

City of Humboldt
January 12, 2026 - Executive Committee Meeting - 05:30 PM

- 1 **Call To Order**
- 2 **Land Acknowledgement**
- 3 **Adopt Agenda**
 - 3.1 Conflict of Interest
- 4 **Delegations**
- 5 **Correspondence**
- 6 **Reports From Administration**
 - 6.1 Director of Protective Services' Reports
 - 📎 Report - Director of Protective Services
 - 6.2 Director of Corporate Services' Report
 - 📎 Report - Director of Corporate Services
 - 6.3 Director of Cultural Services' Report
 - 📎 Report - Director of Cultural Services
 - 6.4 Marketing and Development Manager's Report
 - 📎 Report - Marketing and Development Manager
 - 6.5 Director of Community & Leisure Services
 - 📎 Report - Director of Community & Leisure Services
 - 6.6 Director of Public Works' Report
 - 📎 Report - Director of Public Works
- 7 **New Business**
 - 7.1 Recommendation - Director of Community and Leisure Services - EPA Enhancement and Expansion Review
 - 📎 Report- EPA Enhancement and Expansion Review
 - 7.2 Recommendation - Director of Community & Leisure Services - Enabling Accessibility Fund - Convention Centre Washrooms
 - 📎 Report - Enabling Accessibility Fund - Convention Centre Washrooms
- 8 **Enquiries**
- 10 **Adjourn**

CITY OF HUMBOLDT REPORT

TITLE: Director of Protective Services Report
PREPARED BY: Mike Kwasnica, Director of Protective Services
REVIEWED BY: Joe Day, City Manager
PREPARED FOR: Executive Committee
DATE: January 12, 2026

RECOMMENDATION

That this report be accepted for information and filed.

BACKGROUND

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

CURRENT SITUATION

Notable information and updates:

1. Fire Department -

- In City Area: 5 responses
 - 3 – Residential Fire alarm responses.
 - 1 – Vehicle fire
 - 1 – Report of smoke
- Weekend Standbys: 2
- Fire Department Practice: 3
 - Ice Rescue Theory
 - SCBA Refresher
 - Fun Night skills competition
- HDFPA Area: 0 responses

- There were no inspections in December
 - There are three members currently in a fire inspection course and they will be providing fire inspections as soon as they are finished training.

2. Emergency Measures Operations

- No update in December, currently scheduling training with all the Municipalities.

3. Occupational Health and Safety

NEW for November

- Occupational Health Committee Documentation
- Worksite Inspection Review-Museum
- Safe Work Procedure Review-Maintenance
- Safe Work Procedure Development-Uniplex
- Incident Investigations
- Site Visits/Safety Meetings/Audits/Discussions

ONGOING

- Safety Orientations for Employees and Contractors
- Worksite Inspection Reviews/Site Visits
- Safety Meetings with Departments
- Develop Safety Paperwork

OPTIONS

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

ATTACHMENTS

PLANNING Report for December.
Year End Stats for the Fire Department.
CSO Report for December.
RCMP Report for December.

COMMUNICATION AND ENGAGEMENT

No external communications or engagement required.

FINANCIAL IMPLICATION

N/A

CONCLUSION

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

CITY OF HUMBOLDT REPORT

TITLE: Planning and Development Coordinator’s Report
PREPARED BY: Oriyomi Razak, Planning and Development Coordinator
REVIEWED BY: Joe Day, City Manager
PREPARED FOR: Executive Committee
DATE: January 12, 2026

RECOMMENDATION

That this report be accepted for information and filed.

BACKGROUND

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

CURRENT SITUATION

Notable information and updates:

Permits Issued

Category	Number Issued	Details
Residential	1	1 Single Unit Dwelling
Renovations	3	3 Commercial & Industrial
Total	4	

Inspections Completed

Inspection Class	Total	Breakdown	Conducted by
Class 1	4	3 Final 1 Insulation	Mike Kwasnica
	3	1 Final 2 Site Inspection	Oriyomi Razak
Class 2/3	6		MuniCode
Total Inspections	13		



Upcoming Discretionary Public Hearing

Not Applicable

Major Projects

- South Area Structure Plan
- South 40 Development
- 101st Street Subdivision
- Caleb Subdivision

OPTIONS

1. Receive information and file.

ATTACHMENTS

- A. Spreadsheet displaying detailed permit stats.

COMMUNICATION AND ENGAGEMENT

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

FINANCIAL IMPLICATION

The city received **\$5124.84** in permit fees in December. The fees help cover administrative costs such as review and inspection time.

CONCLUSION

The pattern of permits issued reflects the typical seasonal trend for winter months. Many applications already in process were paid for in advance by applicants seeking to secure permits ahead of the spring construction period. Additionally, weather conditions have allowed for progress on indoor tasks, contributing to the current activity level.



Building Permit Statistics

Current Period: 12/1/2025 to 12/22/2025
 Status: Issued
 City: All

Permits

Description	2024			2025		
	#Permits	Fees Paid(\$)	Estimated Value(\$)	#Permits	Fees Paid(\$)	Estimated Value(\$)
New Construction						
Single Unit Dwellings	1	\$200.00	\$82,000.00	1	\$3,015.84	\$800,000.00
Multi-Unit Dwelling Building	0			0		
Commercial & Industrial	0			0		
Government & Institutional	0			0		
Renovations & Additions to Existing						
Single Unit Dwellings (inc. garages & carports)	0			0		
Multi-Unit Dwelling Building	0			0		
Commercial & Industrial	0			3	\$2,110.00	\$313,000.00
Government & Institutional	0			0		
Demolitions (Removal of a Building)						
Demolitions	0			0		
TOTAL FOR THIS PERIOD	1	\$200.00	\$82,000.00	4	\$5,125.84	\$1,113,000.00
YEAR TO DATE	76	\$96,725.62	\$32,538,635.00	95	\$107,182.86	\$19,323,800.00

Dwelling Units

Description	2024	2025
	# Dwelling Units	# Dwelling Units
New Dwelling Units		
Single Unit Dwellings (Houses & Suites)	0	1
Multi-Unit Dwellings	0	0
Dwelling Units Removed		
Dwelling Units Removed	0	0
TOTAL FOR THIS PERIOD	0	1
YEAR TO DATE	31	24

2024	2025
# Secondary Suites	# Secondary Suites
0	0
# Sec. Suites YTD	# Sec. Suites YTD
0	3

Humboldt Fire Department Annual Report as of Dec 31-2025

Type of Call	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	3 yr av.	5 yr av.	10 yr av.
Structure fire	8	0	1	5	5	2	5	2	9	4	5	4	4
Vehicle fire	3	1	2	5	3	3	1	2	3	3	3	2	3
Nuisance Fires	2	2	1	5	8	5	3	2	1	5	3	3	3
Stubble/Grass fire	3	3	5	5	4	5	0	2	7	0	3	3	3
HazMat	0	1	0	3	1	0	0	0	1	1	1	0	1
Carbon monoxide alarm	11	3	7	10	3	4	10	9	4	2	5	6	6
MVC/ Snowmobile/ ATV	27	16	18	17	20	26	27	27	19	22	23	24	22
Fire Alarms Response.	43	30	34	30	28	27	39	34	40	47	40	37	35
Natural Gas Leak	1	1	1	0	2	2	1	2	0	0	1	1	1
Electrical Hazards-Powerline etc						5	6	0	2	3	2	3	2
Farm Equipment fires	0	1	0	1	1	0	2	4	0	5	3	2	1
Farm Extrication	0	0	0	0	0	0	0	0	0	0	0	0	0
EMS Assist	4	7	9	3	4	10	9	3	5	1	3	6	6
STARS Landing	5	4	3	5	9	6	5	4	8	7	6	6	6
Other	19	8	10	14	6	9	7	13	13	13	13	11	11
Mutal Aid	2	4	2	1	2	2	2	1	0	0	0	1	2
Total calls	107	81	93	104	96	106	117	105	112	113	110	111	103
Fire Safety Inspections	198	216	174	288	163	205	251	132	229	229	280	242	209
Weekend stand-by	15	21	22	21	25	22	23	25	21	20	30	27	22
Practices	27	27	27	27	29	28	27	27	26	30	37	33	28
Fire Works Stand-by	1	1	1	1	1	1	1	1	1	1	1	1	1

Other

Report of smoke - dryer exhaust	Smoke in entrance of Olymil
Smoke in house	Report of malfunction of fireplace
Service call-Bella Vista	Investigate rotten egg smell
Drone search for persons - 2	Vegetation fire
Rcmp assist	



CITY OF HUMBOLDT REPORT

TITLE: CSO Report for December 2025
PREPARED BY: Justin Tarrant, Community Safety Officer
REVIEWED BY: Mike Kwasnica, Director of Protective Services
PREPARED FOR: Executive Committee
DATE: January 6, 2026

RECOMMENDATION

That this report be accepted for information and filed.

