



City of Humboldt

May 11, 2026 - Executive Committee Meeting - 05:30 PM

- 1 **Call To Order**
- 2 **Land Acknowledgement**
- 3 **Adopt Agenda**
 - 3.1 Conflict of Interest
- 4 **Delegations**
 - 4.1 Delegation via Zoom - Gerald Aalbers, Mayor of Lloydminster & Aaron Kienle, Mayor of Yorkton - Via Rail Re-Routing
 - 📎 Strategic Solution - Gerald Aalbers, Mayor of Lloydminster & Aaron Kienle, Mayor of Yorkton
- 5 **Correspondence**
 - 5.1 Items Received for Information
 - 📎 Letter of Concern
- 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 Leisure Services' Report
 - 📎 Report - Director of Leisure Services
 - 6.6 Director of Public Works' Report
 - 📎 Report - Director of Public Works
- 7 **New Business**
 - 7.1 Recommendation - Director of Corporate Services/City Clerk - Humboldt & District Community Services Request for Parking Passes
 - 📎 Report - Humboldt & District Community Services Request for Parking Passes
 - 7.2 Recommendation - Director of Corporate Services/City Clerk - Bylaw Review
 - 📎 Report - Bylaw Review
 - 7.3 Director of Cultural Services - Water Tower Rates

- 7.4  Report - Water Tower Rates
Recommendation - Director of Community & Leisure Services - Arena Top Deck Flooring
- 7.5  Report - Arena Top Deck Flooring
Recommendation - Director of Community & Leisure Services - Designation of Water Tower Park
- 7.6  Report - Designation of Water Tower Park
Recommendation - Director of Community & Leisure Services - Project Summary Report
- 7.7  Report - Project Summary Report
Recommendation - Director of Public Works - Generator Maintenance Contract
- 7.8  Report - Generator Maintenance Contract
Recommendation - Director of Public Works - Video Inspection System
- 7.9  Report - Video Inspection System
Recommendation - Corporate Asset Manager - Development Charges
-  Report - Development Charges
- 8 Enquiries**
- 9 Committee of the Whole**
- 10 Adjourn**



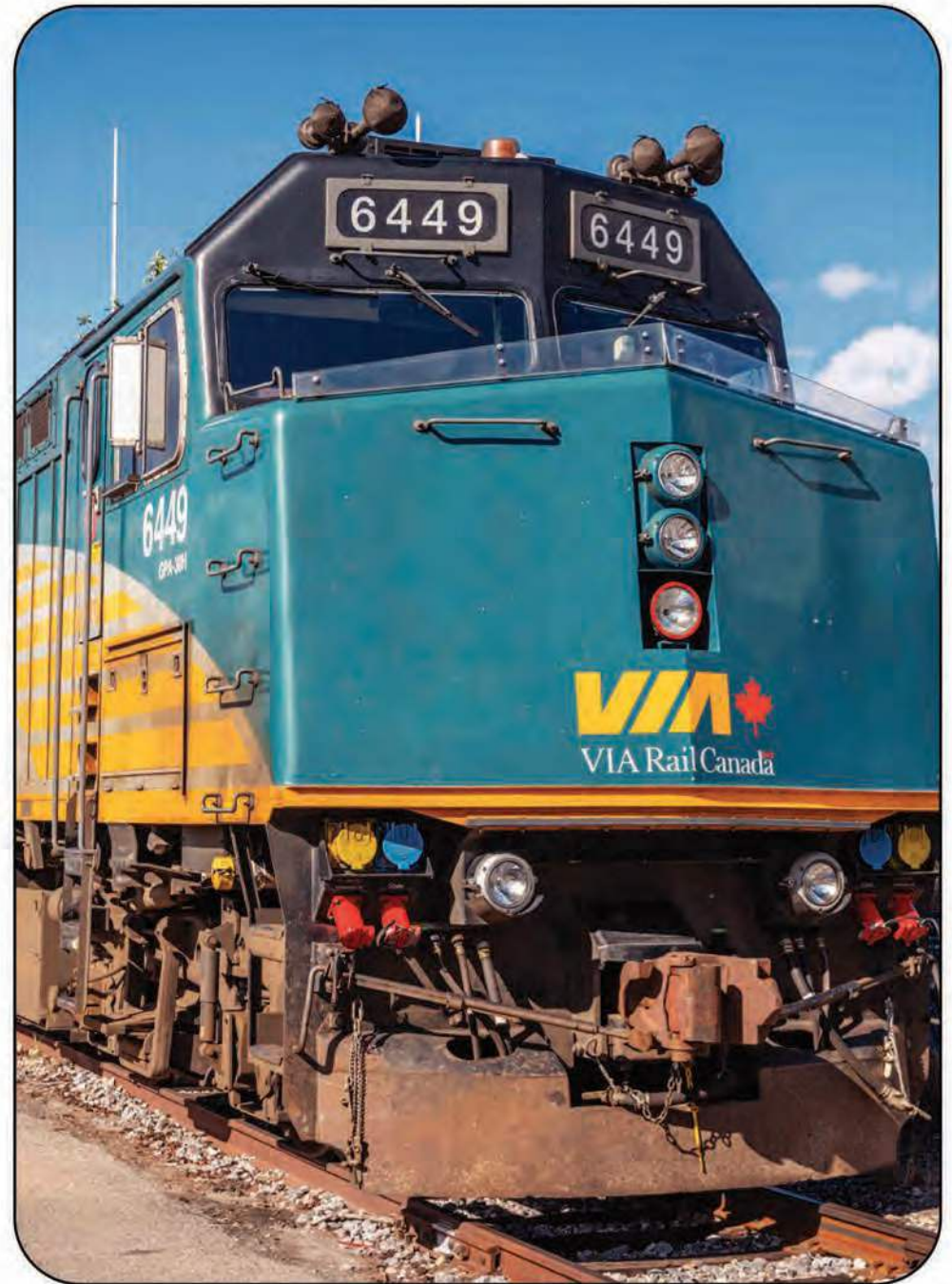
The *Canadian* on the CN Prairie North Line: A Strategic Solution

**Prairie North Rail Passenger Train Inc.
North Battleford, SK**

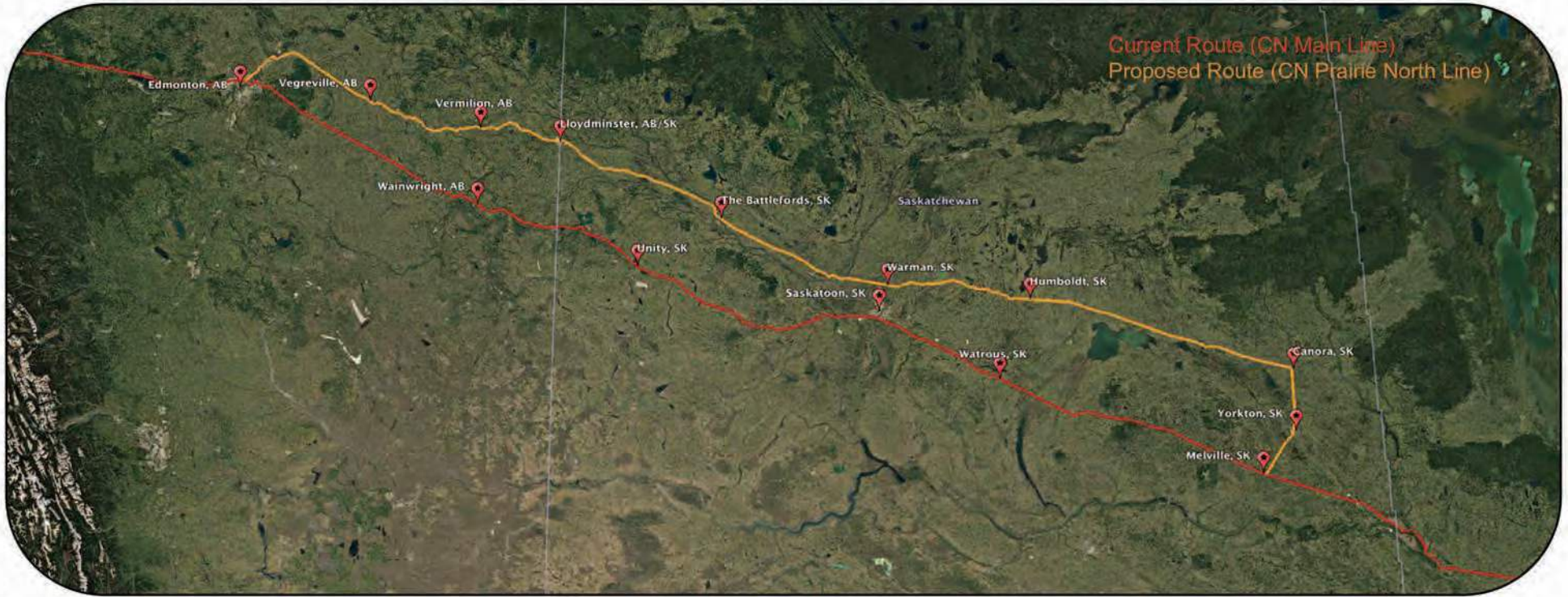
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Source: Shutterstock



Overview

This proposal has been prepared for the consideration of the Government of Canada to alter the current route of VIA Rail's the *Canadian* from its current route on the CN Main Line to the CN Prairie North Line through Saskatchewan and Alberta.

The proposed route would:

- compete with less CN freight traffic, helping VIA Rail achieve better on-time performance and improve rail safety
- travel through larger population centres to reach more potential VIA Rail customers
- connect more Indigenous and rural communities
- travel closer to more National Historic Sites and National Parks
- offer more scenic topography
- enhance Supply Chain Management

Quick Route Comparison

	Prairie North Line	Main Line
Population in Urban Centres*	128,231	22,663
Weight Limit in pounds	286,000	286,000
Speed Limit	50 mph	50 mph
Approx Distance	925 km	825 km

**not including Greater Saskatoon and Edmonton populations, which are shared by both routes*

History

The *Canadian* is a transcontinental passenger train operated by VIA Rail Canada with service between Toronto, ON and Vancouver, BC using CN trackage.

The train was introduced on April 24, 1955 by the Canadian Pacific Railway (CPR) and provided transcontinental service between Montreal, QC and Vancouver, BC through Regina, SK and Calgary, AB on the Prairies.

On the same day, Canadian National Railways (CN) introduced its new transcontinental service, the *Super Continental*, with service from Toronto, ON to Vancouver, BC using the CN Main Line through Winnipeg, MB, Saskatoon, SK, and Edmonton, AB on the Prairies.

The *Super Continental* route also incorporated the CN Prairie North Line from Saskatoon, SK to Edmonton, AB through North Battleford, SK and Lloydminster, AB/SK instead of the CN Main Line route through Unity, SK and Wainwright, AB.

In 1978, VIA Rail, a federal crown corporation, assumed responsibility for CPR's passenger services including the *Canadian*. In 1981, CN discontinued the *Super Continental* and since that time the *Canadian* has been the only transcontinental passenger train.

In 1990, VIA Rail moved from CPR trackage to the more northerly CN route, bypassing Regina, SK and Calgary, AB in favour of Saskatoon, SK, and Edmonton, AB. The new route used the CN Main Line exclusively and did not incorporate the CN Prairie North Line.



A comparison of the historic routes of the Canadian

1412	Ar	WINNIPEG	Man.	Ly	10:40 am	8:40 pm	Mon.
1486	Ly	Portage la Prairie	"	"	7:50 am	4:20 pm	"
1501	Ar	Brandon North	"	"	7:31 am	4:37 pm	"
1538	Ly	Rivers	Man.	Ly	7:10 am	4:15 pm	"
1767	Ar	Malville	Sask.	Ly	7:00 am	4:05 pm	"
1829	Ly	Malville	"	Ar	4:25 am	12:35 pm	"
	Ar	Watrous	"	Ar	4:10 am	12:15 pm	"
	Ly	Watrous	"	Ly	7:50 am	7:45 am	"
	Ar	SASKATOON	"	Ly	12:40 am	7:35 am	"
	Ly	SASKATOON	"	Ar	11:25 pm	6:10 am	Mon.
1893	Ar	Edmonton	Alta.	Ly	11:10 pm	"	"
2033	Ly	Edson	Sask.	Ly	9:50 pm	"	"
2159	Ar	Wainwright	Alta.	Ly	9:40 pm	"	"
	Ly	Wainwright	"	Ar	7:25 pm	"	"
	Ar	EDMONTON	Alta.	Ly	7:15 pm	"	"
	Ly	EDMONTON	Alta.	Ar	4:40 pm	"	Sun.
1925	Ar	No. Battleford	Sask.	Ly	"	5:31 am	Mon.
2009	Ly	No. Battleford	"	Ar	"	3:20 am	"
2049	Ar	Lloydminster	Alta.	Ly	"	2:09 am	Mon.
2179	Ly	Vermilion	"	Ar	"	12:47 am	Sun.
2159	Ar	EDMONTON	"	Ly	"	11:55 am	"
2289	Ly	Edson	"	Ar	"	11:40 am	"
2395	Ar	JASPER	Alta.	Ly	"	8:30 pm	"
	Ly	JASPER	Alta.	Ar	"	"	"
	Ar	Blue River	B.C.	Ly	4:20 pm	8:00 pm	"
	Ly	Edson	"	Ar	1:45 pm	8:15 pm	"
	Ar	Edson	"	Ly	1:35 pm	5:00 pm	"
	Ly	JASPER	"	Ar	11:20 am	2:30 pm	"
	Ar	JASPER	Alta.	Ly	10:10 am	1:00 pm	"
	Ly	Blue River	B.C.	Ar	8:15 am	1:00 pm	"

A 1961 schedule of the Super Continental showing stops along the Prairie North Line

An Unsustainable Situation

On-time performance (OTP) of the *Canadian* has significantly declined in the last decade, with delays as long as 43 hours. VIA Rail measures “on time” as arriving within 60 minutes of a schedule time. The OTP results of the *Canadian* from 2009 to 2017 are below:

Year	2009	2010	2011	2012	2013	2014	2015	2016	2017
OTP	84%	84%	74%	70%	60%	33%	38%	54%	8%

These delays result in unreliability of VIA Rail's service, frustrating tourists and customers who are left waiting at the side of the tracks. Unfortunately, the situation has become so common that it has become part of the brand of VIA Rail's flagship train with national brand implications.

“This situation is a serious embarrassment for Canada’s reputation and the Canada brand, in North America and abroad. Travellers return home with the lasting impression wondering how a G7 nation cannot operate its trains on time.”

-VIA Rail 2018-2022 Corporate Plan

In her 2026 Report to the Board of Directors of VIA Rail Canada, Auditor General Karen Hogan concluded that VIA needs to improve its service. She noted that over the past decade, VIA has failed to improve its on-time performance which fell to 51 per cent in 2024 from 71 per cent in 2015. She wrote: **“On-time performance is a key driver of customer satisfaction. Declining punctuality increases the risk of losing passengers to other modes of transportation, threatens revenue targets and undermines VIA's ability to achieve its strategic objectives.”**

reliability of The Canadian

Review of VIA Rail Canada

●●●●● Reviewed October 23, 2011

Freight rail transportation in Canada has priority over passenger trains which can sometimes lead to substantial delays. We were due to travel at 14:00 on the 27/08/11 from Jasper to Vancouver on the prestigious Canadian only to be informed the day before that the train was running 14 hours late. This was a regular occurrence this summer so beware! Luckily we were able to make alternate arrangements by road.

●●●●●

VIA RAIL DON'T DO IT.

Via Rail Vancouver to Toronto

It was the Worst Xmas experience ever, the train was delayed by 40hrs, we missed seeing the Rocky Mountains during the day, we also didn't have a 4 day trip we had a 3 three day trip. As one knew when we would arrive in Toronto. People were anxious and panicking, some were crying. You realise they haven't their own accommodations or transport already arranged. Only offered as passengers nothing, they left us stranded and abandoned in the middle of the night. 43 hours in a strange city when we did arrive in Toronto. No one from Via Rail met the train to investigate the welfare of its passengers, a list of 1500 people with international who had to find last night bookings in hotels on their own. Via Rail, failed in its duty of care for older women travelling alone, parents with babies and the elderly.

There was no compensation or reimbursement offered, in fact they've just ignored us!

Via Rail customers relations is a joke.

●●●●●

Absolutely awful

DO NOT REPEAT DO NOT USE THIS SERVICE IF YOU HAVE TO BE ON TIME, I wouldn't even recommend using Via Rail if you had a 5 hour window. The longer journeys are always delayed because of track scheduling issues. The onboard staff are friendly and courteous but the conductors gave no communication about the 6 hours I experienced. We were held up on the tracks for 5 hours, 30 minutes from our destination! I will never use Via Rail again and I suggest you avoid it.

Review by

Date of experience: February 2021

Source: Tripadvisor

VIA Rail's acknowledgment of its own poor OTP has resulted in advisories to passengers not to book same day connections in between Winnipeg, Saskatoon, Edmonton, Jasper, and Vancouver. This has had a large impact on tourists and residents in communities who rely on the public transportation service of VIA Rail to access other urban centres along the route.

In its 2020-24 Corporate Plan, VIA Rail has prioritized the need to develop options to offset the service delivery issues and financial difficulties to the service brought on by poor OTP and schedule changes due to OTP. The only solutions presented so far between CN and VIA Rail are to amend schedules by adding ten hours of travel time to account for long wait times.

“The Canadian, VIA Rail’s flagship long distance train, has experienced significant challenges due to unsustainable OTP issues, infrastructure work by host railways, schedule and frequency changes, equipment challenges and limitations, as well as service delivery issues.”

- VIA Rail 2020- 2024 Corporate Plan



Source: Shutterstock

VIA Rail attributes 85% of the delays to freight traffic on CN's rails. Through the Prairies, the *Canadian* travels on a single track with short double-track sections called sidings built intermittently along the line to allow opposing trains to pass or overtake one another.

The *Canadian* routinely waits on sidings to allow large freight trains to pass, with wait times lasting up to several hours. The more freight traffic there is, the more the *Canadian* waits and its OTP worsens.



Source: Shutterstock

A Strategic Solution

Less Traffic, Fewer Delays

On the CN Main Line between Winnipeg and Edmonton, freight traffic is routinely **over 40 trains per day**, while the CN Prairie North Line sees 3-6 trains per day on the line west of Warman to Edmonton. Traffic on the CN Prairie North Line east between Warman and Canora sees even less traffic.

This presents a strategic opportunity for VIA Rail to improve the OTP of the *Canadian* through the Prairies by moving its route to the CN Prairie North Line. Less traffic will allow the *Canadian* to travel with fewer stops waiting for opposing freight traffic to pass.



The proposed route would be diverted from the CN Main Line at Melville, SK north to Canora, SK and then west on the CN Prairie North Line to Edmonton where it would reconnect to the CN Main Line.

Connecting More Communities

Essential Public Transportation

The Mandate of VIA Rail is to operate Canada's national passenger rail service, providing intercity and long-haul services as well as regional and essential remote rail transportation.

In addition to serving tourists desiring a transcontinental rail experience, the *Canadian* also serves people living in remote communities as a means of public transportation along the route.

The overall public transportation picture in the Prairies is bleak. Greyhound Canada has discontinued all inter-city bus service, and the Saskatchewan Transportation Company was terminated in 2017- eliminating all inter-city bus services in Saskatchewan.

A small number of private operators are attempting to re-introduce inter-city bus service in select locations.

This still leaves the *Canadian* as the only viable option for ground transportation in many communities.



Via Rail passengers disembarking in Edmonton.
Source: Wikimedia Commons

More Passenger Potential

There are over 105,000 more people living in the significantly larger urban centres along the CN Prairie North Line versus the CN Main Line (not including the Greater Saskatoon and Edmonton areas, which are shared by both routes).

This allows for VIA Rail to find greater efficiency in providing much-needed public transportation for more Canadians, enabling more people to travel along the route for important medical appointments, to see friends and family, or to conduct business.

The map below shows urban centres with populations over 1000 along both routes, not including individual centres in the Greater Saskatoon and Edmonton areas.



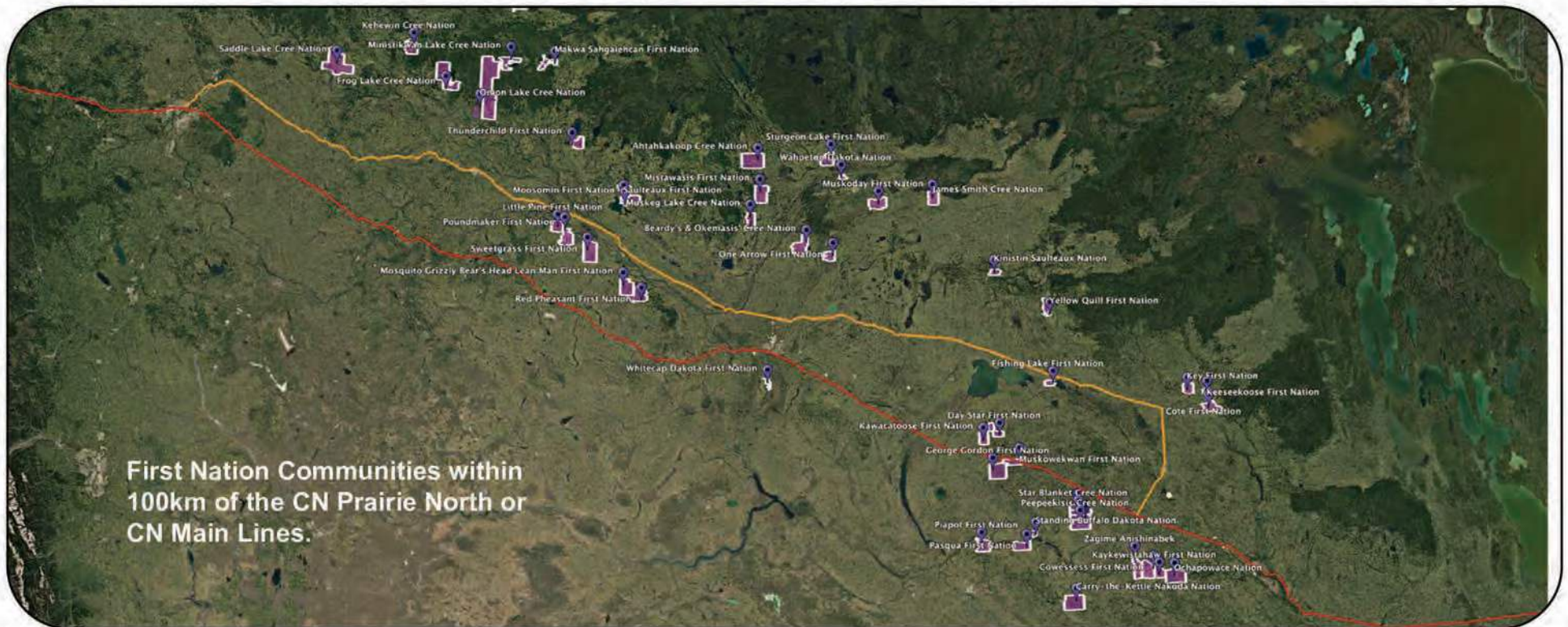
Connecting with Indigenous communities

VIA Rail has a well documented vision to make cities and communities more accessible, connected, and sustainable. Further, VIA Rail is “seeking to build and strengthen its relations with Indigenous communities by prioritizing inclusive growth and economic reconciliation strategies.” (*Leadership statement to Canadian Council for Aboriginal Business, 2018*).

In its Indigenous Relations Policy, VIA Rail has committed to relationship building with Indigenous communities, business development and partnerships with Indigenous communities, investing in local initiatives in Indigenous communities, providing employment for Indigenous people, and providing a means of transportation for people.

VIA Rail offers a 33% discount on regular VIA Rail fares to Indigenous Peoples. Given the loss of intercity bus service in Western Canada, VIA Rail has an important role to play as a means of public transportation for people living in remote Indigenous communities.

Moving the *Canadian* to the CN Prairie North Line provides an opportunity for VIA Rail to put these commitments into action given the close proximity of the line to several Indigenous communities. Many Indigenous communities have made significant business and regional economic development investments, providing an opportunity for VIA Rail to explore partnerships, including procurement and recruitment.



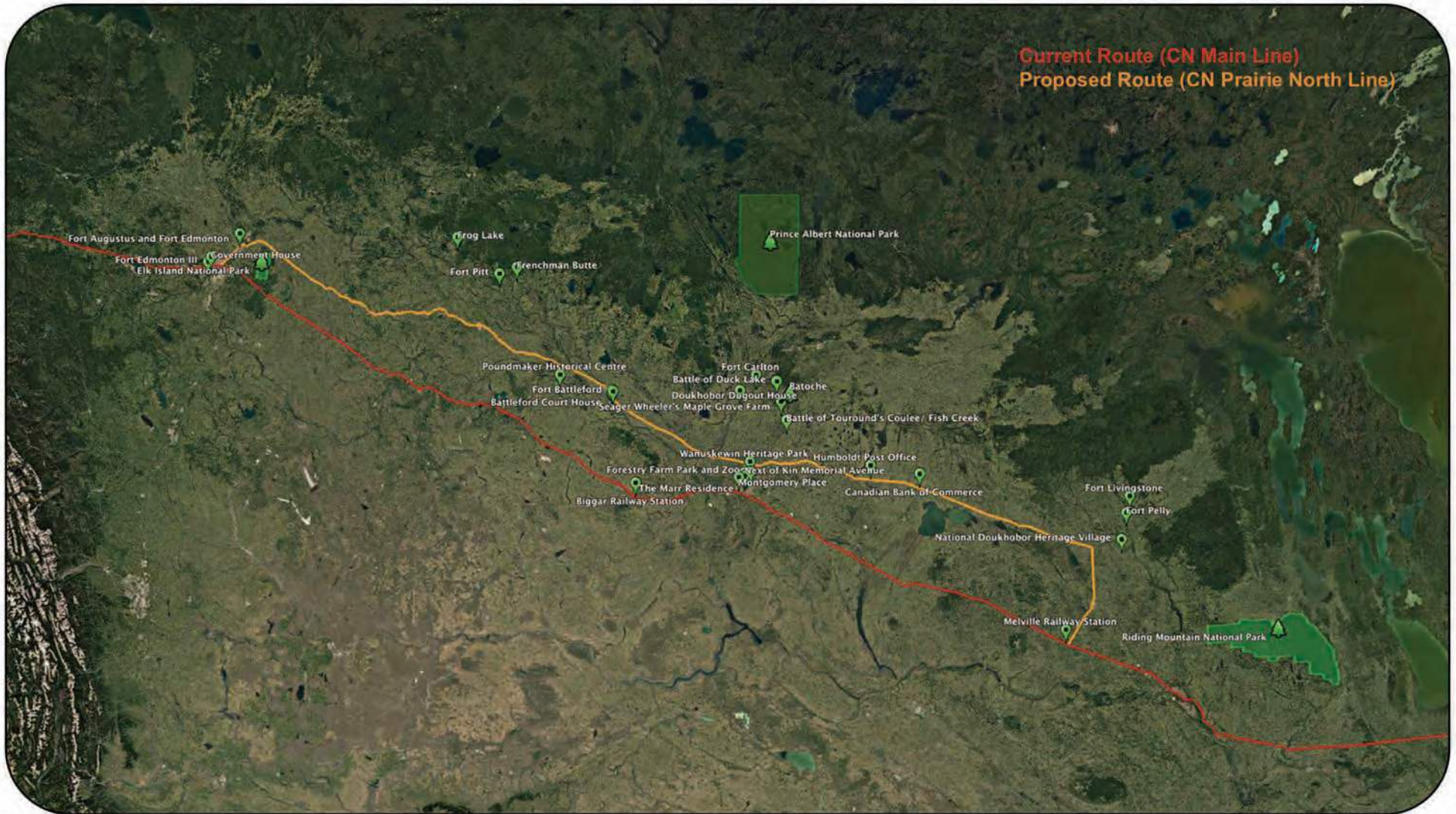
Telling the Stories of the Region

As the *Canadian* travels along its route, it gives travellers an opportunity to experience the culture and history of our beautiful country.

This is an important opportunity because many passengers of the *Canadian* are from other countries or other parts of Canada. Their adventure on the *Canadian* may be their only exposure to the Canadian Prairies, making exposure to National Historic Sites and other tourist sites an important component of their experience.



Source: Shutterstock



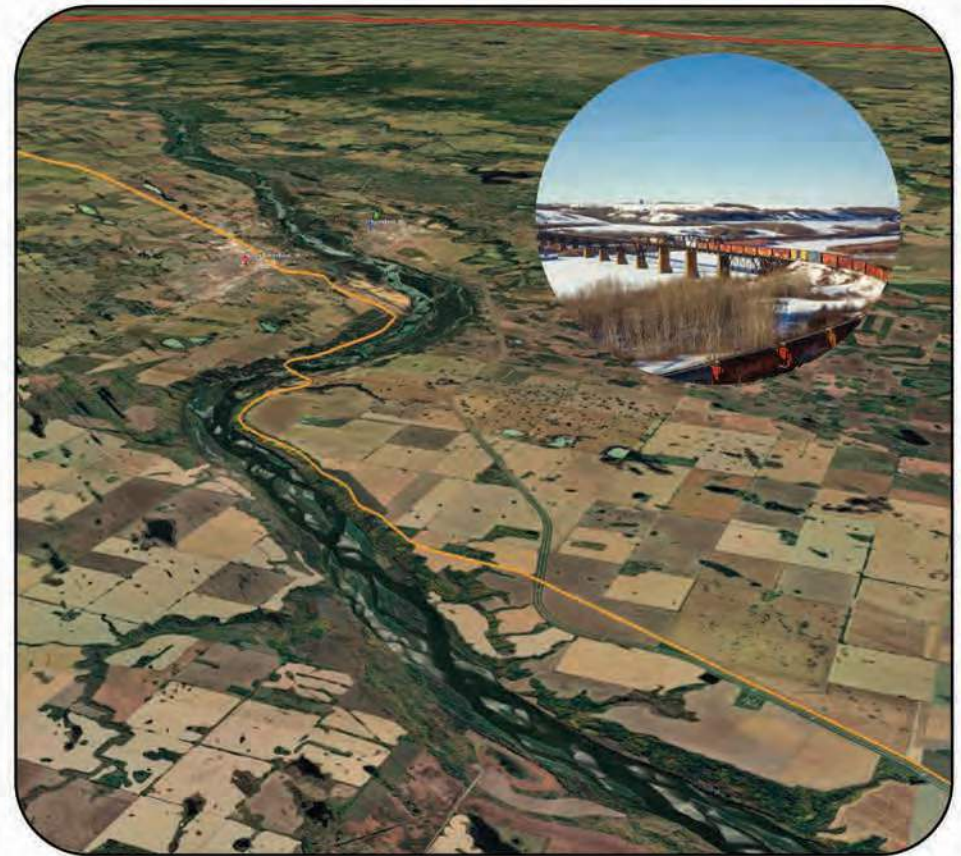
Moving the *Canadian* onto the CN Prairie North Line provides VIA Rail an opportunity to introduce more storytelling to travellers on the *Canadian* as they journey through the heart of Canada's old North West.

The map above shows all National Historic Sites and National Parks near the CN Prairie North Line and CN Main Lines, many of which are within very close proximity to the CN Prairie North Line.

A Better View

When CN operated the *Super Continental* on the CN Prairie North Line, the tracks followed the breathtaking North Saskatchewan River Valley for much of the route.

The CN Prairie North Line crosses the North Saskatchewan River three times between Saskatoon and Edmonton, and crosses the South Saskatchewan River once. On the proposed line, travellers will be able to enjoy breathtaking river valley vistas in addition to beautiful prairie landscapes.



