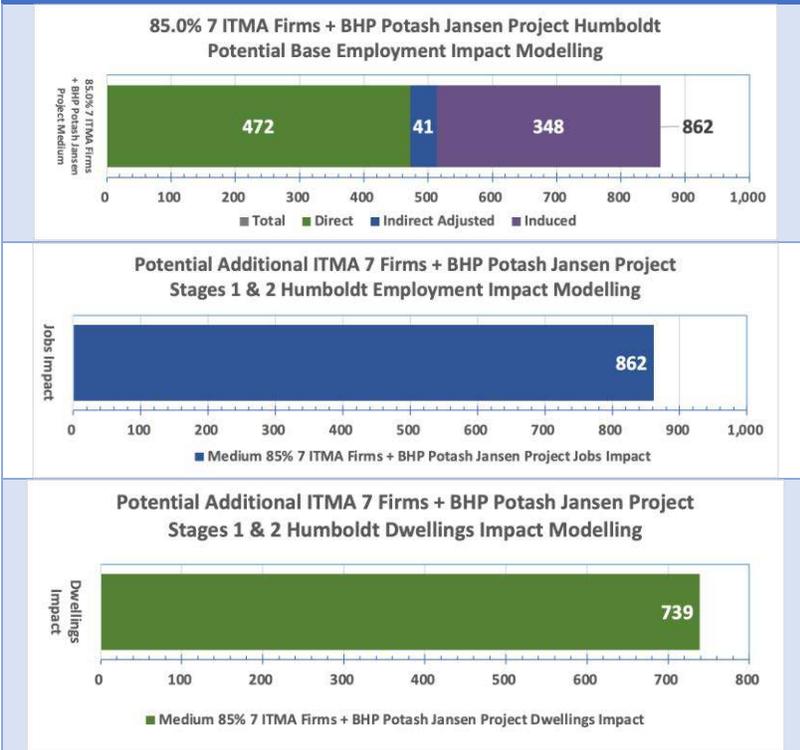
Exhibit 00.07 - Typical Housing Venture Key Planning Stages ix

Executive Summary

Humboldt Housing Market Assessment Findings

The Need and Demand Assessment compiled and analyzed secondary data, developed employment, population, and housing forecasts, examined market segments, examined anticipated regional industry growth and new potash operations impacts, and explored considerations relevant to new housing development in the City of Humboldt, R.M. of Humboldt No. 370, S4-6 Communities, Census Division No. 15, and Prince Albert Economic Region, with a focus on the City of Humboldt.

Exhibit 00.01 - 7 ITMA Firms + BHP Potash Jansen Project Employment Growth Potential Additional Impact on Humboldt over the Next 10 Years



Source: Prepared by Preferred Choice based on potential employment growth modelling of Iron Triangle Manufacturing Alliance firms + BHP Potash Jansen Project potential additional employment growth and impact analysis modelling by Preferred Choice utilizing the Statistics Canada Input-Output Model Table: 36-10-0595-01 Ag, Construction, and Mining Equipment Manufacturing Multipliers & Potash Mining Multipliers

Firms in the Iron Triangle Manufacturing Alliance have discussed potential company growth and employment growth over the next few years. The firms are interested in securing significant growth within the next 5 years, which could occur over the next 10 years depending on market conditions. BHP Potash will be adding a significant number of operational jobs between 2027 and 2031 with a goal for significant employment for people residing in S4-6 (Sylvite Four-Six) communities. The top seven destinations for Humboldt residents that commute to work out of town represent 74.1% (415 out of 560) of commuters in 2021. The base case was for 862 additional regional jobs for Humboldt residents with a low

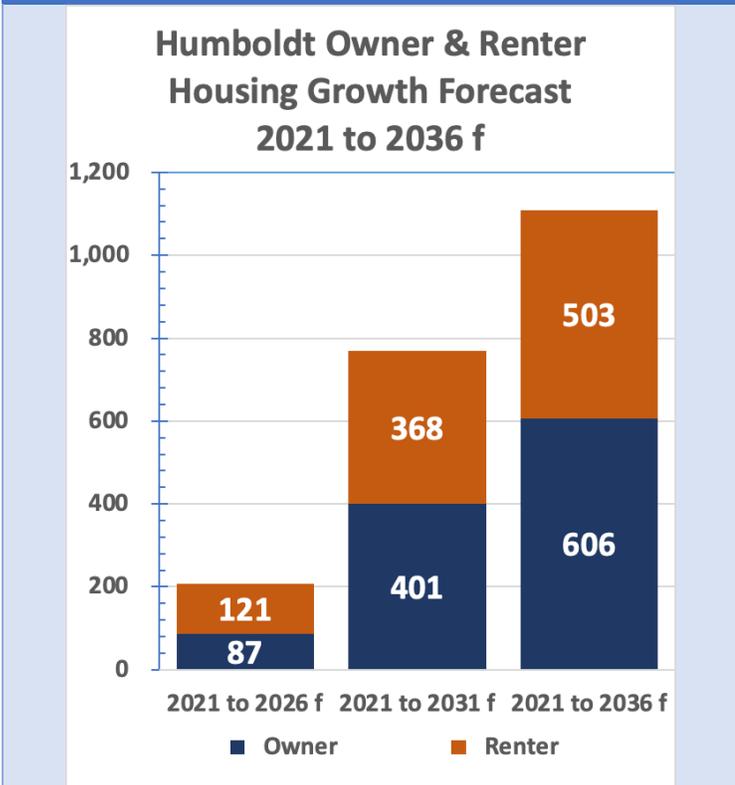
case threshold of 676 anticipated jobs and an upper case model of 1,014 additional jobs for Humboldt residents at the current ITMA firms in the region and BHP Potash Jansen project.

Conclusion #1: Regional manufacturing and mining industry is expecting significant growth over the next 10 years with an anticipated potential impact of about 862 jobs for Humboldt residents boosting the population in Humboldt by around 1,718 people and requiring approximately 739 additional dwellings in the City of Humboldt to support regional industry growth.

Assuming forecast industry and population growth of 2.48% per annum for the City of Humboldt and corresponding dwelling growth is realized, then about 1,105 additional dwelling units in Humboldt would be required over the next 15 years. This would include potentially 606 more owner dwelling units and 503 more tenant rental units over 15 years by 2036 in the City of Humboldt. The mix of rental and ownership units varies somewhat particularly in the condominium markets where the tenure of occupancy can vary from time to time. The level of rental units for the market is impacted by the availability of potential social housing and general economic conditions.

Conclusion #2: There is a significantly strong anticipated need for additional housing and rental housing in the City of Humboldt over the next 15 years with a further 1,105 dwelling units needed in the next fifteen years should forecast industry and population growth occur.

Exhibit 00.02 - 2021 Census City of Humboldt Housing Growth Projections by Tenure for 2021 to 2036 based on Growth Forecasts



Source: Preferred Choice modelling based upon Growth Analysis, Statistics Canada: 2011, 2016, and 2021 Census data, Statistics Canada Annual Population Estimates 2001 - 2024, and eHealth Saskatchewan Annual Covered Population Estimates 2001 - 2025 and Mining Equipment Manufacturing Multipliers & Potash Mining Multipliers for potential employment growth modelling of the Iron Triangle Manufacturing Alliance 7 firms potential additional employment growth + BHP Potash Jansen mine operations jobs and impact analysis

As the projections for additional housing needs has focused on resident employment and population growth, this does not include any significant additional housing needs for an increasing level of seniors staying in the community, area farmers interested in moving into the community, increased attraction of individuals looking for housing in the broader region, increased international immigration, accelerated industrial growth, or other individuals that may move into the community. Additional demographic and seniors market analysis can be done in a supplemental market assessment.

Conclusion #3: There is potential for additional housing growth in the City of Humboldt above base forecast levels through active attraction of seniors, rural residents moving into the community, international immigration, accelerated industrial growth, capturing more of the regional industry growth, and attraction of individuals throughout the region and beyond.

Household income levels are slightly lower than provincial levels in the City of Humboldt. The average household income before and after-tax in Humboldt is slightly below the Saskatchewan average. Humboldt has a similar proportion of upper level household incomes compared to the provincial level. The average dwelling value and monthly tenant rental shelter costs for Humboldt are below the Saskatchewan provincial levels, and the average monthly owner shelter costs are lower than provincial levels.

A range of income levels and below average rental shelter costs and below average owner shelter costs in the City of Humboldt requires a range of market, entry level, affordable, and social housing across the housing continuum in Humboldt. Housing needs exist along the entire housing continuum in Humboldt.

Conclusion #4: A mix of income levels in the City of Humboldt enables the community to utilize existing affordable housing stock across the housing continuum with higher earners able to access market housing options.

Based on the nature of multi-unit projects lot needs then about 600 to 700 more lots would be required over the next 15 years to support about 500 to 550 more residences and 100 to 150 multi-unit projects (for about 500 to 550 multi-unit dwelling units). The City of Humboldt would need to have at least 45 single residential and 10-15 multi-unit lots available per year to support the potential growth.

Depending on the appropriate economies of scale and timeframe to develop additional lots a three-year rolling supply of inventory should be considered. An inventory of 165-180 available residential and multi-unit lots or more should be sustained in the City of Humboldt at any given

time to capture anticipated significant future area growth and potential peak activity from time to time.

Conclusion #5: Potential additional housing growth in the City of Humboldt at a significant pace over the next 11 years would require about 550 to 650 lots for about 450 to 500 single family dwellings and about 480 to 530 multi-unit dwellings.

Based upon the projected housing needs for the community, the City of Humboldt should continue to support pursuit of additional housing in the community with interested developers. Currently there is interest within the community to examine and address the housing development need and demand in Humboldt and addressing the need for affordable workforce housing for regional industry. The City of Humboldt should ensure that active development continues to address the current and future housing needs and potential growth of the community including the noted industrial growth in the region. Given the limited recent market response to the significant area workforce housing needs, the City of Humboldt will need to take strong proactive measures to help encourage a significant level of housing development.