BACKGROUND

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

CURRENT SITUATION

With the end of the year approaching the CSO's focused on wrapping up all reports and files. There were twenty-one calls for service in the month of December, these numbers are lower than other months as the CSO's had holidays at the end of the month. With the abundance of snow, the CSO's spoke with homeowners and private contractors about snow placement as well as cars left on the roads for extended periods. Two vehicles in the city impound have reached the end of their time, owners have been notified, and the vehicles will be sold. December had two property orders expire, both were complied with.

There were two court days attended this month

The CSO's addressed the following violations/concerns:

Traffic/Parking Bylaw:

During the month of December there were 7 traffic concerns addressed.

Traffic Safety Act:

During the month of December, the CSO's conducted 31 traffic stops. Historically many warnings are given as a lead up to the holiday season. There were 3 summary offence tickets and 3 bylaw tickets.

Summary Offence Tickets for November are as follows:

- 1 – 241.1(2) – Cellphone
- 1 – 39(1)(a) – Fail to produce a drivers license
- 1 – 209(6)(b) – Disobey stop signal at rail crossing

Property Maintenance:

There were eighteen property visits in December, speaking with residents about snow removal.

Animal Control:

December had three concerns for animal control.

- Two were for loose dogs;
- One was a dog attack complaint

RCMP Assists:

No assists this month, however there are on-going discussions regarding a couple files.

OPTIONS

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

ATTACHMENTS

None.

COMMUNICATION AND ENGAGEMENT

The CSO's continue to field complaints as they come in, finding acceptable conclusions in a timely manner. In situations where there is nothing illegal, or against any City bylaws, the CSO's provide suggestions for resolutions.

FINANCIAL IMPLICATION

N/A

CONCLUSION

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

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

January 5, 2026

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

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

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

Reported incidents are down this month (80) as compared to last month (120), and down from December 2024 (123). Traffic charges are down this month (7) compared to last month (12) and down from December 2024 (22).

There were (4) reported False Alarms this month. This is down last month (7), and down December 2024 (9).

Criminal Record Checks are completed on a walk-in basis on Tuesday, Wednesday and Thursday of every week. No appointments are needed. The total number of record checks completed this month was 69.

Through consultation, priorities were established for our Detachment Action Plan: Enhancing and Supporting Policing Efforts include prolific offender monitoring and drug initiatives. Building Relationships and Trust include police visibility and police/community relations. We also have plans in place to ensure that our members are properly trained to provide a better service.

I would like to update you with the progress of our Detachment Action Plan for the 2025/26 year to date (April 1 – December 31). There were 135 curfew checks, 19 school visits, 28 meetings with elected officials/partner agencies, 3 visibility patrols (check stops), 24 community engagement events.

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

Yours truly,



S/Sgt Rod Rudnisky
Detachment Commander - Humboldt RCMP

HUMBOLDT CITY DETACHMENT

FALSE ALARM REPORT

MONTH OF DECEMBER 2025

	DATE	HOURS	LOCATION	OVERTIME	ATTENDED
1	2025-12-18	07:03	6 Thompson Drive	N	N
2	2025-12-19	13:59	122 9 Street	N	N
3	2025-12-22	09:20	1016 9 Street	N	N
4	2025-12-29	11:26	2416 Westwood Drive – 5 Buds	N	N

HUMBOLDT CITY DETACHMENT

POLICING STATISTICS

MONTH OF DECEMBER 2025

HUMBOLDT MUNICIPAL 2024	HUMBOLDT MUNICIPAL 2025	OFFENCE CATEGORY
4	9	MVA's (Fatal/injury/Property Damage)
22	7	Traffic Offences (Charges Laid)
8	2	Traffic Offences (No Charges Laid)
1	1	Traffic Offences (Criminal Code)
0	4	Impaired Operation of Motor Vehicle
1	1	Dangerous Driving (Criminal Code)
14	17	Provincial Statues
0	0	Municipal Bylaws
7	9	Other Criminal Code/Federal
3	0	Offensive Weapons
0	0	Drug Trafficking
0	0	Drug Possession
0	3	Sexual Offences
2	4	Robbery/Extortion/Harassments/Threats
1	1	Assaults
7	2	Theft Under \$5,000/Possess Stolen Prop.
0	2	Theft Over \$5,000/Theft of motor vehicle
4	6	Mischief
1	3	Frauds
2	1	Break, Enter and Theft
9	4	False Alarms
37	4	Other (Susp vehicle, animal calls, missing person, wellbeing check)
123	80	Total Calls



CITY OF HUMBOLDT REPORT

TITLE: Director of Corporate Services/City Clerk Report
PREPARED BY: Lori Yaworski, Director of Corporate Services
REVIEWED BY: Joe Day, City Manager
PREPARED FOR: Executive Committee
DATE: January 12, 2026

RECOMMENDATION

That this report be accepted for information and filed.

BACKGROUND

This report is the highlights of the activities of the Corporate Services Department for the months for December 2025 /January 2026. The Communication Coordinator's Report is included as an attachment to the Corporate Service Report.

CURRENT SITUATION

Notable information and Updates:

Group Benefit Review

The City of Humboldt's Employee Group Benefit Plan is due for review. The Labour Management Committee and the Collective Negotiation representatives have formally requested that Administration undertake a review of the current group benefit plan.

The City's group benefit plan has been administered through the Chamber of Commerce Group Insurance Plan since 2012 and operates on a cost-sharing basis between the employer and employees. The plan currently provides coverage for short- and long-term disability, critical illness, extended health and dental benefits, life insurance, and accidental death and dismemberment insurance.

As an initial step in the review process, Administration will circulate an employee survey to gather input on the existing benefit plan. The survey will seek feedback on employee satisfaction with current coverage, potential benefit enhancements, and employees' willingness to contribute toward any proposed increases in benefit levels.

2026 SUMA Convention – Foundation of Urban Strength

The 2026 SUMA Convention and Tradeshow will be held in Regina from April 12 to 15, 2026. Registration and accommodation bookings open on January 19, 2025. Council members are asked to confirm their attendance to the City Clerk by Friday, January 16th, to allow administration to proceed with hotel reservations and convention registration on their behalf.

2026 Indemnity Adjustment

In accordance with #1275 Council Indemnity policy, the Council Indemnity schedule is reviewed annually in January prior to the issuance of the first payroll. The adjustment is calculated based on the Consumer Price Index (CPI) for Saskatchewan for November of the preceding year. For 2026, a 2.1% increase has been applied, reflecting the Saskatchewan CPI for November 2025.

Indemnity Schedule - 2026

Mayor Monthly Salary - \$4205.66

Council Monthly Salary - \$1115.71

Per Diem Rate - \$184.19

½ Day per Diem Rate - \$92.09

The 2026 Council Per Diems and the Travel and Meal Expense forms have been updated. The Per Diem forms will be submitted to the HR Coordinator and Travel and Meal Expense forms will be submitted to Accounts Payable.

Corporate Service In-Scope Staff

The Corporate Services in-scope staff have renewed their Letters of Understanding (LOUs) for an additional term. The four in-scope positions—Account Supervisor, Clerk Steno, Public Works Administrative Clerk, and Utilities Clerk—have been approved for a flexible scheduling model with reduced hours.

The cumulative reduction in hours across these four positions has created sufficient capacity to establish one temporary full-time position. As a result, the Corporate Services in-scope team will consist of five employees, which improves operational coverage during vacation periods and staff absences.



OPTIONS

Approve the recommendation as presented.

ATTACHMENTS

- Communication Coordinator Report for December 2025.

COMMUNICATION AND ENGAGEMENT

No external communications or engagement required.

FINANCIAL IMPLICATION

There is no anticipated financial impact of the recommended action.

CONCLUSION

With the Director of Corporate Services/City Clerk back in her position full-time, the Corporate Service staff can begin its planning for the year. Staff will collaborate on defining roles, responsibilities and department goals to ensure a productive and successful year.



CITY OF HUMBOLDT REPORT

TITLE: Communications Department – Executive Committee Report
PREPARED BY: Angie Rolheiser, Communications Coordinator
REVIEWED BY: Joe Day, City Manager
PREPARED FOR: Executive Committee
DATE: January 12, 2026

RECOMMENDATION

That this report be accepted for information and filed.