Left: CN Prairie North Line following and crossing the North Saskatchewan River Valley near Langham, SK

Above: CN Prairie North Line following and crossing the North Saskatchewan River Valley near North Battleford, SK

A Win for all Stakeholders

This proposal to reroute the *Canadian* from the CN Main Line to the CN Prairie North Line presents advantages for many stakeholders and can be summarized as follows:

VIA Rail Passengers

- More reliable service caused by better OTP from less traffic on the CN Prairie North Line
- More exposure to National Historic Sites and other tourist attractions
- Greater variety of Prairie scenery through the North and South Saskatchewan River Valleys (*New Brunswick model*)
- More potential passengers can access the *Canadian* on the CN Prairie North Line, allowing for more people to connect with other communities along the route as the only means of public ground transportation for many

VIA Rail

- Better OTP from less traffic on the CN Prairie North Line
- Enhanced worker safety from less late train fatigue
- More potential for increased ridership by travelling through more populated centres, increasing revenues
- A more sustainable service of its flagship train
- Fewer poor reviews on travel sites, improving VIA Rail's reputation

Indigenous Peoples

- Better access to public ground transportation to connect people with communities along the route
- Potential for business partnerships and recruitment in accordance with VIA Rail's Indigenous Relations Policy
- Potential to educate passengers on Indigenous culture and history as they travel through traditional territories

Communities along the route

- Better access to public ground transportation for area residents
- Potential for more visitation
- Promotion of local tourism assets and culture

Canadian National Railways

- Less congestion on its CN Main Line trackage, improving efficiency and safety
- Less congestion in its rail yards, especially the heavily used Saskatoon, Biggar, and Melville rail yards, improving efficiency and safety
- Strengthened Supply Chain Management (new Jansen BHP Billiton potash mine 8.5 million tonnes per year - 3 trains per day)

Government of Canada

- Potential to connect more rural Canadians with other communities along the route - especially small urban, rural, and Indigenous communities near the CN Prairie North Line - with critical services in Edmonton, Saskatoon, and Winnipeg.
- Ability to expose passengers to more National Historic Sites
- Potential to improve Canada's reputation as a tourist destination for national and international travellers who use the *Canadian*
- Improving economic development in the Prairies by reducing congestion on the CN Main Line, allowing for a more timely flow of commodities that are moved by rail.
- Improving rail safety by reducing congestion on the heavily-used CN Main Line

May 4, 2026

To Whom It May Concern

I Connie Scheiber am concerned about my friends Sally + Dan Benting 708 - 14 St. They have been pumping water for 12 years now, because its coming in basement. 10 years ago they pumped 200 gallons of water out of basement. Three people were outside pumping and three people in basement. They are always pumping the people out on North Side of them. April 30, 2026 Sally started moping and vacuuming up water in basement at 6:30 PM till 2:30 AM. Her legs were shaking, her back, hips and arms so sore. The water was coming in as fast as she was clearing it up. She finally phoned me at 2:30 AM May 1, because she was exhausted. I was there from 2:45 AM till 12:45 PM May 1, moping and vacuuming up water in basement. Now water only coming in a little bit. The back alley always flooded every spring and after we get alot of rain!!

Helen Whallen 13 St behind me, another friend has had the same problem also every year. I offered to help her now. Everyone is exhausted, tired and would like something done about this, because we can't keep on going on like this! Her water also only coming in a little bit now.

Please Help Us!!!

Thank You!!!



Sincerely,
Connie Scheiber
712 - 14 St.
306-682-3200



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: May 11, 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 April

CURRENT SITUATION

Notable information and updates:

1. Fire Department -

- In City Area: 3 responses
 - 1 - 2 vehicle MVC
 - 2 – Fire alarm response
- Weekend Standbys: 1
- Fire Department Practice: 2
 - Facility Tours
 - Camp Molly Presentation, Wildland Equipment reviews
- HDFPA Area: 3 response
 - 1 – Car Fire - Muenster
 - 1 - Fire Alarm response – RM of Humboldt
 - 1 – Car vs train – St Gregor

- There were 3 fire inspections in April.

2. Emergency Measures Operations

- No further updates in April

OPTIONS

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



ATTACHMENTS

PLANNING Report for April.

CSO Report for April.

RCMP Report for April.

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: May 6th, 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 April.

CURRENT SITUATION

Notable information and updates:

Permits Issued

Category	Number Issued	Details
Renovations & Additions to	1	Single Unit Dwellings
Demolitions	1	Demolitions
Total	2	

Inspections Completed

Inspection Class	Total	Breakdown	Conducted by
Class 1	2	Final	Mike Kwasnica
	1	Footing	
	1	Foundation	
	3	Framing	
	3	Insulation	
Class 1	3	Commercial	Municode
Class 2/3	2		
Total Inspections	15		

Business License

Category	Total
Home Based Business Type 1	1
Out of City Limits Business	1
Store Front Business	2
Out of City Limit Business	2
Total	6

Upcoming Discretionary Public Hearing
Not Applicable

OPTIONS

1. Receive information and file.

ATTACHMENTS

- A. Building Permit Statistics

COMMUNICATION AND ENGAGEMENT

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

FINANCIAL IMPLICATION

The city received **\$420.00** in permit fees in April. The fees help cover administrative costs such as review and inspection time.

CONCLUSION

Permit activity is expected to increase in the coming months as snow conditions improve and the annual construction season begins. Historically, development and building applications rise in the spring and summer as weather conditions allow projects to proceed. Administration anticipates a corresponding increase in permit submissions and related inquiries as contractors and property owners move forward with planned construction and development activities.



Building Permit Statistics

Current Period: 4/1/2026 to 4/28/2026
Status: Issued
City: All

Permits

Description	2025			2026		
	#Permits	Fees Paid(\$)	Estimated Value(\$)	#Permits	Fees Paid(\$)	Estimated Value(\$)
New Construction						
Single Unit Dwellings	2	\$5,286.01	\$1,025,000.00	0		\$0.00
Multi-Unit Dwelling Building	0		\$0.00	0		\$0.00
Commercial & Industrial	0		\$0.00	0		\$0.00
Government & Institutional	0		\$0.00	0		\$0.00
Renovations & Additions to Existing						
Single Unit Dwellings (inc. garages & carports)	3	\$200.00	\$382,000.00	1	\$320.00	\$20,000.00
Multi-Unit Dwelling Building	0		\$0.00	0		\$0.00
Commercial & Industrial	4	\$40.00	\$1,373,999.00	0		\$0.00
Government & Institutional	0		\$0.00	0		\$0.00
Demolitions (Removal of a Building)						
Demolitions	1		\$0.00	1	\$100.00	\$6,500.00
TOTAL FOR THIS PERIOD	10	\$5,526.01	\$2,780,999.00	2	\$420.00	\$26,500.00
YEAR TO DATE	20	\$19,630.34	\$5,177,649.00	11	\$43,155.41	\$8,012,500.00

Dwelling Units

Description	2025	2026
	# Dwelling Units	# Dwelling Units
New Dwelling Units		
Single Unit Dwellings (Houses & Suites)	2	0
Multi-Unit Dwellings	0	0
Dwelling Units Removed		
Dwelling Units Removed	0	0
TOTAL FOR THIS PERIOD	2	0
YEAR TO DATE	4	43

2025	2026
# Secondary Suites	# Secondary Suites
0	0
# Sec. Suites YTD	# Sec. Suites YTD
0	0



CITY OF HUMBOLDT REPORT

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

RECOMMENDATION

That this report be accepted for information and filed.

BACKGROUND

This report reflects the activities of the CSOs for the month of April 2026.

CURRENT SITUATION

April had the start of the Bolt FM media campaign, and many ads have been on the radio throughout the day. The media campaign is designed to educate the public on what the CSO program is and what we can do to help make Humboldt a safer community as well as how we can work together with the community. With the weather starting to warm up we have seen an increase in many people out driving, walking, and using our outdoor facilities. Planning for an increased presence in the evenings and weekends is underway and will be more attainable once Ashton completes his schooling.

Property conversations, door knockers, and orders historically do not begin until after the May long, and we will continue with this practice this year. There are several properties on the department's radar.

CSO Tarrant attended 4 days of court this month.

The CSO's addressed the following violations/concerns:

Traffic/Parking Bylaw:

During the month of April 8 traffic bylaw concerns were addressed. 6 bylaw traffic tickets were issued.

Traffic Safety Act:

During the month of April there were approximately 39 traffic stops completed, resulting in 11 summary offence tickets, 6 bylaw tickets and several warnings.

Summary Offence Tickets for April included:

- 5 – 241.1(2) – Cellphone
- 2 – 200(2) – Speed in School Zone
- 2 – 199(1)(b) – Exceed posted speed limit
- 1 – 234(1) – Fail to signal
- 1 – 9(4) – Dog Bite

Property Maintenance:

April had 7 complaints or concerns. As the weather continues to warm these will increase. There was 13 proactive property checks completed in preparation for after the May long weekend.

Animal Control:

April had 9 animal control cases,

- 2 loose dogs.
- 1 dog bite
- 6 cat pick ups or traps set. – One cat was picked up twice resulting in fines.

RCMP Assists:

April had 1 assist.

OPTIONS

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

ATTACHMENTS

None.

COMMUNICATION AND ENGAGEMENT

The CSO's continue to use conversation and cooperation as the initial point of contact for bylaw concerns. If conversation does not work the CSO's move into different enforcement actions.

FINANCIAL IMPLICATION

N/A

CONCLUSION

Community safety efforts this month remained proactive and responsive to emerging needs. Patrol visibility and continued collaboration contributed to timely issue resolution and increased public engagement.

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

May 4, 2026

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

City of Humboldt – Updated Police Report for the Month of April, 2026.

Please find the attached Police Report for the month of April 2026.

Reported incidents are up this month (168) as compared to last month (108), and down from April 2025 (174). Traffic charges are up this month (24) compared to last month (9) and down from April 2025 (38).

There were (8) reported False Alarms this month. This is up from last month (2), and down from April 2025 (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 115.

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 APRIL 2026

	DATE	HOURS	LOCATION	OVERTIME	ATTENDED
1	2026-04-01	21:08	1314 4 Street	N	Y
2	2026-04-04	00:42	615 17 Street – Humboldt Collegiate	N	N
3	2026-04-11	20:28	1919 8 Avenue Unit R35 – Vaping the Way	N	Y
4	2026-04-13	06:16	735 15 Street – A&W	N	N
5	2026-04-20	04:33	1409 8 Avenue – Subway	N	N
6	2026-04-27	16:34	1919 8 Avenue – Dollarama	N	N
7	2026-04-27	20:19	603 Main Street – CIBC	N	Y
8	2026-04-29	22:22	1314 4 Street	N	N

HUMBOLDT CITY DETACHMENT

POLICING STATISTICS

MONTH OF APRIL 2026

HUMBOLDT MUNICIPAL 2025	HUMBOLDT MUNICIPAL 2026	OFFENCE CATEGORY
3	2	MVA's (Fatal/injury/Property Damage)
38	24	Traffic Offences (Charges Laid)
24	18	Traffic Offences (No Charges Laid)
0	0	Traffic Offences (Criminal Code)
2	0	Impaired Operation of Motor Vehicle
0	0	Dangerous Driving (Criminal Code)
16	12	Provincial Statues
1	1	Municipal Bylaws
8	11	Other Criminal Code/Federal
0	0	Offensive Weapons
2	0	Drug Trafficking
3	2	Drug Possession
0	0	Sexual Offences
6	5	Robbery/Extortion/Harassments/Threats
3	2	Assaults
3	6	Theft Under \$5,000/Possess Stolen Prop.
0	0	Theft Over \$5,000/Theft of motor vehicle
11	25	Mischief
1	1	Frauds
3	2	Break, Enter and Theft
9	8	False Alarms
41	49	Other (Susp vehicle, animal calls, missing person, wellbeing check)
174	168	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: May 11, 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 of April 2026/May 2026. The Communication Manager, Safety Coordinator and this month the Finance Manager's Report is included as an attachment to the Corporate Service Report.

CURRENT SITUATION

Notable information and Updates:

Human Resources

The City of Humboldt announces that Jace Porten, Finance Manager, concluded his tenure with the City on May 8, 2026. Mr. Porten has served the City of Humboldt for the past six years. During his time as the Finance Manager, he has been instrumental in overseeing the City's fiscal responsibilities and contributing to the stability of our municipal operations. We formally extend our appreciation to Mr. Porten for his dedicated service and professional contributions to the City of Humboldt. We wish him continued success in his future professional endeavors.

The Finance Manager position was posted with Interviews for the position were completed last week by the Director of Corporate Services, the HR Coordinator, and the current Finance Manager. A preferred candidate has been selected, and a formal offer is currently being finalized. We anticipate the new hire will start by June 1, 2026,



Administrative Professionals Day

Corporate Services recognized the essential contributions and unwavering dedication of the City's administrative staff. These individuals provide the vital organization and support necessary to maintain seamless municipal operations. To honor their commitment, the City highlighted the critical role they play in bridging departmental functions and ensuring high-quality service delivery for the community.

In conjunction with this recognition, Corporate Services hosted a lunch and a wellness-focused session led by Dr. Caitlyn Hooker, which focused on physical longevity in the workplace. Dr. Hooker provided staff with specialized strengthening and mobility exercises designed to mitigate the health risks associated with sedentary desk work.

MNP Audit

It is anticipated that MNP will present the Audited 2025 Financial Statements during the Regular Council Meeting scheduled for May 25th. Prior to this presentation, a Strategic Planning session will be organized to allow Council and MNP to review the statements in detail and address any outstanding inquiries or concerns.

Street Closure Requests

The annual street closure requests for the 2026 summer season are scheduled for presentation and approval at the May 25th Regular Council Meeting. Applications were received from the Humboldt Downtown BID for the Canada Day Parade (July 1st) and Streetfest (August 21st–22nd), as well as from the Humboldt & District Museum and Gallery Board for a series of noon-hour concerts and barbecues on June 11th, July 9th, August 13th, and September 3rd.

Administration has reviewed these requests and identified no conflicts or operational concerns. Accordingly, the Director of Corporate Services will provide a formal recommendation for approval at the upcoming Council meeting to facilitate these community events.

OPTIONS

Approve the recommendation as presented.



ATTACHMENTS

- Finance Manager’s Report
- Budget to Actual for April 2026
- April 2026 Payment Listing
- April 2026 BMO Statement
- Communication Managers Report dated May 11, 2026.
- Safety Coordinator Report dated May 11, 2026

COMMUNICATION AND ENGAGEMENT

No external communications or engagement required.

FINANCIAL IMPLICATION

There is no anticipated financial impact of the recommended action.

CONCLUSION

Corporate Services continued to support day-to-day municipal operations during April and May 2026, including staffing activities related to the Finance Manager transition. The department also recognized administrative professionals and advanced work for upcoming Council items such as the audited 2025 financial statements and seasonal street-closure requests.

CITY OF HUMBOLDT REPORT

TITLE: Finance Manager’s Report - Budget to Actual
PREPARED BY: Connor Piller, Corporate Asset Manager
REVIEWED BY: Lori Yaworski, City Clerk
PREPARED FOR: Executive Committee
DATE: May 11, 2026

RECOMMENDATION

That this report be accepted for information and filed.

BACKGROUND

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

CURRENT SITUATION

The attached report shows the revenues and expenditures for the first two months of 2026. Some variances exist due to timing of allocated budget, and when the expenses or revenues are recorded.

Variances greater than \$12,000 are listed below:

Cost Centre	Variance	Explanation
Taxation & Grants – Grants	(82,112)	The primary cause for the favourable variance within this cost centre is due to the receipt of multiple grants such as the Housing Accelerator Fund and the Rural Transit Solutions Fund.
General Government – Administration	(71,689)	The variance within this cost centre is mostly due to a greater than anticipated amount of interest revenue as well as the timing of some invoices such as WCB and utilities.
Bylaw and Policing – Business Licensing	17,050	At this point in the year, business license fees collected are in an unfavourable position.

Planning & Development – Planning & Development	(17,280)	The favourable variance within this cost centre is due to a vacancy within the department.
Leisure Services – Recreation Administration	(22,550)	Both staffing and utility costs within the cost centre are, at this point in the year, favourable leading to the overall favourable variance.
Leisure Services – Building Maintenance	(20,849)	The favourable variance within this cost centre is due to a vacancy in the Building Maintenance Manager position for the first two months of the year. This variance will likely remain throughout the year.
Leisure Services – Arena	(41,469)	This favourable variance is due primarily to utilities (28,135) and contracted maintenance (21,470) being in a favourable position. It is expected that throughout the year these variances will subside.
Leisure Services – Convention Centre	(90,333)	The majority of this variance is due to the City receiving an unbudgeted federal grant (59,895) relating to the washroom renovation. The remainder of the variance is from minimal maintenance costs and favourable utility costs.
Leisure Services – Curling Rink	(13,003)	The variance within this cost centre is due to a combination of favourable staffing and utility costs thus far this year.
Leisure Services – Parks & Playgrounds	(25,591)	The bulk of the variance within this cost centre is due to favourable staffing costs at this point in the year. It is anticipated that this cost centre will revert back to budget throughout the summer months.
Transportation – Transportation Administration	(119,550)	Within the first two months of the year the City received funds for the grants Traffic Safety Grant, \$79,800, to pave the trail south of Hwy 5 between 17 th Street and Peck Road. Furthermore, there has been less staff time spent within this cost centre than anticipated, adding to the variance. Throughout the year the staffing variance will diminish, while the grant will likely remain a significant variance.
Transportation Admin – Street Systems	(31,723)	This cost centre is heavily influenced by the time of year. To that point, this cost centre has had little activity thus far. As the months turn to summer, this cost centre will trend towards budget.

Transportation Admin – Storm Water	14,162	The primary cause for the unfavourable variance within this cost centre is the use of contracted services to hydrojet some of the stormwater systems during the spring. This variance will likely diminish throughout the year.
Transportation Admin – Public Works Shop	(30,069)	At this point in the year, all staffing and maintenance costs are in a favourable position with staff working in other areas of the transportation division. As the year progresses this Cost Centre should be closer to budget.
Transportation Admin – Snow & Ice Control	39,338	In the month of February, the City experienced a large amount of snow fall which is the primary cause for the unfavourable variance within this cost centre.
Transportation Admin – Public Works Fleet	(45,399)	The favourable variance within this cost centre is due to the sale of used equipment and vehicles. This variance will likely remain an outlier throughout the year.
Utilities – Water & Sewer Administration	(87,529)	The favourable variance within this cost centre is the result of the City’s year-to-date purchases of water being less than what was budgeted for.
Utilities – Water Main Maintenance	(52,793)	Minimal watermain breaks or repairs are contributing to this positive variance. As the thaw occurs and breaks surface, this cost centre could be closer to budget.
Utilities – Water Distribution Facility	(27,423)	The favourable variance within this cost centre is primarily driven by staffing costs as Public Works staff have been spending their time at other tasks.
Utilities – Lift Stations	(32,212)	The favourable variance within this cost centre is primarily driven by two of the lift stations being under construction and having minimal maintenance, staffing, and utility costs during the time those two are under the contractor’s control.
Land Development – Land Development	18,614	The sale of land is sporadic and not wholly influenced by the actions of the City making this Cost Centre likely to bounce between being favourable and unfavourable dependant on those sales.

COMMUNICATION AND ENGAGEMENT

No external communications or engagement required.



ATTACHMENTS

- Budget to Actual for the two months ending April 30, 2026.
- April 2026 Payment Listing.
- April 2026 BMO Statement.

FINANCIAL IMPLICATION

There are no direct financial implications from this report.

CONCLUSION

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



	ACTUAL	YTD BUD	VARIANCE	ANNUAL	PRIOR YEAR
Tax and Grants In Lieu of Tax					
Property Taxes	(\$261,685)	(\$256,284)	(\$5,400)	(\$10,089,550)	(\$262,359)
Grants	-1,225,330	-1,143,218	-82,112	-3,849,600	-3,116,993
TOTAL TAXES AND GIL	-1,487,015	-1,399,502	-87,512	-13,939,150	-3,379,352
Administration					
General Government (Administration)	261,314	333,003	-71,689	843,610	219,565
Information Technology	73,234	71,682	1,551	245,640	51,116
City Manager	73,468	80,611	-7,143	230,490	92,815
City Council	60,142	72,105	-11,963	197,320	67,224
Other General Administration	0	0	0	37,430	-30
Communications	35,219	38,307	-3,088	133,030	32,933
TOTAL COMMUNICATION AND DEV	503,377	595,708	-92,332	1,687,520	463,623
Fire and Building Inspections					
Fire Protection Administration	148,481	160,340	-11,859	611,316	188,079
Fire Fleet and Equipment	-28,054	-30,786	2,732	-184,650	-16,541
Fire Hall Building	4,954	8,946	-3,993	28,250	10,248
Building Inspection Services	-12,655	-1,168	-11,487	8,060	13,609
TOTAL FIRE AND BLDG INSP	112,726	137,332	-24,607	462,976	195,395
Bylaw and Policing					
Community Safety and Bylaw	72,530	64,769	7,762	216,060	58,819
Animal Licensing and Control	-6,565	-7,126	561	-7,950	-7,223
Business Licensing	-54,950	-72,000	17,050	-80,000	-70,650
RCMP Policing	12,318	11,618	700	779,250	-102
Other Protective Services	92	7,937	-7,844	36,510	185
Health and Safety	24,508	31,370	-6,862	92,000	29,847
TOTAL BYLAW AND POLICING	47,933	36,568	11,367	1,035,870	10,876
Planning and Development					
Economic Development	40,217	49,214	-8,997	147,210	10,178
Planning and Development	40,227	57,507	-17,280	219,520	28,282
TOTAL PLANNING & DEVELOPMENT	80,444	106,721	-26,277	366,730	38,460
Leisure Services					
Recreation Administration	234,516	257,066	-22,550	1,187,480	263,436
Lottery Grant	0	0	0	0	-54,297
Leisure Pass Program	-29,541	-27,561	-1,981	-75,700	-24,712
LED Sign	-7,420	-2,364	-5,056	-18,000	-1,646
Building Maintenance	76,282	97,131	-20,849	350,910	94,334
Arena	104,466	145,935	-41,469	765,750	164,757
Fitness Centre	2,079	2,607	-528	14,450	2,327
Convention Centre	-10,794	79,539	-90,333	178,680	78,413
Curling Rink	-13,882	-879	-13,003	53,990	8,883
Aquatic Centre	100,405	101,647	-1,243	350,870	134,076
Concessions	-25,092	-33,132	8,040	0	-18,551
Centennial Park Service Building	1,659	1,608	51	10,580	2,849
Parks and Playgrounds	94,797	120,388	-25,591	485,450	84,457
Spray Park	71	764	-693	21,000	69
Community Gardens	852	400	452	1,080	1,363
Weed and Insect Control	0	5,409	-5,409	21,770	204
Urban Beautification	0	0	0	33,000	0
Urban Forest	255	1,601	-1,345	41,660	264
Trail System	8,548	2,750	5,798	5,020	3,563
Campground	-7,569	4,332	-11,901	11,660	-792



	ACTUAL	YTD BUD	VARIANCE	ANNUAL	PRIOR YEAR
Recreation Special Events	29,723	37,823	-8,100	168,430	37,478
Summer Sizzler	1,495	2,576	-1,081	0	3,142
Joint Use Administration	-12,177	-9,962	-2,215	-10,000	-15,396
Leisure Services Fleet	-20,394	-28,278	7,885	-104,510	-17,162
TOTAL LEISURE SERVICES	528,279	759,400	-231,121	3,493,570	747,059
Library					
Library Services	82,456	91,516	-9,060	249,340	100,404
TOTAL LIBRARY	82,456	91,516	-9,060	249,340	100,404
Cultural Services					
Cultural Services Admin	49,987	54,629	-4,641	140,880	57,606
Museum Operations	47,102	47,748	-646	325,460	30,502
Gallery Operations	47,262	59,136	-11,874	168,860	60,658
Original Humboldt	0	2,128	-2,128	4,830	5,289
Public Art	1,982	5,340	-3,358	8,000	22,841
Water Tower	1,446	3,095	-1,649	5,260	1,612
TOTAL CULTURAL SERVICES	147,779	172,076	-24,297	653,290	178,508
Public Health					
Waste Management	73,034	84,495	-11,461	50,000	83,201
Cemetery Administration	-2,860	-7,785	4,924	6,400	-10,583
Transit Services	26,181	35,303	-9,122	127,870	20,129
Transit Fleet	-9,735	-8,649	-1,086	-34,200	-7,150
Other Public Health	0	0	0	9,500	0
TOTAL PUBLIC HEALTH	86,620	103,364	-16,745	159,570	85,597
Transportation					
Transportation Administration	53,883	173,433	-119,550	1,999,790	138,164
Street Lighting	25,479	40,740	-15,261	148,530	49,744
Street Systems	28,860	60,583	-31,723	602,740	26,197
Street Sweeping	14,930	21,894	-6,964	79,980	1,484
Storm Water Infrastructure	57,334	43,172	14,162	233,030	46,436
Street and Curb Painting	0	0	0	20,000	80
Public Works Shop	21,658	51,727	-30,069	116,230	43,294
Snow and Ice Control	243,268	203,929	39,338	465,670	208,615
Emulsion Treated Roads	175	787	-612	17,660	23
Gravel Road Maintenance	12,850	19,482	-6,632	89,040	11,271
Back Lane Maintenance	4,889	5,821	-932	27,650	2,314
Dust Control	0	467	-467	51,030	23
Public Works Fleet	-77,893	-32,494	-45,399	-294,170	1,173
Traffic Signals	12,814	11,816	999	47,140	17,420
Traffic Signs	5,422	6,531	-1,109	26,660	1,670
Sidewalk Maintenance	1,193	1,391	-198	79,250	168
Ditch Mowing	7,300	11,310	-4,010	41,500	0
Winter Sidewalks	2,037	4,844	-2,807	14,820	6,839
Airport	2,921	2,678	243	4,970	3,908
Seasonal Decorations	3,236	5,636	-2,400	19,060	4,197
TOTAL TRANSPORTATION	420,356	633,747	-213,392	3,790,580	563,020
Utilities					
Utility Administration	-1,086,708	-999,179	-87,529	-2,105,750	-972,115
Water Main Maintenance	69,169	121,962	-52,793	385,710	123,128
Water Distribution Facility	44,750	72,173	-27,423	202,400	67,681
Water Meter Reading and Billing	122,448	123,825	-1,378	215,110	58,206
Sewer Mains	34,179	35,350	-1,170	196,200	39,498



	ACTUAL	YTD BUD	VARIANCE	ANNUAL	PRIOR YEAR
Wastewater Treatment Facility	219,518	222,803	-3,286	772,650	79,063
Lift Stations	33,229	65,441	-32,212	174,970	37,937
TOTAL UTILITIES	-563,415	-357,625	-205,790	-158,710	-566,602
Land Development					
Land Development	-638,543	-657,157	18,614	-1,948,000	-103,292
TOTAL LAND DEVELOPMENT	-638,543	-657,157	18,614	-1,948,000	-103,292
SUM OF OPERATIONS	-679,003	222,148	-901,152	-4,146,414	-1,666,304
Capital					
Protective Services Capital	58,145	0	58,145	100,000	0
Leisure Services Capital	38,682	0	38,682	535,900	155,751
Public Health Capital	0	0	0	0	25,000
Transportation Capital	210,494	0	210,494	3,344,750	58,656
Utilities Capital	1,157,728	0	1,157,728	3,742,400	4,082,914
Land Development Capital	17,854	0	17,854	126,140	0
TOTAL CAPITAL EXPENDITURES	1,482,903	0	1,482,903	7,849,190	4,322,321

April 2026 Payment Listing

Date	Payment Number	Vendor Name	Amount Paid
45672		Humboldt & District Chamber of	2026-04-01 \$750.00
45673		Humboldt & District Fire Prote	2026-04-01 \$131,904.57
45674		Humboldt Area Arts Council	2026-04-01 \$2,175.00
45675		Investor's Group Trust Co. #90	2026-04-01 \$100.00
45676		Ashley Kirsch	2026-04-01 \$65.00
45677		Saskatchewan Association of Ci	2026-04-01 \$100.00
45678		Spider Heavy Duty Repair	2026-04-01 \$653.12
EFT06956		Courtenay Schapansky	2026-04-01 \$5,251.37
EFT06957		Action Services Cleaning & Res	2026-04-01 \$446.84
EFT06958		Brigadier Security Systems (20	2026-04-01 \$0.01
EFT06959		Brockman Enterprises Ltd.	2026-04-01 \$27,869.03
EFT06960		C73 Fire Truck Mechanical Inc.	2026-04-01 \$1,501.56
EFT06961		Canadian Union of Public Emplo	2026-04-01 \$1,563.02
EFT06962		Canadian Linen & Uniform Servi	2026-04-01 \$49.95
EFT06963		Cleartech Industries Inc.	2026-04-01 \$17,005.73
EFT06964		Evolution AV Ltd.	2026-04-01 \$0.01
EFT06965		Fastrack Logistics	2026-04-01 \$25.20
EFT06966		Frontline Outfitters	2026-04-01 \$0.01
EFT06967		Graphic Ad	2026-04-01 \$271.95
EFT06968		Gregg Distributors LP	2026-04-01 \$132.94
EFT06969		HBI Office Plus Inc.	2026-04-01 \$1,805.35
EFT06970		Hergott Electric Ltd.	2026-04-01 \$7,883.30
EFT06971		Humboldt Lumber Mart	2026-04-01 \$503.15
EFT06972		Kirsch Construction	2026-04-01 \$1,132.20
EFT06973		KMK Sales Ltd.	2026-04-01 \$204,376.50
EFT06974		Municipal Employees Pension Pl	2026-04-01 \$30,403.26
EFT06975		Purolator Courier Ltd.	2026-04-01 \$29.28
EFT06976		REACT Waste Management	2026-04-01 \$2,867.60
EFT06977		Redhead Equipment	2026-04-01 \$222.00
EFT06978		SaskPower	2026-04-01 \$5,476.22
EFT06979		Saskatchewan Research Council	2026-04-01 \$907.20
EFT06980		Schenn's Farm Supply	2026-04-01 \$209.74
EFT06981		S & R Vac	2026-04-01 \$1,207.50
EFT06982		Success Office Systems	2026-04-01 \$50.80
EFT06983		Toshiba Business Solutions	2026-04-01 \$10.49
EFT06984		Triod Supply	2026-04-01 \$0.01
Pre-authorized		Elavon	2026-04-01 \$1,421.77
#3 FIRE 2026		Receiver General of Canada	2026-04-02 \$845.45
#4 COUNCIL 2026		Receiver General of Canada	2026-04-02 \$1,941.61
BMO CC 0326		BMO MasterCard	2026-04-06 \$16,836.37
Pre-authorized		RBC Activity Fee	2026-04-08 \$593.82
#4 RETRO 2026		Receiver General of Canada	2026-04-09 \$4,751.83
EFT06985		Greater Saskatoon Catholic Sch	2026-04-09 \$54,264.24
45680		Entandem	2026-04-10 \$4,616.38
45681		Government of Saskatchewan	2026-04-10 \$2,809.41
45682		Humboldt Motors	2026-04-10 \$2,168.11
45683		Johnny's Bistro	2026-04-10 \$217.69
45684		Kristin Ochitwa	2026-04-10 \$2,040.00
45685		Quill Plains Museum Network	2026-04-10 \$130.00
45686		Royal Canadian Mounted Police	2026-04-10 \$40.00
45687		Shoppers' Drug Mart	2026-04-10 \$62.97
45688		Sobeys Humboldt	2026-04-10 \$291.97
45689		CROCKETT BERNARD	2026-04-10 \$38.78
45690		SUMALINGOG JOHN & JUSTINE	2026-04-10 \$122.94
45691		HAUSER MORGAN & WAYNE/DENISE	2026-04-10 \$138.42