Conclusion #6: The City of Humboldt must actively engage and offer an attractive business case to developers and builders to encourage, facilitate, assist, and advance the development of housing to address the projected workforce and general housing needs of Humboldt.

Key factors for proponents pursuing new housing development projects are to strategically position their project(s) to meet the need for target housing market segments by:

- Securing a suitable site(s) / land / or existing locations ideal for the project
- Providing experienced construction and project management to enable the project to occur in a timely manner
- Having strong project managers to ensure the project is developed in a cost-effective manner
- Targeting particular market segments to meet the needs of particular owner and tenant groups in the area
- Delivering quality project and property management services to attract, service, and retain unit sales and tenants in a well-run housing development

Housing and the Humboldt Market

The City of Humboldt commissioned this Need and Demand Assessment to explore opportunities to capture strong industry workforce housing opportunities and for general planning purposes along with being ready to respond to the continual interest in housing development in the market. The City of Humboldt is working with developers, builders, the new Northeast Housing

Cooperative, and other companies to explore residential development in the community. The city is exploring initiatives to stimulate future housing development in the community.

Exhibit 00.03 - The Community Housing Continuum						
Emergency Shelters	Transitional Housing	Social Housing	Affordable Rental Housing	Affordable Home Ownership	Rental Housing	Home Ownership
⇒	⇒	⇒	⇒	⇒	⇒	⇒
Government Subsidized Housing			Non-Market Housing		Market Housing	

Source: A Guide for Canadian Municipalities for the Development of a Housing Action Plan, Canada Mortgage and Housing Corporation, 2010

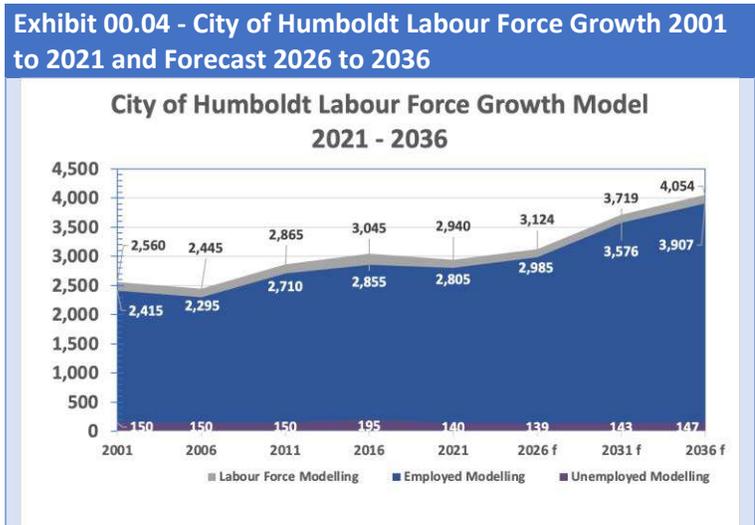
Preferred Choice’s Development Strategists were engaged to provide the need and demand assessment for the project along with follow-up services upon request.

Housing development opportunities exist in Humboldt across the community housing continuum.

The City of Humboldt has been utilized for need and demand analysis and modelling. It is noted that COVID-19 impacted Canada during the recent census.

Humboldt Area Market Growth

The need for housing in Humboldt is connected with employment opportunities growth in the area. Area industry has identified a critical need for more housing to meet current and forecast growth. According to Statistics Canada 2021 Census data, the labour force grew from 2001 to 2021 in Humboldt. The employment rate is higher than 2001 levels and is impacted by the level of economic activity provincially and in the resource sectors.



Source: Preferred Choice modelling based upon Growth Analysis, Statistics Canada: 2011, 2016, and 2021 Census data, Statistics Canada Annual Population Estimates 2001 - 2024, and eHealth Saskatchewan Annual Covered Population Estimates 2001 - 2025 and Mining Equipment Manufacturing Multipliers & Potash Mining Multipliers for potential employment growth modelling of the Iron Triangle Manufacturing Alliance 7 firms potential additional employment growth + BHP Potash Jansen mine operations jobs and impact analysis

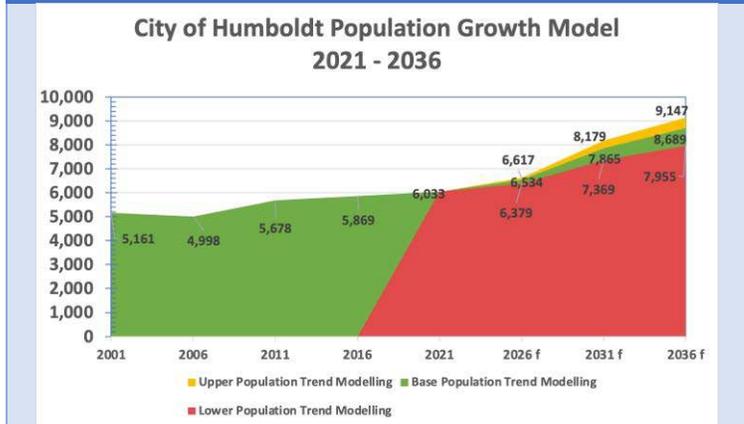
Based on the current and forecast need along with estimated industry growth employment growth is anticipated to generate 180 additional positions over the next few years by 2026, 591 over the next 5 years to 2031, 331 positions over the next 5 years to 2036 in Humboldt. Over the 15 years to 2036 employment growth of 1,102 positions is forecast for Humboldt should the baseline regional industry and community growth model in Humboldt occur, which would sustain a 2.23% average employment growth rate from 2021 to 2036 due to the significant industry growth.

These factors are related to strong current and increasing industry activity, economic development, and recent growth pressures on the community since 2021. Higher employment growth is possible based on recent activity and is amplified by regional industry growth.

The City of Humboldt had a 2021 Census population of 6,033 people and the Statistics Canada Population Estimates for 2024 were 6,466 people.

The City of Humboldt population growth modelling baseline uses the 5-year Humboldt Statistics Canada Population Estimates growth trend (0.97%) amplified with industry employment growth for an adjusted baseline total growth rate of 2.46% applied to the 2021 census population utilized for the base population forecast.

Exhibit 00.05 - City of Humboldt Population Growth 2001 to 2021 and Forecast 2026 to 2036



Source: Preferred Choice modelling based upon Growth Analysis, Statistics Canada: 2011, 2016, and 2021 Census data, Statistics Canada Annual Population Estimates 2001 - 2024, and eHealth Saskatchewan Annual Covered Population Estimates 2001 - 2025 and Mining Equipment Manufacturing Multipliers & Potash Mining Multipliers for potential employment growth modelling of the Iron Triangle Manufacturing Alliance 7 firms potential additional employment growth + BHP Potash Jansen mine operations jobs and impact analysis

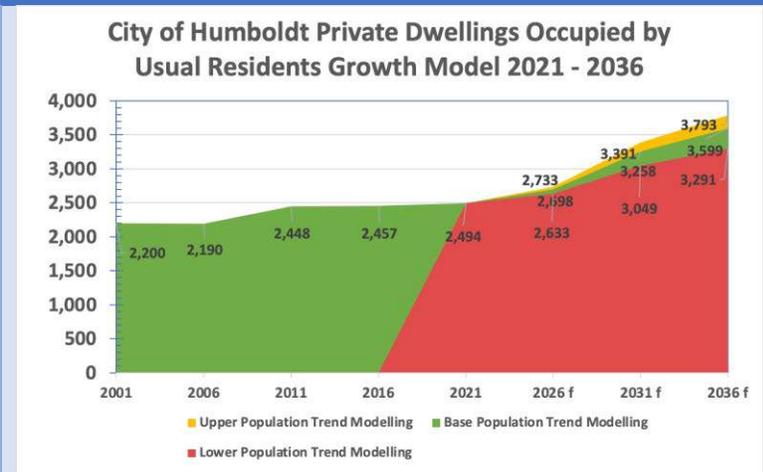
The population forecast over the 15 years to 2036 is for population growth of 2,656 people for the City of Humboldt should the industry growth baseline model occur. A lower than base model would see the 15-year increase in population limited to 1,922 people by 2036.

Upper population growth modelling with higher levels of new residents coming and staying in the community has the potential to realize a further 458 more people over the base model by 2036 since 2021 for an increase of 3,114 people in the upper forecast.

Projected Housing Need in the Humboldt Market

The City of Humboldt experienced the strongest construction between 1981 and 1990 with an annual average of 49.0 units per annum for 490 units during that 10-year period. The next strong period of construction has been during 1971 to 1980 with on average 46.5 dwelling units per annum with 465 units during that time. Between 2011 to 2015 on average 38.0 units per annum for 190 units during that timeframe. A projected 73.7 total new dwelling units per annum to 2036 are forecast for the City of Humboldt to capture projected employment, population, and regional industry growth.

Exhibit 00.06 - City of Humboldt Dwellings Growth 2001 to 2021 and Forecast 2026 to 2036



Source: Preferred Choice modelling based upon Growth Analysis, Statistics Canada: 2011, 2016, and 2021 Census data, Statistics Canada Annual Population Estimates 2001 - 2024, and eHealth Saskatchewan Annual Covered Population Estimates 2001 - 2025 and Mining Equipment Manufacturing Multipliers & Potash Mining Multipliers for potential employment growth modelling of the Iron Triangle Manufacturing Alliance 7 firms potential additional employment growth + BHP Potash Jansen mine operations jobs and impact analysis

The Humboldt area growth modelling baseline is forecast over the 15 years to 2036 growth of 1,105 dwellings units for the city should the base model of steady and strong regional industry growth for Humboldt occur. This is estimated to reflect 204 more dwellings since the 2021 census by 2026 (136 more since September 2025), with demand anticipated to generate 560 more dwellings over the next few years by 2031, and 341 more dwellings over the next 5 years to 2036.