BACKGROUND

This report summarizes the most significant projects that have been completed over the last month and those that are currently underway.

CURRENT SITUATION

1. The Marketing and Communications Department is located at the Visitor Information Center at the Humboldt Campground. The Humboldt Holiday Trail displays are still currently in the campground but will work toward getting them all taken down this month.

Marketing/Public Relations/Communications:

- Humboldt Holiday Trail at the Campground opened to the public on Friday, Dec. 5 and was open each weekend in December as well as Dec. 22&23. Admission was \$10/vehicle with proceeds going to the community group working at the gate. In total, 499 vehicles visited the Trail and \$5460 was raised through gate admissions and extra donations.
- The Holiday Trail Walk Night was held December 30 from 6 p.m. to 7:30 p.m. and was very busy.
- Working on bringing in displays from the Holiday Trail/storing them for next year.
- Coordinating Digital Humboldt Screen for the Reid Thompson Public Library.
- Promotions underway for Coffee with Council on January 21 at the Gallery.

ATTACHMENTS

Communications – social media report

COMMUNICATION AND ENGAGEMENT

Marketing and communication campaigns conducted/underway:

1. Digital Humboldt App Awareness
2. Properties For Sale
3. Community Events – Coffee with Council event
4. Winter Recreation



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

CONCLUSION

In January, the focus will be on winter recreation, community events promotions including the Coffee with Council event planned for January and the Emergency Services gala happening at the end of February.



**Communications Statistics Report
Year to Date – Dec. 2025**

Social Media Platforms Insights

Platform	New Followers This Month:	Current Followers
Instagram	3	513
Facebook	40	5,103
X (Twitter)		1,536

Digital Humboldt App Users 2025

Apr	May	Jun	Jul	Aug	Sept.	Dec.	Jan
581	530	543	541	527	528	509	587

Council Highlights (Monthly Publication)

2025
11

Community Reports (Monthly Publication)

2025
12



CITY OF HUMBOLDT REPORT

TITLE: Cultural Services Report
PREPARED BY: Jennifer Fitzpatrick, Director of Cultural Services
REVIEWED BY: Joe Day, City Manager
PREPARED FOR: City Council Executive Committee
DATE: January 12, 2026

RECOMMENDATION

That this report be accepted for information and filed.

CURRENT SITUATION

1. Museum

- Exhibits – The *Animals in Winter* exhibit was the feature for this month and was very well received by visitors, with free fun craft activities for visitors.
- Programs - The education program for the *Animals in Winter* was enjoyed by 230 students, although some local classes had to cancel their trip due to the cold weather.
- Santa Visits – Thanks to volunteers Larry Jorgenson, Jeff Burton and Deb Tokarski and our elves, for making visits with Mr. and Mrs. Claus so enjoyable this year. There were 324 people for the regular visits and 24 people for the Sensitive Santa portion.
- New Programming – We are working with Heritage Saskatchewan to potentially bring the Heritage Fair program back to Humboldt in 2026.
- Collections – There were 79 items accessioned, 50 items catalogued, and 73 records entered into PastPerfect. Volunteers are assisting with data entry and the obituary database.
- Maintenance – We had to replace the basement furnace just before Christmas at a cost of \$5,500. New lighting was installed in the stairwell. The annual inspection of the sprinkler system and fire alarm system was completed, and three of our computers were upgraded to be compatible with Windows 11.

2. Gallery

- Exhibits – Friends Festival Auction - The 26th annual event was a great success thanks to the generosity of our region. There were 176 auction items from 122 donors, plus 36 Jingle Bottles. Overall, the event raised approximately \$10,365. We will be preparing a detailed report on the event for the Friends meeting in the new year.
- In January, there will be new exhibits by Sharon Labatt and Anne Simmie.
- The gallery was closed right after the Festival auction so that the floors could be waxed and the walls painted. One older computer was replaced to be compatible with Windows 11, and a new light was installed in the basement storage area. The annual inspection of the sprinkler system and fire alarm panel was completed.



3. Water Tower

- Jen Reimer installed her exhibit *Song of Air* in the gallery which features a film and sound installation from her recordings at the tower.
- Maintenance – Staff continue to check the tower on a weekly basis.

4. Original Humboldt

- Thanks to Lorne Wolfe who represented the committee to receive the funds from the Good Neighbour Store.
- The committee met in December to discuss the 2025 operations and financial position.

5. Public Art

- There is nothing to report at this time.

6. Administration

- Grants –The report to the Saskatchewan Heritage Foundation was approved and we have received \$45,033.38 in funding support for the 2025 exterior repairs. An application to the Canada Summer Jobs program for summer student funding was submitted as part of a group application by the municipality.
- HR Development - Mackenzie Hopp passed her thirteen-week probationary period in early December and completed her First Aid / CPR training this month.
- All staff completed the online course “Disability Awareness Training” offered by Accessibility Services Canada.
- Gifts shops - Consignor payments for gift shop sales at the museum and the gallery were completed this month.
- Marketing – New pop-up banners for each area of the department were created.
- Foundation – The Santa Visits resulted in a total of \$186.85 donated to the Foundation, and there was a separate donation of \$100. The disbursement quota for the purchase of an exhibition display unit and the shelving for storage, in the amount of \$5,946.98 was sent to City Hall.
- Volunteers -Thanks to our volunteers who contributed 71 hours of their time this month.
- Engagement – To the end of the month, our programs and services have had engagement levels of approximately 13,495 people. This is higher than last year’s level of 11,467.

Upcoming Events and Programs

January 10, 1:30 pm	Gallery	Opening Reception for Sharon Labatt and Anne Simmie
January 22, 6:30 pm	Gallery	Letting Go of Getting it Right with Kayla Hanson
January 24, 1 pm	Gallery	Embellishments Workshop with June Jacobs
January 29, 6:30 pm	Gallery	Sketch a Songbird with Leane Harasymchuk
February 1-7	Museum	Archives Week
February 5, 6:30 pm	Gallery	Seeing With Notan with Laura Kneeshaw
February 11, 7 pm	Gallery	Ollee Owens Concert with Humboldt Area Arts Council



COMMUNICATION AND ENGAGEMENT

No external communications or engagement required.

ATTACHMENTS

None

FINANCIAL IMPLICATIONS

There is no anticipated financial impact of the recommended action.

CONCLUSION

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

Connected and Creative

We appreciate that the Friends of the Museum & Gallery continue to raise funds to support arts, culture and heritage programming through the Friends Festival Auction.

Welcoming and Connected

We are so appreciative of the hundreds of hours that our volunteers donate on a regular basis. At this time of year, we appreciate the generosity of our Santa Visit volunteers who allow us to provide the Sensitive Santa program for members of our community who need a little more support. Their dedication upholds the community values of making every feel welcome and connected.

CITY OF HUMBOLDT REPORT

TITLE: Marketing & Development Manager -Executive committee report
PREPARED BY: Jarrett Delbridge, Marketing and Development Manager
REVIEWED BY: Joe Day, City Manager
PREPARED FOR: Executive Committee
DATE: January 12, 2026

RECOMMENDATION

That this report be accepted for information and filed.

BACKGROUND

This report summarizes the most significant projects that are currently underway since the Executive Committee was held on December 8, 2025.

CURRENT SITUATION

Development

- The Manager is currently working with Bluestone Builders Group on progressing their servicing agreement. This service agreement will likely be presented to City Council for approval at the next regular council meeting
- Currently working with North Ridge on progressing their servicing agreement.
- Discussions with the Northeast Housing Co-op and the City have been progressing well, currently working on a draft contract for the purchase of a multi-family residential site, also hopefully will be presenting in our next regular council meeting.
- Administration continues to explore concepts for a new campground site and layout.

Economic Development

- Continuing ongoing economic development efforts
- Quotes for new video media has been received. Video content will include Municipal projects, Land development Private and Public, Local Events (living skies), local business leaders, post secondary education, and all great things our community has to offer.
- The City has been invited to have an expose done on the community by Business View Magazine. This Magazine offers a reach of 890,000.00. and targets



Government, Developers, and fortune 500 companies through out Canada and the U.S., we are currently working on retrieving commitments for ad space purchases.

Miscellaneous

- Researching future land development locations for residential housing (Single family, & Multi Family).

OPTIONS

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

ATTACHMENTS

N/A

COMMUNICATION AND ENGAGEMENT

- The manager has been communicating with local developers in the area to help keep projects moving forward and to our standards.

FINANCIAL IMPLICATION

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

CONCLUSION

That this report be accepted for information and filed.