45692	NEUERT GLEN & MARILYN	2026-04-10	\$72.29
45693	MACKINNON TIMOTHY & TERRI	2026-04-10	\$99.35
45694	The Clean Team	2026-04-10	\$111.00
EFT06986	Avon Security Products	2026-04-10	\$205.28
EFT06987	Brockman Enterprises Ltd.	2026-04-10	\$577.50
EFT06988	C73 Fire Truck Mechanical Inc.	2026-04-10	\$1,034.10
EFT06989	Canadian Union of Public Emplo	2026-04-10	\$303.99
EFT06990	Canadian Linen & Uniform Servi	2026-04-10	\$167.17
EFT06991	Coca-Cola Canada Bottling Limi	2026-04-10	\$1,327.76
EFT06992	Discovery Ford Sales Ltd.	2026-04-10	\$372.48
EFT06993	Eecol Electric Corp	2026-04-10	\$681.32
EFT06994	Grain Bags Canada	2026-04-10	\$5,807.34
EFT06995	Hergott Electric Ltd.	2026-04-10	\$511.84
EFT06996	Humboldt Co-op	2026-04-10	\$710.79
EFT06997	JBB Consultants & Engineers In	2026-04-10	\$12,342.75
EFT06998	J&D Courier Services Ltd.	2026-04-10	\$5,773.75
EFT06999	Lifesaving Society	2026-04-10	\$38.00
EFT07000	Wayne Monson	2026-04-10	\$1,023.75
EFT07001	Municipal Employees Pension Pl	2026-04-10	\$3,348.52
EFT07002	Office Experts	2026-04-10	\$20.86
EFT07003	Prairie Meats - C357	2026-04-10	\$409.79
EFT07004	Pratts Wholesale Ltd.	2026-04-10	\$3,379.38
EFT07005	Purolator Courier Ltd.	2026-04-10	\$171.09
EFT07006	Quill Creek Farms	2026-04-10	\$695.00
EFT07007	Ricoh Canada Inc.	2026-04-10	\$1,129.45
EFT07008	Schenn's Farm Supply	2026-04-10	\$13.32
EFT07009	Crystal Sipko	2026-04-10	\$1,435.00
EFT07010	Toshiba Business Solutions	2026-04-10	\$954.90
EFT07011	Tremblay Electric	2026-04-10	\$16.65
45695	Behiel, Will & Biemans	2026-04-17	\$50,000.00
45696	Aquifer Distribution Ltd.	2026-04-17	\$508.54
45697	Jordy Collins	2026-04-17	\$188.68
45698	Con-Tech General Contractors L	2026-04-17	\$520,603.11
45699	Humboldt Broncos	2026-04-17	\$247.50
45700	Investor's Group Trust Co. #90	2026-04-17	\$100.00
45701	J. E. Hastings Limited	2026-04-17	\$565.25
45702	P.A. Battery & Truck Accessori	2026-04-17	\$137.45
45703	Mark Scherbatiuk	2026-04-17	\$250.00
45704	Bobby Swain	2026-04-17	\$851.25
EFT07012	ABS Excavating Ltd	2026-04-17	\$0.01
EFT07013	Aquam Specialiste	2026-04-17	\$107.73
EFT07014	Auto Ethics Enterprises LTD	2026-04-17	\$218.53
EFT07015	Brockman Enterprises Ltd.	2026-04-17	\$91.88
EFT07016	Canadian Union of Public Emplo	2026-04-17	\$1,483.50
EFT07017	Canadian Linen & Uniform Servi	2026-04-17	\$390.00
EFT07018	Canoe Procurement Group of Can	2026-04-17	\$1,184.55
EFT07019	Cleartech Industries Inc.	2026-04-17	\$1,483.49
EFT07020	Dzinehaus Computers Inc	2026-04-17	\$11,003.65
EFT07021	Eecol Electric Corp	2026-04-17	\$1,294.71
EFT07022	Government of Saskatchewan	2026-04-17	\$0.01
EFT07023	Gregg Distributors LP	2026-04-17	\$640.09
EFT07024	Robert Muench	2026-04-17	\$100.00
EFT07025	Municipal Employees Pension Pl	2026-04-17	\$30,301.78
EFT07026	Office Experts	2026-04-17	\$182.40
EFT07027	Pleasureway Sales	2026-04-17	\$80.63
EFT07028	Prairie Meats - C357	2026-04-17	\$587.67
EFT07029	Pratts Wholesale Ltd.	2026-04-17	\$3,171.05

EFT07030	Purolator Courier Ltd.	2026-04-17	\$27.07
EFT07031	Quill Creek Farms	2026-04-17	\$749.25
EFT07032	REACT Waste Management	2026-04-17	\$31,558.42
EFT07033	SaskWater	2026-04-17	\$158,809.50
EFT07034	Stevenson Industrial Refrigera	2026-04-17	\$2,144.95
EFT07035	Strueby Plumbing & Heating	2026-04-17	\$41,910.51
EFT07036	Success Office Systems	2026-04-17	\$922.53
EFT07037	Sutherland Automotive	2026-04-17	\$546.65
EFT07038	Your Dollar Store With More	2026-04-17	\$69.10
45705	Bella Vista Inn	2026-04-24	\$532.60
45706	Melissa Brenner	2026-04-24	\$361.37
45707	Derek Dagenais	2026-04-24	\$143.19
45708	Eddys All In Services	2026-04-24	\$585.39
45709	Bruce Ehalt	2026-04-24	\$230.00
45710	Gerard Ehry	2026-04-24	\$49.75
45711	HUMBOLDT BRONCO MEMORIAL GOLF	2026-04-24	\$1,200.00
45712	Karen Pidskalny	2026-04-24	\$410.00
45713	Saskatchewan Safety Council	2026-04-24	\$330.00
45714	Saskatchewan Trappers Associat	2026-04-24	\$350.00
45715	SGI Canada	2026-04-24	\$222.00
45716	Spider Heavy Duty Repair	2026-04-24	\$477.30
45717	The Stew	2026-04-24	\$40.00
EFT07039	Alpha Automation Ltd.	2026-04-24	\$699.30
EFT07040	Brockman Enterprises Ltd.	2026-04-24	\$2,842.88
EFT07041	CJVR	2026-04-24	\$168.00
EFT07042	CKJH	2026-04-24	\$168.00
EFT07043	Joe Day	2026-04-24	\$521.02
EFT07044	Earthworks Equipment Corp.	2026-04-24	\$89.83
EFT07045	Eecol Electric Corp	2026-04-24	\$109.67
EFT07046	Fastrack Logistics	2026-04-24	\$368.55
EFT07047	Golden West Broadcasting Ltd.	2026-04-24	\$1,386.00
EFT07048	Government of Saskatchewan	2026-04-24	\$3,246.75
EFT07049	Gregg Distributors LP	2026-04-24	\$3,533.06
EFT07050	HBI Office Plus Inc.	2026-04-24	\$35.07
EFT07051	Hi-Tech Welding, Machining & F	2026-04-24	\$149.85
EFT07052	Humboldt Co-op	2026-04-24	\$614.91
EFT07053	Humboldt Lumber Mart	2026-04-24	\$1,632.57
EFT07054	Lifesaving Society	2026-04-24	\$67.00
EFT07055	Lo-Cost Propane	2026-04-24	\$1,152.90
EFT07056	Millsap Fuel Distributors Ltd.	2026-04-24	\$17,066.34
EFT07057	Municode Services Ltd.	2026-04-24	\$2,242.71
EFT07058	NorthEastNow	2026-04-24	\$367.50
EFT07059	Office Experts	2026-04-24	\$569.12
EFT07060	Quality Tire Service, Humboldt	2026-04-24	\$970.65
EFT07061	Rawlco Radio Ltd.	2026-04-24	\$1,638.00
EFT07062	Raymax Equipment Sales	2026-04-24	\$1,951.83
EFT07063	Redhead Equipment	2026-04-24	\$1,275.72
EFT07064	Saskatchewan Research Council	2026-04-24	\$242.55
EFT07065	Schenn`s Farm Supply	2026-04-24	\$328.56
EFT07066	Success Office Systems	2026-04-24	\$18.90
EFT07067	TK Elevator (Canada) Limited	2026-04-24	\$1,157.51
EFT07068	Toshiba Business Solutions	2026-04-24	\$14.54
EFT07069	TWA - Head Office 00	2026-04-24	\$146.38
EFT07070	Urban Systems Ltd.	2026-04-24	\$0.01
EFT07071	Lori Yaworski	2026-04-24	\$22.19
45718	Maria Classen	2026-04-30	\$32.50
45719	Cypress Sales Partnership	2026-04-30	\$251.79

45720	Vincent Denomy	2026-04-30	\$205.34
45721	Bruce Ehalt	2026-04-30	\$184.00
45722	Entandem	2026-04-30	\$91.35
45723	Karlee Frank	2026-04-30	\$31.50
45724	Investor's Group Trust Co. #90	2026-04-30	\$100.00
45725	Kirkman Strategies Ltd.	2026-04-30	\$6,300.00
45726	Olynick Water & Sewer Ltd.	2026-04-30	\$15,306.90
45727	Stericycle ULC	2026-04-30	\$1,171.82
45728	Sobeys Humboldt	2026-04-30	\$91.64
45729	Spider Heavy Duty Repair	2026-04-30	\$3,242.23
45730	PAGUNTALAN MARK & RETCHEL	2026-04-30	\$12.08
45731	MOWER JUSTIN	2026-04-30	\$75.99
45732	AUSTIN LIVIA & HEYDEN CONNOR	2026-04-30	\$126.47
EFT07072	Accu-Flo	2026-04-30	\$77,433.60
EFT07073	Aquifer Distribution Ltd.	2026-04-30	\$0.01
EFT07074	Brockman Enterprises Ltd.	2026-04-30	\$577.50
EFT07075	Canadian Union of Public Emplo	2026-04-30	\$1,614.42
EFT07076	Canadian National	2026-04-30	\$2,835.00
EFT07077	Canadian Linen & Uniform Servi	2026-04-30	\$510.33
EFT07078	Cleartech Industries Inc.	2026-04-30	\$18,086.70
EFT07079	Eecol Electric Corp	2026-04-30	\$97.73
EFT07080	Fastrack Logistics	2026-04-30	\$90.72
EFT07081	Graphic Ad	2026-04-30	\$465.24
EFT07082	Hergott Farm Equipment Ltd.	2026-04-30	\$110.30
EFT07083	Hi-Tech Welding, Machining & F	2026-04-30	\$414.75
EFT07084	Humboldt Co-op	2026-04-30	\$193.25
EFT07085	Humboldt Home Hardware	2026-04-30	\$3,876.79
EFT07086	Humboldt Lumber Mart	2026-04-30	\$355.70
EFT07087	Humboldt Motors	2026-04-30	\$0.01
EFT07088	Humboldt Fire Extinguisher	2026-04-30	\$273.62
EFT07089	JBB Consultants & Engineers In	2026-04-30	\$21,525.00
EFT07090	Canadian Tire 638 Humboldt	2026-04-30	\$1,343.99
EFT07091	Millsap Fuel Distributors Ltd.	2026-04-30	\$188.62
EFT07092	M M & R Valuation Services, In	2026-04-30	\$0.01
EFT07093	Municipal Employees Pension Pl	2026-04-30	\$30,607.98
EFT07094	Pattison Agriculture	2026-04-30	\$51.96
EFT07095	Prairie Diesel Inc.	2026-04-30	\$1,230.71
EFT07096	Purolator Courier Ltd.	2026-04-30	\$144.52
EFT07097	Quality Tire Service, Humboldt	2026-04-30	\$202.58
EFT07098	Redhead Equipment	2026-04-30	\$948.45
EFT07099	Ricoh Canada Inc.	2026-04-30	\$0.01
EFT07100	Saskatchewan Research Council	2026-04-30	\$103.95
EFT07101	Saskatchewan Health Authority	2026-04-30	\$69.00
EFT07102	Schenn`s Farm Supply	2026-04-30	\$17.76
EFT07103	Sea Hawk Specialized Truck Ser	2026-04-30	\$1,633.74
EFT07104	SecurTek	2026-04-30	\$359.31
EFT07105	Donna Simpson	2026-04-30	\$130.64
EFT07106	Technical Safety Authority of	2026-04-30	\$74.00
EFT07107	Toshiba Business Solutions	2026-04-30	\$121.96
EFT07108	Tyler Dies Forge & Fabrication	2026-04-30	\$2,081.25
EFT07109	Urban Systems Ltd.	2026-04-30	\$4,725.00
EFT07110	Vinyl Expressions	2026-04-30	\$130.71
EFT07111	Your Dollar Store With More	2026-04-30	\$140.97
Pre-Authorized	First Data	2026-04-30	\$ 69.95
Pre-Authorized	Moneris	2026-04-30	\$ 558.03



CORPORATE CARD

Account Number XXXX XXXX XXXX 8859
Account Name BILLING ACCOUNT 178859
Company Name CITY OF HUMBOLDT

Statement Date Apr. 15, 2026

Previous Balance \$16,836.37
Purchases +27,288.67
Cash Advances +0.00
Fees +0.00
Adjustments +0.00
Payments -16,836.37
Closing Balance \$27,288.67

Balance Due \$27,288.67
Payment Due Date May 12, 2026

CONTACT

General Inquiries
Lost/Stolen Cards

TOLL FREE CALLS CANADA & US 1-855-825-9232
OUTSIDE CANADA & US (CALL COLLECT) 514-881-3808
1-844-316-3760 514-881-3808

PERIOD COVERED BY THIS STATEMENT

Mar. 16, 2026 - Apr. 15, 2026

TRANS DATE	POSTING DATE	DESCRIPTION	AMOUNT (\$)
		BILLING ACCOUNT 178859	ACCOUNT NUMBER XXXX XXXX XXXX 8859
Apr. 6	Apr. 6	AUTOMATIC PYMT RECEIVED	16,836.37 CR
			TOTAL CREDITS \$ -16,836.37
			TOTAL DEBITS \$ 0.00
			TOTAL ACTIVITY \$ -16,836.37

TRANS DATE	POSTING DATE	DESCRIPTION	AMOUNT (\$)
		BERGQUIST, PETER	ACCOUNT NUMBER XXXX XXXX XXXX 2545
Mar. 14	Mar. 16	TELUS MOBILITY PREAUTH EDMONTON AB	85.66
Mar. 16	Mar. 16	AMZN Mktg CA TORONTO ON	2.92 CR

Continued on next page



P.O. BOX/CP 5000
STN/SUCCURSALEF
TORONTO ON M4Y 2T1

Account Number 5264 5500 0017 8859
Balance Due \$27,288.67
Payment Due Date May 12, 2026

BILLING ACCOUNT 178859
ATTN LORI YAWORSKI
PO BOX 640 715 MAIN ST
HUMBOLDT SK S0K 2A0

000A

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

Account Number XXXX XXXX XXXX 8859
 Account Name BILLING ACCOUNT 178859

Statement Date: Apr. 15, 2026

TRANS DATE	POSTING DATE	DESCRIPTION	AMOUNT (\$)
Mar. 30	Mar. 31	APPLE.COM/BILL TORONTO ON	1.43
TOTAL CREDITS			\$ -2.92
TOTAL DEBITS			\$ 87.09
TOTAL ACTIVITY			\$ 84.17
DAY, JOE			
ACCOUNT NUMBER XXXX XXXX XXXX 0134			
Apr. 12	Apr. 13	GOLF'S STEAK HOUSE REGINA SK	522.21
TOTAL CREDITS			\$ 0.00
TOTAL DEBITS			\$ 522.21
TOTAL ACTIVITY			\$ 522.21
DENOMY, VINCE			
ACCOUNT NUMBER XXXX XXXX XXXX 9885			
Mar. 13	Mar. 16	AMAZON.CA* BP5QM51C0 VANCOUVER BC	23.52
Mar. 13	Mar. 16	NORCAN FLUID POWER LTD SASKATOON SK	97.16
Mar. 14	Mar. 16	AMAZON* BP1VP2RL1 VANCOUVER BC	61.64
TOTAL CREDITS			\$ 0.00
TOTAL DEBITS			\$ 182.32
TOTAL ACTIVITY			\$ 182.32
DEPT, CITY HALL			
ACCOUNT NUMBER XXXX XXXX XXXX 5955			
Mar. 15	Mar. 16	BambooHRLLC Draper UT	2,824.49
Mar. 16	Mar. 17	SQ *SASKATOON PRAIRIEL Saskatoon SK	13.88
Mar. 17	Mar. 19	TIM HORTONS #3515 HUMBOLDT SK	37.98
Mar. 18	Mar. 19	Adobe San Jose CA	28.85
Mar. 19	Mar. 20	Vistaprint Corporate S Waltham MA	522.89
Mar. 20	Mar. 23	Vistaprint Corporate S Waltham MA	39.64
Mar. 24	Mar. 26	SGI-MY SGI REGINA SK	1,345.32
Mar. 25	Mar. 26	AMZN Mktp CA*BG8OE3222 TORONTO ON	614.10
Mar. 25	Mar. 26	AMZN Mktp CA*B53ZR1NN0 TORONTO ON	614.10
Mar. 26	Mar. 27	AMZN Mktp CA*B52K86QN1 TORONTO ON	31.06
Mar. 27	Mar. 30	FCM - FED.OF CDN MUN OTTAWA ON	1,264.20
Mar. 27	Mar. 30	FCM - FED.OF CDN MUN OTTAWA ON	1,264.20
Mar. 27	Mar. 30	FCM - FED.OF CDN MUN OTTAWA ON	1,264.20

Continued on next page

Remember

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

Account Number XXXX XXXX XXXX 8859
 Account Name BILLING ACCOUNT 178859

Statement Date: Apr. 15, 2026

TRANS DATE	POSTING DATE	DESCRIPTION	AMOUNT (\$)
Mar. 27	Mar. 30	FCM - FED.OF CDN MUN OTTAWA ON	1,264.20
Mar. 30	Mar. 31	Adobe San Jose CA	36.62
Mar. 31	Apr. 2	SGI-MY SGI REGINA SK	1,405.18
Mar. 31	Apr. 1	Samsung Canada Electro Mississauga, ON	232.63
Apr. 1	Apr. 3	BEST BUY # 902 CALGARY AB	168.38
Apr. 1	Apr. 3	BEST BUY #742 PRINCE ALBERTSK	168.38
Apr. 3	Apr. 6	USD79.00@1.430126582 IMAGELY WEST PALM BEAFL	112.98
Apr. 10	Apr. 13	Vistaprint Corporate S Waltham MA	100.98 CR
Apr. 11	Apr. 13	Adobe San Jose CA	28.85
Apr. 13	Apr. 15	DELTA BY MARRIOTT REGI REGINA SK	293.31
Apr. 13	Apr. 15	CANADIAN TIRE #638 HUMBOLDT SK	38.84
Apr. 13	Apr. 15	SGI-MY SGI REGINA SK	1,606.06
Apr. 13	Apr. 15	CANADIAN TIRE #638 HUMBOLDT SK	44.39 CR
Apr. 13	Apr. 14	AMZN Mktp CA*B757K2440 TORONTO ON	110.98
Apr. 13	Apr. 15	CANADIAN TIRE #638 HUMBOLDT SK	44.39
TOTAL CREDITS			\$ -145.37
TOTAL DEBITS			\$ 15,375.71
TOTAL ACTIVITY			\$ 15,230.34

KWASNICA, MIKE

ACCOUNT NUMBER XXXX XXXX XXXX 2594

Mar. 10	Mar. 18	DISCOVERY FORD SALES L HUMBOLDT SK	1,000.00 CR
Mar. 13	Mar. 16	CANADIAN TIRE #638 HUMBOLDT SK	96.54
Mar. 14	Mar. 16	UA.CA 888-666-1182 Unionville ON	143.19
Mar. 18	Mar. 20	CANADIAN TIRE #638 HUMBOLDT SK	138.74
Mar. 24	Mar. 25	AMZN Mktp CA*B59AG6131 TORONTO ON	288.58
Mar. 24	Mar. 25	AMZN Mktp CA*BD4QR7W00 TORONTO ON	278.60
Mar. 25	Mar. 30	TEMPLE GARDENS HOTEL A MOOSE JAW SK	497.72
Apr. 1	Apr. 2	IN *CAMP CONNECT SERVI SHERWOOD PARKAB	215.00
Apr. 10	Apr. 13	SCHENN'S FARM SUPPLY HUMBOLDT SK	103.23
Apr. 11	Apr. 13	THE HOME DEPOT #7265 SASKATOON SK	663.78
Apr. 11	Apr. 13	CANADIAN TIRE #133 SASKATOON SK	147.60
TOTAL CREDITS			\$ -1,000.00
TOTAL DEBITS			\$ 2,572.98
TOTAL ACTIVITY			\$ 1,572.98

MCLEOD, CHRIS

ACCOUNT NUMBER XXXX XXXX XXXX 2077

Mar. 22	Mar. 23	Subway 42349 Humboldt SK	20.05
Apr. 1	Apr. 3	CANADIAN TIRE #638 HUMBOLDT SK	729.66
Apr. 8	Apr. 10	CANADIAN TIRE #638 HUMBOLDT SK	314.87
TOTAL CREDITS			\$ 0.00
TOTAL DEBITS			\$ 1,064.58
TOTAL ACTIVITY			\$ 1,064.58

MUSEUM, HUMBOLDT

ACCOUNT NUMBER XXXX XXXX XXXX 7730

Mar. 13	Mar. 16	FACEBK *94TU2JDDG2 Wilmington DE	10.50
Mar. 16	Mar. 16	Intuit Mailchimp Edmonton AB	40.64
Mar. 20	Mar. 23	SOBEYS HUMBOLDT #5395 HUMBOLDT SK	31.50
Mar. 21	Mar. 23	FACEBK *XTXJQJRDG2 Wilmington DE	10.50
Mar. 22	Mar. 23	AMZN Mktp CA*BD6U926Y0 TORONTO ON	85.43
Mar. 24	Mar. 25	FACEBK *8AMYZJRDG2 Wilmington DE	10.50
Mar. 26	Mar. 27	FACEBK *SCUUYH9DG2 Wilmington DE	10.50
Apr. 2	Apr. 3	OFFICE EXPERTS OFFICE HUMBOLDT SK	22.15
Apr. 4	Apr. 6	YOUR DOLLAR STORE WITH HUMBOLDT SK	12.77

Continued on next page

Account Number XXXX XXXX XXXX 8859
 Account Name BILLING ACCOUNT 178859

Statement Date: Apr. 15, 2026

TRANS DATE	POSTING DATE	DESCRIPTION	AMOUNT (\$)
Apr. 11	Apr. 13	FACEBK *3WP7TJHDG2 Wilmington DE	8.51

TOTAL CREDITS \$ 0.00
TOTAL DEBITS \$ 243.00
TOTAL ACTIVITY \$ 243.00

RIES, AVROM

ACCOUNT NUMBER XXXX XXXX XXXX 1180

Mar. 25	Mar. 25	FRONTLINE TRUCK & TRAI SASKATOON SK	79.02
Mar. 26	Mar. 27	WWW COSTCO CA OTTAWA ON	40.50
Mar. 26	Mar. 27	WWW COSTCO CA OTTAWA ON	754.79
Mar. 27	Mar. 30	WWW COSTCO CA OTTAWA ON	1,770.42
Mar. 31	Apr. 1	EECOL ELECTRIC LTD HUMBOLDT SK	1,696.42
Apr. 2	Apr. 6	THE HOME DEPOT #7274 NORTH YORK ON	552.78

TOTAL CREDITS \$ 0.00
TOTAL DEBITS \$ 4,893.93
TOTAL ACTIVITY \$ 4,893.93

ULRIKSEN, MICHAEL

ACCOUNT NUMBER XXXX XXXX XXXX 9684

Mar. 16	Mar. 16	LANDSCAPE MANAGEMENT N MARKHAM ON	107.67
Mar. 16	Mar. 17	TSASK REGINA SK	450.00
Mar. 17	Mar. 18	AMAZON* BD3U94131 VANCOUVER BC	71.25
Mar. 17	Mar. 18	AMAZON* B54Q95PD2 VANCOUVER BC	51.01
Mar. 18	Mar. 19	AMAZON* BD4G02FP0 VANCOUVER BC	46.49
Mar. 20	Mar. 23	Spotify P4094434DA Stockholm SWE	14.09
Apr. 2	Apr. 6	SASKATCHEWAN PARKS AND REGINA SK	170.00
Apr. 2	Apr. 6	AMAZON.CA* B706Q9L92 VANCOUVER BC	38.84
Apr. 2	Apr. 3	USD21.20@1.427830188 OPENAI *CHATGPT SUBSCR SAN FRANCISCOCA	30.27
Apr. 8	Apr. 10	PAYPAL *SASKATCHEWA 4029357733 SK	110.00
Apr. 10	Apr. 10	ULINE MILTON ON	234.20
Apr. 13	Apr. 14	UPS SA-SASKATOON 6715 SASKATOON SK	42.27
Apr. 13	Apr. 14	PRINCESS AUTO 06 SASKATOON SK	501.52

TOTAL CREDITS \$ 0.00
TOTAL DEBITS \$ 1,867.61
TOTAL ACTIVITY \$ 1,867.61

UNRAU, NATHAN

ACCOUNT NUMBER XXXX XXXX XXXX 6898

Apr. 7	Apr. 8	USD97.30@1.430318602 FITNESSREPAIRPARTS.COM SAINT CHARLESMO	139.17
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TOTAL CREDITS \$ 0.00
TOTAL DEBITS \$ 139.17
TOTAL ACTIVITY \$ 139.17

WYTRYKUSZ, CHELSEA

ACCOUNT NUMBER XXXX XXXX XXXX 1679

Mar. 18	Mar. 19	TERRY'S NO FRILLS 3608 HUMBOLDT SK	62.68
Mar. 23	Mar. 24	SILVERWARE* SILVERWARE TORONTO ON	378.13
Mar. 25	Mar. 26	TERRY'S NO FRILLS 3608 HUMBOLDT SK	6.09
Mar. 26	Mar. 27	TERRY'S NO FRILLS 3608 HUMBOLDT SK	40.55
Mar. 26	Mar. 27	DOLLARAMA #1197 HUMBOLDT SK	65.99
Apr. 5	Apr. 7	SWIRL WORLD FROZEN TRE SASKATOON SK	875.00
Apr. 8	Apr. 9	OFFICE EXPERTS OFFICE HUMBOLDT SK	59.92

TOTAL CREDITS \$ 0.00
TOTAL DEBITS \$ 1,488.36
TOTAL ACTIVITY \$ 1,488.36

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



CITY OF HUMBOLDT REPORT

TITLE: Communications Department – Executive Committee Report
PREPARED BY: Angie Rolheiser, Communications Manager
REVIEWED BY: Lori Yaworski, Director of Corporate Services
PREPARED FOR: Executive Committee
DATE: May 11, 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 Communications Department is located at the Visitor Information Center at the Humboldt Campground. At the end of April, we welcomed Communications Student Abigail Gerwing to the team – she will be with us until the end of August.

Marketing/Public Relations/Communications:

- Digital Humboldt Screen installed at the Community Gathering Place. Coordinating with other locations that have expressed interest in hosting a screen.
- New resident welcome package – working with the Chamber of Commerce.
- 2025 Annual Report underway
- Assisting with Living Skies Music Festival promotions
- April media releases: Broncos Memorials update and Joe Day retirement announcement.
- Access TV (Humboldt Talk of the Town) – 30-minute feature on Humboldt Cultural Services (Museum, Gallery, Water Tower, Original Humboldt). 30-minute feature on the Living Skies Music Festival.
- Proclamations in May: Naturopathic Medicine Week (May 3-9)
- Hired Abigail Gerwing as the Communications Student as well as Randi Saunders as Visitor Information Centre worker (Mini Golf and Campground bookings)
- Campground and mini golf open May 15 – cleanup and prep is underway
- Holiday Trail sponsorship – starting with last year's sponsors.
- Attended 'Community Builders' workshop hosted by SEDA at the Legion on April 28.
- Summer Sizzler page on website being updated to reflect 2026 dates, activities/agenda, and promotions.
- Elm Tree Pruning Ban awareness
- City Connection: Publication that combines the Council Highlights & Community Report to be distributed to residents.



ATTACHMENTS

Communications – social media report

COMMUNICATION AND ENGAGEMENT

Marketing and communication campaigns conducted/underway:

1. Digital Humboldt App Awareness
2. Summer Events
3. Community Events

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 May, the focus will be on spring melt, community events promotions including the Summer Sizzler, Living Skies Music Festival, & Canada Day events, fire pit permits/safety, and DH app awareness.



**Communications Statistics Report
Year to Date – May. 2026**

Social Media Platforms Insights

Platform	New Followers This Month:	Current Followers
Instagram	17	548
Facebook	243	5,422
X (Twitter)	6	1,629

Digital Humboldt App Users 2025-2026

Aug	Sept	Nov	Dec	Jan	Feb	Mar	April
527	528	509	487	457	432	433	436

Council Highlights (Monthly Publication)

2026
4

Community Reports (Monthly Publication)

2026
4



CITY OF HUMBOLDT REPORT

TITLE: Occupational Health and Safety Report
PREPARED BY: Nadine Sepke, Safety Coordinator
REVIEWED BY: Lori Yaworski, Director of Corporate Services.
PREPARED FOR: Executive Committee
DATE: May 11, 2026

RECOMMENDATION

To accept information and file.

OVERVIEW

April 2026

- Safety Orientations- 4 City Employees
- AED Inspections-All Sites
- Working Alone/Job Task Risk Assessments- All Departments
- Safety Meetings with Public Works and Museum
- OHS Committee Meeting-April 22
- Incident Investigations/WCB
- SCSA Online Conference
- Site Visits to PW, Uniplex, Museum/Gallery, Fire Hall

CURRENT SITUATION

- Safety Orientations for Employees, Volunteers and Contractors
- Safe Work Procedure Development for Lagoon Operations
- Worksite Inspection Reviews/Site Visits
- Safety Meetings with Departments
- Working Alone Policy/Assessments

CONCLUSION

Thank you for your dedication to safety. By working together and staying proactive, we can maintain a safe and healthy workplace for everyone.



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: May 11, 2026

RECOMMENDATION

That this report be accepted for information and filed.

CURRENT SITUATION

1. Museum

- Exhibits – The *From the Vaults* and the *History of Treaty 6* are the feature exhibits on the main floor.
- The *Pow Wow is for Everyone* exhibit is now complete with the addition of photographs and text from Patrick McNabb. The exhibit is intended to be a basic overview of what a Pow Wow is and how non-indigenous people can learn a little bit more about these amazing cultural celebrations. We hope to ignite a curiosity in the community to experience the Pow Wow in Humboldt on June 18.
- *Serving the Community's Greatest Need: Celebrating the 40th Anniversary of the Kinsmen Club of Humboldt* was installed on April 21. This small exhibit features items, stories and scrapbooks provided by Jerome Novacosky and Terry Fisher, two Kinsmen who have been volunteering with the organization for 40 years.
- Programs - We offered family programming during the Easter break with approximately 290 people visiting the museum and gallery. We created several new activities and programs, with funding from the Friends of the Museum & Gallery.
- Trivia Night – This event was postponed due to bad weather to May 7.
- Network - The spring Quill Plains Museums Network meeting took place at the Gallery on April 13. The Museum Supervisor and I have become the Co-networkers of the network. We distributed the 5,000 Quill Plains brochures, started a Quill Plains Museums Facebook Group to cross-promote events, and submitted a grant application to the Museums Association of Saskatchewan for future joint projects.
- Upcoming Programs – We are hosting a free geocaching talk with Marvin Renneberg on May 20. Marvin will explain how it works and give some advice for beginners.
- The Humboldt Regional Heritage Fair is back! Heritage Fairs are science fair-style events where middle-years students create projects about topics that are often meaningful to them, their community or their family. We have two schools enrolled – Drake and Engelfeld and it will be held on May 12, from 10:30 am to 2 pm at the Uniplex.
- Collection - A Collections Meeting was held this month to review a large collection of items from Norman Duerr, including documents and books on local history, the Water Tower, and local theatre group. Some interesting items accepted this meeting include a 1906 book on Farm Weeds used by F. I. Hauser at the RM office, pieces of lace made by

Sister Martha Fleischmann and glass negatives of the Marysburg Church and Humboldt Baseball team from the early 1900s.

- There were 127 items accessioned and 24 items catalogued this month. The Museum's Firearms License was renewed. Thanks to our volunteers who are working on the large donation from the library, and the obituary database. There were 6 research requests worked on this month, including information on WWI soldiers, The Locker Plant, Princess Cafe, Ohio Cafe, and aerial photographs of the town, and Stoney/Humboldt Lake.
- Research is underway for the local story connections for the *Canada Here We Are* Exhibit about Ukrainian heritage, which will be on display in July.
- Maintenance – The asbestos abatement is now complete. I chose to leave some of the existing (with asbestos removed) pipes in the last two rooms as their removal will not provide significant storage space and we are needing to move on to other projects. Wes Berschinsky of Bersch Consulting toured the site and was satisfied with the work. Thanks to the Leisure Services staff for completing this work. Museum staff will now begin the work of relocating artifacts to their original storage locations.

2. Gallery

- Exhibits – *Common Ground* by Cindy Hoppe and Diane LaRouche Ellard closed at the end of April.
- The exhibit of Student Art from the Humboldt Collegiate Institute, organized by Brittany Petit featured 272 pieces from 83 students from grades 9-12.
- Upcoming Exhibits – We are hosting an OSAC exhibit called *Labours of Love, Under Lamplight* from May 1-June 23 in the main floor gallery. It is curated by Holly Aubichon and features ten contemporary Indigenous artists: Stacey Fayant, Marcy Friesen, Sally Milne, Brandon Roy, Cherelle Williams, Audra Blais-Boulianne, Maureen Ledoux, Russel Iron, Elaine McArthur, and Jordy Ironstar. This exhibit is a collection of primarily textile and beadwork pieces such as dolls, quilts, clothing, accessories, etc. The theme revolves around extensive labour and familial traditions.
- On the second floor for May and June will be Vanessa Hyggen: *ôma askiy âpacihcikâtîw* (this land is in use) which is a travelling OSAC exhibit. This body of work highlights the diversity, beauty, importance and plight of northern Saskatchewan muskegs. These two exhibits are sponsored by the Humboldt Area Arts Council, Sask Lotteries, Sask Culture, SK Arts, and the Government of Canada.
- Permanent Art Collection - The Art Curatorial Committee is working on the development of the three-year objectives. They are focusing on Humboldt and area art and artists, Saskatchewan art and artists and any works that are in immediate risk. We are currently creating the marketing materials and internal documents for their review.
- Gift Shop – We have accepted new consignors into the gallery gift shop including artists Claire Gibney and Sharron Schoenfeld.
- Programs – The *Writers Night* program was held on April 22 and eight local writers, who had not presented works before, shared their works. The readers were Doug Obach, Aleks Burton, Bernadette Reiffersheid, Taylor Moisan, Jondalar Lee, Ed Brockmeyer, Amelia Legend and Darha Philpott.