The 15-year average annual dwellings forecast for Humboldt is at an average annual growth rate of 2.48% or 73.7 dwellings per

annum for 2021 through to 2036. Additional units are needed and achievable to address strong regional industry housing demand with Humboldt as an exceptional and progressive regional centre for development.

The Humboldt Housing Development Opportunity

Assuming forecast population and dwelling growth is realized, then about 1,105 additional dwelling units in Humboldt would be required over the next 15 years. This would include a need

for market and non-market housing across the housing continuum along with housing for regional industry growth needs.

Recommendation #1: That the City of Humboldt work closely with housing project proponents including, North Ridge Developments, Westwood Development & Estates, and the Northeast Housing Cooperative to continue to develop envisioned Housing Projects in Humboldt.

The projects size, scale, location, and target owner and tenant market segment are key areas impacting the market absorption of additional housing units. North Ridge Developments and Westwood Development & Estates are actively developing sub-divisions in Humboldt. The Northeast Housing Cooperative are exploring workforce housing development potential in Humboldt.

Recommendation #2: That the City of Humboldt work with project proponents to further define the project scale, market niche, and proposed location(s) and supports for envisioned Humboldt Housing Development Projects.

There may be various Saskatchewan Housing Corporation and Canada Mortgage and Housing Corporation programs available that may provide financial contributions to proposed Housing Development Projects in Humboldt. These programs and traditional financing require a developed business case and business plan. A number of partnerships are also possible for select projects. Typically multiple levels of government participation is needed to access certain CMHC programs.

Recommendation #3: That the City of Humboldt work with project proponents including property developers and the Northeast Housing Cooperative to provide key information for clients to initiate their Financial Viability Analysis phase of each project, followed by a Business Plan as appropriate.

The City of Humboldt will need to have defined plans for lots, marketing, promotion, and resident / community services to attract and retain additional residents to the area. Saskatchewan Housing Corporation and the Canada Mortgage and Housing Corporation have some program resources that may be available to assist the community to develop a housing plan and supporting initiatives. Currently, the Northeast Housing Cooperative has been working to address affordable and workforce housing for Humboldt and region.

Another area to build upon the housing need and demand assessment is a demographic supplement to define particular opportunities for seniors housing, Indigenous housing, Immigrant housing, and non-market housing across demographic groups.

Recommendation #4: That the City of Humboldt seek resources to develop a Housing Market Demographic Supplement, Housing Action Plan, and follow-up housing plans as appropriate.

Providing defined vision and business models will establish the necessary foundation to secure investment into a range of housing projects in Humboldt.

The next steps in the Humboldt Housing Development Project are:

- Review, revise, and approve the 2025 Humboldt Housing Need and Demand Market Assessment Report
- Determine, access, secure, and allocate available resources to continue initiatives geared towards housing project development
- City of Humboldt consider proceeding with a Demographic and Seniors Market Segments Supplement and / or Community Housing Plan
- Encouraging development of suitable project site(s) for a range of Housing Projects
- The City of Humboldt proactively pursue partnerships with developers where appropriate to stimulate housing development including workforce housing
- Determine, access, secure, and allocate available resources as required to attract and advance housing project development

Exhibit 00.07 - Typical Housing Venture Key Planning Stages



The steps to advance the Humboldt Housing Development Initiatives are dependent on available project resources and interest in the proposed options. The intent is to generate action to advance the goals of the housing development as well as creating a complimentary community fit for more housing projects throughout the City of Humboldt.



www.preferchoice.ca

Humboldt Community Gathering Place Inc.
Box 1328
Humboldt, SK S0K 2A0
306-682-3864
manager.cgp@sasktel.net



October 21, 2025

To the City of Humboldt.

Correspondence seeking Council resolution

Subject: The Community Gathering Place capital campaign for a new roof!

At the last Council meeting a representative of the Gathering Place asked the Council for a guarantee of \$50,000 from the city providing we raise the remainder of the funds for a new roof.

We now ask for a commitment from the Council on our request.

Sincerely,

Tammy Washkowsky

Board Chair of the Community Gathering Place

e-mail, chair.cgp@sasktel.net

cc, manager.cgp@sasktel.net

Humboldt Community Gathering Place Inc.
Box 1328
Humboldt, SK S0K 2A0
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August 10, 2025

To the City of Humboldt.

Subject: The Community Gathering Place is launching a capital campaign for a new roof!

The Community Gathering Place is a dynamic multiuse facility that has been located in the heart of downtown Humboldt for almost 100 years. Originally built in 1928 as the Knights of Columbus Hall, this building has served to bring many diverse communities in Humboldt together for sports, arts, recreation, fellowship and community – all at a cost that is reasonable for small and mid-sized organizations.

With the space in use for approximately one-third of the year, it's hard to overstate the diversity of the usage and membership.

As a large hall, the space is suitable for physical recreation, so groups that serve youth and seniors, such as *Forever in Motion* and *Humboldt Tae Kwon Do*, are able to keep their memberships accessible and affordable.

The Community Gathering Place is also the *only proscenium arch theatre* in the city, making it the home not only of the popular *Humboldt Theatre Club*, but it is also a popular venue for concerts arranged by *Arts Humboldt*, *the Futuristics Choir*, and *local performers* who regularly sell out concerts.

Local faith-based communities also take advantage of the space, including *Harvest Pentecostal*, *Grace Life Ministry* and *Humboldt Mussalah*. Many of these worshippers are members of the Humboldt Newcomer community and need an affordable and accessible location to worship if they are not members of any of Humboldt's existing church.

The Gathering Place also offers community to combat social isolation, with regular card games, social functions, healing sessions, and other activities happening all year round.

The community that accesses the services of the Gathering Place are diverse, multidisciplinary, and often not in a position to pay the higher rental fees at other locations. The Gathering Place is **accessible** – both physically and culturally, **affordable** when compared to other local options, **independent** as the rental fees are responsibly managed and are able to cover all annual operating costs, **adaptable** as it is able to accommodate a wide variety of usage needs, and located **downtown** in a building that has been part of Humboldt's history since 1928.

Humboldt Community Gathering Place Inc.

Box 1328

Humboldt, SK S0K 2A0

306-682-3864

manager.cgp@sasktel.net



This volunteer-run non-profit takes the stewardship of the building and their relationships seriously, and it is with that in mind that we are in the beginning stages of a capital campaign to raise \$100,000 to replace the shingles on the roof, as the age and condition of the roof is putting the building at risk.

Our capital campaign includes fundraising, grant applications, and private sponsorship, but we were hoping that at municipality would also play a roll. With the 100th anniversary of the building in 2028, we are hoping to have this work done by the fall of 2028 – which is 100 years after the Knight of Columbus laid the foundation for this building that has been in the heart of Humboldt for so long.

We would like to send a delegation to a council meeting this September to discuss this further. We would appreciate any guidance you can offer as to what we would bring to council at this time, including financial records, memberships lists, or usage statistics.

We are confident that we can agree that another empty building in downtown Humboldt will be detrimental to the whole community, and we would very much appreciate the opportunity to discuss how the City of Humboldt may be able to help us maintain this vibrant and affordable space for another 100 years.

Sincerely,

Tammy Washkowsky

Board Chair of the Community Gathering Place

e-mail, chair.cgp@sasktel.net

cc, manager.cgp@sasktel.net

Humboldt Golf Club Request:

Short Term Financing Proposal

October 22, 2025

Corey Schweitzer

Humboldt Golf Club Inc. (HGC, or The Club), General Manager

And on behalf of the HGC Board of Directors

Request:

The Humboldt Golf Club formally requests that The City of Humboldt authorizes the HGC to proceed with a short-term loan of \$100,000.

Summary and Terms:

As The Club's primary revenue source is outdoor golf it experiences seasonal cash flow swings, it has in the past covered cashflow shortfalls in the winter months through presale of discounted memberships. The Club has identified that a more reliable and economical way to cover this shortfall is to seek a short-term loan of \$100,000. For example, in 2024 discounting and incentives cost approximately \$23,000 lost revenues for 2025, and with or without discounts and incentives there is no way to guarantee the required level of participation to generate sufficient revenue. Estimates for a 2025 presale are in the order of \$14,000 lost revenue for 2026. Therefore, in both risk mitigation and financial prudence, a short term loan is a much preferable method.

The term of the loan is 8 months (From October 31st, 2025, to June 30th, 2026) at 6% simple interest, resulting in a cost of borrowing of 4000.



City of Humboldt

Meeting Minutes

Executive Committee Meeting October 14, 2025 - 05:30 PM

PRESENT: Chair: Councillor Roger Korte
 Mayor Rob Muench
 Councillor Larry Jorgenson
 Councillor Sarah McInnis
 Councillor Dave Rowe
 Councillor Marilyn Scott
 Councillor Karen Siermachesky
 City Manager Joe Day
 Director of Corporate Services/City Clerk Lori Yaworski
 Director of Cultural Services Jennifer Fitzpatrick
 Director of Leisure Services Mike Ulriksen
 Director of Protective Services Mike Kwasnica
 Director of Public Works Peter Bergquist
 City Controller Jace Porten
 Marketing and Development Manager Jarrett Delbridge
 Communication Coordinator Angie Rolheiser

1 Call To Order

Chairperson Korte called the meeting to order at 5:30 p.m.

2 Land Acknowledgement

As we gather here today, we acknowledge we are on Treaty 6 Territory and the Homeland of the Métis. We pay our respect to the First Nations and Métis ancestors of this place and reaffirm our relationship with one another.

3 Adopt Agenda

Moved By: Councillor Dave Rowe

That the agenda be adopted as amended to include an in-camera item
 9.8 Verbal Staffing Update by the City Manager.

CARRIED

3.1 Conflict of Interest

4 Delegations

5 Correspondence

5.1 Items Received Seeking Direction

Moved By: Councillor Sarah McInnis

That the following correspondence be accepted for information and referred to Administration for a follow-up report at an Executive Committee meeting:

- 1. Northeast Housing Cooperative Letter

CARRIED

5.2 Items Received Seeking Direction

Moved By: Mayor Rob Muench

That the following correspondence be accepted for information and referred to Administration for a follow-up report at an Executive Committee meeting:

1. Humboldt & District SPCA Letter

CARRIED

6 Reports From Administration

6.1 Director of Protective Services' Reports

Moved By: Councillor Karen Siermachesky

That this report be accepted for information and filed.