CITY OF HUMBOLDT REPORT

TITLE: CLS Director’s Report
PREPARED BY: Michael Ulriksen, Director of Community and Leisure Services
REVIEWED BY: Joe Day, City Manager
PREPARED FOR: Executive Committee
DATE: January 12, 2025

RECOMMENDATION

That this report be accepted for information and filed.

BACKGROUND

This report is a high-level summary of the Community and Leisure Services activities since the last department update and is intended to provide Executive Committee with highlights from the day-day operations of the department.

CURRENT SITUATION

General Updates

- 1. Growing Canada’s Community Canopies Program Application** – We have been approved for additional consulting hours at no cost to the City to complete our full application under the program. We will continue to work through the process with the consultant and hope to have our full application submitted within a few weeks.
- 2. Winter Trail Clearing** – Through the month of December and into January, trail clearing has been a high priority and time consuming as we have dealt with the significant snow fall over the past month. We continue to clear a large network of trails including 5th Avenue, Centennial Park, Hwy 5 from the Public School to Water Ridge Park and around St. Elizabeth Park. The two-man parks crew also clears snow around the Uniplex building and sidewalks, while the larger parking areas are contracted out.
- 3. Outdoor Rink Ice Installation – St. Dominic and Jacob Leicht ODR** – The snow has also had an impact on outdoor rinks, where we have been busy trying to keep the St. Dominic rink cleared and usable, however we have been struggling to get the rink cleared and flooded regularly. The Jacob Leicht ODR has not proceeded as hoped. A number of factors including the court liner, weather conditions including snow volume, size of the area, staffing availability and water supply capabilities have all combined to delay the opening of this space.

While staff still work to get the rink flooded, it is clear that these variables were not accurately accounted for when Administration anticipated that the space would be open in December and at this time no timetable has been confirmed for its opening.

- 4. Uniplex Air Movement** – Following alterations to the Uniplex mechanical equipment, air movement and air quality continue to be maintained at acceptable standards.
- 5. Collective Bargaining** – Collective bargaining resumed on January 7th, after breaking for Christmas. Both parties continue to work in good faith and will reconvene again at the end of January.

Upcoming Events

- Humbolt Bronco Home Games – January 13, 20 & 27; February 6,7,10,14,16 & 27
- Humboldt Minor Hockey – U13 Tournament (Jan 10/11); U9 Tournament (Jan 16/17/18)
- Water Polo Tournament – Sunday, January 18

OPTIONS

- Approve the recommendation to accept for information and file.
- Provide alternative directions or recommendations pertaining to this report.

ATTACHMENTS

None

COMMUNICATION AND ENGAGEMENT

No external communication or engagement required.

FINANCIAL IMPLICATION

There is no anticipated financial impact of the recommended action.

CONCLUSION

The first half of December was extremely busy as the budget was finalized and staff worked through outstanding projects and tasks. Staff were able to get some much needed vacation time used and recharge for another busy year in 2026.

CITY OF HUMBOLDT REPORT

TITLE: Public Works Director Report for January 2026
PREPARED BY: Peter Bergquist, P.Tech.; Public Works and Utilities Director
REVIEWED BY: Joe Day, City Manager
PREPARED FOR: Executive Committee
DATE: January 12, 2026

RECOMMENDATION

That this report be accepted for information and filed.

BACKGROUND

The Public Works Department is responsible for the operations, maintenance, and engineering support related to water, wastewater, stormwater, roads, traffic signals, signage, line painting, and airport infrastructure.

CURRENT SITUATION

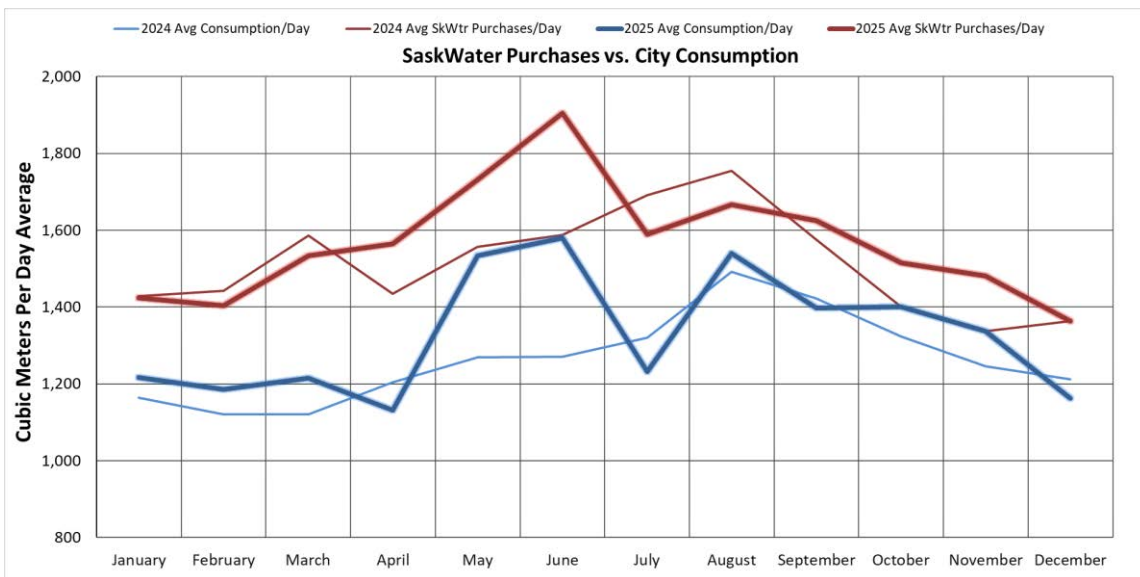
- **Winter Operations:**
 - Several snowfalls have accumulated
 - Crews had to re-plow priority 1's and 2's several times in December.
 - In early January, enough accumulation prompted plowing in the residential areas.
 - Salt and sand are applied regularly to busy intersections.
 - Sidewalk clearing experienced delays and buildup as machine breakdowns were significant and frequent, staff are reassessing how to resolve issues.
- **Water & Sewer Infrastructure:**
 - Sewer jetting was conducted to address known trouble spots.
 - Lift station maintenance – Scum dispersion, pump inspections.
 - All wastewater is going to the new wastewater treatment facility.
 - Full circulation is occurring at the new facility.
 - Sampling/testing continues for the new Wastewater Treatment Facility effluent. When the quality meets objectives and the system is full, releasing to Humboldt Lake is anticipated in late January/early February 2026
 - The old lagoon cells have some liquid in them and will be pumped to the new facility in the spring. The blower at the old lagoons has been shut down.

- Construction continues on Lift Stations 1 and 4.
- **Budgeting and Planning:**
 - Capital work plans are underway
 - Fleet replacements as per budget are underway
 - Planning/Design support continues for various developments across the City.

ATTACHMENTS

Non-Revenue Water Losses Update:

Year	Consumption	SaskWater Purchases	Difference	Approximate Loss Dollars at Cost	% Loss
2024 Full Year	460,419 m3	559,798 m3	-99,379 m3	-\$378,265	-17.8%
2025 Full Year Budget Projection	463,241 m3	547,600 m3	-84,359 m3	-\$321,096	-15.4%
2025 – Full Year Actual	482,872 m3	576,653 m3	-93,781 m3	-\$356,959	-16.3%





CONCLUSION

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



CITY OF HUMBOLDT REPORT

TITLE: EPA Enhancement and Expansion Review
PREPARED BY: Michael Ulriksen, Director of Community and Leisure Services
REVIEWED BY: Joe Day, City Manager
PREPARED FOR: Executive Committee
DATE: January 12, 2026

RECOMMENDATION

That Executive Committee recommend to Council to sole-source the award of a Facility Enhancement and Expansion Twinning Review for the Uniplex to a consultant team comprised of JBB Consultants & Engineering Inc., f-BLOK architecture, and RAM Engineering, at an estimated cost of up to \$70,000, to support informed long-term decision-making related to indoor ice infrastructure, facility renewal, and potential future expansion.

BACKGROUND

As part of the 2025 Budget, Council approved Administration to move forward with the Arena Refrigeration System Replacement project and authorized \$75,000 to advance detailed design work. At the time, the total project cost was estimated at approximately \$1.75 million, with initial supplier pricing indicating a potential construction range between \$1.35 million and \$1.68 million, excluding removal of existing equipment and any associated facility modifications.

The City's existing refrigeration system has exceeded its expected service life and continues to pose increasing operational and risk-management concerns. While Administration has successfully extended the life of the system through ongoing maintenance, replacement remains necessary to ensure continued operation of the facility.