- The *Discovering the Amatis*, featuring the Frontier String Quartet was cancelled due to weather, so refunds are being processed. They graciously offered to honour our tickets at their Sunday concert in Saskatoon. We are working with their team to host a performance in their next season.
- The *Dye Another Day* outdoor workshop with Cindy Hoppe was re-scheduled to May 30 as we had a parking lot full of snow on the scheduled day.
- Upcoming Programs - We are partnering with Sage Hill Writing to present a public event in partnership with their Spring Fiction Colloquium. Join us for a reading featuring Giller-nominated author Kevin Chong and Saskatchewan Book Award nominated author Kristy Jackson on May 23 at 2 pm. There will be a community open mic after the readings.
- Latisha Moar is joining us again for a beading workshop – this time to create your own lanyard. It is at the gallery with a registration fee of \$35.

3. Water Tower

- A report about the proposed tour rates for 2026 is included in Council's agenda package.
- The first private tour of the season took place on April 25.
- The committee's fundraising barbecue is planned for June 11.
- Staff continue to check the tower on a weekly basis.

4. Original Humboldt

- The safety orientation for volunteers is scheduled for May 11.

5. Public Art

- We are currently working with PAMI on the installation of a bench near the Iron Triangle Sculpture.

6. Administration

- Governance – The Board is beginning its initial review of documents for the development of a new strategic plan.
- Management - Grants - We were approved for \$7,250 from the National Trust for Canada for summer student funding. The SkArts PAOP grant was successful in the amount of \$10,000 for gallery operations for 2026. The Museum Grant Program funding was received for museum operations at the amount of \$24,300. We were also successful in the Community Engagement and Planning Grant application through SaskCulture for \$5,000 for the powwow.
- HR – The students began work on May 5. I completed an online course entitled *Entrepreneurial Board Governance for Non-Profits* through the Thriving Non-Profits organization. This was funded by Heritage Saskatchewan through my role as President, but has relevance to the HDMG Board's work.
- Volunteers -Thanks to our volunteers who contributed 139.5 hours of their time this month. Thanks to the Friends who provided the lunch for the network meeting.



- Foundation – The Museum Foundation’s Registered Charity Information Return was submitted to Revenue Canada this month.
- Surveillance Camera System – We are moving ahead with DzineHaus Computers for the installation of the camera system, beginning next week.
- Engagement – To the end of the month, our programs and services have had engagement levels of approximately 2,895 compared to 2,744 last year.

Upcoming Events and Programs

May 7, 7:00 pm	Museum	Trivia Night
May 9, 1:30 pm	Gallery	Floral Embroidery with Bernice Keller
May 12, 10:30 -2	Uniplex	Heritage Fair
May 23, 2 pm	Gallery	Sage Hill Open Mic
May 30, 10 am	Museum	Textile dying class with Cindy Hoppe
June 13, 1:30 pm	Gallery	Beaded Lanyard Workshop with Latisha Moar

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.

Welcoming and Connected

The variety of exhibits featuring Indigenous and non-Indigenous histories demonstrates the need to build awareness of the multiple narratives of regional history.

Creative and Connected

The positive response to the tour of the Original Humboldt land with members of the George Gordon First Nation shows the power of art and history to connect people to the land and to each other.



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: May 11, 2026

RECOMMENDATION

That this report be accepted for information and filed.

BACKGROUND

This report summarizes the most significant projects that have been currently underway since the executive committee was held on April 6, 2026.

CURRENT SITUATION

Development

- The Keystone Place / Bluestone servicing agreement has been signed, and the development is progressing to the “shovels in the ground” stage.
- Negotiations with Westwood Developments continue and are progressing well.
- Initial meetings regarding the solar farm with GGDL and HD Renewables are complete, and we are currently awaiting a proposal from HD Renewables.
- CEDI Workshop 3 has been completed, and relationship-building efforts between the City and GGFN are continuing.
- Significant time has been allocated to the South End Redevelopment affordable housing project.
- Research is underway on introducing a flexible financing structure in the community (to enable a lower down-payment threshold for first-time homebuyers participating in the affordable housing project).
- The agreement to purchase lands from KMK Sales has been executed, and survey work has been initiated.
- NEHC technical studies are ongoing, with reports expected to be finalized in the coming week.
- NEHC has been invited to apply to a targeted co-operative housing funding stream through CHDP (Co-operative Housing Development Program).
- SHA and HAM INC will meet to discuss housing solutions for incoming nurses (May 8th).

- Carlton Trail College and HAM INC will meet to discuss reserving units for college students (May 8th).
- An information session on the HAM INC redevelopment of the former hospital grounds was completed and was well attended.
- A meeting was held between the City and a large-scale RTM manufacturer to discuss a potential partnership for the affordable housing development; the discussion concluded on a positive note.

Economic Development

- The Communications Manager and I attended the Community Builders workshop hosted by Sage Hill and SEDA, where Peter Kenyon (an Australian economic development leader in rural communities) encouraged us to take a bold approach to our strategy. Youth retention and entertainment were key themes of the discussion.
- New marketing materials for the City have been developed and are being refined for future use. The intent is to increase attraction to our community by moving away from our current approach to a newer, grittier campaign and creating a “blue ocean” strategy that differentiates us from our peers.
- Carlton Trail College announced the opening of its BHP Technical Training facility, to be located at the former Peavey Mart site. This will support expanded programming and services offered by the College.
- The Chamber of Commerce held its annual M.O.E. Awards ceremony. While the weather impacted turnout, the event was successful overall.
- Monthly discussions with our local MLA (Racquel Hilbert) will be scheduled to help ensure all levels of government are working together to support community development.

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: May 11, 2026

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. Elgar Petersen Arena Ice Removal** – The EPA ice plant was turned off following the Bronco camp on Sunday, May 3rd. After a couple days of allowing the ice to melt, the logos and white ice mesh will be removed and stored. The water will be pushed to the drains. The total process is expected to be completed by May 8th, with dry floor events beginning in the arena on May 13th.
- 2. Facility Enhancement and Expansion Review (EPA)** - Administration has continued discussions with engineering and architectural partners regarding a comprehensive review of the Elgar Petersen Arena. This work is intended to evaluate refrigeration system upgrades within the context of potential expansion or twinning opportunities, ensuring that any major investment aligns with long-term facility planning objectives.
- 3. Seasonal Transition and Facility Utilization** - Spring transition activities have been completed across facilities, with strong early utilization of indoor dry-floor programming in the former curling rink space. Weather conditions have delayed full access to outdoor amenities, resulting in increased reliance on indoor alternatives. Staff continue to adapt programming and space allocations to meet demand during this transition period.

- 4. Green Municipal Fund Funding Approval** – The City has been approved for \$173,340 in grant funding for the Growing Canada’s Community Canopies (GCCC) program administered by FCM. The City applied for the Urban Forestry Plans and Studies Funding stream. We will be utilizing this funding to complete an Urban Forestry Strategy and Asset Management Plan. The City will be hiring a Urban Forestry consultant to complete this work, with the City’s contribution of 10% to come in the form of existing staffing support.
- 5. Campground Relocation** – Administration is currently reviewing a draft Pre-Feasibility Study for the relocation of the campground. The report has been prepared by Kirkman Strategies Ltd. Once the final report is complete, Administration will present it to Executive Committee for discussion. Administration is confident that a solid business case exists to explore the Kloppenburg location as a suitable and viable long-term location for campground services.
- 6. 2026 Campground Operations** – The City will open the existing campground for May 15th, in time for the May long weekend. Staff will be turning on the water early next week and the parks department will be doing some tree pruning and cleaning to prepare the space for the season.
- 7. Asbestos Abatement (Museum)** – The asbestos project at the Museum has been completed, with all waste materials disposed of during the month of April and an external review of the work completed.
- 8. Pool Shutdown Planning** – The department is currently finalizing the planning for the Aquatic Center shutdown that will take place from August 4th to August 21st. The priorities will be the pool mechanical – getting the new heat exchanger and plumbing completed in the basement – and work on the waterslide tower. An external contractor will be coming in to attend to major rust spots on the waterslide tower, welding any problematic areas and painting. Routine maintenance and cleaning throughout the space will also occur in line with the tasks completed in previous years.
- 9. EPA Off-Season Maintenance** – The EPA will also see additional deep cleaning and maintenance again this year, working around a busy schedule of events within the facility. The department has blocked off about ten days towards the end of May, where the entire bottom tunnel will be cleaned out, organized and any maintenance items addressed. We also expect to do some painting in both the tunnel and dressing rooms this off-season.
- 10. Seasonal Staff** – Seasonal staff in the parks began May 4th, with a couple high school students set to return in July. We are fortunate to have almost an entire crew of returning staff which will greatly assist in dealing with all of the delayed spring tasks due to the April weather.

Upcoming Events

1. A-List Dance Recital – May 1 to 3
2. Safe Communities Party Program – May 6 & 13
3. Impact Dance Academy Recital – May 22 to 24
4. T1D 4x4x48 Ultramarathon & Gala – June 5 to 7
5. Horizon Student Day – June 9 to 10
6. HCI Graduation – June 12
7. Humboldt Hammerheads Swim Meet – June 14
8. Humboldt Partnership Powwow – June 18
9. Summer Sizzler – June 24 to 28

OPTIONS

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

ATTACHMENTS

None

COMMUNICATION AND ENGAGEMENT

No external communication or engagement required.

FINANCIAL IMPLICATION

There is no anticipated financial impact of the recommended action.

CONCLUSION

This report highlights key activities and updates from the past month and is not intended to be an exhaustive summary of all departmental work. Council is encouraged to contact the Leisure Services Department for additional information or clarification on any items not included.

CITY OF HUMBOLDT REPORT

TITLE: Public Works Director Report for May 2026

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

REVIEWED BY: Joe Day, City Manager

PREPARED FOR: Executive Committee

DATE: May 11, 2026

RECOMMENDATION

That this report be accepted for information and filed.

BACKGROUND

The Public Works Department is responsible for the operation, maintenance, and engineering support of the City’s water, wastewater, stormwater, roads, traffic signals, signage, line painting, and airport infrastructure.

CURRENT SITUATION

- **Transportation Operations:**
 - Additional snowfall occurred in April, requiring crews to plow, pile, and haul snow as needed.
 - Crews continued thawing and re-thawing catch basins and culverts to support spring melt.
 - Pothole patching took place throughout April and May, as spring thaw conditions and traffic contributed to asphalt failures on aging roadways. Many locations deteriorated again due to repeated freeze–thaw cycles.
 - Crew members attended the “Safe Dig Breakfast” at the BV on April 15. Management encouraged attendance to support safe digging awareness and practices.
 - Staff supported regional neighbours during spring melt runoff issues by delivering barricades and detour signage in preparation for a potential Highway 5 closure due to possible culvert failure on the east side of Muenster.
 - Crews began grading gravel roads once sufficient snow had melted.

- Street sweeping commenced and will continue throughout the city.
- Crews provided traffic control for various road-testing locations and to support utility repairs.
- **Water & Sewer Infrastructure:**
 - Training for Lift Stations 1 and 4 occurred on May 7. Staff are expected to be fully operational at these facilities this month and are performing daily maintenance rounds to ensure a seamless transition.
 - Staff performed scum dispersion at sewage facilities.
 - Sewer jetting was completed in known problem areas.
 - Additional process documentation and record-keeping templates were developed.
 - The Water Security Agency conducted a mock inspection of the new Wastewater Treatment Facility (WWTF) to prepare staff for year-end expectations.
 - Video inspection and hydrovac services were utilized to identify and assess defects in problem locations.
 - Sewer service replacement was completed on the 700 block of 12th Street.
 - SaskWater conducted system maintenance requiring a temporary shutdown of the pipeline from the Water Distribution Facility. Staff relied on reservoir storage during this period without issue.
 - Staff inspected non-responsive leak sensors and investigated sensors showing increased activity.
 - Annual sanitary manhole lid cork installations were completed in low-lying intersections to prevent inflow during heavy summer rainfall events. These measures help reduce system loading and protect lift station performance.
 - Staff conducted inspections of service installations for several new homes.
- **Engineering:**
 - The department conducted a quarterly safety meeting, including a fire drill and fire extinguisher inspections.
 - A consultant performed geotechnical testing on various city roads. The data collected will help determine the extent of rehabilitation required for roads under consideration for reconstruction.

- The Climate Hazard and Risk Assessment internal workshop occurred to determine which events and assets may be affected. A second workshop is planned in a couple months.
- Traffic counting will commence soon to be included as part of the Ministry of Highways Planning Study. City staff will act as a member of the steering committee.
- Dust control material application for gravel roads is being scheduled.
- Planning and design support continues for multiple new developments across the city.
- Preliminary design work for Saskatchewan Avenue is complete, focusing on stormwater ponds, major underground infrastructure, roadway layout, and preliminary cost estimates.
- Preliminary design work for 14th Avenue in the northwest area is underway.
- Airport Authority documents are under review by the Airport Group and City Solicitor. Recent revisions align more closely with a lease-style agreement similar to the Golf Course agreement.
- Staff are pursuing costs for the requested veteran crosswalks as well as consulting with Arts Humboldt on design and location. Report will follow once concluded.
- Staff continue to pursue available grant opportunities.



ATTACHMENTS

Non-Revenue Water Losses Update:

Year	Consumption	SaskWater Purchases	Difference	Approximate Loss Dollars at Cost	% Loss
2025 Full Year	482,872 m3	576,600 m3	-93,781 m3	-\$356,959	-16.3%
2026 Full Year Budget Projection	484,556 m3	585,364 m3	-100,807 m3	-\$383,703	-17.2%
2025 – Jan-April	148,323 m3	186,713 m3	-38,390 m3	-\$146,123	-20.6%
2026 – Jan-April	144,857 m3	166,055 m3	-21,198 m3	-\$80,686	-12.8%



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: Request for Parking Passes – Humboldt and District Community Services
PREPARED BY: Lori Yaworski, Director of Corporate Services/City Clerk
REVIEWED BY: Joe Day, City Manager
PREPARED FOR: Executive Committee
DATE: May 11, 2026

RECOMMENDATION

That Executive Committee authorizes Administration to grant the request from Humboldt and District Community Services to supply six parking passes for summer students employed over the summer months.

BACKGROUND

In 2022, the City of Humboldt started charging for daily parking on the City owned or operated parking lots that are located within the downtown area, at a rate of \$360/year, or \$30 monthly.

Humboldt and District Community Services is a non-government funded program that relies on donations from the community and grants to sustain their operations. The organization does not have the budget to absorb the costs of the parking passes and wants to ensure they can alleviate a financial burden to their students during their summer employment.

CURRENT SITUATION

The City has sponsored Humboldt and District Community Services with parking passes in the past and for 2026 the organization is seeking 1 pass for June through August and an additional 5 passes for the months of July and August. These parking passes will be used by their summer students that are hired to run their summer programming.

OPTIONS

1. Approve the recommendation.
2. Reject the recommendation.

COMMUNICATION AND ENGAGEMENT

The Director of Corporate Services/City Clerk will be in contact with Humboldt and District Community Services to issue parking passes.

ATTACHMENTS

- Letter of request from the Humboldt and District Community Services



FINANCIAL IMPLICATION

Providing the authorization would result in a loss of revenue of approximately \$410 for the City.

CONCLUSION

Providing six parking passes to Humboldt and District Community Services for the 2026 summer months will help the organization deliver its Summer Program while reducing the financial burden on the students hired to support the program.



Box 1355
Humboldt, SK S0K 2A0
306-682-1455
306-682-1290 (fax)

May 5, 2026

To whom it may concern:

I am reaching out on behalf of Humboldt and District Community Services to formally request the donation of six parking passes to support our 2026 Summer Program. Specifically, we would require one pass for June through August, and five additional passes for July and August.

HDCS's Summer Program will deliver important opportunities for approximately 30 children and youth with disabilities from Humboldt to participate in recreational activities, community events, and social experiences throughout the summer.

As a non-profit organization, we rely heavily on grants, community partnerships, and donations to sustain our programming. The provision of parking passes would significantly reduce transportation-related costs for our students, allowing us to allocate more of our limited resources directly toward participant activities and program development.

We sincerely appreciate the City of Humboldt's ongoing support and commitment to this community program. Your continued partnership is essential to its success and makes a lasting, meaningful difference in the lives of the children, youth, and families we serve.

Thank you for considering our request. Please feel free to contact me if you require any further information.

Sincerely,

A handwritten signature in purple ink that reads "Juanine Korte".

Juanine Korte
Executive Director, HDCS
Ccd: HDCS Board of Directors

CITY OF HUMBOLDT REPORT

TITLE: Bylaw Review

PREPARED BY: Lori Yaworski, Director of Corporate Services/City Clerk

REVIEWED BY: Joe Day, City Manager

PREPARED FOR: Executive Committee

DATE: May 11, 2026

RECOMMENDATION

That Executive Committee support the review of municipal bylaws as outlined within this report.

BACKGROUND

The City of Humboldt currently maintains 106 Continuing Bylaws (a “Continuing Bylaw” is a bylaw that has no end date). Some of these bylaws have not undergone comprehensive review for several years. Over time, legislative shifts at the provincial level have rendered some of these bylaws obsolete or redundant. In certain cases, bylaws may be “illegally invalid” because newer provincial statutes have superseded municipal authority. Furthermore, the registry contains “spent” bylaws—one-time actions that no longer have functional utility but are maintained solely for historical trails.

CURRENT SITUATION

The topic of conducting a bylaw review has recently generated more discussion because of the proposed introduction of Bill 43 (*The Municipalities Modernization and Red Tape Reduction Act*). If the proposed requirements are passed, then by September 1, 2028, all Saskatchewan cities must have their current bylaws accessible on their official websites.

The City of Humboldt already has 22 of its most relevant Bylaws on its website. Placing the remaining 84 Continuing Bylaws on the website could be accomplished within a matter of weeks, however Administration has advocated that a full review of the remaining bylaws be conducted first.

Currently, many of Humboldt's bylaws exist as original documents with separate, fragmented amendments, making them difficult for both staff and the public to navigate. Administration is proposing a strategic plan to complete a comprehensive review of the City’s bylaws, including consolidations where necessary. Administration will break the review into manageable “packages” categorized by department.

It will be important for the City Clerk’s staff, along with managers from each department to conduct the initial review of each Bylaw to evaluate if it has been superseded by any Provincial or Federal legislation, or by any other municipal bylaw, and then to additionally develop an opinion of whether it remains relevant to City operations.

Following the initial reviews, Administration is proposing to bring bylaws to Executive Committee and City Council with recommendations such as:

- Repeal (if spent or obsolete)
- Amend (to update language or scope)
- Retain as is (identify if current or historical)

OPTIONS

- Approve the recommendation as presented.

COMMUNICATION AND ENGAGEMENT

The primary goal of this project is to enhance accessibility for the citizens of Humboldt. Moving forward, the City will move toward consolidated versions for all bylaws. This integrates all amendments into the main text, providing a single, easy-to-read document for the public.

Administration has already implemented the practice of posting all current bylaws to the City’s website and update as new and amended bylaws are adopted.

ATTACHMENTS

- Continuing Authority Bylaws (Subject Index) – Revised April 28, 2026

FINANCIAL IMPLICATION

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

CONCLUSION

Updating the City’s bylaw registry will make it easier to use, easier to keep current, and clearer for staff and the public. We’ll start by cleaning up outdated and spent bylaws, then move through priority bylaw groups by department to meet the proposed online posting requirements.

CONTINUING AUTHORITY

(Subject Index)

ADMINISTRATION

Administrative Procedure and Control Measures

Curfew Bylaw	Bylaw No. 17/77
Appoint a Constable	Bylaw No. 2/83
To Repeal Previous Bylaws	Bylaw No. 20/98
To Repeal a Previous Bylaw	Bylaw No. 19/99
To Repeal a Previous Bylaw	Bylaw No. 33/99
The City Administration Bylaw	Bylaw No. 01/2003
To Repeal a Previous Bylaw	Bylaw No. 28/2000
	06/2002
	13/2003, 16/2015
To Enter an Agreement - Central Plains Health District – J. Sloan	Bylaw No. 14/2002
Records Retention and Disposal Bylaw	Bylaw No. 06/2003
Administrative Review Officer Bylaw	Bylaw No. 01/2004
General Penalty Bylaw	Bylaw No. 05/2004
Code of Ethics Policy Bylaw	Bylaw No. 07/2017
To Establish a Mail in Ballot Voting System	Bylaw No. 04/2020
Consolidation of Bylaws	Bylaw No. 03/2023

Assessment, Taxation and Financial Arrangements

Establish High School District	Bylaw No. 129
Dispense with the Mailing of Assessment Notices	Bylaw No. 12/2003
St. Elizabeth Hospital Revenue Tax	Bylaw No. 6/92
Assessment of Businesses	Bylaw No. 3/97
Assessment Appeal Fee	Bylaw No. 14/2016
Establish a Business Improvement District	Bylaw No. 02/2012,
	06/2021
To Impose Penalties for Non-Payment of Taxes	Bylaw No. 27/2013
HGC Guarantee Bylaw	Bylaw No. 04/2023, 04/2024
Borrowing for Wastewater Treatment Facility	Bylaw No. 06/2024, 10/2024
Provide for Exemption from Taxation	02/2026
2026 Taxation Rates Bylaw	04/2026

Commercial Operations – Regulations

Business Licensing Bylaw	Bylaw No. 06/2019,
	08/2021
Sign Bylaw	Bylaw No. 03/2017,
	09/2017,

Council Operations

Polling Subdivisions Bylaw	Bylaw No. 13/91
Establish Public Art Committee	Bylaw No. 17/2016
Procedure Bylaw	Bylaw No. 02/2025, 07/2025

Protective Services

Establish Emergency Measures Organization	Bylaw No. 03/2019
Transportation of Dangerous Goods Routing	Bylaw No. 2/88
To Enter into Agreement - Humboldt & District Fire Protection Association	Bylaw No. 32/98
Establish Mutual Aid Area	Bylaw No. 12/2008
False Alarm Bylaw	Bylaw No. 04/2011
Fire Bylaw	Bylaw No. 09/2019

Mobile Homes and Trailers - Control

Mobile Home Fee Bylaw	Bylaw No. 05/2024
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Nuisances - Prevention and Control

Regulate and Control Bow and Arrows	Bylaw No. 12/59
Control Barbed Wire and Sharp Pointed Fences	Bylaw No. 5/60
Regulate Posting of Printed Notices	Bylaw No. 1/83
Noise Bylaw	Bylaw No. 16/85, 28/99, 16/2000, 07/2021
Dangerous Animals Bylaw	Bylaw No. 08/2003
Nuisance Abatement Bylaw	Bylaw No. 10/2017
The Smoking Bylaw	Bylaw No. 06/2004, 14/2004
Dog and Cat Control Bylaw	Bylaw No. 029/2003

Property Use and Construction Standards

Standards for Maintenance and Occupancy of Property Official Community Plan	Bylaw No. 10/2003, 12/2016, Bylaw No. 03/2016, 06/2025, 16/2025
Zoning Bylaw	Bylaw No. 04/2016, 13/2016, Bylaw No. 02/2017, 04/2017, 17/2017, 02/2018, 05/2018, 03/2022, 07/2024, 08/2024, 04/2025, 12/2025
Occupancy Permit Bylaw	Bylaw No. 13/1998
The Private Swimming Pools Bylaw	Bylaw No. 17/2001
Development Charge Bylaw	Bylaw No. 05/2025
Bylaw to Sell Municipal Reserve	Bylaw No. 16/2009, 24/2012
Building Bylaw	Bylaw No. 29/2012, 03/2013
Humboldt & Area Planning District Bylaw	Bylaw No. 18/2013
Off-site Fees Bylaw	Bylaw No. 15/2015
Bylaw to Sell Municipal Reserve	Bylaw No. 10/2016
Northwest Area Structure Plan	Bylaw No. 09/2024
Sale of Dedicated Lands	Bylaw No. 10/2025, 13/2025
South Area Structure Plan	Bylaw No. 15/2025
The Building Placement and Elevation Bylaw	Bylaw No. 01/2026

WORKS & UTILITIES

Streets and Public Places - Traffic and Control

Renaming Streets and Avenues and Numbering Buildings	Bylaw No. 420, 4/67, 12/88, 9/89, 7/98
Restrict the Use of Streets and Lanes	Bylaw No. 33/77
Close a Lane	Bylaw No. 11/98
Close A Street and Lane	Bylaw No. 03/2000, 14/2025
Permit Golf Carts on Roadways	Bylaw No. 17/2000
Agreement for Future Street Dedication - Mueller	Bylaw No. 23/2000
Rename Municipal Crescent to Water Ridge Crescent	Bylaw No. 11/2005
Permanent Closure of Portion of Street	Bylaw No. 20/2007
Permanent Closure of a Service Road	Bylaw No. 05/2009
Name a Street (Peck Road)	Bylaw No. 21/2009
Permanent Closure of a Service Road	Bylaw No. 02/2011
Rename Street (9 th Avenue)	Bylaw No. 04/2012
Permanent Closure of Portion of Street and Lane	Bylaw No. 01/2013
Permanent Closure of Lane	Bylaw No. 15/2013
Permanent Closure of Street	Bylaw No. 16/2013
Permanent Closure of Service Road	Bylaw No. 24/2013
Traffic Bylaw	Bylaw No. 05/2016, 01/2017, 15/2017, 04/2021, 07/2022
Name a Street	Bylaw No. 20/2017
Snowmobile and ATV Bylaw	Bylaw No. 18/2017
Permanent Closure of Lane	Bylaw No. 07/2019
Permanent Closure of the Road	Bylaw No. 01/2021

Utilities, Services and Local Improvements

Regulate Plumbing and Drainage	Bylaw No. 2/91
Parking Trailers within Town Limits	Bylaw No. 17/66
REACT Agreement	Bylaw No. 9/96, 07/2001
Saskatchewan Water Corp. Agreement	Bylaw No. 18/95
Agreement with Jerry Kienlen	Bylaw No. 18/2001
Storm Water Management Utility Bylaw	Bylaw No. 08/2017, 08/2022
Sewage Works Control Bylaw	Bylaw No. 21/2010
Management of Waterworks System	Bylaw No. 22/2010
Water and Sewer Rates	Bylaw No. 11/2019
Handling & Disposing of Waster & Recycling Material	Bylaw No. 05/2017, 06/2022
Water And Sewer Rates	Bylaw No. 10/2021, 09/2022, 07/2023, 01/2024, 01/2025,

LEISURE SERVICES

Financing and Administrative

Authorize Wapiti Regional Library Agreement	Bylaw No. 12/97
Authorize Financial Contribution to Waldsea Lake Regional Park Authority	Bylaw No. 6/91
Dissolve Special Events & Tourism Committee	Bylaw No. 10/99
Dissolve Tourism & Economic Development Committee	Bylaw No. 14/2006
Museum & Gallery Board of Directors	Bylaw No. 06/2018

Parks and Facilities

Designate Heritage Sites (Court House; Old Post Office)	Bylaw No. 20/84, 05/2003
Designate Heritage Sites (Water Tower)	Bylaw No. 05/2002
Historical Park Bylaw	Bylaw No. 8/93
Agreement with Chamber of Commerce to Operate Tourist Center	Bylaw No. 33/98
Designate Heritage Site (Merchants Bank of Canada)	Bylaw No. 07/2011
Cemetery Bylaw	Bylaw No. 03/2026
Parks & Open Spaces	Bylaw 03/2025

DATE OF LAST REVISION: April 28, 2026



CITY OF HUMBOLDT REPORT

TITLE: Water Tower Rates
PREPARED BY: Jennifer Fitzpatrick, Director of Cultural Services
REVIEWED BY: Joe Day, City Manager
PREPARED FOR: Executive Committee Meeting
DATE: May 11, 2026

RECOMMENDATION

That Council approve the Humboldt & District Museum & Gallery (HDMG) Board’s recommended changes to tour rates at the Water Tower.

BACKGROUND

Staff provide tours of the Water Tower during the open hours of the summer season. Private tours are provided during the off-season times as can be accommodated by staff resources.

CURRENT SITUATION

The current rates were implemented in 2023, and the Water Tower committee is requesting an increase. This was approved by the HDMG Board at its regular meeting. All fees include PST:

Category	Current Price	Proposed Price
Adult	\$5.00	\$7.50
Youth (17 and under)	\$4.00	\$5.00
Private tours	\$37.10	\$40.00 (up to 4 people, each additional person is at the regular rate)

OPTIONS

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

COMMUNICATION AND ENGAGEMENT

Following Council’s approval, the new rates will be shared on regular communication channels.

ATTACHMENTS

None

FINANCIAL IMPLICATIONS

It is prudent to note that municipal staff handle the operations, but there is no municipal funding, so the tour revenue is essential to help cover expenses such as utilities, insurance, maintenance and programs. The volunteers also fundraise for operations and capital projects.

CONCLUSION

The water tower is an important tourist attraction in the community, and these funds are critical to support ongoing operations and the long-term conservation of the tower.

CITY OF HUMBOLDT REPORT

TITLE: Arena Top Deck Flooring
PREPARED BY: Michael Ulriksen, Director of Community and Leisure Services
REVIEWED BY: Joe Day, City Manager
PREPARED FOR: Executive Committee
DATE: May 11, 2026

RECOMMENDATION

That the Executive Committee recommend to Council that Stonhard be awarded a sole-source contract for the supply and installation of a long-term epoxy flooring system on the top deck of the Elgar Petersen Arena, at a maximum project cost of \$50,000 funded through existing Uniplex Reserves.

BACKGROUND

The top deck flooring at the Elgar Petersen Arena has historically been maintained through periodic painting. While this approach has provided a short-term aesthetic improvement, it has proven to be ineffective in high-traffic areas, where the paint consistently peels and deteriorates over a short period of time.

This ongoing cycle of repainting has resulted in recurring maintenance costs and staff time, without delivering a durable or long-term solution.

CURRENT SITUATION

Administration has explored alternative flooring solutions that would provide a more durable, long-lasting finish suitable for the high traffic volumes experienced in the arena concourse areas.

Based on this review, an epoxy coating system has been identified as the preferred solution. The proposed system, to be supplied and installed by Stonhard, includes a full mechanical grinding of the existing concrete surface. This process removes all existing paint, debris, and the laitance layer of the concrete, ensuring proper adhesion of the new coating.

Once prepared, the epoxy coating is applied, resulting in a durable, non-porous, and easy-to-clean surface with an attractive gloss finish. This product is widely used in commercial and recreational facilities where long-term performance and ease of maintenance are required.

As part of the project, Administration is also proposing to test the application of this product within a selected seating section, including the backs and sloped surfaces, as well as two stair sections. This will allow for evaluation of its effectiveness in more complex areas of the facility before considering broader application in the future.

OPTIONS

1. Approve the epoxy floor upgrade as recommended
2. Continue with conventional painting for maintaining top deck appearance
3. Defer the project to a future year
4. Provide alternative direction to Administration

ATTACHMENTS

1. Brochure: The Stonhard Difference for Recreation Facilities

COMMUNICATION AND ENGAGEMENT

NA

FINANCIAL IMPLICATION

The recommendation requests the draw of \$50,000 from the Uniplex Reserve, which currently has \$58,710 specifically designated for arena improvements. The recommendation is based on the following breakdown of estimated project costs:

Contractor Quote:	\$38,954
Contingency (10%):	\$3,895
Scope Allowance (10%):	\$3,895
PST:	<u>\$2,805</u>
Total Budget Estimate:	\$49,549

No additional tax-supported funding is required.

CONCLUSION

The proposed epoxy flooring system represents a practical and long-term solution to an ongoing maintenance issue within the Elgar Petersen Arena. By investing in a higher-quality surface treatment, the City can reduce recurring maintenance efforts, improve the appearance of the facility, and enhance the overall user experience.

The availability of dedicated reserve funding provides an opportunity to complete this upgrade without placing additional pressure on the operating or capital budgets. The contractor has confirmed that the project would take ten days to complete and will be able to take place during the month of July.