CARRIED

6.2 City Controller's Report

Moved By: Councillor Dave Rowe

That this report be accepted for information and filed.

CARRIED

6.3 Director of Cultural Services' Report

Moved By: Councillor Marilyn Scott

That this report be accepted for information and filed.

CARRIED

6.4 Marketing and Development Manager's Report

Moved By: Mayor Rob Muench

That this report be accepted for information and filed.

CARRIED

6.5 Director of Leisure Services' Report

Moved By: Councillor Sarah McInnis

That this report be accepted for information and filed.

CARRIED

6.6 Director of Public Works' Report

Moved By: Councillor Marilyn Scott

That this report be accepted for information and filed.

CARRIED

6.7 Communications Coordinator's Report

Moved By: Councillor Karen Siermachesky

That this report be accepted for information and filed.

CARRIED

6.8 Leisure Service Project Summary Report

Moved By: Councillor Marilyn Scott

That this report be accepted for information and filed.

CARRIED

6.9 Public Works Project Summary Report

Moved By: Councillor Dave Rowe

That this report be accepted for information and filed.

CARRIED

7 New Business

**7.1 Recommendation - Director of Leisure Services - Leisure Access Policy 10490
Moved By: Councillor Larry Jorgenson**

That the revised Leisure Access Policy 10490 be approved, replacing the existing City administered leisure access program with a partnership model delivered in collaboration with community social service organizations.

CARRIED

**7.2 Recommendation - Director of Leisure Services - SPRA Grant Partnership Request – Prairie Sky Trails Association
Moved By: Mayor Rob Muench**

That the Executive Committee recommend to City Council that the City of Humboldt partner with the Prairie Sky Trails Association in their application to the Saskatchewan Parks and Recreation Association's Regional Recreation Practitioner Grant Program, with a financial contribution of \$5,000 as one of the two required municipal partners.

CARRIED

**7.3 Recommendation - Director of Cultural Services - Water Tower Provincial Designation
Moved By: Councillor Karen Siermachesky**

That Council approve the Municipal Heritage Advisory Committee's recommendation to nominate the Humboldt Water Tower for designation as a Provincial Heritage Property.

CARRIED

**7.4 Recommendation - Director of Public Works - Wastewater Hauling Request
Moved By: Councillor Sarah McInnis**

That Administration be authorized to engage selected wastewater hauling service provider(s) to trial private wastewater haulers usage of the new Wastewater Treatment Facility.

CARRIED

**7.5 Recommendation - Finance Manager - Community Safety Vehicle Replacement
Moved By: Councillor Dave Rowe**

That Administration be authorized to seek proposals for a new vehicle, including necessary equipment for CSO operations, and further that the Administration does not proceed with purchasing the SUV from Humboldt Ambulance Service pursuant to the August 25th, 2025, Council resolution.

CARRIED

**7.6 Recommendation - Finance Manager - Village of Muenster – Bylaw Tender
Moved By: Councillor Sarah McInnis**

That this report be accepted for information and filed.

CARRIED

**7.7 Recommendation - Communications Coordinator - Humboldt Holiday Trail
Moved By: Councillor Karen Siermachesky**

That Executive Committee supports the revamp of the Festival of Lights to a 'Holiday Trail' at the Humboldt Campground.

CARRIED

8 Enquiries

Councillor McInnis inquired with the Director of Community and Leisure Services regarding the current condition of the Uniplex gym equipment and requested information on the plans or timelines to revamp or replace the inoperative equipment.

Councillor McGinnis inquired with the Director of Protective Services regarding cancer screening for municipal firefighters. The Director advised that information on screening is available to volunteer firefighters and that he monitors his crew closely for any potential need for screening. He also provides information regarding Workers' Compensation Board (WCB) resources as necessary.

9 Committee of the Whole

Moved By: Councillor Dave Rowe

That we sit in a private session as Committee of the Whole, the time being 6:40 p.m.

CARRIED

9.1 Authority

The Committee met under Section 5(3) of Part III of *The Local Authority of Freedom of Information and Privacy Act*.

9.2 Present in the Committee of the Who

Mayor Rob Muench, Councillor Larry Jorgenson, Councillor Roger Korte, Councillor Sarah McInnis, Councillor Dave Rowe, Councillor Marilyn Scott, Councillor Karen Siermachesky, City Manager Joe Day, Director of Corporate Services/ City Clerk Lori Yaworski, City Controller Jace Porten, Director of Cultural Services Jennifer Fitzpatrick, Director of Leisure Services Mike Ulriksen, Director of Protective Services Mike Kwasnica, Marketing & Development Manager Jarret Delbridge

9.3 Delegation - Humboldt Golf Club Inc.

9.4 City Controller - 2026 Preliminary Budget Overview

9.5 Director of Leisure Services - Event Hosting Opportunity

9.6 Director of Leisure Services - 2028 Saskatchewan Summer Games - Bid Consideration

9.7 Marketing and Development Manager - Parking Lot Purchase

9.8 Revert

Moved By: Councillor Dave Rowe

That Council revert to the Regular Meeting, the time being 7:47 pm.

CARRIED

9.9 Humboldt Golf Club Delegation

Moved By: Councillor Larry Jorgenson

That this presentation be accepted for information and filed.

CARRIED

9.10 Recommendation - City Controller - 2026 Preliminary Budget Overview

Moved By: Councillor Dave Rowe

That this report be accepted for information and filed.

CARRIED

9.11 Recommendation - Director of Leisure Services - Event Hosting Opportunity
Moved By: Mayor Rob Muench

That Administration develop and submit an expression of interest letter to host a nationally recognized sporting and culture event in 2028.

CARRIED

9.12 Recommendation - Director of Leisure Services - 2028 Saskatchewan Summer Games - Bid Consideration
Moved By: Councillor Marilyn Scott

That Administration **does not** proceed with submitting a Comprehensive Bid to host the 2028 Saskatchewan Summer Games.

CARRIED

9.13 Recommendation - Marketing and Development Manager - Parking Lot Purchase
Moved By: Councillor Karen Siermachesky

That Executive Committee recommend that City Council approves the purchase of property as outlined in this report.

CARRIED

10 Next Meeting

It was noted that the next Executive Committee Meeting will be held November 10th, 2025, at 5:30 p.m.

11 Adjourn

Moved By: Councillor Larry Jorgenson

That we do now adjourn, the time being 7:50 p.m.

CARRIED

Chairperson - Roger Korte

City Clerk - Lori Yaworski



CITY OF HUMBOLDT

Minutes of a Meeting of the Humboldt and District Museum and Gallery Board of Directors on September 11, 2025, commencing at 9:00 am at the Museum



- PRESENT:** Chairperson: Carol McLaren
Board Members:
Aaron Lukan
Susan Bellamy
Andrew Breker
Kevin Garinger
Karen Siermachesky – City Council Representative
Jennifer Fitzpatrick – Director of Cultural Services
- REGRETS:** Ivan Buehler sent his regrets.
- CALL TO ORDER:** Carol called the meeting to order at 9:00 AM.
- LAND**
- ACKNOWLEDGEMENT:** Carol read her land acknowledgement to open the meeting.
- ADOPT AGENDA:** Garinger / Siermachesky:
That the agenda of September 11, 2025, Humboldt & District Museum & Gallery be adopted.
Motion Carried
- ACKNOWLEDGEMENTS:** Carol acknowledged the wonderful summer programs that have been provided. She also noted appreciation for the City Council members who have been attending HDMG programs.
- ADOPT MINUTES:** Siermachesky / Bellamy:
That the minutes of July 10, 2025, Humboldt & District Museum & Gallery be adopted.
Motion Carried
- BUSINESS ARISING:** There was no business arising.
- DIRECTORS REPORT:** Jennifer provided an overview of the report and highlighted HR information, collections work and upcoming programs.
The Director’s report was received for information.
- MUSEUM REPAIRS REPORT:** Jennifer provided an overview of the tendering process as outlined in her report to City Council. She updated the board on the current work and potential changes to the scope of work, and possibly requiring additional funding. The board agreed with adjusting the work as conditions warrant and discussed funding options to complete the work.
- REQUEST FOR ALTAR:** The board reviewed the request from St. Augustine’s Parish for the loan of the altar previously used at the church.

Breker / Bellamy:
That the board defer the decision on the loan of the altar to the Parish pending a review of a long-term plan from the parish including the length of loan, use of the altar, modifications required, expenses, and other conditions relating to the project.
Motion Carried
- PERMANENT ART COLLECTION POLICY:** The board reviewed the draft of the permanent art collection policy and gift agreement. The Director will revise documents for review at the next meeting.
- DEPARTURE:** Kevin Garinger departed from the meeting.