In February 2025, Administration issued a Request for Information (RFI) to better understand current refrigeration technologies, delivery models, and system configurations applicable to the Elgar Petersen Arena. From the nine (9) submissions, JBB Consultants & Engineers Inc. was selected to provide an independent and unbiased assessment of the City's existing infrastructure and recommend the best approach for replacing the existing system.

CURRENT SITUATION

The consultant confirmed the urgency of replacing the aging refrigeration system; however, the Phase 1 technical review also identified additional issues requiring further consideration. Most notably, the assessment identified concerns related to the condition of the refrigerated concrete slab and underlying subgrade, which has experienced shifting and deterioration over time. These findings introduce a critical interdependency between refrigeration system replacement and broader facility infrastructure.

In follow-up discussions, the consultant strongly recommended that the City not proceed with refrigeration upgrades in isolation, but instead complete a broader review of the facility to fully understand structural, architectural, and systems-level conditions before committing to major capital investments.

Based on the Phase 1 findings, Administration is recommending the completion of a Facility Enhancement and Expansion Twinning Review. This work will evaluate the overall condition and long-term viability of the existing Uniplex facility, including the potential for renovation, expansion, demolition, or new construction.

The review will also assess the viability of future expansion or growth of the existing facility, which will directly inform decisions regarding the appropriate size, complexity, and location of a new refrigeration system. This is particularly important given ongoing discussions around increased ice demand and the potential addition of ice surfaces within or adjacent to the existing facility.

Without this additional scope of work, the City would have only partial information on which to base decisions involving significant capital investment. Proceeding without a comprehensive understanding of facility conditions could result in misaligned spending, reduced asset lifespan, or future rework.

The recommended consultant team—JBB Consultants & Engineering Inc., f-BLOK architecture, and RAM Engineering—is uniquely positioned to complete this work due to their direct involvement in the Phase 1 assessment, familiarity with the facility, and integrated expertise across mechanical, structural, architectural, and civil disciplines. Engaging a new consultant team at this stage would result in duplication of effort, increased cost, and project delays.

OPTIONS

1. Approve the recommendation to expand the scope of consulting related to the EPA refrigeration system project and sole-source the contact as proposed.
2. Provide alternative direction to Administration.

ATTACHMENTS

1. Phase 2 Proposal Document

COMMUNICATION AND ENGAGEMENT

NA

FINANCIAL IMPLICATION

The estimated cost to complete the Facility Enhancement and Expansion Twinning Review is up to \$70,000, inclusive of professional fees and anticipated disbursements. Council approved \$75,000 in the 2025 annual budget to begin design consultations for the new ice refrigeration system, of which \$27,500 has already been spent, leaving \$47,500 left to be spent. Administration is proposing that the shortfall of \$22,500 be funding through 2026 operational savings or through the Building Refurbishment Reserve.

This investment is intended to support evidence-based decision-making and does not commit the City to any specific construction project. Rather, it will provide Council with the technical and strategic information required to determine the most appropriate long-term approach to indoor ice infrastructure, including refrigeration system replacement, structural upgrades, facility expansion, or new construction.

Administration will return to Council with the results of the review and any subsequent recommendations before advancing further capital expenditures.

CONCLUSION

The Uniplex is a critical community asset, and decisions regarding its future must be informed by a complete and accurate understanding of facility conditions and long-term needs. While replacement of the arena refrigeration system remains necessary, recent technical findings demonstrate that this decision cannot be made in isolation.

Authorizing the Facility Enhancement and Expansion Twinning Review will allow the City to evaluate all viable long term options related to the venue and how the inform where and how we invest in recreation infrastructure. This proactive approach will reduce long-term risk and position Council to make well-informed decisions regarding the future of indoor ice surfaces in Humboldt.

Prepared for: City of Humboldt
Humboldt, SK

Facility Enhancement and Expansion Twinning Review

Nov. 25th, 2025



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TEAM STRUCTURE



J. Brian Blahey

Principal

JBB Consultants &
Engineering inc.



BJ Fehr

Principal

f-BLOK architecture



Bob McDonald

Lead Civil Engineer

RAM Engineering



J. Brian Blahey JBB Consultants & Engineers Inc.

Brian has a wide variety of experience collaborating on projects for design, engineering, design/build construction, and project management. Using his deep technical expertise and industry knowledge, he will be an asset to the project team to assist with mechanical building systems design.

Brian excels at problem solving within teams of owners, designers, architects, stakeholders, and implementing fully integrated solutions. With project experience ranging from professional ice arenas to open air stadiums, he brings the experience to successfully execute this project.



BJ Fehr

f-BLOK architecture

BJ is a Senior Project Architect with extensive experience delivering complex new construction and major renovation projects for public-sector facilities. He leads multidisciplinary design teams, provides technical guidance and quality control, and administers construction contracts to support smooth project delivery from assessment through completion. With a deep understanding of building assemblies and system performance, BJ objectively evaluates existing rink conditions and proposed upgrades, identifying opportunities for durability, energy efficiency, and long-term value. He is well-versed in provincial and national codes, accessibility standards, and coordination with Authorities Having Jurisdiction, critical for life-safety, envelope, and accessibility improvements in arena environments. His background in building condition assessments, envelope upgrades, and high-performance facility design directly supports the technical needs of any expansion.



Bob McDonald

RAM Engineering

RAM Engineering was founded in 2013 with the unique vision to bring an engineering firm to the market that was approachable, that brought real world experience to the design table and that provided practical solutions to save clients time and money. RAM operates on the core values of ambition, integrity and dependability - "aid". With these values in mind, RAM strives to aid clients and organizations in fulfilling their goals and achieving success with their projects. RAM offers Structural, Civil, Project Management Services as well as an Electrical and Mechanical engineer sub consultants, under one roof to better aid clients. Couple these services with small town values, hand picked employees and personal service and RAM has all your engineering needs covered for projects of all scopes and sizes.

SIMILAR PROJECTS



RM Oakland – Wawanesa (Souris River Recreation)

Wawanesa Arena & Curling Club

PROJECT SIZE

Complete removal, upgrade and renovation / retrofit of R-22 dual plant to combined single 80 Tr ammonia - brine ice plant, in a codified of remote-outdoor engine room, piping retrofit and engine room renovations.

COST

\$ 875,000 (Prime Contract)

COMPLETION DATE

February 2023

SERVICES

Full-cycle design construction documents, specifications and contract administration. Renovated refrigeration system, new fluid cooler, concrete pad, energy integration and codification of ice plant room to CSA-B52 standard.

Reference

Mr. Brett McGregor, MBA
President, bmgregor@guild.ca
204.761.0499



DESCRIPTION

On this project, **JBB + RAM** was the lead design and EOR as well as prime consultant inclusive of AESMPR – Architectural, Electrical, Structural, Mechanical, Plumbing, Refrigeration services and subconsultant team. JBB & Ram self performed M,P,R & Structural services and all contract administration as prime consultant.

Located in the beautiful valley of the Souris River in the town of Wawanesa, home of the Wanesa Insurance, the recreation center was in need of much needed renovations to remove a dual arena, curling club R-22 system and replace it with an energy efficient, green – refrigerant choice (ammonia).

The final decision was made to install a recently relocated outdoor ice plant system on a new concrete pad and pipe the systems in from outdoors to new headers for both the 4-sheet curling club and seasonal ice pad within the rec center.

Adjacent to local baseball diamonds, the pool and a variety of recreational amenities serving stakeholders and the local population, the rec center now has a long-term efficient solution to the refrigeration systems for years to come.

PROJECT RELEVANCE

- Municipal major ice plant renovation
- Full cycle RFP, Detailed – Design, Bidding documents and levelling
- General Construction Management of all trades
- Assistance with Efficiency Manitoba Funding and heat reclaim systems



Brandon Sportsplex – Canada Games Facility Upgrade

City of Brandon, MB (Arena and Pool)

PROJECT SIZE

Complete removal, upgrade and renovation / retrofit of Ammonia Ice plant and cooling floor to combined single 120 Ton (Tr) ammonia - brine ice plant, in a codified of remote-outdoor engine room, piping retrofit and engine room renovations.

COST

\$ 5, 700, 000

COMPLETION DATE

September 2025

SERVICES

Full-cycle design construction documents, specifications and contract administration. Renovated refrigeration system, new fluid cooler, concrete pad, energy integration and codification of ice plant room to CSA-B52 standard.

Reference

Mr. Patrick Gloux, P.hD, P.Eng
KGS Group Winnipeg



DESCRIPTION

On this project, **JBB** was the lead design and EOR for Division 13, Ice plant and cooling floor & Engine Room Replacement as well as subconsultant assistance for dehumidifiers in the playing space to the prime consultant KGS Group Winnipeg and all contract administration for Div 13 to prime consultant.