THE STONHARD DIFFERENCE FOR RECREATIONAL FACILITIES



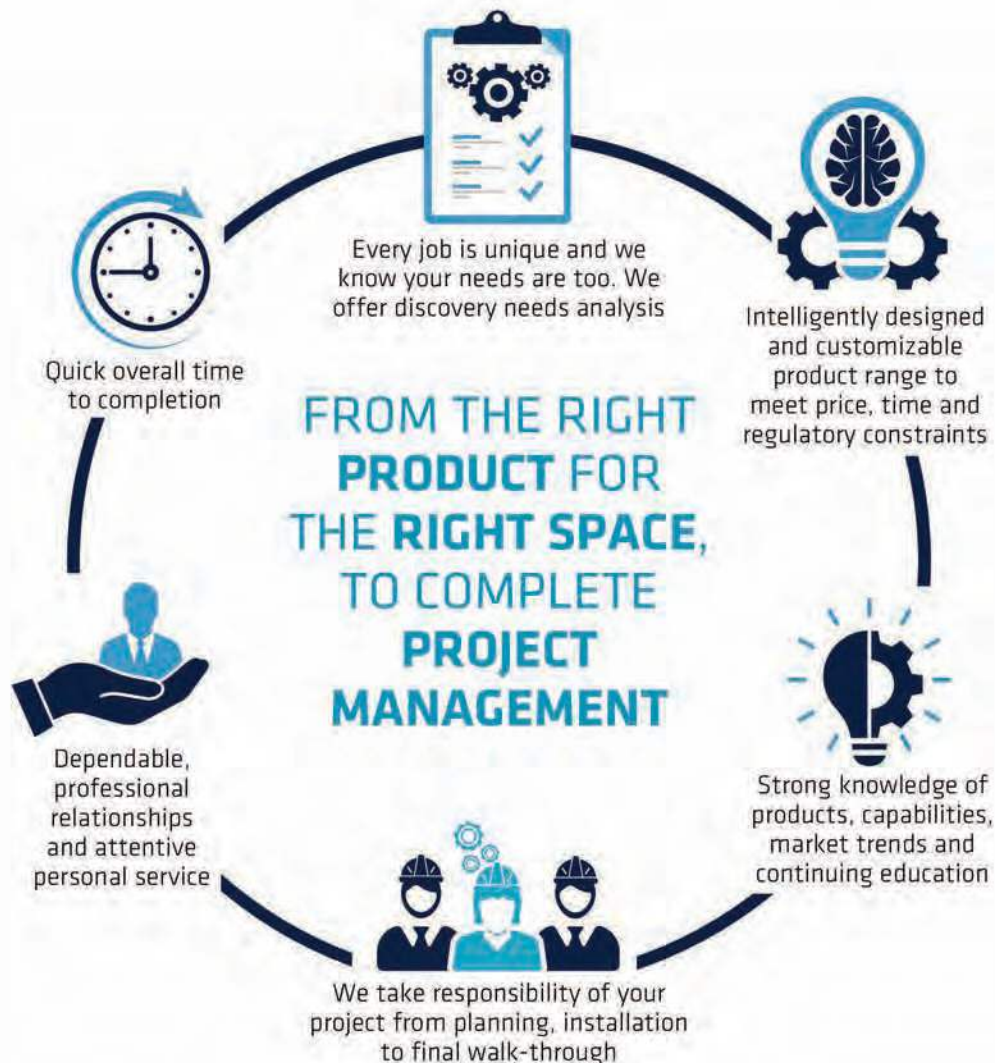
STONHARD®

MANUFACTURER AND INSTALLER OF SEAMLESS FLOORS, WALLS AND LININGS

A BRIEF HISTORY

In 1922, a small company had an idea: a patch-and-repair business to help plant managers fix floors and keep factories running. Through this, the foundation for Stonhard was established. When facility managers began to recognize the value of preventative maintenance, Stonhard said, "We'll do it for you." This turnkey model of taking responsibility for both products and installation became "The Stonhard Difference". As the Stonhard brand evolved over the past century, so did our definition of The Stonhard Difference.

Today, "**The Stonhard Difference**" isn't only what sets us apart. It's who we are and what we believe. It means we strive to make a difference in your life, and we do it best through our dedicated team, unique products, and exceptional services. It means you get to have a single point of contact throughout the entire project and a single-source warranty. It means we get to do what we're best at so you can help make a positive difference in choosing the perfect space for your recreational facility.



THE STONHARD DIFFERENCE

KEEPS YOUR FACILITY MOVING - SAFELY, SMOOTHLY, AND WITHOUT DISRUPTION



SAFETY

Safety is non-negotiable in high-traffic, moisture-prone spaces like change rooms, pool decks, and concourses. Stonhard systems are built with:

- Custom slip-resistant textures that reduce falls without feeling overly abrasive
- Seamless, grout-free surfaces for better hygiene and easier cleaning
- Install crews trained to meet ISO, PPE, and GMP standards

PROJECT MANAGEMENT

Keeping your facility open and running is your job—keeping installs smooth and stress-free is ours.

- One dedicated project lead from start to finish – no chasing contractors or vendors
- Expert construction oversight from our National Construction Management Team
- Fast, efficient installs scheduled around your downtime
- Pre- and post-install inspections for peace of mind

TAILORED SOLUTIONS

Your facility has unique needs, and we design for every one of them. Stonhard offers:

- A wide range of colours, textures, and finishes to match your branding and function of space
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- Durable, low-maintenance systems that reduce life-cycle costs

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CITY OF HUMBOLDT REPORT

TITLE: Designation of Water Tower Park

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

REVIEWED BY: Joe Day, City Manager

PREPARED FOR: Executive Committee

DATE: May 11, 2026

RECOMMENDATION

That the Executive Committee supports Administration proceeding with the steps necessary to designate the area of City-owned land located north of the Water Tower (Parcel No. 164232413) as a municipal park, and further,

That Executive Committee support that the proposed park be named “Water Tower Park,” and further,

That, provided that designation as a park proceeds, Administration be authorized to support and permit future park enhancements in collaboration with the Water Tower Committee of the Humboldt and District Museum and Gallery Board.

BACKGROUND

The Water Tower sits on parcel 120420278, with the attached buildings sitting on the 3rd Avenue road right of way. The unutilized green space immediately north of the Water Tower is City-owned land and has been maintained by the City; however, it has not been formally designated as a park space.

The Water Tower Committee has expressed interest in enhancing this area to better support visitation to the Water Tower and to create an inviting public gathering space. This request was reviewed by the Humboldt & District Museum & Gallery Board who are recommending that Council approve this direction. As outlined in correspondence from the Committee, they have requested that the space be formally recognized as a City park and included in the City’s park inventory.

CURRENT SITUATION

The subject parcel (Parcel No. 164232413) is owned by the City of Humboldt and is approximately 0.257 hectares (0.63 acres) in size. The site currently functions as passive green space with minimal amenities. Some initial naturalization efforts have already

taken place, including the planting of fruit trees, and there is interest from community partners to continue these efforts through donations and volunteer support.

The Water Tower Committee has identified several potential enhancements to increase usability and attractiveness of the space, including:

- Installation of benches and picnic tables
- Continued tree planting and landscaping
- Potential development of pathways
- Installation of park signage and formal naming

At present, without formal park designation, the site is not actively promoted, programmed, or planned as part of the City's broader parks system.

Option 1: Approve Park Designation (Recommended)

Formally designate the area as **Water Tower Park** and incorporate it into the City's parks system.

This option would:

- Support increased public use and awareness of the Water Tower site
- Enable future improvements in a coordinated and approved manner
- Recognize and support community-driven enhancement efforts
- Align with broader goals of expanding passive recreation opportunities within the community

Option 2 – Maintain Current Status

Continue to maintain the area as undeveloped green space without formal park designation.

This option would:

- Limit formal investment and planning for the space
- Reduce ability to promote or enhance the site
- Potentially discourage community partner involvement

OPTIONS

1. Approve the recommendation to formally recognize a Water Tower Park
2. Reject recommendation and maintain current status as an informal green space
3. Provide alternative directions to Administration

ATTACHMENTS

1. Parcel Map – Parcel No. 164232413
2. Aerial Map with Parcel Overlay

COMMUNICATION AND ENGAGEMENT

The request originated from the Water Tower Committee and was approved by the Humboldt & District Museum & Gallery Board, representing community interest in enhancing the site. The request is supported by the Cultural Services and Leisure Services Departments.

FINANCIAL IMPLICATION

The formal designation of the space as a park has minimal immediate financial impact.

Future costs may include:

- Installation of signage
- Placement of benches or picnic tables
- Minor pathway development

Where possible, these enhancements may be offset through:

- Community partnerships and donations (e.g., tree planting initiatives)
- In-kind contributions
- Future capital planning considerations

CONCLUSION

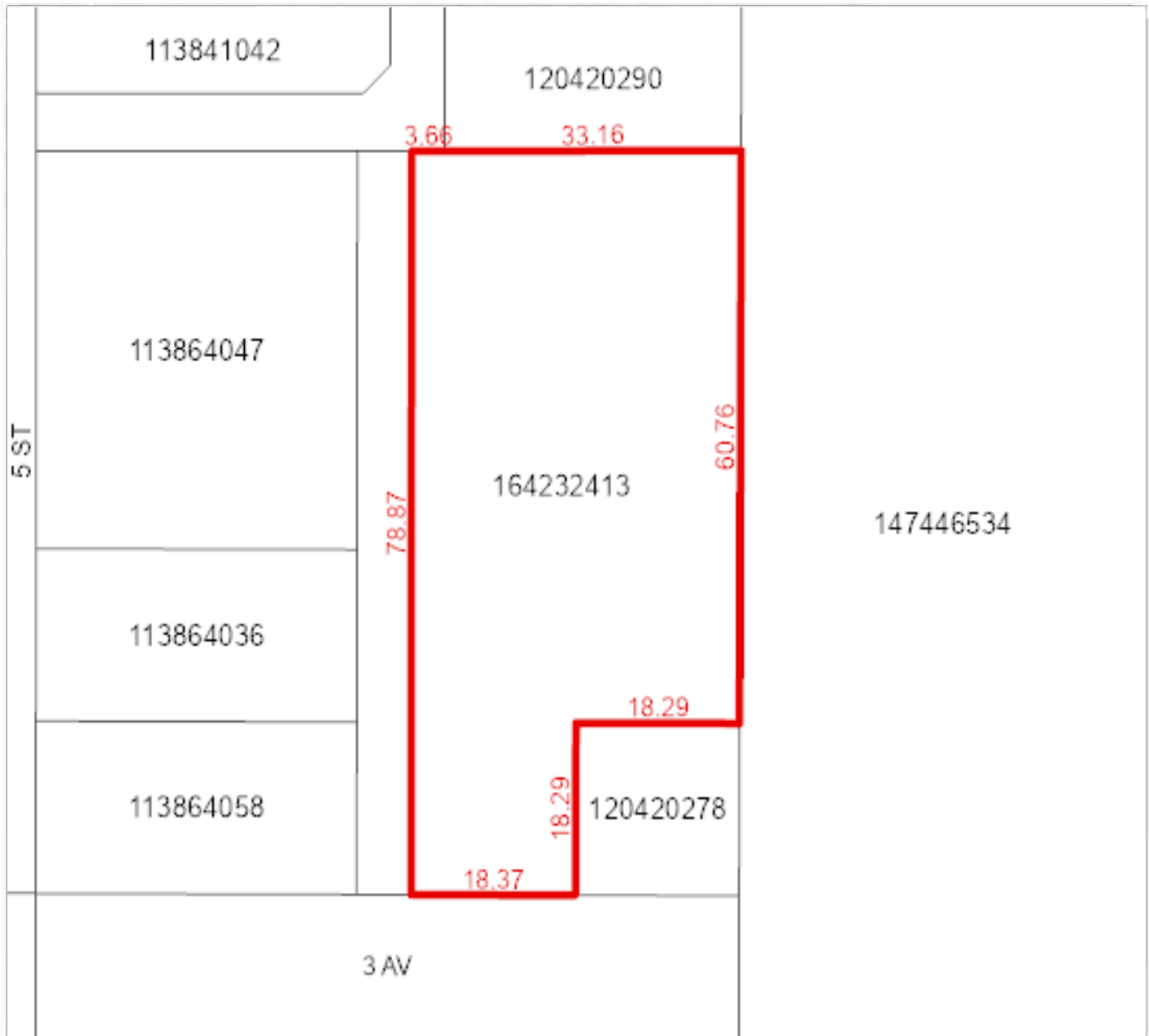
The formal designation of Water Tower Park represents a low-cost, high-impact opportunity to enhance a unique community asset, support tourism and local engagement, and encourage community-led placemaking.

Administration recommends approval of the designation and authorization to work collaboratively with the Water Tower Committee on future site enhancements.



Surface Parcel Number: 164232413

REQUEST DATE: Tue Apr 21 15:14:07 GMT-06:00 2026



Owner Name(s) : CITY OF HUMBOLDT

Municipality : CITY OF HUMBOLDT

Title Number(s) : 136462350

Parcel Class : Parcel (Generic)

Land Description : Blk/Par BB-Plan 101812902 Ext 8

Source Quarter Section : NW-20-37-22-2

Commodity/Unit : Not Applicable

Area : 0.257 hectares (0.63 acres)

Converted Title Number : 86H05864

Ownership Share : 1:1

DISCLAIMER: THIS IS NOT A PLAN OF SURVEY It is a consolidation of plans to assist in identifying the location, size and shape of a parcel in relation to other parcels. Parcel boundaries and area may have been adjusted to fit with adjacent parcels. To determine actual boundaries, dimensions or area of any parcel, refer to the plan, or consult a surveyor.

Aerial Map with Parcel Overlay

Water Tower Property



CITY OF HUMBOLDT REPORT

TITLE: CLS Project Summary Report
PREPARED BY: Michael Ulriksen, Director of Community and Leisure Services
REVIEWED BY: Joe Day, City Manager
PREPARED FOR: Executive Committee
DATE: May 11, 2026

RECOMMENDATION

That this report be accepted for information and filed.

BACKGROUND

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

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

CURRENT SITUATION

A. Carry-Over Projects

#	Project	Status	2026 Remaining Budget	Actual (YTD)
1	General Use Dump Truck (L185)	Planning	\$80,000	-
2	Ice Resurfacers (L281)	Con%	\$170,000	-
3	Parks Skid Steer Replacement (L244)	Planning	\$125,000	-
4	Parks Cold Storage	Planning	\$20,500	-
6	Off-Leash Dog Park	Con – 50%	\$60,000	-
7	Arena Refrigeration Plant – Design Work	Con – 25%	\$47,400	-

1. City planning to retain existing dump truck chassis and just replace the dump box. We are waiting on the opportunity for our City Mechanic to complete a thorough inspection of the existing truck to expose an unknown mechanical issue, before finalizing the plan. The existing chassis has less than 90,000km, but the dump box is rusted through. This option will significantly reduce the cost of this fleet improvement.

6. The SPCA is still in the planning stages of the off-leash dog park on their site. We expect more information over the coming weeks. The City has minimal commitment at this time in the project.

B. 2026 Operational Projects

#	Project	Status	Project Budget	Actual (YTD)
1	Museum Clock Tower	Planning	\$25,000	-
2	City Hall Boiler	Planning	\$20,000	-
3	Uniplex LED Lighting (Common Areas Phase 2)	Planning	\$20,000	-
4	Uniplex Roof Repairs	Procuring	\$333,000	-
5	Aquatic Centre Heat Exchanger and Plumbing Reconfiguration	Con – 0%	-	-
6	Hwy 20 Boulevards	Planning	\$25,000	-
7	Museum Roof Repairs	Procuring	\$140,000	-

4. & 7. A site visit by our consultant occurred April 30th, conducting roof cuts to develop tender specifications. The tender is expected to go out shortly with a site visit for all prospective bidders by month’s end.

C. 2026 Fleet

#	Project	Status	Project Budget	Actual (YTD)
1	NA			

No new fleet purchases. Outstanding fleet from 2025 is listed under carry-over projects.

D. 2026 Capital Projects

#	Project	Status	Project Budget	Actual (YTD)
1	Robotic Lawn Mower	Con – 0%	\$18,000	-

1. The mowers have arrived, staff will be picking them up and completing payment in early May.

E. Unbudgeted Projects/Commitments

#	Project/Purchase	Status	Est. Cost to City	Funding Source
1	Convention Center Washrooms	Planning	\$50,000	Reserves

FINANCIAL IMPLICATION

There is no anticipated financial impact of the recommended action.

CONCLUSION

Administration continues to advance key projects aligned with Council priorities, focusing on sustainable infrastructure, service delivery, and community impact. Progress remains steady across multiple initiatives, with several projects transitioning into implementation phases. Ongoing updates will be provided as work continues throughout 2026.



CITY OF HUMBOLDT REPORT

TITLE: Generator Maintenance Contract
PREPARED BY: Peter Bergquist, P.Tech; Director of Public Works
REVIEWED BY: Joe Day, City Manager
PREPARED FOR: Executive Committee
DATE: May 11, 2026

RECOMMENDATION

That Executive Committee recommend to City Council the approval of a three-year generator maintenance agreement (2026–2028), which includes the quinquennial (once every 5-years) generator servicing, with Cummins Canada ULC, at an estimated cost of \$55,360 plus applicable taxes.

BACKGROUND

The City owns and operates 10 backup generators that support critical services, including six sewage lift stations, the Water Distribution Facility, the Wastewater Treatment Facility, the Uniplex, and the Fire Hall.

Maintenance and testing of these generators fall under CSA C282 – Emergency Electrical Power Supply for Buildings, which is referenced by the National Building Code for life-safety systems. These standards require regular inspection, testing, and maintenance (including annual and five-year inspections) to ensure the generators operate reliably during power outages.

The majority of the City’s generators are Cummins units, and staff have been satisfied with the vendor’s service for inspection, load testing, fluid changes, and diagnostics. Council has approved multi-year agreements with Cummins since 2017. In accordance with the Purchasing Policy, multi-year sole-source agreements require Council approval.

CURRENT SITUATION

The annual maintenance cost per generator ranges from approximately \$1,500 to \$2,000, depending on size and configuration. This work helps ensure compliance with CSA standards and readiness during power outages. Typical annual service includes:

- Full system inspections (batteries, fuel, cooling, electrical systems)
- Oil and filter changes
- Load testing under operating conditions
- Inspection of alarms, controls, and safety systems



- Fuel and coolant testing

The Quinquennial (5-year) service is a more detailed inspection required under CSA C282 and ranges from approximately \$1,600 to \$2,600 per unit. This work typically includes:

- Testing generator insulation
- Draining, flushing, and replacing coolant
- Cleaning radiators and cooling components
- Replacing thermostats
- Inspecting internal engine components (e.g., valve clearances)

Lift Stations #1 and #4 and the new Wastewater Treatment Facility generators were commissioned in 2026 and will begin scheduled maintenance in 2027. Quinquennial servicing will be completed as required based on commissioning dates and regulatory timelines.

Generator Maintenance			
	Annual Service (units)	Quinquennial Service (units)	Total Cost
2026	7	5	\$21,150.63
2027	10		\$17,104.59
2028	10		\$17,104.59

OPTIONS

1. Approve the recommendation as presented.
2. Decline the recommendation as presented.
3. Request additional information

ATTACHMENTS - None

COMMUNICATION AND ENGAGEMENT

If approved by Council, Administration will execute the agreements and coordinate maintenance scheduling.

FINANCIAL IMPLICATION

Funding for this work has been included in the annual operating budget. Entering into a three-year agreement helps stabilize costs and reduce exposure to annual price increases.

CONCLUSION



Planned generator maintenance and required periodic inspections help reduce the risk of failure during power outages, ensure compliance with applicable standards, and extend the service life of critical infrastructure assets.



CITY OF HUMBOLDT REPORT

TITLE: Video Inspection System
PREPARED BY: Peter Bergquist, P.Tech; Director of Public Works
REVIEWED BY: Joe Day, City Manager
PREPARED FOR: Executive Committee
DATE: May 11, 2026

RECOMMENDATION

That the Executive Committee recommend that City Council remove the Video Inspection System from the list of approved capital projects.

BACKGROUND

A request for the purchase of a municipal-grade video inspection system for sanitary and storm mains was brought forward during the 2026 budget deliberations. The system was estimated at \$120,000 and would have enabled the City to conduct timely and comprehensive inspections internally.

CURRENT SITUATION

Staff issued a Request for Proposals (RFP) and determined that the cost of the system, including installation within a suitable vehicle, exceeded the available budget.

In consultation with operations staff, it was also identified that the additional workload associated with the new Wastewater Treatment Facility has significantly increased daily responsibilities. As a result, there are concerns about staff capacity to operate and maintain the equipment at a level that would justify the investment.

Additionally, the external contractor previously expected to be phased out has continued to provide reliable inspection services.

Given these factors, Administration does not recommend proceeding with the purchase at this time. Other equipment priorities (e.g., sidewalk snow clearing equipment and potential cost overruns on planned fleet purchases) are placing additional pressure on the fleet management plan due to ongoing inflationary impacts.

OPTIONS

1. Approve the recommendation as presented.

2. Decline the recommendation as presented.
3. Request additional information

ATTACHMENTS



Video Inspection Equipment Example

COMMUNICATION AND ENGAGEMENT

No direct public communication is required at this time.

FINANCIAL IMPLICATION

The City will avoid the estimated \$120,000 capital expenditure. The mobility van previously intended for this equipment may be declared surplus and sold.

The City will continue to procure contracted inspection services as needed and include these costs in annual operating budgets.

CONCLUSION

Postponing the purchase of a video inspection system is considered appropriate given current budget constraints, staffing capacity, and the continued availability of reliable contracted services. This investment may be revisited in the future if service availability changes or if growth in infrastructure and staffing levels supports the business case.



CITY OF HUMBOLDT REPORT

TITLE: Development Charges – Public Report
PREPARED BY: Connor Piller, Corporate Asset Manager
REVIEWED BY: Joe Day, City Manager
PREPARED FOR: Executive Committee
DATE: April 6, 2026

RECOMMENDATION

That this report be accepted for information and filed.

BACKGROUND

In 2024 the City contracted Wallace Insights in collaboration with Catterall & Wright to produce a report that would review the existing 2015 Development Charge Bylaw and recommend how it could be updated. The completion of this report was under a tight deadline in order to comply with reporting requirements for the Housing Accelerator Fund, and as a result some of the information within the report was presented in a fashion that made some calculations difficult to understand.

CURRENT SITUATION

In late 2025, City administration sought to re-interpret the report with the goal of improving its readability; a copy of that report is attached for Council's perusal. The vast majority of information contained within the original report has been retained but reorganized in a manner that is simpler to digest; supplementary explanations have also been added where Administration saw fit. Additionally, the calculations have been broken down into a step-by-step process for clarity.

Furthermore, City Administration is actively exploring additional calculation options to refine the means by which Development Charges are calculated as well as how they will impact both land developers and builders. A second report will follow this one later in the year with a recommendation regarding both the 2027 Development Charge Bylaw as well as the framework of its application.

OPTIONS

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



ATTACHMENTS

Attachment 1 – Development Charge Report Annotated Revision.
Attachment 2 – The original Development Charge Report.

COMMUNICATION AND ENGAGEMENT

The updated Development Charge Report will be available to the public for inspection as well as provided to any land developer or builder who have questions regarding the City's Development Charge Bylaw.

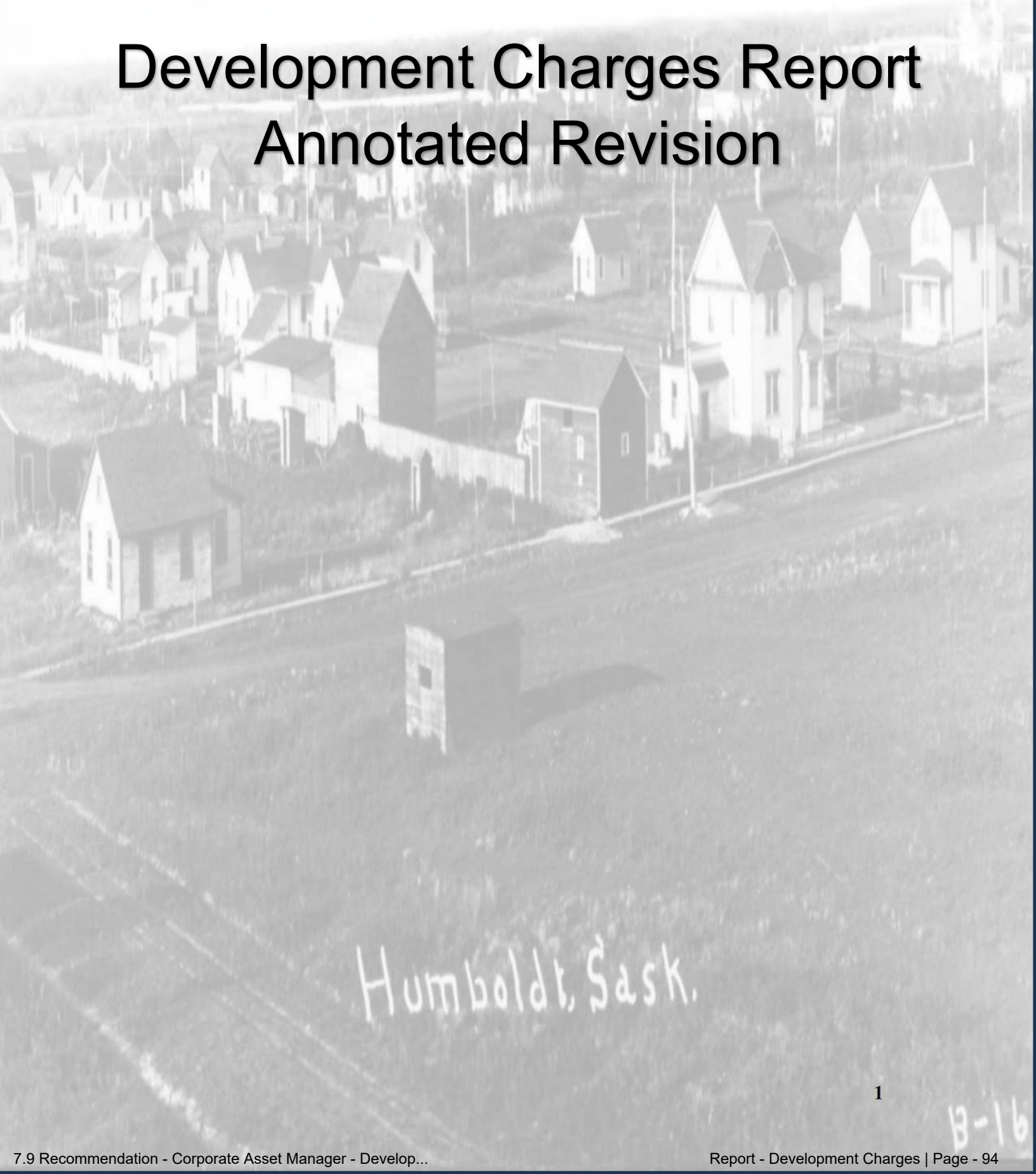
FINANCIAL IMPLICATION

There is no anticipated financial impact of the recommended action.

CONCLUSION

The second iteration of this report has been developed to enhance its readability to ensure Council, Administration, and the Public have the necessary resources to understand and communicate clearly with respect to the City's Development Charge Bylaw. This document and the contents contained within are intended to be refined year over year to maintain this sentiment.

Development Charges Report Annotated Revision



Summary of Findings and Recommendations

The City of Humboldt is poised to undergo significant population growth throughout the upcoming decade. This growth will require the expansion of the City’s road, storm, and utilities infrastructure, as well as recreational amenities. It is common practice to make use of development charges in the forms of development levies and service agreements to pay for the portion of those costs directly associated with growth. Development charges are implemented for cost recovery purposes. If eligible development costs are not recovered through development charges, other sources of revenue must be used to cover those costs (mil rate, government grants, user fees). The development charges derived within this report are based on a projected ten-year growth period, with reductions made for items that service the population growth beyond those ten years. Allocation of benefit was assessed with a combination of shared benefit with the existing population to produce a fair approach for each development charge.

City of Humboldt – 10-Year Growth Forecast

The primary driver of growth the following table intends to describe is the progression of the BHP Jansen Potash Mine. The projected number of dwellings required are an estimate provided by administration. Subsequent to this summary are more detailed explanations of the conclusions depicted here.

City of Humboldt - 10 year Population Forecast												
Year	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	Total
Estimated City of Humboldt Po	6238	6464	6833	7342	7883	8352	8653	8776	8824	8873	8922	8922
Annual Growth	103	226	369	509	541	469	301	123	48	49	49	2787
Dwellings Required	41	90	148	204	216	188	120	49	19	20	20	1115

Growth-Related Projects

In Saskatchewan, development charges typically include costs for the construction of the infrastructure listed below and the associated planning, engineering, and legal services related to that construction:

- water;
- wastewater;
- stormwater;
- roadways and related infrastructure;
- parks;
- recreational facilities; and,
- administration.

After considering the full costs of growth (off-site infrastructure) over a ten-year period for Humboldt, the following table summarizes the capital costs to be collected through development charges. Although the capital costs shown below are projected to be incurred within the next ten years, the benefiting population extends beyond those years of growth for two categories of development charges: 1) Wastewater and 2) Community Parks & Recreation. The capital costs for these items were reduced to account for the additional benefit that will be collected in the future.

Development Charge Description	2024 Projected Capital Cost	Funded without Development Charges (-)	Funded with Development Charges
Arterial Roads	\$ 9,730,000	\$ 1,211,051	\$ 8,518,950
Water Infrastructure	\$ 4,275,140	\$ 3,005,424	\$ 1,269,717
Wastewater Infrastructure	\$ 43,797,510	\$ 31,150,109	\$ 12,647,402
Stormwater Infrastructure	\$ 1,480,000	\$ 814,000	\$ 666,000
Parks & Recreation	\$ 32,000,000	\$ 24,800,003	\$ 7,200,000
Planning & Administration	\$ 1,677,500	\$ 473,750	\$ 1,203,750
Total	\$ 92,960,150	\$ 61,454,337	\$ 31,505,818

Recommended Charges and Rate Increases

The following table outlines the recommended development charges for residential and non-residential development based on a review of shared benefits. The consultant team made the recommendation to standardize development charges between Development Levies and Service Agreement Fees. Further to the point of standardization, the City has seen it fit to not discriminate between standard and low-density residential land nor commercial and industrial land uses in its application of development charges. The table below shows the rates established in 2015 compared with the recommended 2024 development charges as well as the 2026 implemented development charges. It should be noted that the 2026 rates (\$193,897/ha) are recognized as seventy percent of the consultant recommended residential rate per hectare (\$276,998/ha) applied to all cases. Rates are based on a 'net' area basis for all categories.

Historical Development Charges			
Development Charge (No Subdivision)	2015 Rate (Historical)	2024 proposed rate (consultant)	2026 Rate (existing)
Residential (one & two unit)	\$82,976/Ha	\$276,995/Ha	\$193,897/Ha
Multi-Unit Residential	\$116,167/Ha	\$565,300/Ha	\$193,897/Ha
Commercial & Industrial	\$75,462/Ha	\$341,535/Ha	\$193,897/Ha
Service Agreement Fee (subdivision)	2015 Rate (Historical)	2024 proposed rate/ha (consultant)	2026 Rate (existing)
Residential (one & two unit)	\$82,976/Ha	\$276,995/Ha	\$193,897/Ha
Multi-Unit Residential	\$116,167/Ha	\$565,300/Ha	\$193,897/Ha
Commercial & Industrial	\$75,462/Ha	\$341,535/Ha	\$193,897/Ha

1. Introduction

On June 11, 2024, the City of Humboldt (City) contracted Wallace Insights and Catterall & Wright Consulting Engineers to conduct a review and update of the City's Development Charges. That review was intended to examine the costs to the municipality for providing off-site infrastructure, planning, and engineering services to accommodate future growth and development. This report maintains the same goal as the original but has been modified in the presentation of materials and includes the resulting 2026 development charges.

Development charges are collected by municipalities from new development under the authority of The Planning and Development Act, 2007 (Act). The charges are intended to recover the costs (in whole, or in part) for the municipality providing specified infrastructure to facilitate and accommodate growth. The types of infrastructure which are eligible to be included in development charges under the Act are for water, sewer, roadways and related infrastructure, parks, and recreation facilities.

Due to fluctuations and increases in construction costs for material and labour, it is good practice for municipalities to conduct reviews and update their development charges every few years.

This report contains an analysis of development costs followed by a review of the city's growth plans and Official Community Plan to form the basis for updated development charges.