Chairperson’s initials

Museum Minutes for September 11, 2025, Page 2

ART CURATORIAL COMMITTEE TERMS OF REFERENCE:	Siermachesky / Lukan: That the Art Curatorial Committee Terms of Reference be approved as presented.	Motion Carried
COLLECTIONS MANAGEMENT COMMITTEE TERMS OF REFERENCE:	Bellamy / Breker: That the Collections Management Committee Terms of Reference be approved as presented.	Motion Carried
FINANCIAL STATEMENT:	The financial statement was received for information.	
BUDGET 2026:	The board reviewed the draft of the 2026 budget and provided feedback in proposed areas of revision. The board discussed the capital projects required for the long-term conservation of the building and its systems. Lukan / Breker: That the draft of the 2026 operations budget be approved as revised, and that capital projects of the masonry/ metal work, roof repairs, security system, and a seacan be added for council's consideration.	Motion Carried
MUNICIPAL HERITAGE ADVISORY COMMITTEE:	Bellamy / Lukan: That the Municipal Heritage Advisory Committee recommend to Council that the Humboldt Water Tower be considered for provincial designation through an application to the Heritage Conservation Branch of the Ministry of Parks, Culture and Sport.	Motion Carried
FRIENDS OF THE MUSEUM REPORT:	The Friends will be launching a new puzzle project later this fall, and the development of the Friends Festival Auction is underway.	
FOUNDATION REPORT:	The board discussed the allocation of funds for the disbursement quota of the Foundation.	
SPORTS HALL OF FAME REPORT:	Aaron reported that the committee is working on their MAP grant project.	
DEPARTURE:	Aaron Lukan departed from the meeting.	
ORIGINAL HUMBOLDT REPORT:	There was nothing to report at this time.	
PUBLIC ART COMMITTEE REPORT:	There was nothing to report at this time.	
WATER TOWER REPORT:	The tower is closed for the summer but rentals are still happening as the weather and staff resources allow.	
COUNCIL REPORT:	Karen reported on the CEDI project with the George Gordon First Nation, and other updates from City Council.	
OTHER BUSINESS:	The board self-evaluation process was reviewed and members were reminded to send their evaluations to the Director to compile.	
NEXT MEETING:	The next regular meeting is October 9, 9:00 at the Gallery.	
ADJOURNMENT:	Breker / Bellamy: That the meeting adjourn at 10:50 AM.	Motion Carried

Carol McLaren – Chairperson

Jennifer Fitzpatrick – Secretary

CITY OF HUMBOLDT REPORT

TITLE: Water Tower Provincial Designation Report
PREPARED BY: Jennifer Fitzpatrick, Director of Cultural Services
REVIEWED BY: Joe Day, City Manager
PREPARED FOR: City Council Meeting
DATE: October 27, 2025

RECOMMENDATION

That Council approve the Municipal Heritage Advisory Committee's recommendation to nominate the Humboldt Water Tower for designation as a Provincial Heritage Property.

BACKGROUND

The Water Tower was designated as Municipal Heritage Property in 2002, which gives regulatory control of the structure to the Municipality.

The Humboldt & District Museum & Gallery Board has the additional responsibility through their governing bylaw to act as the Municipal Heritage Advisory Committee and review all matters referring to designations within the municipality and make recommendations to City Council, in accordance with the provincial *Heritage Property Act*. The Board discussed the potential designation and is recommending that a nomination be submitted.

CURRENT SITUATION

According to the Heritage Resources Branch website, the benefits of provincial designation are as follows:

- Legal protection under *The Heritage Property Act* that ensures the property's conservation.
- Eligibility for grant funding through the Saskatchewan Heritage Foundation
- Access to conservation advice and support from Heritage Conservation Branch

The municipal designation also provides these benefits. The Branch noted other designation benefits:

- Provincial Heritage Designation is more prestigious as it is designated by the Government of Saskatchewan. These properties are highlighted by the ministry on our website, publications, presentations, workshops, etc.
- Provincial Heritage Property (PHP) owners can use the PHP Icon to use for promotional material (signage, website, etc.) which is a unique symbol that identifies the property.
- A Statement of Significance for the PHP is completed for the property.
- Every PHP receives a bronze plaque. After a property is designated, we work with the owner to plan a plaque unveiling ceremony for the property. This is attended by the

public, our office, heritage groups, the Minister (or designate), local government officials, etc. A plaque stand is also provided to the owner.

The primary driver for the designation of the tower would be marketing and public awareness. This would begin with a community event commemorating the designation and subsequent promotion by the Branch. The last printed publication about provincial heritage properties was in 2019 which noted that there are 52 properties, which includes the Humboldt Post Office (Museum building).

Implications - The main change would be that any alteration to character-defining elements would need an alteration permit from the province. Character-defining elements are features of the property that express its heritage and must be retained. As the tower has already been significantly rehabilitated, some of those original elements have already been changed or removed. The identification of the current elements would be carefully considered, in order to facilitate a straightforward path for future conservation work.

It is unlikely that the need for an alteration permit would be a detriment to our work on the tower, as at this point, the primary work is general maintenance. The recent painting of the tower would have received an alteration permit, as not every small repair or renovation requires an alteration permit.

OPTIONS

1. Approve the recommendation as presented
2. Do not approve the recommendation

COMMUNICATION AND ENGAGEMENT

Following Council's approval, a nomination package would be submitted to the Branch.

ATTACHMENTS

None

FINANCIAL IMPLICATIONS

There are no significant financial implications to the designation. An event celebrating the designation will be undertaken within the operations budget.

CONCLUSION

Once the nomination is received, the Branch anticipates a 6-month timeline for review and approval. It is anticipated that this designation could be celebrated in 2026.

CITY OF HUMBOLDT REPORT

TITLE: North Ridge Second Phase Street Naming
PREPARED BY: Jarrett Delbridge, Manager of Development and Marketing
REVIEWED BY: Joe Day, City Manager
PREPARED FOR: City Council
DATE: October 27, 2025

RECOMMENDATION

That “Birch Bay” be approved for use by North Ridge Developments in its next phase of development.

BACKGROUND

North Ridge is currently progressing with the plans for its next phase of its development, which includes the addition of a cul-de-sac comprising approximately 14 residential lots. The proposed name for this new street is “**Birch Bay.**”

CURRENT SITUATION

Within North Ridge’s portion of Westwood Village, a consistent naming theme based on tree species has already been established. Existing street names include Aspen Crescent and Aspen Street. The proposed name “Birch Bay” continues this theme, ensuring consistency throughout the subdivision.

Section 5 of the attached policy directly addresses this matter and outlines the City’s regulations regarding street naming:

“Private developers developing subdivisions within City limits may provide the City with suggested names for streets in their development for Council’s consideration. Council maintains the right to approve or deny the developer’s suggestion.”

Administration considers the proposed street name to be appropriate and recommends its approval.

OPTIONS

1. Approve the recommendation to approve Birch Bay as a street name.
2. Refer the matter back to Administration with direction.

ATTACHMENTS

- Appendix A- Policy 1530, Naming of street, Parks and Public Buildings

COMMUNICATION AND ENGAGEMENT

We will report back to North Ridge with the decision of City Council regarding the requested street name.

FINANCIAL IMPLICATION

There are no financial implications of the recommendation.

CONCLUSION

North Ridge Developments is planning to proceed with the next phase of developing residential lots within the City of Humboldt. In order to maintain some consistency of street naming, North Ridge has asked for Council's approval to utilize "Birch Bay" for the development immediately north of Aspen Place. Administration supports the request made by North Ridge Developments.

City of Humboldt

Policy Title Naming of Street, Parks and Public Buildings		Adopted By City Council	Policy Number 1530	
Origin/Authority City Council	Jurisdiction City of Humboldt		Effective Date June 25, 1996	Page 1
Reviewed By Administration Committee			Amended: June 22, 2009	

Council for the City of Humboldt shall follow the criteria listed below when naming streets, parks, and other public buildings.

1. The following criteria shall be considered when determining the name of a street, park, or public building:
 - a) Number of years the individual has served on Council.
 - b) Number of years the individual has resided in the community.
 - c) Number of years the individual has operated a business in the community and/or number of years the individual has volunteered in any organization or Board in the community.
 - d) Specific contributions made to the general welfare of Humboldt.
 - e) Specific contributions made to the province or the country.
 - f) Outstanding service and dedication to the community.
2. Individuals wishing to provide suggestions of names for streets, parks, or public buildings shall be provided with a copy of this policy and asked to provide information on the above criteria, as well as, any other information that would be of interest.
3. An inventory of proposed names shall be maintained in the agreement file and updated annually.
4. Once a park, street, or public building is named after an individual, that individual's name will be deleted from the inventory of proposed names.
5. *Private Developers developing subdivisions within City limits may provide the City with suggested names for streets in their development for Council's consideration. Council maintains the right to approve or deny the developer's suggestions.*

CITY OF HUMBOLDT REPORT

TITLE: Leisure Access Policy 10490
PREPARED BY: Michael Ulriksen, Director of Community and Leisure Services
REVIEWED BY: Joe Day, City Manager
PREPARED FOR: City Council
DATE: October 27, 2025

RECOMMENDATION

That the revised Leisure Access Policy 10490 be approved, replacing the existing City-administered leisure access program with a partnership model delivered in collaboration with community social service organizations.

BACKGROUND

The City of Humboldt has maintained a Leisure Access Program for many years. The intent of the policy has been to remove barriers to participation by providing free access to City recreation facilities and programs for residents experiencing financial hardship.

Under the current policy, the program was administered directly by the City. Individuals applied to the City, staff assessed eligibility, and approved applicants were issued access passes. While effective for some, this approach required ongoing staff administration and created additional barriers for individuals who may be hesitant to apply directly to the City.

CURRENT SITUATION

Administration has completed a review of Policy 10490 and recommends a significant change in program delivery:

- **Partnership Model** – Rather than administering the program internally, the City will establish agreements with social service organizations in the community.
- **Allocation of Leisure Access** – Each organization will receive an allocation of leisure access, valued according to their application and plan for distribution to their clients.
- **Client Distribution** – Partner organizations will distribute access directly to their clients, removing the need for individuals to apply through the City.

- **Equity and Efficiency** – This approach leverages the trusted relationships that social service organizations have with their clients, improving access and ensuring equitable distribution.
- **No Operational Budget Impact** – While the program has a face value, the leisure access granted represents participation that would not otherwise occur and therefore does not reduce existing revenues.

OPTIONS

1. Approve the revised Leisure Access Policy 10490 as presented.
2. Refer the policy back to Administration for further refinement.
3. Maintain the existing City-administered policy without change.

ATTACHMENTS

1. Revised Leisure Access Policy 10490

COMMUNICATION AND ENGAGEMENT

Administration engaged community social organizations to discuss the proposed changes. The organizations who responded expressed support for the shift to a partnership model, noting that:

- They already have established relationships with clients who would benefit from leisure access.
- A City partnership would reduce stigma for clients by allowing them to access recreation supports directly through trusted community agencies.
- The proposed approach provides flexibility for organizations to tailor the resources to their client base.