Located on the SW side of Brandon and past home to the Canada Games, the town had endured years of failures to the ice plant and cooling floor and reduced capacity for ice making.

Through engagement of the KGS Group and JBB Div 13 ice plant design team, a total analysis and feasibility report and review of the systems, site and plans were completed with the final decision made to install an all-encompassing outdoor ice plant system on a new concrete pad and pipe the systems in from outdoors to new headers beneath the parking spaces for the year-round skating surface to a renewed / replaced 5in thick concrete cooling floor within the rec center.

Adjacent to local baseball diamonds, the pool and a variety of recreational amenities serving stakeholders and the local population, the rec center now has a long-term efficient solution to the refrigeration systems for years to come.

PROJECT RELEVANCE

- Municipal major ice plant renovation.
- Full cycle RFP, Detailed – Design, Bidding documents and bid-levelling.
- Contract Management of Div 13 ice plant trade.
- Primary and Secondary refrigerant / fluids feasibility reporting for client decision on system chosen.

SIMILAR PROJECTS



Dakota Community Center & Fieldhouse

Jonathan Toews Sportsplex | Winnipeg, MB., Canada

PROJECT SIZE

Complete removal, upgrade and renovation of 140 Tr Ammonia / brine ice plant, codification of engine room, boiler retrofit, energy reduction initiatives on a twin rink NHL Sized arena and Fieldhouse.

COST

\$ 2,350,000 (refrigeration only)

COMPLETION DATE

July 2023

SERVICES

Full-cycle design construction documents, specifications and contract administration. New refrigeration system, boilers, new snow melt pit, energy integration and codification of ice plant room to CSA-B52 standard.

Key Project Note:

Host of International Fire fighters Olympics (2023)



DESCRIPTION

On this project, **JBB + RAM** is the lead design and EOR as well as prime consultant inclusive of AESMPR – Architectural, Electrical, Structural, Mechanical, Plumbing, Refrigeration services and subconsultant tea. JBB & Ram self performed M,P,R & Structural services and all contract administration as prime. Phase 1 started with a feasibility and code report and phase 2 lead to a full system replacement and upgrade, completed in Summer 2023 ahead of the Firefighters and police Games that summer in Winnipeg.

Located in the Jonathan Toews Sportsplex, the South Rink and North Rink are host to all types of ice sports including the Dakota's Adult Hockey League, figure skating, camps and public programming. One pad is concrete floor and the other is sand based and operate year-round.

The former Great Hall underwent a major renovation, in 2024, to transform this space into a new modern and fully accessible space: Dakota Event Hall. What was once a single open hall now has the ability to be rented in multiple configurations with new movable walls.

Adjacent to the Jonathan Toews Sportsplex, the LEED Silver Certified Dakota Fieldhouse adds 60,000 square feet of recreational and multi-use space to the Dakota Community Centre. Volleyball, Basketball & Racquetball Courts Three Lane Walking/Running Track & Centralized Dressing Rooms



Southeast Event Center

Steinbach Events Group | Steinbach, MB, Canada



PROJECT SIZE

NHL Standard (new) and existing practice; 17, 000 SF each floor

COST

\$ 74,300,000 (progressive D/B)

COMPLETION DATE

In progress – December 2024

SERVICES

Full-cycle design construction documents, specifications and contract administration. New refrigerated floor for 4500 seat NHL arena for the Steinbach Pistons of the MMJHL Manitoba Major Junior Hockey league. Flood water treatment and renovations to existing TG Smith Arena. Project later changed to progressive design build with JBB as owner advocate.

DESCRIPTION

The New main venue, a 2,400-seat spectator facility is designed to adapt to the many needs of the community with multi-mode capacity for tradeshow, ceremonies, concerts, ice-related use and recreational activities.

As a concert and event facility, this venue will flex up to approximately 4,000 capacity. This venue will be supported by a large 500 seat multi-use hall/gymnasium and atrium (flex hall) designed to open the facility to the community. These combined facilities will connect to the existing T.G. Smith Arena, Steinbach Curling Club and other existing venues.

(The City of Steinbach is pleased to be working together with Southeast Events Group formerly Southeast Event Centre Inc.) for the construction and operation of an events center.

The facility will include a main venue that can be used for concerts, events, ice sports, tradeshow, and ceremonies as well as a multi-use hall/gymnasium and atrium.

The Southeast Event Centre will be located downtown, replacing the former Centennial Arena, and connecting to the existing community plaza, T.G. Smith Arena, Steinbach Curling Club, and Keystone Theatre.



SIMILAR PROJECTS



Rocket Mortgage Fieldhouse

Rocket Mortgage Fieldhouse | Cleveland, OH

PROJECT SIZE

R22 existing systems converted to TC-CO2 in-direct glycol secondary (re-used) floor and ice plant system factory skid; NHL 8" Steel floor, glycol secondary pumped.

COST

\$ 3, 750,000 USD (refrigeration only)

COMPLETION DATE

Feb 2019 - May 2022

SERVICES

Full-cycle design performance specification construction documents, and drawings. Dasherboard enhancements, ice dam and concrete floor/skirt repairs.

Key Project Note:

130 Tr - Co2 / Glycol In-Direct Refrigerated Floor

DESCRIPTION

On this project, **JBB** served as the Prime Ice Rink Design Sub-Consultant, to **Osborn Engineering | O-Sports (Cleveland)** for construction document specifications and drawings provider and Costing Quantifier for both the floor repairs, stainless steel ice dam and dasherboard expansion joint project and the replacement of the R22 ice plant to a GREEN TC (Transcritical) CO2- based system, inclusive of R22 plant replacement and energy review for the Quicken Loans Arena, now the Rocket Mortgage Fieldhouse in Cleveland Ohio, home of the NBA Cavaliers & the AHL Cleveland Monsters hockey club.

PROJECT RELEVANCE

- ❖ Complete Feasibility reporting of "Green alternative" refrigerant options
- ❖ Energy comparative study of viable refrigerant replacement options to R-22
- ❖ Full design services and Contract Administration
- ❖ Concrete floor repairs, ice dam and expansion joint work
- ❖ Co2 ice plant review reporting, replacement



Cullen Hockey Center MYHA (Three-Pad Expansion)

Rink #3 - Sanford Rink | Moorhead, MN



PROJECT SIZE

Existing Twin Pad seasonal rinks - expansion to additional Indoor / Outdoor pad, Roll-up Garage doors with new ammonia ice plant serving all three rinks.

COST

\$ 8, 000, 000 USD

COMPLETION DATE

October 2016/17

SERVICES

Design-Build Contractor Lead; installation, service and maintenance; design -assist and energy integration systems.

Key Project Note:

Outdoor Seasonal NHL size pad, screw compression, Brine (salt-solution) secondary pumped fluid

DESCRIPTION

On this project, **JBB** was the lead design-build contractor on this renovation of the Moorhead Youth Hockey Association (MYHA) Twin Arena, to add a new indoor/ outdoor 5-month seasonal multi-use Sanford Arena Pad with a combined ammonia / brine ice plant.

Complete with dasherboard upgrades, ammonia plant and Brine secondary.

Home to the MYHA and the Moorhead spuds, The Cullen Hockey Center of Moorhead, Minnesota is complete! The two-phase \$8-million dollar renovation to the hockey facility in Moorhead, Minnesota included remodeling the two rinks, adding a third, creating a new entrance and lobby, along with replacing the roof and was renaming the complex the Cullen Hockey Center. Retired NHL player and 3-time Stanley Cup Champion Matt Cullen was one of the project's biggest donors and he stood before media and described what it meant to him and his family to be able to give back to the community and allow the next generation of hockey players to grow.

FUN FACT

The first few iterations of the project had roll-up garage doors along each long side of the rink to allow for seasonal use as a garden market and other dry-land summer/ spring events when not refrigerated for hockey.



SIMILAR PROJECTS



Allen County War Memorial Coliseum (ACWMC)

ACWMC | Fort Wayne, IN.



PROJECT SIZE

R22 existing systems converted to TC-CO2 direct floor and ice plant system skid replacement and structural room renovations.

COST

\$ 5,750,000 (refrigeration only)

COMPLETION DATE

In progress - October 2025

SERVICES

Full-cycle design construction documents, specifications and contract administration. New refrigerated floor Co2 Direct Ice refrigerated ice floor, energy renovations and treated water systems for 10,500 seat NHL-ready arena for the Fort Wayne Komets playing the ECHL hockey league.