1.1 Terminology

1. **Service Agreement Fees** – development charges contained in a Servicing Agreement associated with the approval of subdivision of land.
2. **Development** - means the carrying out of any building, engineering, mining, or other operations in, on or over land or the making of any material change in the use or intensity of the use of any building or land.
3. **Development Lands** - means those lands (or any part thereof) within the city, where no previous servicing agreement has been entered into for the specific proposed development and, in the opinion of Council, the City will incur additional capital costs as a result of the proposed development.
4. **Development Levy** – development charges levied when there is no subdivision of land, but the land is being intensified through infill or redevelopment.

5. **Development Charges** – a broad term to describe the rates used for both Service Agreement Fees and Development Levies.
6. **Intensification** – a term used to describe the redevelopment of sites where redevelopment results in a measurable increase in the use of water, sewer, roadways and other infrastructure.
7. **Off-site Infrastructure** – municipal infrastructure consisting of roadways, provision of water, treatment of sewage, drainage, parks, and recreation, etc., which serve to facilitate growth and development within the municipality but are not directly associated with any one development.
8. **Direct Services** – infrastructure associated directly with a particular development and typically located on-site.
9. **Allocation of Benefit** – the principle of allocating some of the costs of new, expanded, or upgraded infrastructure to existing development recognizing that there is some benefit to all existing ratepayers.

2. Background

2.1 Sources of Revenue to Fund Growth

There are three primary sources of funding for the development of off-site infrastructure:

1. Mill Rate (Property Taxes)
2. Government Grants (Federal and/or Provincial)
3. Development Charges

Establishing development charges is a policy choice made by municipalities based on balancing cost recovery with encouraging growth and development as part of meeting desired strategic outcomes.

Development charges may be assessed and administered based on:

- Uniform charges applied to all land use classifications across the City.
- Land use specific charges applied uniformly across the City.
- Site specific charges applied uniformly across all land use classifications within the City.
- Site and land use specific charges.

2.2 Why Development Charges?

An important question surrounding funding growth is ‘who pays and how much’ towards the capital costs of extending or expanding off-site municipal infrastructure necessary to support growth. Growth is mainly achieved in two ways - through subdivisions and through the intensification of land use (infill).

The primary purpose of this project is to conduct a thorough review of Humboldt’s existing servicing agreement fees and development levies which are charged as a condition of approval of new subdivisions and through development agreements (when there is no subdivision of land). These fees, also known as ‘development charges’, are authorized by Section 169 of the Act. This review has determined the level of cost recovery given the current development charges in place and makes recommendations on how the charges should be updated based on the identification of actual costs for new, upgraded or expanded infrastructure, and further, acts as the basis for recommendations with the goal of ensuring that the City is fully informed about costs of growth and can assess various policy objectives related to costs of growth to provide a basis for fair, competitive, transparent, and equitable cost recovery.

2.3 Service Agreement Fees and Development Levies

Development charges are determined from a ‘snapshot’ using publicly adopted capital plans and forecasts of municipal infrastructure and facilities which will be constructed, or begin planning, design or construction within the next ten (10) years. The key is that the infrastructure and facilities are identified in municipal plans for growth and development such as the Official Community Plan, Transportation Master Plan, Parks and Recreation Master Plan, and so on.

Service Agreement Fees are charges tied to subdivision approval and form part of a typical servicing agreement. An executed Servicing Agreement is required for a subdivision applicant to receive a Certificate of Approval from the approving authority for the subdivision. Development Levies are charges which are collected from development where no subdivision is involved but intensification (and higher draw on services) is caused by redevelopment. The City of Humboldt has an Off-site Charges Bylaw which allows costs to be charged for both new subdivisions and redevelopment.

2.4 Legislative Authority and Eligible Charges

Development charges are authorized by Sections 169 and 172 of the Act and cover the costs of extending roads, sewer, water, and the provision of other specific infrastructure.

Section 169 in the Act states:

Development Levy Bylaw

169(1) If a council has adopted an official community plan that authorizes the use of development levies, the council may, by bylaw, establish development levies to recover the capital costs of services and facilities as prescribed in subsections (2) and (3).

(2) If a development does not involve the subdivision of land, a council may impose development levies for the purpose of recovering all or a part of the municipality's capital costs of providing, altering, expanding, or upgrading the following services and facilities associated, directly or indirectly, with a proposed development:

- a) sewage, water, or drainage works;*
- b) roadways and related infrastructure;*
- c) parks;*
- d) recreational facilities.*

Section 172 states:

Servicing Agreement

172(1) If there is a proposed subdivision of land, the municipality in which the subdivision is located may require a subdivision applicant to enter into a servicing agreement to provide services and facilities that directly or indirectly serve the subdivision.

(2) Subdivision applicants shall not receive a certificate of approval from the approving authority if a servicing agreement is required by the municipality and has not been signed by the parties to the agreement.

2.5 Competitive Charges

There is no one 'best practice' when it comes to development charges. The level of cost recovery through development charges is a local policy decision based on local development costs, level of service (standards), mil rate impacts, housing affordability, and desired level of competitiveness to maintain an attractive investment environment for development and future growth. Therefore, the setting of development charges is a balance of many considerations. Determining the right balance is the job of City Administration and Council using the best available information.

2.6 Eligible Costs

An off-site development charge can only be imposed on new development when the municipality has shown it will incur capital costs necessary to accommodate growth and development. These costs are determined by a study, or studies, related to the planned construction, extension or increase in the capacity of infrastructure associated with growth. The study normally sets out the capital costs and considers the future land use patterns and phasing of the required public works. Based on this, a development charge may be collected for recovering all, or a portion of, the municipality's capital cost for providing, altering, expanding, or upgrading the services and facilities located off-site and serve to accommodate a proposed subdivision or development of land. There are options available to vary the charges as set out in a Development Charge Bylaw (Off-Site Charges Bylaw 15-2015) regarding defined areas, land uses, and capital costs related to different classes of development or the size and number of lots in a development.

It is important to note that development charges only apply to the capital costs paid by the municipality for constructing, expanding, or extending off-site infrastructure to support new development. Development charges for direct costs are not being considered in this analysis since development is required to pay for all direct services to serve their developments in Humboldt. Shallow utilities such as gas, electricity, and cable are not typically provided by municipalities, but are paid for by developers as direct costs for a local area. Other costs such as relocation of major utility infrastructure (e.g., natural gas stations, electrical sub-stations, transmission lines) are also typically paid for directly by developers.

The City will need to consider and monitor operations and maintenance (O&M) costs through their approach to asset management. Operation, maintenance, and replacement of existing infrastructure is generally funded from annual property taxes and grants from upper levels of government (when available). This report does not address operating, maintenance, or replacement costs.

3. Policy Analysis

3.1 Policy Analysis

The City of Humboldt's Official Community Plan contains enabling policy to charge service agreement fees and implement a development levy.

The City of Humboldt Official Community Plan states:

Objective 5.1.4.1: Infrastructure Costs

To ensure that future development contributes to the cost of infrastructure services in a manner which does not create a burden for existing residents, and which does not impede long term growth.

Policy (a) The City will not be responsible for costs associated with the provision of municipal services to new subdivisions, except for City-owned developments. Where a private development requires municipal services, including drainage, the proponent will be responsible for all costs associated with providing such services.

Policy (b) Where a subdivision of land will require the installation or improvement of municipal services such as water and/or sewer lines, drainage, streets, or sidewalks within the subdivision, the developer will be required to enter into a servicing agreement with the City to cover the installation or improvements including, where necessary, charges to cover the costs of improvement or upgrading of off-site services. Council will, by resolution, establish the standards and requirements for such agreements and charges, including the posting of performance bonds or letters of credit.

The City has established Policy 5.1.4 in the Official Community Plan for the purposes of recovering capital costs related to growth and development. Rates are reviewed periodically; however, the rates in Humboldt have remained relatively unchanged since 2015. The 2015 off-site charges applied to all development is based on estimated off-site capital costs derived in 2014 from the Planning & Engineering for Growth Study, long-term municipal asset and capital management plans as shown below:

Collection for:	Estimated Cost
Water	\$ 9,004,000
Wastewater	\$ 10,096,500
Stormwater	\$ 888,850
Transportation (roadways & Related)	\$ 2,136,875
Parks & Recreation Facilities	\$ 4,584,320
Total:	\$ 26,710,545

It is important to note that the Service Agreement Fees and Development Levy’s generally apply the same charge.

3.2 Development Levy

A **Development Levy** is used when intensification of land use occurred without a subdivision, and where the municipality will incur costs to expand, enhance, extend, or build new off-site infrastructure to accommodate intensification. The example below shows a gas station site which is redeveloped into a larger building, intensifying the use of the site by drawing more capacity from roads, water, and sewer infrastructure.



To implement a Development Levy, Section 169 of the Act requires the municipality to have enabling policy contained in the OCP, and there must be cost studies completed which demonstrate that there are costs to the municipality incurred resulting from development intensification.

Humboldt is projected to be a fast-growing community. It is reasonable to expect new developments which will intensify the use of land in existing areas, and which draw more capacity from roadways, water and sewer infrastructure, and increase the need for parks and recreation facilities. These developments may occur without the need for subdivision.

A development levy will ensure that all development contributes fairly to the cost of providing new and expanded infrastructure to support more development.

A Development Levy helps to establish a level playing field for all developments. It is not equitable for one large development to pay development charges when a subdivision is involved, and another large redevelopment to pay no charges, when both incur similar costs to the municipality.

In the interest of fairness, a review of the capital expenditures planned to accommodate growth has been undertaken and the costs have been allocated equally over all development, including redevelopment where land use is intensified. This helps to spread the costs over a larger number of developments keeping development charges as low as possible.

It is important to note that development charges can only be charged once for an area of land. In other words, development charges cannot be charged in areas receiving benefit from municipal services where they were already collected.

Payment of a Service Agreement Fee is normally a condition of approval of a subdivision and payment is required before new lots are registered. Development Levies, where no subdivision is involved, are normally paid as part of the Development Permit application process.

3.3 Comparing Development Charges

Appendix A contains a table which shows a comparison of select municipalities in Saskatchewan to gain insight on other comparable development charges. By reviewing the existing development charges for other municipalities, the consulting team was able to explore different frameworks to help inform our review in line with a cost recovery model. This aids in understanding the different approaches to development charges and weigh the merits of other models, gleaning insight, and lessons learned from similar jurisdictions.

4. Population Growth and Development Charges

The following provides the information and assumptions used in the calculation and development of recommendations towards establishing updated development charges.

4.1 Calculation Assumptions

The following assumptions were made in calculating the hectarage requirements as well as the development charges and are discussed further in this section.

- Land absorption over a 10-year period to establish a reasonable land area for the basis of calculation has been applied assuming growth factors provided from Administration.
- Review of capital costs eligible under the legislation include both historical and future development charges.
- Capital costs based on available information from the City's capital planning documents, and studies associated with growth and development.
- 'Allocation of Benefit' includes a 10% across-the-board benefit to existing development in addition to any projected funding.
- Recommendation to review development charge rates every three (3) years, with option to revise rates at any time Council feels its necessary due to cost fluctuations.

*It should be noted that readers of this report may come across instances where the figures presented do not add up to the later totals. This is due to rounding.

4.2 10-Year Population Forecast

In coordination with City Administration, a 10-year population forecast was created. The population forecast uses the following variables:

- BHP Billiton Jansen mine construction - permanent employment, family size, and spinoff projections.
- City of Humboldt capture rate of BHP growth projections of 60 percent.
- 0.55 percent annual growth rate over and above BHP growth projections.

City of Humboldt - 10 year Population Forecast												
Year	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
BHP Jansen Site Employees	30	70	140	170	180	140	50					
Family Size (adjusted to x1.5) and 1 year delay		45	105	210	255	270	210	75				
Spin-off Jobs and Population impact (x2.5) and 2 year delay			75	175	350	425	450	350	125			
Overall Population Growth (BHP Related)	30	115	320	555	785	835	710	425	125			
Impact on City of Humboldt @ 60% Capture	18	69	192	333	471	501	426	255	75			
Other City Growth @ 0.55%		34	34	36	38	40	43	46	48	48	49	49
Estimated City of Humboldt Population	6135	6238	6464	6833	7342	7883	8352	8653	8776	8824	8873	8922
Annual Population Increase		103	226	369	509	541	469	301	123	48	49	49

As shown in the table above, the City of Humboldt is expected to grow by an additional 2,684 people between the years 2024 and 2034.

4.3 Required Hectare Calculation and Methodology

This section of the report goes through the exercise of determining both the gross and net land area requirements needed to facilitate the population growth as mentioned above. Both variations of these figures are valuable but for different reasons. Gross land area requirements are best described as at the precision or resolution of a future zoning map. That is to say, a residentially zoned area will require this much land and within it will be homes, roads, and parks, but the exact layout is yet to be determined. Net land area requirements are nearer to the precision of blueprints or an AutoCAD map where the homes, roads, and parks areas are clearly described. It is also the net land areas that are used to determine the Development Charges later in this report.

4.3.1 Residential Units & Hectare Requirement Calculations

Following the population forecast, a 10-year residential and non-residential land absorption forecast was undertaken.

The absorption forecasts use the following variables:

- The following residential land use type splits (*LTS*) are forecasted as:
 - Low-Density Single-Family Dwelling (*LD-SFD*) – 20%
 - Standard Single-Family Dwelling (*S-SFD*) - 50%
 - Low Density Multi-Family Dwelling (*LD-MFD*) – 10%
 - Standard Multi-Family Dwelling (*S-MFD*) – 20%

- Residential land absorption (*U/Ha*) calculations use the following densities:
 - Low Density Single Family – 9 units per ha
 - Standard Single Family – 14 units per ha
 - Low Density Multi-Family – 30 units per ha
 - Standard Multi-Family – 50 units per ha

- Residential Population Density (*Pop/Ha*) use the following densities:
 - Low Density Single Family – 25.2 people per ha
 - Standard Single Family – 39.2 people per ha
 - Low Density Multi-Family – 66 people per ha
 - Standard Multi-Family – 80 people per ha

Residential Units & Hectarage requirements calculations:

The following two tables demonstrate the net area land requirements for each type of Residential land use as well as Commercial, Industrial, and Institutional.

Year	Additional Population	Low-Density SF Dwellings	Standard SF Dwellings	Low-Density MF Dwellings	Standard MF Dwellings	Total Dwellings	Total Residential Area (Ha)
2025	226	16	40	10	28	95	5.39
2026	369	26	66	17	46	155	8.80
2027	509	36	91	23	64	214	12.14
2028	541	39	97	25	68	227	12.91
2029	469	34	84	21	59	197	11.19
2030	301	22	54	14	38	127	7.18
2031	123	9	22	6	15	52	2.93
2032	48	3	9	2	6	20	1.15
2033	49	4	9	2	6	21	1.17
2034	49	4	9	2	6	21	1.17
Total	2684	192	479	122	336	1129	64.03

To calculate the number of units required per year by use type we need to apply the same equation to each of the land types. As shown below we must divide the annual Additional Population (AP) by the Population-per-Hectare values (Pop/Ha) and multiply by the Units-per-Hectare values (Units/Ha) for each of the land type splits individually. Lastly, we multiply those values by the land type split percentages as noted above. Altogether, this equation for each residential type and density is:

$$\text{Units required per year by use type} = \frac{AP}{\left(\frac{Pop}{Ha}\right)} * \left(\frac{Units}{Ha}\right) * LTS$$

To calculate the Annual Hectarage Requirements (AHR) we take the sum of all unit types divided by their respective Units per Hectare (U/Ha) Values as shown in the following equation:

$$AHR = \frac{Units}{\left(\frac{U}{Ha}\right)_{LD-SFD}} + \frac{Units}{\left(\frac{U}{Ha}\right)_{S-SFD}} + \frac{Units}{\left(\frac{U}{Ha}\right)_{LD-}} + \frac{Units}{\left(\frac{U}{Ha}\right)_{S-MFD}}$$

During the review of the original document, administration discovered an error that affects the above calculation. When working through the initial calculation for the number of required units per use type, the residential land absorption figure for standard single-family dwellings was 14 as defined above. In the calculation of the Annual Hectarage Requirements, 15 was used. This was a change that was made during the development of the original that likely was not replaced throughout each calculation. City Administration maintains that 14 is the correct number and should be used in the future. This error does not affect the resulting Development Charges outlined in this document.

4.3.2 Non-Residential Hectarage Requirement Calculations

The non-residential absorption forecast uses the following variables:

- Commercial land absorption is calculated using 5.5 ha (13.6 ac) of land per 1,000 additional people.
- Industrial land absorption is calculated using 8.5 ha (21 ac) of land per 1,000 additional people.
- Institutional land absorption is calculated using 3 ha (7.4 ac) of land per 1,000 additional people.
- Roadway land absorption is calculated as 25% of all other hectarage requirements.
- Recreational land absorption is calculated as 10% of gross land (residential) and 5% of gross land (non-residential).

Non-Residential Hectarage requirements calculations:

Year	Additional Population	Total Residential Area (Ha)	Commercial Area	Industrial Area	Institutional Area	Recreation Area	Roadway Area	Total Area
2025	226	5.39	1.24	1.92	0.68	0.73	2.49	12.46
2026	369	8.80	2.03	3.14	1.11	1.19	4.07	20.34
2027	509	12.14	2.80	4.33	1.53	1.65	5.61	28.05
2028	541	12.91	2.98	4.60	1.62	1.75	5.96	29.82
2029	469	11.19	2.58	3.99	1.41	1.52	5.17	25.85
2030	301	7.18	1.66	2.56	0.90	0.97	3.32	16.59
2031	123	2.93	0.68	1.05	0.37	0.40	1.36	6.78
2032	48	1.15	0.26	0.41	0.14	0.16	0.53	2.65
2033	49	1.17	0.27	0.42	0.15	0.16	0.54	2.70
2034	49	1.17	0.27	0.42	0.15	0.16	0.54	2.70
Total	2684	64.03	14.76	22.81	8.05	8.68	29.59	147.93

To calculate each of the Commercial, Industrial, and Institutional net area requirements, we simply multiply the additional population per year by their respective Hectarage-per-1,000-people values as noted above, then divide by 1000 (people) to derive the hectarage. Recreational net area requirement is calculated as 10% of the Total Residential area and 5% of each of the Commercial, Industrial, and Institutional areas. Lastly, the net Roadway area is calculated as 25% of all other land uses.

The following process outlines the steps taken to determine the gross Residential, Commercial, Industrial, and Institutional land requirements by melding the Recreational and Roadway areas into each of the other four land use types. To calculate the gross areas of each of the four land use types, we first distribute the Recreational land area. To do this, we will increase the Residential net area by ten percent and the others by five percent. Lastly, we account for each land use type’s Roadway allowance by increasing each of the land areas, including their Recreational portions, by 25 percent. Doing so yields the following gross land area requirements:

- Residential.....88.05 Ha
- Commercial.....19.37 Ha
- Industrial.....29.95 Ha
- Institutional.....10.57 Ha
- **Total.....147.93 Ha**

When plotted on the City’s Official Community Plan Future Land Use Map the following conclusions were made:

- There are adequate future residential lands within the City boundary. Most of the lands analyzed for the development charges included those in the north and northwest.
- There is a projected deficit of 7.69 ha (19 acres) of commercial lands within the City boundary.
- There is a projected deficit of 29.94 ha (74 acres) of industrial lands within the City boundary.
- There is a projected deficit of 10.57 ha (26 acres) of institutional lands within the City boundary.

4.4 Growth-Related Capital Projects

The following provides a costing of the growth-related capital projects that would be required to accommodate the increased population as well as a breakdown of each development charge calculation for Arterial Roads, Water Pumphouses & Reservoirs, Stormwater, Wastewater Facilities & Treatment, Community Parks & Recreation, and Planning & Administration.

4.4.1 Allocation of Benefit

Allocation of Benefit' is applied by some municipalities to recognize that there can be a benefit to all existing ratepayers when new infrastructure is built or upgraded resulting from growth. It could be a new roadway, improved or widened roadway, better drainage, more provision for water, etc.

The Allocation of Benefit is a principle that is applied to development charges without a standard formula. The most common practice is to apply a reduction (by %) based on an estimated value which can be reasonably justified as having benefit for current ratepayers (in the Municipality). For example, if a new roadway was estimated to cost \$1 million, and it was estimated that 25% of the expected traffic was from existing ratepayers not travelling to or from the new development, then the estimated total development charge would be reduced by 25%. The reduced amount would be paid for from the mil rate (existing ratepayers).

The Allocation of Benefit principle is commonly applied in smaller centres, but not consistently. The final decision about how to apply an Allocation of Benefit rests with City Council. This report recommends applying an Allocation of Benefit as shown in the table below after discussion with the administration. We have concluded that this is a reasonable estimate based on a percentage of existing ratepayers who benefit from new or upgraded infrastructure.

Development Charge Item	Recommended Allocation of Benefit	
	Existing City Contribution (%)	Contribution from Growth (%)
Arterial Roads	12%	88%
WPH & Reservoir	70%	30%
Wastewater Facilities & Treatment	71%	29%
Stormwater Upgrades	55%	45%
Parks & Recreation	77%	23%
Planning & Development	28%	72%

4.4.2 Growth-Related Capital Projects

The following table lists all of the growth-related capital projects considered by this report to be eligible for funding from development charges. Within this table, for each project, are the total cost in 2024 CAD\$, any amount of external funding (Actual or Anticipated) such as grants, an estimate of the remaining value of the project after 10-years, and an estimate of the utility of each project to the current population. All of the abovementioned deductions are subtracted from the project’s total cost which results in the amount to be funded by development charges.

Development Charge Category	Capital Project	2024 Projected Capital Cost	External Funding (Actual or Anticipated)	Remaining Value after 10 years	Current utility to 2025 Population	Development Charge by Project
			(-)	(-)	(-)	
Roads	Peck Road	\$ 1,258,000	\$ -	\$ -	\$ 125,800	\$ 1,132,200
Roads	4th Avenue (Main Street to Peck Road)	\$ 2,255,000	\$ -	\$ -	\$ 225,500	\$ 2,029,500
Roads	Highway 5 Corridor Improvements	\$ 3,777,000	\$ -	\$ -	\$ 377,700	\$ 3,399,300
Roads	Main Street and 5th Ave Intersection Upgrade	\$ 1,911,000	\$ -	\$ -	\$ 191,100	\$ 1,719,900
Trails	Trail Systems	\$ 529,000	\$ -	\$ 264,500	\$ 26,450	\$ 238,050
Roads & Trails	Total					\$ 8,518,950
Water	Water Distribution Facility (2016-2018)	\$ 4,275,140	\$ 2,864,344	\$ -	\$ 141,080	\$ 1,269,717
Water	Total					\$ 1,269,717
Wastewater	Wastewater Treatment Facility	\$34,387,100	\$25,102,583	\$ 4,642,259	\$ 464,226	\$ 4,178,033
Wastewater	SPS #1	\$ 3,018,780	\$ -	\$ -	\$ 301,878	\$ 2,716,902
Wastewater	SPS #3 (2019-2020)	\$ 1,389,750	\$ -	\$ -	\$ 138,975	\$ 1,250,775
Wastewater	SPS #4	\$ 2,711,880	\$ -	\$ -	\$ 271,188	\$ 2,440,692
Wastewater	SPS #5	\$ 2,290,000	\$ -	\$ -	\$ 229,000	\$ 2,061,000
Wastewater	Total					\$ 12,647,402
Stormwater	Stormwater Channel Upgrades	\$ 1,480,000	\$ 740,000	\$ -	\$ 74,000	\$ 666,000
Stormwater	Total					\$ 666,000
Parks and Recreation	Gym Court Facility	\$12,000,000	\$ 6,000,000	\$ 3,000,000	\$ 300,000	\$ 2,700,000
Parks and Recreation	Second Ice Surface	\$16,000,000	\$ 8,000,000	\$ 4,000,000	\$ 400,000	\$ 3,600,000
Parks and Recreation	Senior Ball Diamond	\$ 1,500,000	\$ 750,000	\$ 375,000	\$ 37,500	\$ 337,500
Parks and Recreation	Minor Ball Diamonds (4)	\$ 500,000	\$ 250,000	\$ 125,000	\$ 12,500	\$ 112,500
Parks and Recreation	Theatre / Black Box / Flex Space upcharge	\$ 2,000,000	\$ 1,000,000	\$ 500,000	\$ 50,000	\$ 450,000
Parks and Recreation	Total					\$ 7,200,000
Planning and Admim	Planning and Growth Studies	\$ 680,000	\$ 340,000	\$ -	\$ 34,000	\$ 306,000
Planning and Admim	Administration	\$ 997,500	\$ -	\$ -	\$ 99,750	\$ 897,750
Planning and Admim	Total					\$ 1,203,750
Total		\$92,960,150	\$45,046,927	\$12,906,759	\$ 3,500,646	\$ 31,505,818

As shown in the table above, were the City to collect 100% of the recommended rates, the City is expecting to bring in \$31,505,818 in development charges over the next ten years.

4.5 Development Charges

For each of the following development charge breakdowns, the total cost to be funded by development charges is divided by the total equivalent population growth to find the cost per additional person. This per capita cost is then multiplied by each of the population densities to find a dollar per hectare charge for each of the relevant land use types.

4.5.1 Additional Equivalent Populations

For calculation and comparative purposes, going forward, it is simpler to express the findings of the above calculations all within the same unit-of-measure – residential population. Therefore, it is necessary to convert the previously calculated Commercial and Industrial net land requirements to their *residential population equivalent*. In other words, *Additional Equivalent Populations (AEP)* is answering the question, “If all of the commercial and industrial land requirements calculated within this report were actually residential, what would be the resulting *equivalent population* within that amount of land?”

For purposes of this study, the City of Saskatoon’s New Neighbourhood Design Standards were used as a starting point for determining equivalent population densities. A reduction of 2/3 of the City of Saskatoon’s equivalent density projections of 160p/ha for Commercial and 130p/ha for Industrial provides a more realistic population projection for Humboldt’s land uses. To that end the following population densities were used:

- Commercial – 53.33 people per ha
- Industrial – 43.33 people per ha

These values are multiplied by their respective calculated land requirements to determine the AEP. The AEP for Commercial and Industrial respectively are 787 and 988 additional equivalent people. With the 2024 City of Humboldt population of 6,238, combined with the remaining buildout of these developments, the anticipated residential buildout population is 8,921 (based on Humboldt’s Population Forecast) with an additional equivalent population of 1,776 when commercial and industrial equivalent populations are considered. The total equivalent population growth for development charge assessment is 4,459 people.

4.5.2 Arterial Roads

The following table outlines the arterial road development charge, based on new growth paying for 90% of arterial growth, with a reduction of 50% for trail upgrades based on cost recovery from grants. The cost per person is assessed based on new growth and the equivalent population projected from commercial and industrial land uses.

Arterial Roads	
Total Cost to be funded by Development Charges	\$ 8,518,950
10-Year Population Growth	2683
Additional Equivalent Commercial Population	(+) 787
Additional Equivalent Industrial Population	(+) 988
Total Equivalent Population Growth	4459
Cost per person	\$ 1,911
Single Family (Standard Density) p/ha	39
Single Family (Standard Density) \$/ha	\$ 74,898
Multi-Family (Standard Density) p/ha	80
Multi-Family (Standard Density) \$/ha	\$ 152,853
Commercial p/ha	53
Commercial \$/ha	\$ 101,902
Industrial p/ha	43
Industrial \$/ha	\$ 82,795

Arterial roads, upgrades, and trails are shown in Appendix B.

4.5.3 Water

Water system upgrades were completed from 2016-2018 and included reservoir and pumphouse improvements to service growth to 9,000 for storage and 12,000 for distribution pumping. This option includes Humboldt’s funding contribution and considers an additional 10% benefit to the existing population for the upgraded facility. The development charge for this item was calculated as follows:

Water Pumphouse & Reservoir	
Total Cost to be funded by Development Charges	\$ 1,269,717
10-Year Population Growth	2683
Additional Equivalent Commercial Population	(+) 787
Additional Equivalent Industrial Population	(+) 988
Total Equivalent Population Growth	4459
Cost per person	\$ 285
Single Family (Standard Density) p/ha	39
Single Family (Standard Density) \$/ha	\$ 11,163
Multi-Family (Standard Density) p/ha	80
Multi-Family (Standard Density) \$/ha	\$ 22,782
Commercial p/ha	53
Commercial \$/ha	\$ 15,188
Industrial p/ha	43
Industrial \$/ha	\$ 12,340

4.5.4 Wastewater Treatment

In 2024, the City of Humboldt commenced construction on a significant upgrade to their wastewater treatment and discharge system with a new lagoon and treatment facility to service a residential population of 10,000 with allowance for commercial and industrial usage. As shown below, the funding subsidizes the cost to new and existing development. In addition, the capital cost was further reduced to account for the population serviced beyond ten years, plus an additional 10% reduction is assessed to the existing population who benefits from this upgraded facility. The resulting calculation for this development charge is as follows:

Wastewater Treatment	
Total Cost to be funded by Development Charges	\$ 12,647,402
10-Year Population Growth	2683
Additional Equivalent Commercial Population	(+) 787
Additional Equivalent Industrial Population	(+) 988
Total Equivalent Population Growth	4459
Cost per person	\$ 2,836
Single Family (Standard Density) p/ha	39
Single Family (Standard Density) \$/ha	\$ 111,195
Multi-Family (Standard Density) p/ha	80
Multi-Family (Standard Density) \$/ha	\$ 226,929
Commercial p/ha	53
Commercial \$/ha	\$ 151,286
Industrial p/ha	43
Industrial \$/ha	\$ 122,920

4.5.5 Stormwater Upgrades

Stormwater improvements include upgrades to drainage channels and culvert crossings from Water Ridge Pond to the south end of the lagoon, approximately 3 km in length. It is assumed that individual developments will build and construct their own storm water management ponds and internal storm sewer, which is common for other municipalities. If a storm water pond is to be shared among multiple developers in an area, a cost-sharing agreement should be put in place. With reductions from projected provincial and federal funding and a 10% reduction for benefit to the existing population, the recommended development charge is as follows:

Stormwater Upgrades	
Total Cost to be funded by Development Charges	\$ 666,000
10-Year Population Growth	2683
Additional Equivalent Commercial Population	(+ 787)
Additional Equivalent Industrial Population	(+ 988)
Total Equivalent Population Growth	4459
Cost per person	\$ 149
Single Family (Standard Density) p/ha	39
Single Family (Standard Density) \$/ha	\$ 5,855
Multi-Family (Standard Density) p/ha	80
Multi-Family (Standard Density) \$/ha	\$ 11,950
Commercial p/ha	53
Commercial \$/ha	\$ 7,967
Industrial p/ha	43
Industrial \$/ha	\$ 6,473

4.5.6 Parks & Recreation

Several initiatives are planned for recreational facilities in the next ten years. Projected reductions for grants and to account for the benefiting population beyond 10 years are shown below, along with an adjustment of 10% to account for benefit to existing residents.

Parks & Recreation	
Total Cost to be funded by Development Charges	\$ 7,200,000
10-Year Population Growth	2683
Additional Equivalent Commercial Population	(+) 787
Additional Equivalent Industrial Population	(+) 988
Total Equivalent Population Growth	4459
Cost per person	\$ 1,615
Single Family (Standard Density) p/ha	39
Single Family (Standard Density) \$/ha	\$ 63,301
Multi-Family (Standard Density) p/ha	80
Multi-Family (Standard Density) \$/ha	\$ 129,187
Commercial p/ha	53
Commercial \$/ha	\$ 86,126
Industrial p/ha	43
Industrial \$/ha	\$ 69,977

Costs associated with Parks and Recreation infrastructure and facilities may include:

- Costs for indoor facilities such as Recreation Centers, Indoor aquatic facilities, etc.
- City-wide parks which are not funded by developers.
- Upgrades, additions, or service enhancements which may include upgrading trails, expanding pedestrian networks, adding recreation equipment to existing parks, etc.

4.5.7 Planning & Administration

Section 168 of The Planning and Development Act, 2007 allows for the inclusion of planning, engineering, and legal fees to be included in the calculation of capital costs related to servicing agreement fees and development charges. These costs vary by municipality. The City of Humboldt has provided an estimate of cost going forward and it results in a total charge of \$1,677,500 for the next ten years. The development charge for planning and administration is 4% of the total development charge for all land uses. With adjustments for projected funding for future growth studies and consideration of benefit to the existing population, the total cost was reduced to \$1,203,750.