Upon approved, staff will communicate the revised policy to community organizations and invite applications for partnership. The City will also share public information on how residents can access the program through their respective organizations.

FINANCIAL IMPLICATION

There is no direct financial impact to the City's operating budgets. The face value of the leisure access agreements will be established through the application process with partner organizations. Leisure access represents participation from residents who largely would not otherwise access facilities or programs, and therefore will have negligible impact on current revenues.



CONCLUSION

The revised Leisure Access Policy 10490 represents a more collaborative and effective approach to reducing barriers for residents. By leveraging the strengths of local social service organizations, the program will be more accessible, equitable, and efficient, while maintaining no direct financial impact on City operations. Administration recommends approval of the revised policy as presented.

Policy Title:		Adopted By:	Policy Number:	
Leisure Access Program		City Council	10490	
Origin/Department/Authority:	Jurisdiction:	Approval Date:	Page(s):	
Community and Leisure Services	City of Humboldt	January 1, 2020	1 of 2	
Reviewed By:	Related Documents/Legislation:	Revision/Effective Date:		
Leisure Services Director		October 27, 2025		

1.0 PURPOSE:

The City of Humboldt recognizes that access to recreation contributes to the physical, social, and mental health of residents and wishes to ensure that these services are reasonably accessible, regardless of income status. To provide equitable access to recreational facilities, the City of Humboldt endeavors to partner with community social service organizations to extend access to their clients. This policy outlines the parameters of these partnerships, including eligibility, allocation limits, and administrative responsibilities.

2.0 RESPONSIBILITY:

The Community and Leisure Services Department is responsible for the maintenance of this policy.

3.0 DEFINITIONS:

NA

4.0 POLICY:

4.1 Eligibility to Partner – Community social service organizations must meet the following criteria to be considered:

- Be a Non-profit or publicly funded organization serving Humboldt residents.
- Provide programs or services that support low-income, vulnerable, or marginalized individuals and families.
- Demonstrate the capacity to fairly assess client need and responsibly manage their allocated recreations access funds.

4.2 Annual Recreation Access Allocation

- Each approved organization will receive a set dollar-value allocation per year, determined by the City, based on budget capacity and community need.
- This allocation may be used for: Single admission passes, monthly or annual Leisure Passes, or swimming lessons.
- Partner organizations must ensure that the total value of admissions, passes, and programs does not exceed their allocated dollar amount.

Policy Title:		Adopted By:	Policy Number:	
Leisure Access Program		City Council	10490	
Origin/Department/Authority:	Jurisdiction:	Approval Date:	Page(s):	
Community and Leisure Services	City of Humboldt	January 1, 2020	2 of 2	
Reviewed By:	Related Documents/Legislation:	Revision/Effective Date:		
Leisure Services Director		October 27, 2025		

4.3 Partner Responsibilities

- Determine internally which clients receive access, what form of recreation access is most appropriate (admissions, passes, programs), and allocate funds accordingly.
- Maintain accurate records of all client usage and associated dollar values.
- Ensure staff are trained in internal processes and eligibility requirements.
- Respect confidentiality of client information when reported aggregated data to the City.
- Monitor allocation balance and plan usage to stay within the approved budget.

4.4 City Responsibilities

- Collaborate with each partner organization to develop a process for administering recreation access, ensuring smooth operations for admissions, passes, and program registration.
- Conduct oversight and review annually, which will include: Evaluating partner performance and usage data.
- Adjusting allocations based on community demand, budget capacity, and outcomes.

4.5 Application & Agreement Process

- Interested Organizations must submit a written request to partner, including: Proof of non-profit status or public funding.
- Description of services and target population (Humboldt residents).
- Demonstrated ability to track and manage allocation value responsibly.

4.6 Evaluating & Reporting

- Annual reviews ensure that funding values remain appropriate, equitable and fiscally sustainable.
- Partner organizations must submit a year-end report summarizing:
 - Total number of clients served.
 - Total dollar value used vs. allocation.
 - Feedback on program accessibility and community impact.
- CLS will prepare a consolidated annual report for City Council with:
 - Total dollars used across all partners.
 - Participation data by facility and program type.
 - Recommendations for funding levels for the next year.

CITY OF HUMBOLDT REPORT

TITLE: SPRA Grant Partnership Request – Prairie Sky Trails Association
PREPARED BY: Michael Ulriksen, Director of Community and Leisure Services
REVIEWED BY: Joe Day, City Manager
PREPARED FOR: City Council
DATE: October 27, 2025

RECOMMENDATION

That the City of Humboldt partner with the Prairie Sky Trails Association in their application to the Saskatchewan Parks and Recreation Association’s Regional Recreation Practitioner Grant Program as one of the two required municipal partners, and that provided that the application is successful, the City of Humboldt commit to \$5,000 per year for each of the two years of the program.

BACKGROUND

The Saskatchewan Parks and Recreation Association (SPRA) administers a grant program designed to support the hiring of regional recreation practitioners to strengthen program delivery and collaboration across communities. The program requires applicants to demonstrate regional partnerships, including the commitment of at least two municipalities.

The Prairie Sky Trails Association is a regional non-profit dedicated to the development, promotion, and maintenance of recreation trails and associated community wellness programming. The Association has approached the City of Humboldt to serve as one of the two required municipal partners for their upcoming grant submission.

CURRENT SITUATION

The Prairie Sky Trails Association intends to apply to SPRA’s Regional Recreation Practitioner Program to support the hire of a part-time regional recreation practitioner. This position will coordinate and expand recreation opportunities, build partnerships, and deliver programming across the region.

As part of the application, the Association must demonstrate municipal partnership support. They have requested the City of Humboldt to provide a contribution of \$5,000. This contribution would serve as one of the two required municipal commitments to

leverage larger grant funding from SPRA.

OPTIONS

1. Provide a \$5,000 municipal contribution to the Prairie Sky Trails Association's SPRA grant application, confirming the City's role as a municipal partner.
2. Refer the recommendation back to Administration for further consideration.
3. Decline the request to become a municipal partner in this grant application.

ATTACHMENTS

1. Prairie Sky Trails Association – Formal Partnership Request – Sept 2025
2. 2025 – SPRA Regional Recreational Practitioner Program Guide

COMMUNICATION AND ENGAGEMENT

Administration has reviewed the request and discussed the application requirements with the Prairie Sky Trails Association. The Association has engaged with local and regional partners in the development of their grant proposal and has identified the City of Humboldt as a critical municipal partner.

FINANCIAL IMPLICATION

The \$5,000 partnership contribution would be a direct cash expense to the City of Humboldt. While this represents a financial commitment, the overall value of the regional recreation practitioner position—funded primarily through SPRA's grant program—would provide a significant return in recreation service delivery for both Humboldt and the region.

Funding would be allocated through the Recreation Special Events cost centre within the Community and Leisure Services Department.

CONCLUSION

The Prairie Sky Trails Association has demonstrated strong capacity in delivering community recreation programs and is now seeking to expand through the SPRA Regional Recreation Practitioner Program. The City's support of \$5,000 per year for two years would position Humboldt as a key municipal partner, leverage substantial SPRA funding, and enhance recreation services for residents across the community and region.

The City has historically sought to **limit its direct involvement in program delivery**, instead focusing on providing and maintaining recreational facilities that enable community organizations to deliver programming. This partnership would further that philosophy by building recreation capacity across the region while ensuring that program leadership rests with community-based organizations.

City of Humboldt
PO Box 640
Humboldt, SK
S0K 2A0
306-682-2525
info@humboldt.ca



September 24, 2025

RE: Request for Support: Saskatchewan Parks and Recreation Association Regional Recreational Practitioner Program

Dear City of Humboldt,

On behalf of Prairie Sky Trails Association Inc., we are requesting the City of Humboldt's support for our application to the *Saskatchewan Parks and Recreation Association's (SPRA) Regional Recreational Practitioner Program*.

As part of this request, we are seeking a formal letter from the City of Humboldt indicating both vocal and financial support for our application. This support will enable our organization to continue and expand our community programming within the City of Humboldt.

Board Member, Lorraine Forster, recently met with Michael Ulriksen, Director of Community and Leisure Services, to provide an overview of the program and its benefits to the community.

Specifically, we are requesting a **financial contribution of \$5,000 per year for the next two years** from the City of Humboldt, to be provided during the 2026 and 2027 calendar year to Prairie Sky Trails Association Inc. If approved at the relevant meeting, this contribution should be noted explicitly in your letter of support.

To assist in your consideration, we have included an overview of our programming activities completed in 2025, along with plans for 2026 in the pages that follow.

We kindly ask that the letter of support be submitted by **October 27, 2025**. If you have any questions regarding the *Regional Recreational Practitioner Program*, our funding request, or Prairie Sky Trails Association operations, we would be pleased to provide additional information.

Sincerely,

A handwritten signature in black ink that reads "Lorraine Forster".

Lorraine Forster
CEO and Board Member
Prairie Sky Trails Association Inc.
info@prairieskytrails.ca
306-231-4630



Prairie Sky Trails Association

Providing unique, recreational, wellness, and educational opportunities for persons of all ages and abilities.

- 2025 YEAR IN REVIEW
- 2026 PROGRAM PLANS

Serving Central Saskatchewan since 2012

Contact

Phone 306-231-4630
Email info@prairieskytrails.ca
Address PO Box 3370
Humboldt, Saskatchewan
S0K 2A0



About Us

Prairie Sky Trails Association Inc. is a non-profit organization created to enhance and develop recreational programs and projects in both the community of Humboldt and Rural Municipalities across Central Saskatchewan. Prairie Sky Trails Association focuses on providing unique, recreational, and educational opportunities for persons of all ages and abilities in the establishment of recreational programs, trail systems, green spaces and recreational parks.