Key Project Note:

130 Tr - Co2 Direct Refrigerated Floor



DESCRIPTION

On this project, **JBB + RAM** is the lead Technical author of Building Systems Assessment and Feasibility Report to replace the existing flooded R-22 ice floor and plant system with a green NHL Sized replacement floor and Co2/ Ammonia Ice plant, engine room codification and expansion (phase 1) of the project as construction will proceed for 2025 in Phase 2. Working with the clients' long term architectural partner MSKTD (Fort Wayne, IN) our team is also the EOR - Engineer of Record for the Phase 2 construction and ice plant replacement commencing in the spring 2025.

In 2015, the Conference Center was added to the south end of the Expo Center, adding an additional 27,155 square feet of high-tech, luxurious and multi-purpose event space and nearly 20,000 square feet of pre-function space. The addition of the Conference Center to the complex, makes the Memorial Coliseum the second largest public assembly facility in the state of Indiana, with more than one million square feet under roof.

Today, the Memorial Coliseum serves the tri-state area as a focal point for family entertainment, arts and culture, sports and community gatherings. It draws visitors from all over the Midwest and has earned its reputation as one of the most successful facilities in the country., the Conference Center was added to the south end of the Expo Center, adding In 2015, the Conference Center was added to the south end of the Expo Center, adding an additional 27,155 square feet of high-tech, luxurious and multi-purpose event space and nearly 20,000 square feet of pre-function space.

FUN FACT

Due to equipment shipment and lead-time constraints, the ice plant system was pre-purchased directly by the owner group, in a progressive step bid process, with **JBB + RAM** assistance, to lock in costs and expedite project timelines ahead of 2025 skate date and additional dryland rental opportunities.



Mentor Civic Arena

Mentor Ice Center | Mentor, OH.



PROJECT SIZE

R22 existing systems to be converted to a green gas (CO2 or Ammonia) with concrete floor replacement and dashboards and ventilation systems upgrade.

COST

Currently under design & Concept development

COMPLETION DATE

October 2026

SERVICES

Full-cycle design performance specification construction documents, and drawings; Bid-Services; Contract Administration and client advocate as prime consultant.

Key Project Note:

Feasibility Reporting & Conceptual Design Services; Full-Cycle design services.



DESCRIPTION

On this project, **JBB + RAM** collaborative has been retained, by the City of Mentor, OH Parks and Recreation group, as the Division 13- ice plant and refrigerated floor Prime Consultant for the replacement of a direct-flooded R-22 East rink concrete floor and ice plant to a more environmentally friendly option of either Co2 or Ammonia.

Our services include:

- ✓ Preliminary Design and Concept Development services
- ✓ Energy and Environmental comparative study to determine best system
- ✓ Full-Cycle design, construction, bid services
- ✓ Plans and specifications
- ✓ Contract Administration through construction in 2026

Come to the coolest spot in town! It's the only indoor ice-skating complex in Lake County. With two regulation-size NHL ice rinks, a studio rink, locker rooms and a snack bar, the Arena is open year-round and provides something for anyone who enjoys the sport of skating - including year-round open skate. On the second floor, above the Arena, is a complete rental facility complex. Mentor Ice Arena Offers Programs for Every Skater's Ability From Learn-to-Skate lessons to Youth and Adult Hockey, from Figure Skating to Special Skater programs, the Mentor Civic Arena offers a wide range of skating and hockey programs to fit every skater's ability.

SIMILAR PROJECTS



Nationwide Arena

Columbus, OH.



PROJECT SIZE

NHL Columbus Bluejackets home rink – NHL standard, R-22 ice plant.

COST

indeterminable

COMPLETION DATE

October 2016/17

SERVICES

Environmental, Energy, GHG and Sustainability replacement option report to remove R-22 ice plant with new Natural refrigerant gas options.

Key Project Note:

Complete Class B – Construction budget costing for replacement of R-22 plant to ammonia NHL-standard.

DESCRIPTION

On this project, JBB was the lead design-build contractor, Energy Complete and author of this report to find options and viable replacement for R-22 existing systems and reviews of Ammonia, Co2 (direct and indirect floors) as replacements options.

The report engaged the use of computer programs through a full-year utility review and comparable ice plant systems replacement options.

FUN FACT

Utilizing our Energy Comparative computational program, we were able to calculate the direct and indirect emissions in eq-Co2 Release of equivalent carbon dioxide for all energy consumption and equivalent gas emissions for ammonia and direct and indirect Co2 floor systems.



REFRIGERATED SURFACE EXPERIENCE



Ford Ice Center Twin Practice (NHL Practice Facility)
Nashville Predators | Bellevue, TN

Gainbridge Fieldhouse Renovations
Indiana Pacers | Indianapolis, IN.

Rocket Mortgage Fieldhouse- RMFH (Co2) NBA
Cleveland Cavaliers & Monsters | Cleveland, OH.

Nationwide Arena* (NHL Systems Review Energy)
Columbus Bluejackets | Columbus, OH.

PNC / Lenovo Arena* (NHL Systems Review)
Carolina Hurricanes | Raleigh, NC.

Allen County War Memorial Coliseum (Co2)
Fort Wayne Komets | Fort Wayne, IN. (ongoing 2025)

Southeast Events Center - SEC
\$74.3M New Build | Steinbach, MB.

St. JamesTwin Rink | Conceptual Design Services
Lincolnshire, IL.

PEPSI Rink #3 – MAYSA ARENA*
Rink #3 addition & upgrade | Minot, ND.

VFW Arena & Curling Club*
Ice plant & floor replacement | Bismarck, ND.

Wachter Capital Ice Center*
1st Direct Co2 floor in the lower 48 | Bismarck, ND.

Credit Union Center* (National funding award)
Fully Integrated HVAC Heating | Dauphin, MB.

Xcel Energy Center Improvements (NHL Systems Review)
Minnesota Wild – NHL | St. Paul, MN.

Mentor Ice Arena(Feasibility Concept & Design)
Mentor Civic Arena | Mentor, OH (ongoing 2025/26)



Bankers Life | Outdoor Leisure Pad
Indiana Pacers, Indianapolis, IN

* Performed as D/B engineer & design lead – employed with others



ICE PLANT - Refrigeration



The Ice Plant is the “ heartbeat “ of the facility and our engineers know design, green – sustainable refrigerant option technology, project management and construction. The diverse experience of our ice rink design group specialists includes licensed engineers from around North America with backgrounds in Industrial Cold Storage, Co2 & Ammonia recreational system design and specific experience in NBA / NHL design standards in multi-function large capacity venues. Our ice rink team has performed a variety of energy studies, detailed design, dehumidification briefs & project development works at some of the largest multi-function facilities including Rocket Mortgage Arena – in Cleveland, OH (NBA Cavaliers). The Ford twin training center Practice home of the Nashville Predators, as well as ice plant replacement studies and budgets at Nationwide Arena (Columbus Blue Jackets) PNC Arena (Carolina Hurricanes) & Xcel Energy Center (Minnesota Wild).

Process + Scope

Led by an experienced Div 13 ice rink design and engineering specialist, JBB Consultants & Engineers Inc. were chosen through a town RFP process led by the Recreation and facilities director in Early 2025.

JBB provided and successfully submitted a full analysis condition assessment and review report of the existing ice plant refrigeration systems, refrigerated floor, curing club systems with a build 3D- Digital Scan and Point-Cloud to determine floor flatness, floor heaving and other geotechnical disturbances beneath the playing surface of the arena space.

The Building Systems Condition Assessment Report (BSCAR), found here in Appendix A to this submission, inclusive of recommendations provides critical insights into a property's Refrigeration systems and refrigerated floor physical state, helping Owners, Communities, and Managers make informed financial, operational and Strategic Planning decisions.

Div 13 (ICE PLANT) BSCAR Phase 1 - Report findings concluded:

- Existing ice plant has fully exceeded its life-span- and expected end of life has passed.
- The system was converted from R-22 system to Ammonia and contained non-compliance, non registered Pressure Vessels. The engine room also is non-code compliant to CSA-B52 mechanical code of Canada.
- Refrigerated (arena) floor consist of a double layer " sandwich" stack of two (2) - floors- both heaved drastically and show failure and cracking.
- A desire to relocate the engine room to a more suitable
- Costs of replacement, relocation of engine room and removal and replacement of the twin sandwich cooling pads and systems far exceed current funds available and would not ensure longevity of continual use, in situ and in keeping the CHL and high level hockey requirements for a playing space of this level of hockey.