Planning & Administration	
Total Cost to be funded by Development Charges	\$ 1,203,750
10-Year Population Growth	2683
Additional Equivalent Commercial Population	(+) 787
Additional Equivalent Industrial Population	(+) 988
Total Equivalent Population Growth	4459
Cost per person	\$ 270
Single Family (Standard Density) p/ha	39
Single Family (Standard Density) \$/ha	\$ 10,583
Multi-Family (Standard Density) p/ha	80
Multi-Family (Standard Density) \$/ha	\$ 21,599
Commercial p/ha	53
Commercial \$/ha	\$ 14,399
Industrial p/ha	43
Industrial \$/ha	\$ 11,699

4.4 Development Charges - Summary

The above charges, summarized below, provide a realistic method for cost recovery on the equivalent population pressure that commercial and industrial development adds to a municipality. Commercial and Industrial rates, highlighted blue below, were calculated individually to be \$376,897/ha and \$306,204/ha respectively. The blended average of these charges is \$341,536, which was recommended for simplicity, is titled “Commercial & Industrial” below.

Summary of Development Charges					
Development Levy (No Subdivision)					
Project	Single Family	Multi-Family	Commercial & Industrial	Commercial	Industrial
Arterial Roads	\$ 74,898	\$ 152,853	\$ 92,349	\$ 101,902	\$ 82,795
Water Pumphouse & Reservoir	\$ 11,163	\$ 22,782	\$ 13,764	\$ 15,188	\$ 12,340
Wastewater Treatment	\$ 111,195	\$ 226,929	\$ 137,103	\$ 151,286	\$ 122,920
Stormwater Upgrades	\$ 5,855	\$ 11,950	\$ 7,220	\$ 7,967	\$ 6,473
Parks & Recreation	\$ 63,301	\$ 129,187	\$ 78,052	\$ 86,126	\$ 69,977
Planning & Administration	\$ 10,583	\$ 21,599	\$ 13,049	\$ 14,399	\$ 11,699
Total (\$/Ha)	\$ 276,995	\$ 565,300	\$ 341,535	\$ 376,868	\$ 306,204
Service Agreement (Subdivision)					
Project	Single Family	Multi-Family	Commercial & Industrial	Commercial	Industrial
Arterial Roads	\$ 74,898	\$ 152,853	\$ 92,349	\$ 101,902	\$ 82,795
Water Pumphouse & Reservoir	\$ 11,163	\$ 22,782	\$ 13,764	\$ 15,188	\$ 12,340
Wastewater Treatment	\$ 111,195	\$ 226,929	\$ 137,103	\$ 151,286	\$ 122,920
Stormwater Upgrades	\$ 5,855	\$ 11,950	\$ 7,220	\$ 7,967	\$ 6,473
Parks & Recreation	\$ 63,301	\$ 129,187	\$ 78,052	\$ 86,126	\$ 69,977
Planning & Administration	\$ 10,583	\$ 21,599	\$ 13,049	\$ 14,399	\$ 11,699
Total (\$/Ha)	\$ 276,995	\$ 565,300	\$ 341,535	\$ 376,868	\$ 306,204



Where densities vary from the standard rate, an adjustment can be made. For example, a low-density single-family development with dwellings of 9 units per hectare, assuming 2.8 people per unit, results in a density of 25.2 people/ha and a corresponding 36% reduction. The City of Humboldt could choose to charge an adjusted development charge reflective of this reduction, considering the reduced density of a development.

The Multifamily development charge results in the highest increase from 2015 of 387% with a charge of \$565,300/ha compared to \$165,953/ha in 2015.

Reference drawings are provided in Appendix B for land use projections, arterial roads, water & wastewater.

4.5 Development Charges - Actual

Thus far, the development charges mentioned here were the derivations of the report commissioned to Wallace Insights and Catterall & Wright. However, these charges were not implemented immediately. As recently mentioned above, the proposed increases are quite significant. So significant that the City did not feel comfortable implementing them at 100 percent. To avoid the abruptness of such changes, and to maintain some uniformity, the City decided to apply seventy percent of the recommended standard residential charge to all land-use type for both development levies and service agreement fees. As shown in the historical table below, that figure is \$193,897/ha.

Historical Development Charges			
Development Charge (No Subdivision)	2015 Rate (Historical)	2024 proposed rate (consultant)	2026 Rate (existing)
Residential (one & two unit)	\$82,976/Ha	\$276,995/Ha	\$193,897/Ha
Multi-Unit Residential	\$116,167/Ha	\$565,300/Ha	\$193,897/Ha
Commercial & Industrial	\$75,462/Ha	\$341,535/Ha	\$193,897/Ha
Service Agreement Fee (subdivision)	2015 Rate (Historical)	2024 proposed rate/ha (consultant)	2026 Rate (existing)
Residential (one & two unit)	\$82,976/Ha	\$276,995/Ha	\$193,897/Ha
Multi-Unit Residential	\$116,167/Ha	\$565,300/Ha	\$193,897/Ha
Commercial & Industrial	\$75,462/Ha	\$341,535/Ha	\$193,897/Ha

4.6 Distribution to Reserves

Once the City collects these development charges, what happens to them? Ultimately, these funds will be used as described within this report – to fund growth-related capital projects. In the meantime, however, they will be placed in a set of reserve accounts dedicated to funding those projects. Below is a table breaking down the distribution of one hectare’s worth of development charges (\$193,897). Each reserve receives an amount based on its percentage of the total development charges to be collected (\$31,505,818).

Reserve	Contribution	Percentage
Roads & Trails	\$ 52,428	27.0%
Water	\$ 7,814	4.0%
Wastewater	\$ 77,836	40.1%
Stormwater	\$ 4,099	2.1%
Parrks & Recreation	\$ 44,311	22.9%
Planning & Admin	\$ 7,408	3.8%
Total	\$ 193,897	100%

5 Policy Recommendations

Following the review of the City’s development charges, the consultant also performed a review of the City’s policies involving those charges.

5.1 Options for Consideration

The following options are presented for consideration:

1. Accept the charges as presented with no adjustment. This is a policy choice for Humboldt. If development charges are reduced, the costs would be placed on mil rate increases or future government grants (if and when available).
2. Reduce the rates by reducing the planned expenditure of growth-related infrastructure (ie. future recreation facilities). This infrastructure would need to be paid for through Mil Rate increases or grants.
3. Phase the increases in over time and add a 7.95% inflation factor (see below for explanation).

5.2 Annual Cost Increases

The City of Humboldt has the option of adding automatic annual increases to the development charges based on an expected increase in construction costs as indicated by the Building Construction Price Index (BCPI). In Saskatchewan costs of construction has risen significantly since 2017, driven by factors such as labour shortages, increased material costs, and higher interest rates. The annual average increase in building construction costs for both residential and non-residential structures has varied, but a consistent rise of approximately 9.8% (residential) and 6.1% (non-residential) has been observed between 2017 and 2023.

To arrive at an appropriate annual cost increase factor, we are recommending a blended average rate derived from residential and non-residential cost increases. This would be derived by taking 9.8% and 6.1% and averaging these two figures to arrive at an annual rate of increase of 7.95% per year. We are also recommending that this rate only be used for a maximum of five years, after which, the rate would be recalculated. The City may choose not to add an automatic annual increase and instead review the development charges at a chosen interval.

5.3 Recommended Policy/Bylaw Changes

1. **Uniform and Simplified Rates.** The consulting team is recommending that uniform rates be applied within broad land use categories. At present, there are 4 different rates applied in Humboldt, and these differ depending on if there is a subdivision or not. It is recommended that one rate apply for Residential (one and two-units), MultiFamily, Commercial and Industrial, regardless of whether there is a subdivision or not. This adheres to the principle of 'growth pays for growth'.
2. **OCP Amendment.** The Humboldt Official Community Plan currently does not have an enabling policy to allow the City to collect Development Levies (Development charges applicable to redevelopment or infill). This can easily be rectified with an amendment to the Official Community Plan and some simple wording. A sample is provided below:
 - a. *New development shall pay all eligible costs (as defined in Section 169 of the Planning and Development Act, 2007) of development which directly or indirectly serve new development through servicing agreements and development charge agreements.*
 - b. *The cost of extending major services which indirectly serve (off-site) new development will be recovered through an analysis of off-site capital projects intended to accommodate growth and the long-term financial impact on the City.*

APPENDIX A – Comparison of Selected Municipal Development Charges

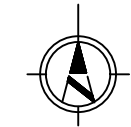
Municipality	Year	Residential	Commercial	Industrial	Notes
Saskatoon	2024	\$2,791.43 /front metre Residential lot equivalent: \$41,871.45 per 15m x 33m lot.	\$2,762.90 /f.m. \$981,568/ha*	\$3,157.60 /f.m. \$658,637/ha**	One of only two municipalities to calculate development charge on per front metre basis. *Commercial lots over 60m in depth are charged @169 f.m./hectare = \$981,568/hectare. **Industrial lots over 88m in depth are charged @113 f.m./hectare = \$658,637.45/hectare. Residential rate converted to a per hectare charge shows \$544,328 per ha.
Regina	2025	\$373,000/ha (\$151,012/ac.)	\$373,000/ha (\$151,012/ac.)	\$124,300/ha (50,324/ac.)	Greenfield rates take effect January/25. In 2026 Regina will apply the Stats Can Building Construction Indexes (3 rd quarter report) to these rates. 2024 Review has concluded that rates must increase 26% to cover costs. (\$403,425/ha.).
Moose Jaw	2023	\$54,741.44/ac (\$135,211/ha)	\$54,741/ac (\$135,211/ha)	\$54,741/ac (\$135,211/ha)	Uniform rate for all land uses. City adds 2% per year automatically. Approx. \$7,820 per residential lot (at 7 lots per gross acre). 2018 Walker/Mercer report indicated that levies should be \$80,580/ac. to cover costs.
Prince Albert	2023	\$98,372/ha (\$39,827/ac)	\$98,372/ha	\$98,372/ha	\$5,690 per lot at 7 lots per gross acre.
North Battleford	2022	\$44,500/ha (\$18,016/ac)	\$44,500/ha	\$44,500/ha	Very low rates. Considering a Review.
Martensville	2012	\$1,687.76 per front metre (\$/f.m.)	\$39,518/ac. (\$97,609/ha)	\$39,518/ac. (\$97,609/ha)	Reviewed in 2021. Recommended Rates Final levies TBD. \$21,482 per residential lot (per 15m lot).

Town of Pilot Butte	2020	\$213,000 /ha. (86,235/ac.)	\$213,000 /ha.	\$213,000 /ha.	28% of costs are not included in Development Charges (Allocation of Benefit).
Warman (proposed)	2023	\$1,620 /front metre	\$75,128/ac. (\$185,566/ha)	\$61,042/ac (\$150,773/ha)	Recommended rates. SUD (15m lot): \$24,300 MUD Rate is \$69,575/ac. (\$171,850/ha)
Humboldt	2015 (Current)	Less than 80 units/ha (32units/ac): \$82,976/ha. – if no subdivision. ----- Greater than 80 units/ha (32 units/ac): \$165,953/ha. – if no subdivision. ----- Greater than 80 units/ha (32 units/ac): \$165,953/ha. (if subdividing)	\$75,462/ha of net developable area – if no subdivision. ----- \$107,803/ha if subdividing.	\$75,462/ha of net developable area – if no subdivision. ----- \$107,803/ha if subdividing.	Based on 2015 rates. \$12,766 per single family lot @ 13 lots per net hectare.

A cautionary note about comparing fees. Development costs can vary significantly between municipalities for a lot of reasons. We would advise using caution when considering comparative statistics to set charges. They should be used as a broad guideline and for information purposes only.



Appendix B – Reference Drawings



CATTERALL & WRIGHT
CONSULTING ENGINEERS

1231 - 8th STREET EAST
SASKATOON, SK S7H 0S5

TEL: (306) 343-7280 | www.cwce.ca

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SCALE VERIFICATION
WHEN DRAWING IS PLOTTED FULL SIZE
THIS LINE IS 30mm IN LENGTH.

DATE	REVISION

OWNER/CLIENT
WALLACE INSIGHTS

LOCATION
HUMBOLDT, SK

PROJECT
HUMBOLDT DEVELOPMENT CHARGES REVIEW & UPDATE

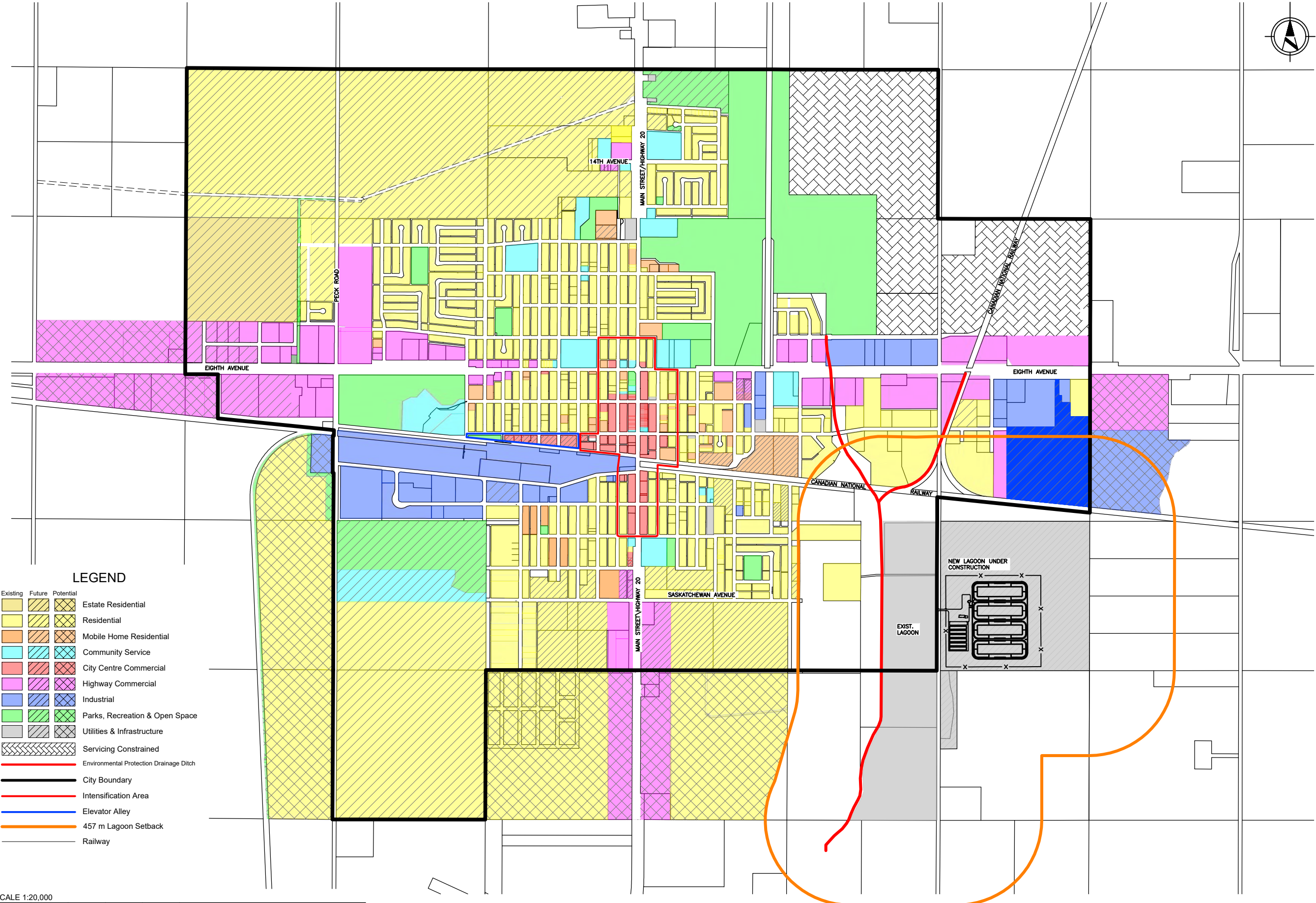
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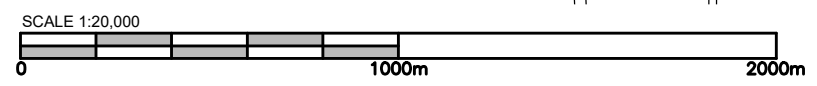
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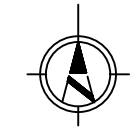


LEGEND

- | | | | |
|----------|--------|-----------|---|
| Existing | Future | Potential | |
| | | | Estate Residential |
| | | | Residential |
| | | | Mobile Home Residential |
| | | | Community Service |
| | | | City Centre Commercial |
| | | | Highway Commercial |
| | | | Industrial |
| | | | Parks, Recreation & Open Space |
| | | | Utilities & Infrastructure |
| | | | Servicing Constrained |
| | | | Environmental Protection Drainage Ditch |
| | | | City Boundary |
| | | | Intensification Area |
| | | | Elevator Alley |
| | | | 457 m Lagoon Setback |
| | | | Railway |



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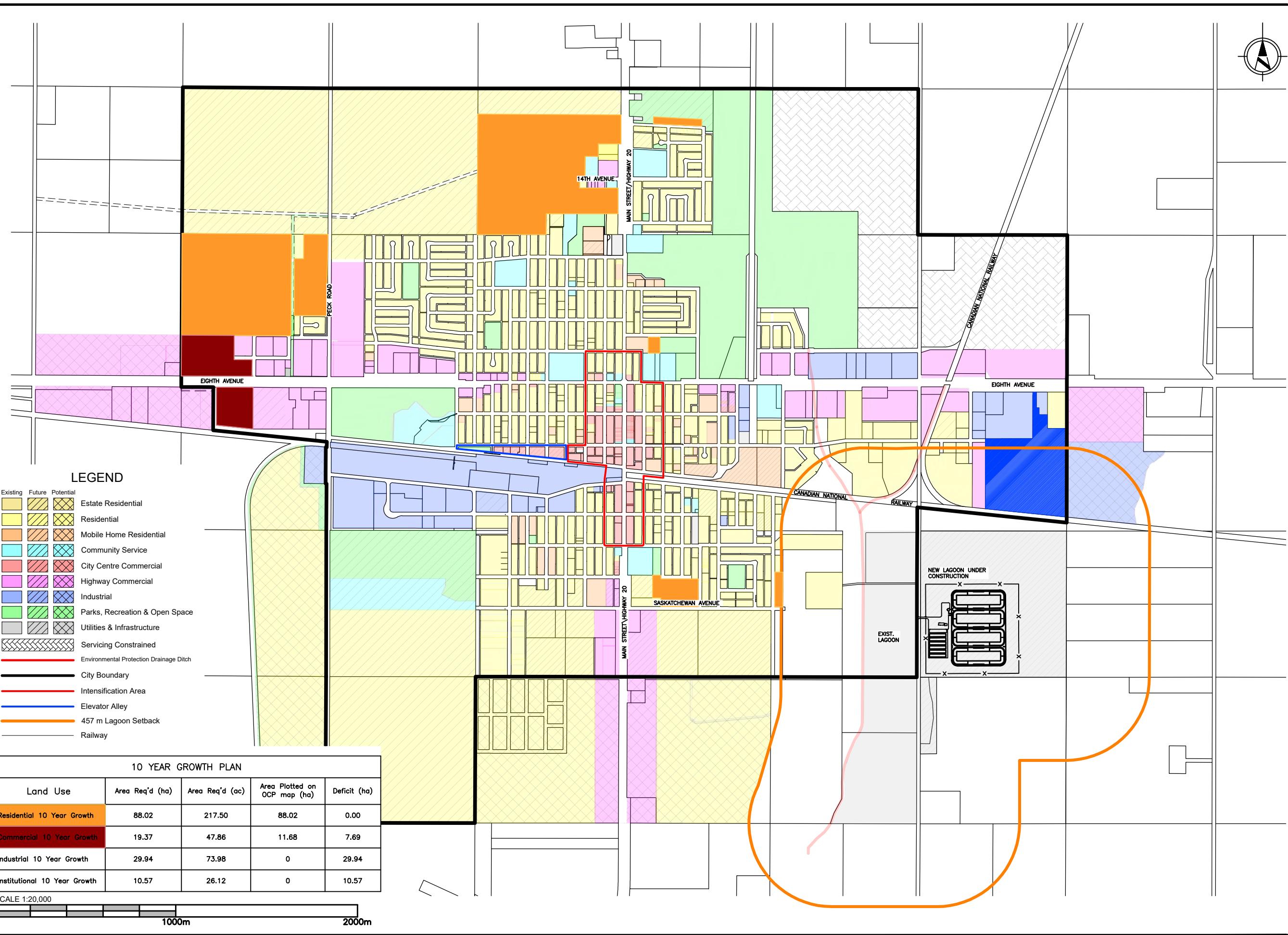


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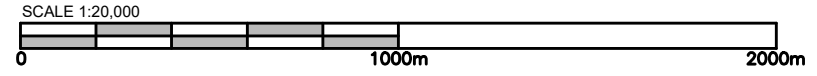


LEGEND

- | | | | |
|----------|--------|-----------|---|
| Existing | Future | Potential | |
| | | | Estate Residential |
| | | | Residential |
| | | | Mobile Home Residential |
| | | | Community Service |
| | | | City Centre Commercial |
| | | | Highway Commercial |
| | | | Industrial |
| | | | Parks, Recreation & Open Space |
| | | | Utilities & Infrastructure |
| | | | Servicing Constrained |
| | | | Environmental Protection Drainage Ditch |
| | | | City Boundary |
| | | | Intensification Area |
| | | | Elevator Alley |
| | | | 457 m Lagoon Setback |
| | | | Railway |

10 YEAR GROWTH PLAN

Land Use	Area Req'd (ha)	Area Req'd (ac)	Area Plotted on OCP map (ha)	Deficit (ha)
Residential 10 Year Growth	88.02	217.50	88.02	0.00
Commercial 10 Year Growth	19.37	47.86	11.68	7.69
Industrial 10 Year Growth	29.94	73.98	0	29.94
Institutional 10 Year Growth	10.57	26.12	0	10.57



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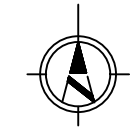
OWNER/CLIENT
WALLACE INSIGHTS

LOCATION
HUMBOLDT, SK

PROJECT
HUMBOLDT DEVELOPMENT CHARGES REVIEW & UPDATE

SHEET TITLE
10 YEAR GROWTH PLAN

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DATE 24/07/30	SHEET 2 of 4
DRAWING NUMBER	FIGURE 2

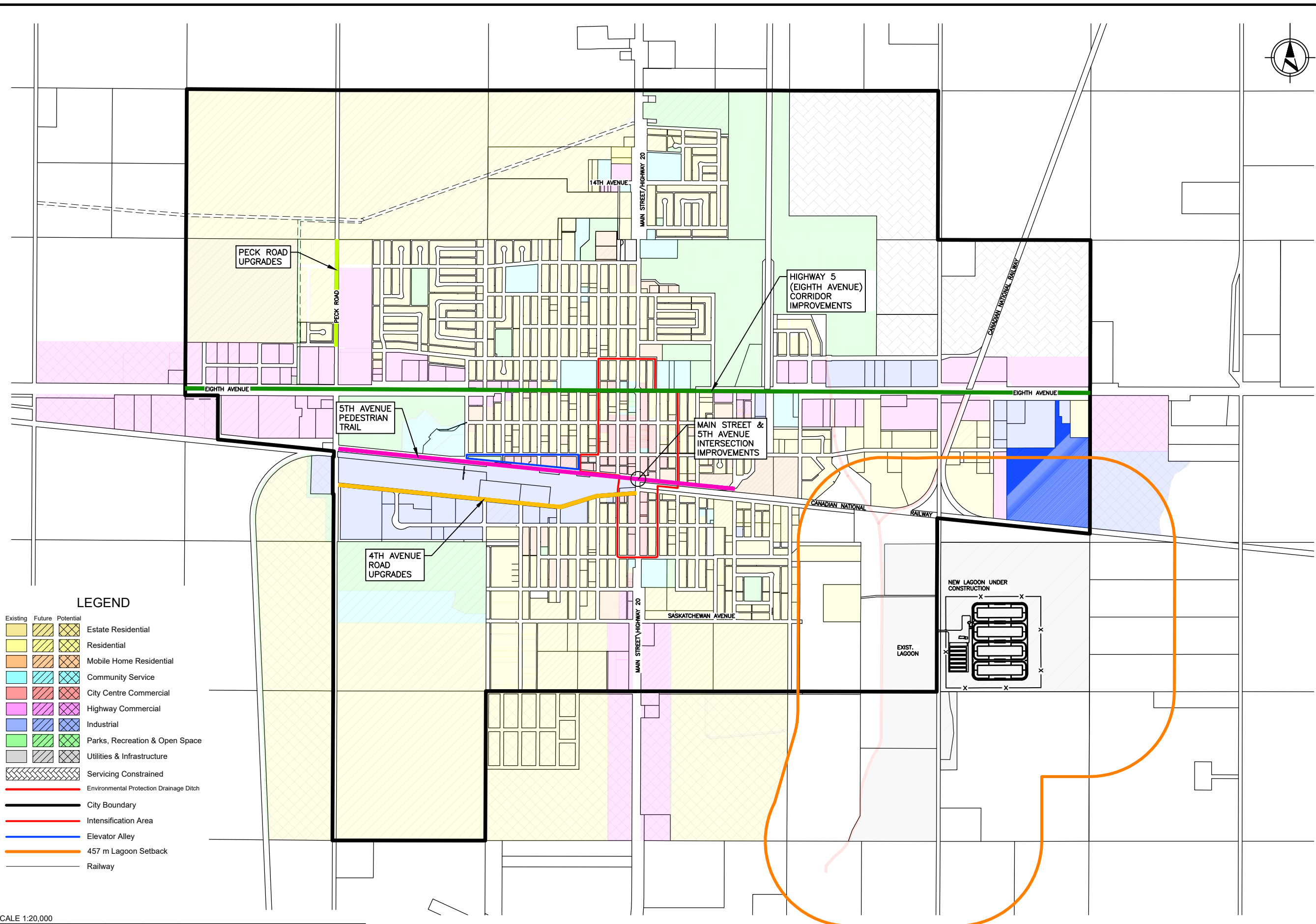


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1231 - 8th STREET EAST
SASKATOON, SK S7H 0S5

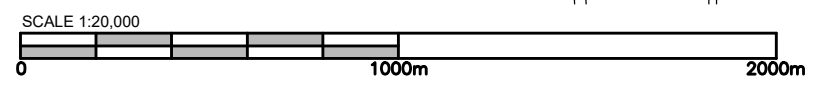
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PRELIMINARY
NOT FOR CONSTRUCTION



LEGEND

- | | | | |
|----------|--------|-----------|---|
| Existing | Future | Potential | |
| | | | Estate Residential |
| | | | Residential |
| | | | Mobile Home Residential |
| | | | Community Service |
| | | | City Centre Commercial |
| | | | Highway Commercial |
| | | | Industrial |
| | | | Parks, Recreation & Open Space |
| | | | Utilities & Infrastructure |
| | | | Servicing Constrained |
| | | | Environmental Protection Drainage Ditch |
| | | | City Boundary |
| | | | Intensification Area |
| | | | Elevator Alley |
| | | | 457 m Lagoon Setback |
| | | | Railway |



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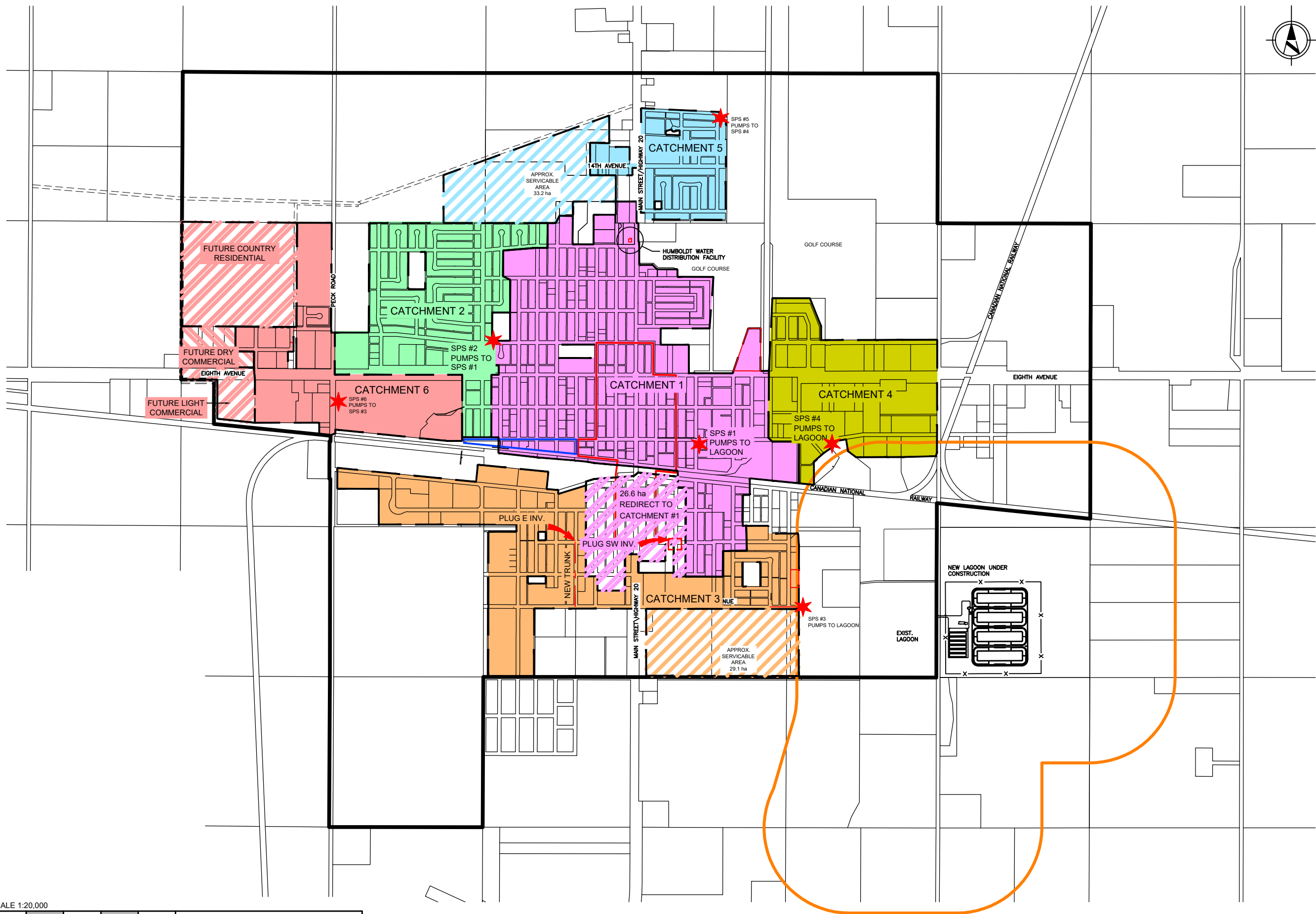
DATE	REVISION

OWNER/CLIENT
WALLACE INSIGHTS

LOCATION
HUMBOLDT, SK
PROJECT
HUMBOLDT DEVELOPMENT CHARGES REVIEW & UPDATE

SHEET TITLE
ARTERIAL ROADS

SCALE 1:20,000	DESIGNED
DRAWN GCW	CHECKED
DATE 24/07/30	SHEET 3 of 4
DRAWING NUMBER	FIGURE 3



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LOCATION
HUMBOLDT, SK

PROJECT
HUMBOLDT DEVELOPMENT
CHARGES REVIEW
& UPDATE

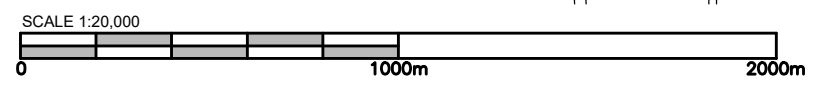
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DEVELOPMENT CHARGES REVIEW & UPDATE CITY OF HUMBOLDT, SASKATCHEWAN

Final Council Report

February 3, 2025



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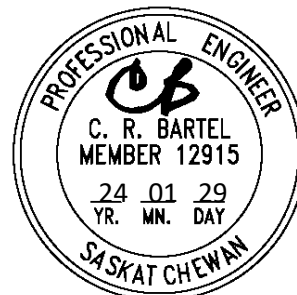
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SUMMARY OF FINDINGS AND RECOMMENDATIONS

Recommended Development Charges

Development Charges are implemented for cost recovery purposes. If eligible development costs are not recovered through development charges, other sources of revenue must be used to cover those costs (mil rate, government grants, user fees). After considering the full costs of growth (off-site infrastructure) over a ten-year period for Humboldt, the following table summarizes the capital costs to be collected through development charges. Although the capital costs shown below are projected to be incurred within the next ten years, the benefitting population extends beyond ten years of growth for two categories of development charges: 1) Wastewater and 2) Community Parks & Recreation. The capital costs for these items were reduced to account for the additional benefit that will be collected in the future.