The non-profit organization has committed to enriching communities through programming and projects focused on the wellness of individuals and communities. Prairie Sky Trails Association has contributed to the establishment of multiple recreational programs, playgrounds and play structures, trails and green spaces. The non-profit organization plans to stay true in their commitment of providing the public with recreational opportunities they can utilize while enjoying community, wellness, and nature while highlighting accessibility inclusion throughout their projects.

Prairie Sky Trails Association has also provided educational and recreational programming for children in multiple communities, in collaboration with several funding organizations. Programming welcomed children from the community to engage in educational and recreational lessons and activities from the organization themselves, as well as program providers across the province.

Vision



- All members of the communities we operate in have access to quality, affordable, recreational opportunities.

Mission



- To provide accessible recreational opportunities through programming and infrastructure projects in partnership with other community organizations.

2025 Year in Review



Prairie Sky Trails Association (PSTA) has coordinated and provided the community of Humboldt and surrounding areas with 9 free or low cost recreational and wellness programs so far during the 2025 year.

These programs provide essential services such as fitness, wellness and mental health education, and nutrition to a wide range of demographics including youth, seniors, and women in our community.

Throughout the year, PSTA relies on grants, corporate sponsorships, and partnerships in order to provide programming to the community. Our organization was very fortunate in securing funding and building relationships with various organizations such as BHP, SaskEnergy, the Community Initiatives Fund, Prairie Central District for Sport and Recreation, and the Saskatchewan Parks and Recreation Association during the 2025 year. It is our goal to continue building these relationships, in order to expand programming in the future.

In addition to the programming we were able to provide, our program coordinator was able to take part in numerous educational courses in order to better evaluate, plan, and execute programming.



Program Highlights

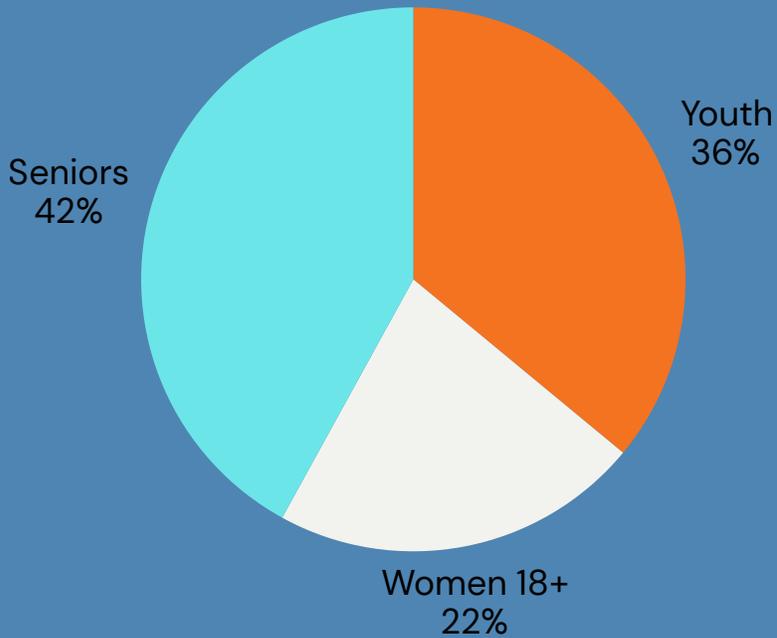
Provide recreational programming to youth, older adults, and women

Educate participants on healthy lifestyles

Form community support systems amongst participants

Support the overall wellness of individuals and the community

2025 Program Statistics

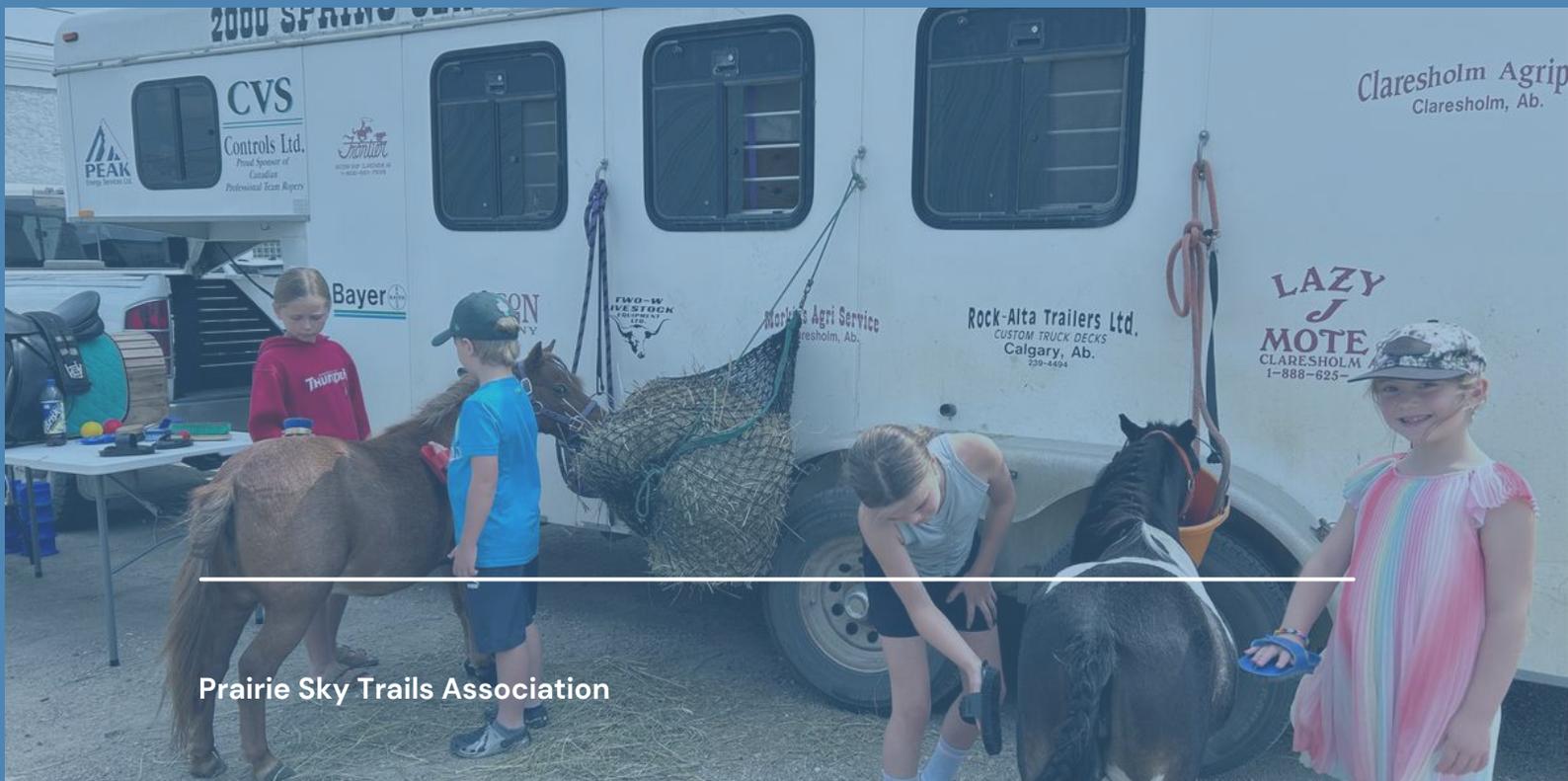


9 Programs 

348 Hours of Programming 

238 Participants 

15 sponsors 



Prairie Sky Trails Association

2025 Programs



AGING ACTIVELY 55+ FITNESS PROGRAM



The Aging Actively 55+ Fitness Program took place twice a week for 8 weeks during the winter months. Four program activities were part of the initiative including Zumba Gold, Group Fitness, Yoga, and Essentrics. This program offered up a wide variety of activities in order to engage and encourage participants to try new activities and appeal to a wider audience.

WOMEN'S WELLNESS INITIATIVE

The Women's Wellness Initiative was an in depth, three month long initiative which allowed adult women in the community of Humboldt to participate in numerous wellness activities including yoga therapy, meditation, equine therapy, wellness seminars, and morning yoga sessions.

This program saw huge success and community involvement from both facilitators and participants.



BOY'S STRENGTH TRAINING FUNDAMENTALS



This program was part of the Psych-Up! (Prairie Sky Youth Community Health- Universal Programming) initiative which was a year long program started in 2024, which focused on youth health and wellness, sponsored by BHP.

The eight week program, taught by Sarah Novecosky, taught youth males the fundamental techniques, safety, and knowledge of strength training in a gym setting.

PRENATAL YOGA

Prenatal Yoga taught by Isla Kiland of Illume MBM, focused on providing prenatal women with specific techniques and movements to support the pregnant persons body throughout pregnancy, birth, and the postpartum period.

The classes were very well received and filled a gap in programming that the community of Humboldt did not have access to prior.



PRENATAL WORKOUT CLASSES



Caitlynn Hooker, chiropractor and co-owner of Evolve Chiropractic, taught prenatal workout classes for eight weeks during the summer. These classes were very popular and provided not only a fitness program safe for pregnant people to take part in, but also focused on building community amongst people in the same stage of life.

FOREVER FIT: MATURE ADULTS WELLNESS PROGRAM

The Forever Fit program is an ongoing, physical recreation program which began in 2024 and is designed to enhance the wellbeing of people aged 55+ in the community of Humboldt. What began as a once a week initiative, has now blossomed into multiple classes a week being offered and additional participants joining every month.

The program focuses on functional movement, mobility and fall prevention, and includes circuit and weight training, stretching, and education on nutrition. Classes are taught by Krista Pitcher-Bennett from Feel Good Fitness.

The program has seen great success and is one of the most attended programs PSTA offers.



HUMBOLDT AND AREA SUMMER RECREATION CAMP



2025 was the second year PSTA offered youth summer camps in Humboldt, with each year seeing an increase in participants and program expansion.