A discussion between Facilities manager and JBB led to a request to further investigate and enhance a previously completed space-planning and layout for a possible twinning of the arena to take place, as a follow to the phase 1 report noted above. The previous report was shared with JBB and team.

f-BLOK, alongside JBB and RAM intend to complete a site review, target existing building conditions, identify potential deficiencies and associated corrective renovations required in a more strategic and cost effective manner to review the viability of a second playing space and possibly use the existing arena pad for dry events. This, in association with costing, will provide the Community a sense of whether demolition, renovation or new build is financially preferred. In addition to this, f-BLOK will review the previously generated plan for addition / expansion to bring into 2020 code compliancy and provide updated 2D and 3D visuals for the Community for discussion, debate, comment and review.

Process + Scope

Led by an experienced Consultant team, a Building Condition Assessment Report (BCAR) inclusive of recommendations provides critical insights into a property's physical state, helping Owners, Communities, and Managers make informed financial, operational and Strategic Planning decisions.

Benefits include:

- Utilizing the report information to influence informed investment decisions: It identifies Architectural, Structural, Mechanical / Electrical issues, deferred maintenance, and potential future costs, allowing Communities to assess whether a property is worth the investment or if a different development path should be considered.
- Negotiation leverage: Sellers and buyers can use the report to justify pricing or request repairs before closing a deal.
- Maintenance planning: Facility managers gain a clear picture of asset lifecycles, enabling proactive maintenance and budgeting.
- Capital budgeting: The report helps forecast capital expenditures and prioritize upgrades, replacements or deferral(s).
- Compliance and risk mitigation: It ensures buildings meet safety and regulatory standards, reducing liability and insurance risks.

f-BLOK, alongside JBB and RAM intend to complete a site review, target existing building conditions, identify potential deficiencies and associated corrective renovations required. This, in association with costing, will provide the Community a sense of whether demolition, renovation or new build is financially preferred. In addition to this, f-BLOK will review the previously generated plan for addition / expansion to bring into 2020 code compliancy, and provide updated 2D and 3D visuals for the Community.

FINANCIAL BREAKDOWN

Fees per Outline Scope



217-1460 Chevrier Blvd
Winnipeg, MB R3T 1Y6
f-BLOK.ca phone: 204.943.5087

cost of services

Date: October 21, 2025

TO **FOR**

JBB Consultants **Attn: J. Brian Blahey, Principal, P.Eng** Project Title/ Claim:
 11A - 1600 Regent Ave W 431-337-1400 **Humboldt Arena BCAR and Concept Design_REV1**
 Winnipeg, MB, R2C 3B5 brian@jbbengineers.com

PROFESSIONAL SERVICES COSTS			AMOUNT
Line No.	Project Stage	Milestone/ Description	Fixed Fee
01	PRE-DESIGN		\$26,000.00
02	SCHEMATIC DESIGN		\$43,300.00
03	DESIGN DEVELOPMENT		\$0.00
04	CONSTRUCTION DOCUMENTS		\$0.00
05	TENDER		\$0.00
06	CONSTRUCTION ADMIN		\$0.00
07	POST-CA		\$0.00

NOTES			SUBTOTAL
Billing: Monthly or Project Stage completion			Subtotal \$69,300.00
			GST 5% of subtotal \$3,465.00
# of Site Visits incl. in Fee			RST N/A
PD-T	CA/ Post		TOTAL
1	N/A		\$72,765.00


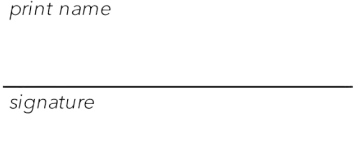
RATES		ANTICIPATED DISBURSEMENTS	AMOUNT
Principal	\$225	Travel Costs	\$5,000.00
Intermediate	\$175		
Administrative	\$110		
Addl. Site Visits	\$5,000		
TOTAL ESTIMATED DISBURSEMENTS			\$5,000.00

SIGNATURES

Proposal is subject to the Terms and Conditions on the following page(s).

f-BLOK architecture inc. JBB Consulting

Prepared by: B.J. Fehr - Principal Architect Approved by: J. Brian Blahey, P.Eng.
print name

 
signature

CITY OF HUMBOLDT REPORT

TITLE: Enabling Accessibility Fund – Convention Centre Washrooms
PREPARED BY: Michael Ulriksen, Director of Community and Leisure Services
REVIEWED BY: Joe Day, City Manager
PREPARED FOR: Executive Committee
DATE: January 12, 2026

RECOMMENDATION

That the Executive Committee recommend that Council authorize Administration to accept funding under the Enabling Accessibility Fund and allocate up to \$50,000 from the Uniplex Reserve to proceed with accessibility upgrades to the Convention Centre washrooms, subject to final grant terms and conditions.

BACKGROUND

In April 2023, Council approved a major renovation of the Convention Centre washrooms at an estimated cost of \$120,000, to be funded from the Uniplex Reserve. The project was identified as a priority upgrade due to the age, condition, and functionality of the washroom facilities, which date back to the original construction of the Convention Centre in the 1980s.

Following Council approval, Administration proceeded to tender the project in 2023. However, upon tender closing, all submitted bids significantly exceeded the approved budget. The lowest compliant bid exceeded the project budget by more than \$60,000, with no contingencies included. As a result, in July 2023, Council approved Administration’s recommendation to conclude the tender process without awarding a contract and to review alternative approaches to achieving meaningful upgrades within the facility.

Despite the tender outcome, Administration remained committed to advancing accessibility improvements within the Convention Centre washrooms and began exploring alternative funding opportunities to offset costs and reduce the financial impact on municipal reserves.

CURRENT SITUATION

Following the conclusion of the 2023 tender process, Administration continued to explore alternative approaches to advancing accessibility improvements within the Convention Centre washrooms that would be both financially feasible and aligned with Council's broader objectives related to inclusive and barrier-free municipal facilities.

In July 2024, Administration applied under the Enabling Accessibility Fund (EAF) – Small Projects program to support targeted washroom renovations intended to remove physical and functional barriers for patrons using the Convention Centre. The proposed project was designed to improve accessibility within washroom spaces originally constructed in the 1980s and included upgrades to accessible stall dimensions, counter heights, automated door functionality, and lighting enhancements to better accommodate individuals with mobility limitations and visual impairments.

The intent of the application was to ensure that patrons of all abilities can safely and independently access washroom facilities within the Convention Centre, thereby improving the overall inclusivity and usability of the facility for residents, visitors, seniors, and individuals with disabilities. The project aligns with the federal program's objective of supporting community infrastructure upgrades that remove barriers and promote full participation in public spaces.

Although the City was initially advised in September 2025 that the application was not successful due to the volume of submissions received, Administration was subsequently notified on January 6, 2026, that funding under the 2024 Call for Proposals – Small Projects component of the Enabling Accessibility Fund has been approved. Employment and Social Development Canada has requested confirmation that the City wishes to proceed with the project, with a project officer to be assigned to finalize funding details.

OPTIONS

1. Approve the recommendation to accept the grant funding and complete the renovation to the washrooms of the Convention Centre.
2. Defer the decision and direct Administration to provide additional information as necessary.
3. Decline the funding and not proceed with the proposed project.

ATTACHMENTS

NA

COMMUNICATION AND ENGAGEMENT

NA

FINANCIAL IMPLICATION

As part of the EAF application process, Administration utilized the program's standardized budget calculator, which applies flat-rate costing for eligible project components and removes the requirement for applicants to obtain contractor quotes at the application stage. This approach is standard under the EAF Small Projects stream and was used to develop the submitted cost estimates.

Based on this calculator, the total estimated eligible project cost is \$79,860, with \$59,895 requested from Employment and Social Development Canada and \$19,965 identified as the City's required contribution.

Administration is recommending that Council authorize the allocation of up to \$50,000 from the Uniplex Reserve, which remains available from the previously approved 2023 washroom renovation project. When combined with the anticipated federal contribution, this would provide Administration with approximately \$110,000 to complete the accessibility upgrades and, if necessary, modestly expand the scope to ensure the project fully achieves the intended accessibility outcomes.

Should the final approved federal contribution differ materially from the amount requested, Administration will return to Council for further direction prior to entering into a funding agreement.

CONCLUSION

The proposed Convention Centre washroom accessibility upgrades represent a long-standing priority that has previously been delayed due to cost constraints. The availability of federal funding through the Enabling Accessibility Fund now provides an opportunity to advance meaningful accessibility improvements while significantly reducing the financial impact on municipal reserves. Approval of the recommended direction will allow Administration to confirm participation in the program, leverage external funding, and proceed with long-planned upgrades that improve inclusivity and access within a key community facility.