This year the program offered 14 different camp days with 108 spots available, all of which were filled. Activities included athletics, arts and crafts, Minecraft themed activities, and STEM activities. Each camp focuses on supporting the healthy development of youth through physical movement, socialization, mentorship, and a nutritious snack.

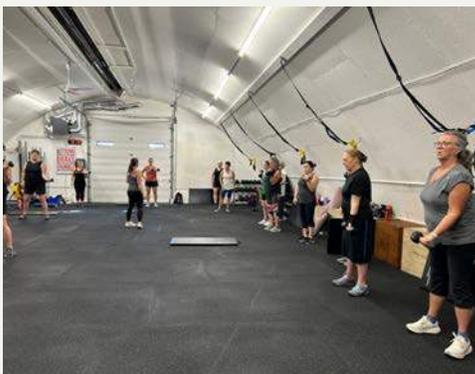
55+ SUMMER CAMP

55+ Summer Camp was held in various locations around Humboldt throughout the month of August. This program had great community support and saw a wide demographic of participants taking part, including people living with disabilities, both older and younger seniors, and men and women.

Activities included a camping day, a paper bouquet making workshop, a matinee at Reel Attractions, and a tea towel stamping craft. All of these activities were offered free of charge and included snacks, refreshments, or a meal.



FUNCTIONAL FITNESS FOR EVERYBODY



PSTA's newest program being offered, currently as a four week free trial, Functional Fitness is open to anyone over the age of 16 who wants to be part of a welcoming community of individuals committed to improving their physical fitness and health.

Taking place Tuesdays at 6am to accommodate working professionals, the program has seen great participant numbers so far.

2026 Program Plans



Expand Upon Already Established Programming



- Expand the Forever Fit program in order to accommodate more participants and additional classes through increased sponsorship and funding
- Increase the number of youth summer camp days, to offer up to 3 camp days a week during the summer of 2026
- Lengthen the 55+ Summer Camp to include programming throughout both July and August



Introduce New Programs

- Programs being planned for the 2026 year (pending funding approval) include:
 - Couch to 5K- a running program for beginners and seasoned runners alike
 - PD Day Camps- camps offered to youth on no school days



Build Relationships with Partners

- It is a main goal for 2026 to continue building relationships with current partners, as well as form new partnerships, both financial and community driven

Prairie Sky Trails Association



Thank you!

Contact

Phone 306-231-4630
Email info@prairieskytrails.ca
Address PO Box 3370
 Humboldt, SK
 S0K 2A0



Saskatchewan
Parks and Recreation
Association

Application & Criteria

Regional Recreation Practitioner Program

Deadline to apply: October 31, 2025

FUNDED BY



SASK LOTTERIES

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Regional Recreation Practitioner (RRP) Program Criteria

Introduction

Collaboration is seen by many organizations as a necessary means to achieving organizational goals. The ability to work together with other like-minded organizations has led to many successes in our province and within the recreation industry.

Additionally, Saskatchewan Parks and Recreation Association (SPRA) understands the benefits of employing skilled Recreation Practitioners as a means of impacting the quality of life in all Saskatchewan communities. Specifically, the abilities of a skilled Recreation Practitioner can assist with planning and effective operation of community recreation services, facilities, parks, and events.

As a result, SPRA has developed a program to support regional collaboration and the sustainable delivery of recreation services. The Regional Recreation Practitioner (RRP) program will provide financial assistance to hire a Recreation Practitioner to:

- Develop and enhance the recreation delivery system within a designated geographic area
- Enhance how recreation services are managed
- Improve recreation operations
- Support Site Leadership such as Municipal Councils, Band Councils, Recreation Boards, Board of Directors, etc.

Purpose

The RRP program will provide support to a service area to employ a full-time Recreation Practitioner position who will be responsible for managing recreation services within a designated geographical area. A service area is considered a partnership of a minimum of two organizations. All partners must be either an Urban Municipality, Rural Municipality, First Nation or a Regional Park Authority. SPRA will provide financial support over a two-year period to subsidize the Recreation Practitioner position and provide ongoing support for the practitioner and the site.

Criteria

1. **Partnership**

A minimum of two partners are required to be eligible for selection in this program. All partners need to be either an Urban Municipality, Rural Municipality, First Nation or a Regional Park Authority.

Each partner will be required to provide a letter of support as part of the application and a written verification of a minimum financial contribution of \$5,000 per year to the program.

It should be noted that each partner does not need to contribute equally to the position or receive equal benefits. However, a partnership that has those aspects clearly outlined and has a communication plan to continually discuss the position, highlight the successes, identify the challenges, and create solutions to address the challenges will be given more consideration.

2. Eligibility of the Position

Service Areas looking to hire a Recreation Practitioner for the first time and those looking to add to an already existing staff structure would be eligible to apply.

3. Sustainability of the **Position**

The program aims to gather lessons in sustainability from the different service areas and track the success of the service area's sustainability plan. Part of the application process will include an explanation of how the service area plans to approach the long-term sustainability of the position, upon completion of SPRA two-year funding term.

4. **Site's Responsibilities**

- Hire a full-time Recreation Practitioner. As per the Saskatchewan Employment Act, a Full-Time Employee is any employee who works 30 hours or more per week. It is recommended that the Recreation Practitioner is a person who has graduated from a post-secondary educational institution with a degree or diploma in a field related to recreation.
- Approve a Job Description.
Applicants must provide a job description as part of the application. The Recreation Practitioner's job description must align with and address the goals that are contained within the Framework for Recreation in Canada 2015; Pathways to Wellbeing. That document can be found [here](#).

A job description needs to be realistic for a position that works between 30 and 40 hours per week. With two partners within this service area, all involved, this reality will have to be addressed.

SPRA Field Consultants can assist communities and/or Service Areas create a job description prior to submitting the application. Please reach out to SPRA if you require assistance.

- Determine and identify one partner that will be the lead financial/fiscal agent. Financial responsibilities for this partnership include, but are not limited to, completing payroll, and providing benefits (employment insurance, Workers Compensation, health, life and dental insurance, paid vacation, vehicle allowance, cell phone allowance).

- Provide adequate and appropriate office space and office equipment, including but not limited to, a computer, internet access and a phone.
- Provide the Recreation Practitioner with access to professional development and networking opportunities within the parks and recreation industry.
- Determine and identify the one individual from one partner that will be the direct supervisor to the Recreation Practitioner.
- Keep records of the activities and outcomes resulting from the Recreation Practitioner's activities and to provide those records to SPRA as per the follow-up requirements.

Funding Available

SPRA will provide \$25,000 per year for two years to offset the salary of the Recreation Practitioner position. This funding will be available from January 1, 2026 to December 31, 2027. The timing of the payments will be determined once a start date for the Recreation Practitioner has been determined.

Application Process and Deadlines

Application deadline is October 31, 2025. Successful applicants will be notified by November 21, 2025, with the intent of having the Recreation Practitioner in place as close to January 1, 2026 as possible.

Follow-up Requirements

The successful applicant will be required to submit payroll records every six months and a report documenting an overview of the Recreation Practitioners' activities, an indication as to whether the service area's goals are or are not being met, along with identifying any trends or challenges related to the program and/or the position. Successful applicants will be given templates to work from.

Additional Information

For more information or to discuss this program, please contact Clint McConnell, SPRA Field Consultant by email cmccconnell@spra.sk.ca or phone at 306-554-8684.

Regional Recreation Practitioner (RRP) Program Application

Prior to completing the application, applicants are encouraged to review the program criteria. If you have questions or would like to discuss the application prior to submitting it, please contact Clint McConnell, SPRA Field Consultant at 306-554-8686 or by email at cmccConnell@spra.sk.ca.

A. Contact Information

Lead Contact

Name: _____
 Partner Represented: _____
 Address: _____
 Phone: _____ Email: _____

Partner # 1

Name of Organization: _____
 Point Person: _____
 Address: _____
 Phone: _____ Email: _____

Partner # 2

Name of Organization: _____
 Point Person: _____
 Address: _____
 Phone: _____ Email: _____

B. Partnership

Designated Geographical Area

Describe the geographical area that this partnership will serve for the purpose of this application. _____

History

Do the partners have a history of working together? If so, please explain. _____

Communication Plan

Do the partners have a communication plan that will address how the partners will discuss the successes and challenges of employing a recreation practitioner? If so, please explain.

Letter of Support

Have you attached a letter showing the support from each partner and their minimum commitment of \$5,000 per year? Y N

C. Benefits of Hiring a Recreation Practitioner

Why does the service area want to employ a recreation practitioner? What benefit is each partner expecting to receive or what are the goals each partner wants to achieve because of hiring a recreation practitioner? _____

D. Job Preparedness

Has the job description been included as part of the application package
Y N

Supervision

How will this position be supervised? Who is responsible for the supervision? Where does the recreation practitioner fit within the organizational structure? Explain the frequency and communication methods the supervisor will use to support the Recreation Practitioner. _____

E. Office Space/ Office Equipment/ Administration

Is there office space/equipment available for this position? Y N

If YES, where is the space and what type of equipment is available? _____

Administration

Has the service area determined who will perform and maintain payroll and records? _____

F. Professional Development

How will the service area commit to professional development for this position? _____

G. Sustainability

Do the partners have a plan for the sustainability of this position after the two-year funding from SPRA has ended? If so, what is the plan?

H. Budget

Prepare and attached a budget that includes compensation for the Recreation Practitioner position, office costs, and professional development costs. Be sure to include the sources, including SPRA, that will be providing funds for the position.

I. Follow-up Requirements

The successful applicant will be required to submit payroll and a report documenting an overview of the Recreation Practitioners' activities, an indication as to whether the service area's goals are or are not met along with identifying and trends or challenges related to the program and/or the position. Successful applicants will be given templates to work from.

For More Information

Office Hours:

Monday to Friday, 8:30 a.m. to 4:30 p.m.
1250 Dewdney Avenue, Regina, SK S4R 8T7

Phone: 1.800.563.2555 | **Web:** www.spra.sk.ca | **Email:** office@spra.sk.ca