Development Charge Summary

Development Charge Description	Capital Project Cost Summary	2024-2034 Projected Capital Cost	Uncollected Development Charges/Funding*
Arterial Roads	Arterial Road Construction	\$ 9,730,000	\$ 1,211,050
WPH & Reservoir	WPH & Reservoir Upgrades	\$ 4,275,140	\$ 3,005,423
Wastewater Treatment	Lagoon & SPS's	\$ 43,797,510	\$ 31,150,108
Community Parks & Recreation			
	<i>Gym/Court Facility</i>	\$ 12,000,000	\$ 9,300,000
	<i>Second Ice Surface</i>	\$ 16,000,000	\$ 12,400,000
	<i>Senior/U18 Ball Diamond (x1) Minor (x2-3)</i>	\$ 2,000,000	\$ 1,550,000
	<i>Theatre / Black Box / Flex Space Upcharge</i>	\$ 2,000,000	\$ 1,550,000
Stormwater Upgrades		\$ 1,480,000.00	\$ 814,000
Planning & Administration	Planning & Administration fees	\$ 1,677,500	\$ 473,750
	Total	\$ 92,960,150	\$ 61,454,332
Projected Cost Recovery from Development Charges			\$ 31,505,818

**Other Revenue Sources other than developers, ie: City contributions, sponsorship, funding*

The following development charges are based on the projected ten-year growth period, with reductions made for items that service population growth beyond ten years. Allocation of benefit was assessed with a combination of shared benefit with the existing population to produce a fair approach for each development charge. See Allocation of Benefit discussion in **Section 5** and the following table for reference.

Development Charge Item	Recommended Allocation of Benefit	
	Existing City Contribution (%)	Contribution from Growth (%)
Arterial Roads	12%	88%
WPH & Reservoir	70%	30%
Wastewater Facilities & Treatment	71%	29%
Stormwater Upgrades	55%	45%
Community Parks & Recreation		
<i>Gym/Court Facility</i>	77%	23%
<i>Second Ice Surface</i>	77%	23%
<i>Senior/U18 Ball Diamond (x1) Minor (x2-3)</i>	77%	23%
<i>Theatre / Black Box / Flex Space Upcharge</i>	77%	23%
Planning & Administration	28%	72%

The following table outlines the existing development charges from 2015. As shown, the 2015 residential charges were based on dwelling unit (du) densities per hectare. Reductions were made for commercial and industrial land uses with further reductions for Service Agreement Fees resulting from subdivision of land versus a Development Levy, where no subdivision is required.

Development Charge Item	2015 Existing Development Charges			
	Residential <80 du/ha (<32 units/ac) \$/ha	Residential >80 du/ha (>32 units/ac) \$/ha	Itemized Reduction for Commercial & Industrial (%)	Commercial & Industrial (\$/ha)
Arterial Roads	\$ 18,966	\$ 18,966	0%	\$ 18,966
WPH & Reservoir	\$ 79,917	\$ 79,917	43%	\$ 45,553
Wastewater Facilities & Treatment	\$ 89,614	\$ 89,614	43%	\$ 51,080
Community Parks & Recreation	\$ 40,689	\$ 40,689	25%	\$ 30,517
Planning & Administration	\$ -	\$ -	0%	
Storm Water Management	\$ 7,889	\$ 7,889	0%	\$ 7,889
Subtotal Development Charge	\$ 237,075	\$ 237,075		\$ 154,004
Reduction from Subtotal (%)	30%	30%		30%
Adjusted Service Agreement Fee (subdivision)	\$ 165,953	\$ 165,953		\$ 107,803
Reduction from Subtotal (%)	65%	30%		30%
Adjusted Development Levy (no subdivision)	\$ 82,976	\$ 116,167		\$ 75,462

The table below shows the final adjusted 2015 rates.

Existing 2015 Rates	Residential <80 du/ha. (<32 units/ac)	Residential >80 du/ha. (>32 units/ac)	Commercial	Industrial
Development Charge (no subdivision)	\$ 82,976	\$116,167	\$ 75,462	\$ 75,462
Service Agreement Fee (subdivision)	\$165,953	\$165,953	\$107,803	\$107,803

Recommended Charges and Rate Increases

The following table outlines the recommended development charges for residential and non-residential development based on a review of shared benefits. The consultant team recommends standardizing and simplifying development charges between Development Levies and Service Agreement Fees. The table below shows the recommended 2024 development charges compared with the 2015 rates.

Development Charge (no subdivision)	2015 Rate (existing)	2024 Rate (proposed)	Notes
Residential (one & two unit)	\$ 82,976	\$ 276,997	Recommend rates be uniform within each land use category. Based on standard density of 39p/ha.
Multi-Unit Residential	\$ 116,167	\$ 565,300	Based on density of standard rate of 80p/ha.
Commercial & Industrial	\$ 75,462	\$ 341,535	Based on average of commercial & industrial development charges.
Service Agreement Fee (subdivision)	2015 Rate (existing)	2024 Rate (proposed)	Notes
Residential (one & two unit)	\$ 165,953	\$ 276,997	Recommend rates be uniform within each land use category. Based on standard density of 39p/ha.
Multi-Unit Residential	\$ 165,953	\$ 565,300	Based on density of standard rate of 80p/ha.
Commercial & Industrial	\$ 107,803	\$ 341,535	Based on average of commercial & industrial development charges.

As shown above, single family residential rates are based on a standard density of 39 people per hectare. Multifamily rates are based on a density of 80 people per hectare. Rates are based on a 'net' area basis for all categories. Rates for Commercial and Industrial land were based on a reduced equivalent population density suitable for the nature of commercial and industrial development in the City of Humboldt. The Commercial rate was calculated to be \$376,866 with an Industrial rate of \$603,204; however, these charges were averaged for simplicity to be \$341,535. The development charges for subdivision versus no subdivision are recommended to remain the same, as opposed to the previous 2015 charges which differed.

Options for Consideration

The following options are presented for consideration:

1. Accept the charges as presented with no adjustment. This is a policy choice for Humboldt. If development charges are reduced, the costs would be placed on mil rate increases or future government grants (if and when available).
2. Reduce the rates by reducing the planned expenditure of growth-related infrastructure (ie. future recreation facilities). This infrastructure would need to be paid for through Mil Rate increases or grants.
3. Phase the increases in over time and add a 7.95% inflation factor (see below for explanation).

Annual Cost Increases

The City of Humboldt has the option of adding automatic annual increases to the development charges based on an expected increase in construction costs as indicated by the Building Construction Price Index (BCPI). In Saskatchewan costs of construction has risen significantly since 2017, driven by factors such as labour shortages, increased material costs, and higher interest rates. The annual average increase in building construction costs for both residential and non-residential structures has varied, but a consistent rise of approximately 9.8% (residential) and 6.1% (non-residential) has been observed between 2017 and 2023.

To arrive at an appropriate annual cost increase factor, we are recommending a blended average rate derived from residential and non-residential cost increases. This would be derived by taking 9.8% and 6.1% and averaging these two figures to arrive at an annual rate of increase of **7.95% per year**. We are also recommending that this rate only be used for a maximum of five years, after which, the rate would be recalculated.

The City may choose not to add an automatic annual increase and instead review the development charges at a chosen interval.

Recommended Policy/Bylaw Changes

1. **Uniform and Simplified Rates.** The consulting team is recommending that uniform rates be applied within broad land use categories. At present, there are 4 different rates applied in Humboldt, and these differ depending on if there is a subdivision or not. It is recommended that one rate apply for Residential (one and two-units), Multi-Family, Commercial and Industrial, regardless of whether there is a subdivision or not. This adheres to the principle of ‘growth pays for growth’.
2. **OCP Amendment.** The Humboldt Official Community Plan currently does not have an enabling policy to allow the City to collect Development Levies (Development charges applicable to redevelopment or infill). This can easily be rectified with an amendment to the Official Community Plan and some simple wording. A sample is provided below:
 - a) *New development shall pay all eligible costs (as defined in Section 169 of the Planning and Development Act, 2007) of development which directly or indirectly serve new development through servicing agreements and development charge agreements.*
 - b) *The cost of extending major services which indirectly serve (off-site) new development will be recovered through an analysis of off-site capital projects intended to accommodate growth and the long-term financial impact on the City.*
 - c) *The Development Charges will be reviewed and approved by the City Council on a regular basis or as required to ensure a fair and equitable amount of capital costs of growth are covered.*
 - d) *Where development of land results in an intensification of use and is expected to draw more capacity from off-site municipal services such as water, sewer, roadways, parks and recreation facilities, the developer **may** be required to enter into a development charge agreement with the City to cover the costs of future improvements or upgrades to off-site services. City Council will measure the benefits of charging the development levy against the benefits accrued through infill development and may reduce or waive the collection of the development levy by resolution.*

3. **Simplify Bylaw 15/2015.** The current bylaw is lengthy and could be simplified by moving parts of the bylaw into Policy. A Council Policy would dictate how the bylaw is administered and provide more flexibility for unique circumstances. Procedures, example scenarios, and process could be moved into Policy.
4. **Apply Charges to All Development.** Bylaw 15/2015 authorizes the waiver of development charges when the City of Humboldt is the developer. It is recommended that all land development contribute to the payment of off-site development charges, regardless of ownership. By exempting city-owned land development, the off-site development costs are distributed across a smaller amount of development leading to higher costs for private development. This maintains the principle of ‘all growth paying for growth’.
5. **Exempt Desired Development.** Section 8 of Bylaw 15/2015 could be simplified by exempting certain developments from payment of off-site levies rather than deferral of payment. Deferral of off-site levies for things like affordable housing or desired community services and facilities, is more difficult and complicated to administer. Section 8.6 is unnecessarily complicated. Deferrals or exemptions do not need to be limited as they should be specifically exempted uses.
6. **Simplify Clauses related to Intensification.** Appendix C, clauses a) and b) can be collapsed. These clauses allow the City to lower development charges when the increase in the intensity of land use or the requirement for services is not substantial. Intensity of use is not the main issue. Servicing is the main issue. Would recommend collapsing a) and b) into one policy which focusses on servicing.

1 INTRODUCTION

On June 11, 2024, the City of Humboldt (City) contracted Wallace Insights and Catterall & Wright Consulting Engineers to conduct a review and update of the City's Development Charges. This review is intended to examine the costs to the municipality for providing off-site infrastructure, planning, and engineering services to accommodate future growth and development. The review of development charges also includes an opinion on whether a development levy is warranted in cases where redevelopment of land intensifies the use of land but does not require a subdivision.

Development charges are collected by municipalities from new development under the authority of The Planning and Development Act, 2007 (Act). The charges are intended to recover the costs (in whole, or in part) to the municipality for providing specified infrastructure to facilitate and accommodate growth. The types of infrastructure which are eligible to be included in development charges under the Act are for water, sewer, roadways and related infrastructure, parks, and recreation facilities.

Due to fluctuations and increases in construction costs for material and labour, it is good practice for municipalities to conduct reviews and update their development charges every few years.

This report contains an analysis of development costs, and a review of the city's growth plans and Official Community Plan to form the basis for updated development charges.

1.1 Terminology

Before reviewing development charges there are a few terms used throughout this review which are important to know.

1. **Service Agreement Fees** – development charges contained in a Servicing Agreement associated with the approval of subdivision of land.
2. **Development Levy** – development charges levied when there is no subdivision of land, but the land is being intensified through infill or redevelopment.
3. **Development Charges** – a broad term to describe the rates used for both Service Agreement Fees and Development Levies.

4. **Intensification** – a term used to describe the redevelopment of sites where redevelopment results in a measurable increase in the use of water, sewer, roadways and other infrastructure.
5. **Off-site Infrastructure** – municipal infrastructure consisting of roadways, provision of water, treatment of sewage, drainage, parks, and recreation, etc., which serve to facilitate growth and development within the municipality but are not directly associated with any one development.
6. **Direct Services** – infrastructure associated directly with a particular development and typically located on-site.
7. **Allocation of Benefit** – the principle of allocating some of the costs of new, expanded, or upgraded infrastructure to existing development recognizing that there is some benefit to all existing ratepayers.

2 BACKGROUND

2.1 Sources of Revenue to Fund Growth

There are essentially three sources of funding to fund the development of off-site infrastructure which supports growth and development:

1. Mill Rate (Property Taxes)
2. Government Grants (Provincial or Federal)
3. Development Charges (Service Agreement Fees/Development Levy)

Common questions about the funding of growth have usually been:

- How is growth paid for?
- Is the current funding model sustainable?
- What other funding options are available?

Establishing development charges is a policy choice for a municipality based on balancing cost recovery with encouraging growth and development as part of meeting strategic outcomes desired by the City.

Development charges may be assessed and administered based on:

- Uniform charges applied to all land use classifications across the City.
- Land use specific charges applied uniformly across the City.
- Site specific charges applied uniformly across all land use classifications within the City.
- Site and land use specific charges.

When considering the administration of development charges, it is important to consider the capacity within the Administration to undertake their implementation.

2.2 Why Development Charges?

One of the most misunderstood topics in municipal government is funding growth - who pays, how much, when, and why. It is made more difficult to understand by the fact that each municipality in Saskatchewan chooses to fund growth slightly differently.

Funding growth is mainly about who pays and how much towards the capital costs of extending or expanding off-site municipal infrastructure necessary to support growth. Growth is mainly achieved in two ways - through subdivisions and through the intensification of land use (infill).

The primary purpose of this project is to conduct a thorough review of Humboldt’s existing servicing agreement fees and development levies which are charged as a condition of approval of new subdivisions and through development agreements (when there is no subdivision of land). These fees, also known as ‘development charges’, are authorized by Section 169 of the Act. Through this review we have determined how much cost recovery is currently being achieved and have made recommendations on how the charges should be updated based on the identification of actual costs for new, upgraded or expanded infrastructure. This review forms the basis for recommendations with the goal of ensuring that the City is fully informed about costs of growth and can assess various policy objectives related to costs of growth to provide a basis for fair, competitive, transparent and equitable cost recovery.

2.3 Service Agreement Fees and Development Levies

Service Agreement Fees are charges tied to subdivision approval and form part of a typical servicing agreement. Development Levies are charges which are collected from development where no subdivision is involved but intensification (and higher draw on services) is caused by redevelopment. The City of Humboldt has an Off-site Charges Bylaw which allows costs to be

charged for both new subdivisions and redevelopment. However, the Official Community Plan does not contain an enabling policy for using a Development Levy, as per the Act (recommended).

2.4 Eligible Charges by Province (Western Canada)

For the purposes of comparing how different jurisdictions apply development charges based on differences in provincial legislation, the table on the next page has been produced to illustrate the differences between provincial legislation. It is important to note that each of the eligible growth factors on the left side of the table (next page) is subject to some level of interpretation as to what can and cannot be included within that category. Based on the principle of accountability and transparency, a municipality is required to ‘reasonably’ demonstrate that the rates are based on actual costs and exercise transparency in how the costs are calculated.

Table 1: Eligible Off-site Levies for Western Canadian Provinces

ELIGIBLE OFF-SITE LEVIES FOR WESTERN CANADIAN PROVINCES				
OFF-SITE LEVIES	BRITISH COLUMBIA ¹	ALBERTA ²	SASKATCHEWAN	MANITOBA ³
Water	✓	✓	✓	✓
Wastewater	✓	✓	✓	✓
Stormwater System	✓	✓	✓	✓
Roads	✓	✓	✓	✓
Parks	✓		✓	
Recreation		✓	✓	
Transit				
Police & Fire		✓		
Library		✓		

¹ References: Local Government Act, Part 14, Division 19 – Development Costs Recovery, Vancouver Charter

² Reference: Municipal Government Act, RSA 2000, c M-26 Division 6 https://auma.ca/sites/default/files/off-site_levies_manual_final.pdf

³ References: C.C.S.M. c. P80, The Planning Act – Part 8, Part 9 Development Requirements [C.C.S.M. c. P80 \(gov.mb.ca\)](https://www.gov.mb.ca/c3/c3m/c3m_p80.html)

2.5 Legislative Authority

Development charges are authorized by Sections 169 and 172 of the Act and cover the costs of extending roads, sewer, water, and the provision of other specific infrastructure.

Section 169 in the Act states:

Development Levy Bylaw

169(1) If a council has adopted an official community plan that authorizes the use of development levies, the council may, by bylaw, establish development levies to recover the capital costs of services and facilities as prescribed in subsections (2) and (3).

(2) If a development does not involve the subdivision of land, a council may impose development levies for the purpose of recovering all or a part of the municipality's capital costs of providing, altering, expanding, or upgrading the following services and facilities associated, directly or indirectly, with a proposed development:

- (a) sewage, water, or drainage works;*
- (b) roadways and related infrastructure;*
- (c) parks;*
- (d) recreational facilities.*

Section 172 states:

Servicing agreement

172(1) If there is a proposed subdivision of land, the municipality in which the subdivision is located may require a subdivision applicant to enter into a servicing agreement to provide services and facilities that directly or indirectly serve the subdivision.

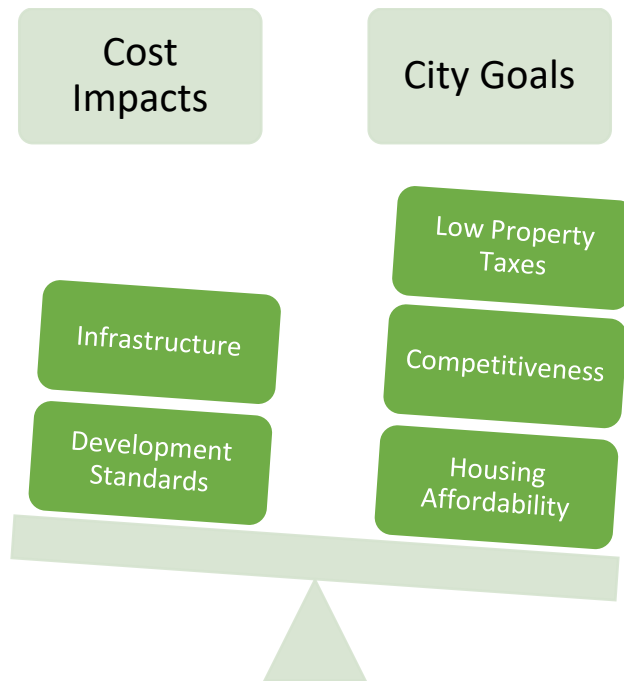
(2) Subdivision applicants shall not receive a certificate of approval from the approving authority if a servicing agreement is required by the municipality and has not been signed by the parties to the agreement.

There are several benefits which accrue from this review; among the most important are:

- evidence-based facts and data are provided as the foundation for justification of changes to fees;
- information about the levels of subsidy in the provision of new servicing and infrastructure to support new development will help to inform ratepayers and City Councillors; and,
- integration of new information concerning servicing costs with on-going asset management and capital planning exercises.

2.6 Competitive Charges

There is no one ‘best practice’ when it comes to development charges. The level of cost recovery through development charges is a local policy decision based on local development costs, level of service (standards), mil rate impacts, housing affordability, and desired level of competitiveness to maintain an attractive investment environment for development and future growth. Therefore, the setting of development charges is a balance of many considerations. Determining the right balance is the job of City Administration and Council using the best available information.



It is important to note that development charges only apply to the capital costs paid by the municipality for constructing, expanding, or extending off-site infrastructure to support new development. The City will need to consider and monitor operations and maintenance (O&M) costs through their approach to asset management. Operation, maintenance, and replacement of existing infrastructure is generally funded from annual property taxes and grants from upper levels of government (when available). This report does not address operating, maintenance, or replacement costs. Development charges cannot be applied to operation and maintenance costs of infrastructure.

3 POLICY ANALYSIS

Development charges provide the municipality with a contribution from new development to help pay for off-site infrastructure and facilities necessary and expected to accommodate and facilitate growth. In Saskatchewan, development charges typically include costs for the construction of the infrastructure listed below and the associated planning, engineering, and legal services related to that construction:

- water;
- wastewater;
- stormwater;
- roadways and related infrastructure;
- parks;
- recreational facilities; and,
- administration.

Development charges for direct costs are not being considered in this analysis since development is required to pay for all direct services to serve their developments in Humboldt. Shallow utilities such as gas, electricity, and cable are not typically provided by municipalities, but are paid for by developers as direct costs for a local area. Other costs such as relocation of major utility infrastructure (e.g., natural gas stations, electrical sub-stations, transmission lines) are also typically paid for directly by developers.

An off-site development charge can only be imposed on new development when the municipality has shown it will incur capital costs necessary to accommodate growth and development. These costs are determined by a study, or studies related to the planned construction, extension or increase in the capacity of infrastructure associated with growth. The study normally sets out the capital costs and considers the future land use patterns and phasing of the required public works. Based on this, a development charge may be collected for recovering all, or a portion of, the municipality's capital cost for providing, altering, expanding, or upgrading the services and facilities located off-site and serve to accommodate a proposed subdivision or development of land. There are options available to vary the charges as set out in a Development Charge Bylaw (Off-Site Charges Bylaw 15-2015) regarding defined areas, land uses, and capital costs related to different classes of development or the size and number of lots in a development.

Development charges are determined from a ‘snapshot’ using publicly adopted capital plans and forecasts of municipal infrastructure and facilities which will be constructed, or begin planning, design or construction within the **next ten (10) years**. The key is that the infrastructure and facilities are identified in municipal plans for growth and development such as the Official Community Plan, Transportation Master Plan, Parks and Recreation Master Plan, and so on.

3.1 Service Agreement Fees

The City of Humboldt’s Official Community Plan contains enabling policy to charge service agreement fees and implement a development levy.

The City of Humboldt Official Community Plan states:

Objective 5.1.4.1: Infrastructure Costs

To ensure that future development contributes to the cost of infrastructure services in a manner which does not create a burden for existing residents, and which does not impede long term growth.

Policy (a) The City will not be responsible for costs associated with the provision of municipal services to new subdivisions, except for City-owned developments. Where a private development requires municipal services, including drainage, the proponent will be responsible for all costs associated with providing such services.

Policy (b) Where a subdivision of land will require the installation or improvement of municipal services such as water and/or sewer lines, drainage, streets, or sidewalks within the subdivision, the developer will be required to enter into a servicing agreement with the City to cover the installation or improvements including, where necessary, charges to cover the costs of improvement or upgrading of off-site services. Council will, by resolution, establish the standards and requirements for such agreements and charges, including the posting of performance bonds or letters of credit.

Municipalities have the authority under Section 172 of the Act to require a developer to enter into a Servicing Agreement to cover the costs of off-site infrastructure which is needed for development. Examples may include sewage infrastructure (lagoons, pipelines), water (treatment facilities, pipelines), roadway improvements or upgrades, or recreation facilities (public halls, pools, rinks, etc.). **Service Agreement Fees cannot include operating or maintenance costs.** An executed Servicing Agreement is required for a subdivision applicant to receive a Certificate of Approval from the approving authority for the subdivision.

The City has established Policy 5.1.4 in the Official Community Plan for the purposes of recovering capital costs related to growth and development. Rates are reviewed periodically; however, the rates in Humboldt have remained relatively unchanged since 2015. The 2015 Off-Site Charges applied to all development is based on estimated off-site capital costs derived in 2014 from the Planning & Engineering for Growth Study, long-term municipal asset and capital management plans as shown below:

Collection For	Estimated Cost
Water	\$9,004,000
Wastewater	\$10,096,500
Stormwater	\$888,850
Transportation (roadways & related)	\$2,136,875
Parks & Recreation Facilities	\$4,584,320
Total:	\$26,710,545

It is important to note that the Service Agreement Fees and Development Levy’s generally apply the same charge.

3.2 Development Levy

A **Development Levy** is used when intensification of land use occurred without a subdivision, and where the municipality will incur costs to expand, enhance, extend, or build new off-site infrastructure to accommodate intensification. The example below shows a gas station site which is redeveloped into a larger building, intensifying the use of the site by drawing more capacity from roads, water, and sewer infrastructure.



To implement a Development Levy, Section 169 of the Act requires the municipality to have enabling policy contained in the OCP, and there must be cost studies completed which demonstrate that there are costs to the municipality incurred resulting from development intensification. Section 5.1.4 of the Humboldt OCP contains enabling policy for the use of Servicing Agreement Fees associated with the subdivision of land. At present, the Humboldt OCP does not contain enabling policy for the use of a Development Levy. The OCP would need to be amended to include enabling policy.

Humboldt is projected to be a fast-growing community. It is reasonable to expect new developments which will intensify the use of land in existing areas, and which draw more capacity from roadways, water and sewer infrastructure and increases the need for parks and recreation facilities. These developments may occur without the need for subdivision. A development levy will ensure that all development contributes fairly to the cost of providing new and expanded infrastructure to support more development.

A Development Levy helps to establish a level playing field for all developments. It is not equitable for one large development to pay development charges when a subdivision is involved, and another large redevelopment to pay no charges, when both incur similar costs to the municipality.

In the interest of fairness, a review of the capital expenditures planned to accommodate growth has been undertaken and the costs have been allocated equally over all development, including redevelopment where land use is intensified. This helps to spread the costs over a larger number of developments keeping development charges as low as possible.

It is important to note that development charges can only be charged once for an area of land. In other words, development charges cannot be charged in areas receiving benefit from municipal services where they were already collected.

Payment of a Service Agreement Fee is normally a condition of approval of a subdivision and payment is required before new lots are registered. Development Levies, where no subdivision is involved, are normally paid as part of the Development Permit application process.

3.3 Comparing Development Charges

Appendix B contains a table which shows a comparison of select municipalities in Saskatchewan to gain insight on other comparable development charges. By reviewing the existing development charges for other municipalities, the consulting team was able to explore different frameworks to help inform our review in line with a cost recovery model. This

aids in understanding the different approaches to development charges and weigh the merits of other models, glean insight and lessons learned from similar jurisdictions.

4 DEVELOPMENT CHARGE CALCULATIONS

The following provides the information and assumptions used in the calculation and development of recommendations towards establishing updated development charges.

Capital Projects identified by Humboldt are summarized below:

Development Charge Summary

Development Charge Description	Capital Project Cost Summary	2024-2034 Projected Capital Cost	Uncollected Development Charges/Funding*
Arterial Roads	Arterial Road Construction	\$ 9,730,000	\$ 1,211,050
WPH & Reservoir	WPH & Reservoir Upgrades	\$ 4,275,140	\$ 3,005,423
Wastewater Treatment	Lagoon & SPS's	\$ 43,797,510	\$ 31,150,108
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	<i>Gym/Court Facility</i>	\$ 12,000,000	\$ 9,300,000
	<i>Second Ice Surface</i>	\$ 16,000,000	\$ 12,400,000
	<i>Senior/U18 Ball Diamond (x1) Minor (x2-3)</i>	\$ 2,000,000	\$ 1,550,000
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Stormwater Upgrades		\$ 1,480,000.00	\$ 814,000
Planning & Administration	Planning & Administration fees	\$ 1,677,500	\$ 473,750
	Total	\$ 92,960,150	\$ 61,454,332
	Projected Cost Recovery from Development Charges		\$ 31,505,818

**Other Revenue Sources other than developers, ie: City contributions, sponsorship, funding*

Costs associated with Parks and Recreation infrastructure and facilities may include:

- a) Costs for indoor facilities such as Recreation Centres, Indoor aquatic facilities, etc.
- b) City-wide parks which are not funded by developers.
- c) Upgrades, additions, or service enhancements which may include upgrading trails, expanding pedestrian networks, adding recreation equipment to existing parks, etc.

For this study, trails were incorporated with the Arterial Roads section.

The total projected cost recovery from development charges based on ten years of growth is \$31,505,818. The remaining cost to the City of Humboldt will be covered by the City or collected from grant funding arrangements or sponsorship.

4.1 Calculation Assumptions

The following assumptions were made in calculating development charges and are discussed further in this section.

- Review of capital costs eligible under the legislation include both historical and future development charges.
- Capital costs based on available information from the City’s capital planning documents, and studies associated with growth and development.
- Land absorption over a 10-year period to establish a reasonable land area for the basis of calculation has been applied assuming growth factors provided from Administration.
- Recommendation to review development charge rates every three (3) years, with option to revise rates at any time Council feels its necessary due to cost fluctuations.
- ‘Allocation of Benefit’ includes a 10% across the board benefit to existing development in addition to any projected funding.

4.2 Development Charge Methodology and Calculation

This section summarizes the calculation of specific development-related costs within a total development charge by type of development. For all services, the calculation of the “unadjusted” Residential and Non-Residential charges is reviewed.

Based on our review of the legislation within the Act and the eligible capital costs that may be included in development charges, the following methodology and calculations were used to develop off-site charges.

In coordination with City Administration, a 10-year population forecast was created. The population forecast uses the following variables:

- BHP Billiton Jansen mine construction - permanent employment, family size, and spinoff projections.
- City of Humboldt capture rate of BHP growth projections.

- 0.55% growth rate over and above BHP growth projections.

City of Humboldt - 10 yr Population Forecast												
Year	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
BHP Jansen Site Employees	30	70	140	170	180	140	50					
Family Size (adjusted to x1.5) and 1 year delay		45	105	210	255	270	210	75				
Spin-off Jobs and Population impact (x2.5) and 2 year delay			75	175	350	425	450	350	125			
Overall Population Growth (BHP Related)	30	115	320	555	785	835	710	425	125	0	0	0
Impact on City of Humboldt @ 60% Capture	18	69	192	333	471	501	426	255	75	0	0	0
Other City Growth @ 0.55%		34	34	36	38	40	43	46	48	48	49	49
Estimated City of Humboldt Population	6135	6238	6464	6833	7342	7883	8352	8653	8776	8824	8873	8921
Dwellings Required (2.5pp/dwelling)		41	91	147	203	217	188	120	49	19	19	20

Following the population forecast, a 10-year land absorption forecast was undertaken. The absorption forecast uses the following variables:

- The following residential land use type splits are forecasted:
 - Low Density Single Family – 20%
 - Standard Single Family - 50%
 - Low Density Multi-Family – 10%
 - Standard Multi-Family – 20%
- Land absorption calculations use the following densities:
 - Low Density Single Family – 9 units per ha
 - Standard Single Family – 14 units per ha
 - Low Density Multi-Family – 30 units per ha
 - Standard Multi-Family – 50 units per ha
- Commercial land absorption is calculated using 5.5 ha (13.6 ac) of land per 1,000 additional people.

- Industrial land absorption is calculated using 8.5 ha (21 ac) of land per 1,000 additional people.
- Institutional land absorption is calculated using 3 ha (7.4 ac) of land per 1,000 additional people.
- Recreational land absorption is calculated by applying 10% of gross land (residential) and 5% of gross land (non-residential) and adding that value to each land use.

City of Humboldt - 10 yr Absorption Forecast															
Year	Additional Population / Yr	Low Density Single Family Dwellings	Standard Single Family Dwellings	Low Density Multi Family Dwellings	Standard Multi Family Dwellings	Total Dwellings	Single Family Area Req'd (Ha)	Multi Family Area Req'd (Ha)	Total Residential Area Req'd (Ha)	Commercial Area Req'd (Ha)	Industrial Area Req'd (Ha)	Institutional Area Req'd (Ha)	Recreational Area Req'd (Ha)	Roadway Area Req'd (Ha)	Total Area Req'd (Ha)
2025	226	16	40	10	28	95	4.49	0.91	5.40	1.24	1.92	0.68	0.73	2.49	12.47
2026	369	26	66	17	46	155	7.31	1.48	8.79	2.03	3.13	1.11	1.19	4.06	20.31
2027	509	36	91	23	64	214	10.09	2.04	12.13	2.80	4.32	1.53	1.65	5.61	28.03
2028	541	39	97	25	68	228	10.74	2.17	12.92	2.98	4.60	1.62	1.75	5.97	29.84
2029	469	34	84	21	59	197	9.31	1.88	11.20	2.58	3.99	1.41	1.52	5.17	25.87
2030	301	21	54	14	38	127	5.97	1.21	7.18	1.66	2.56	0.90	0.97	3.32	16.59
2031	123	9	22	6	15	52	2.43	0.49	2.92	0.67	1.04	0.37	0.40	1.35	6.76
2032	48	3	9	2	6	20	0.96	0.19	1.15	0.27	0.41	0.14	0.16	0.53	2.66
2033	49	3	9	2	6	20	0.96	0.19	1.16	0.27	0.41	0.15	0.16	0.53	2.67
2034	49	3	9	2	6	21	0.97	0.20	1.16	0.27	0.41	0.15	0.16	0.54	2.69
TOTAL	2683	192	479	122	335	1128	53.24	10.77	64.01	14.76	22.81	8.05	8.68	29.58	147.89
LDSF is 20%, SSF is 50%, LDMF is 10%, SMF is 20%															

When combining roadways and recreational areas (municipal reserve) into the various land uses, the results of the analysis yield the following gross land requirements:

- Residential 88.02 ha
- Commercial..... 19.37 ha
- Industrial 29.94 ha
- Institutional 10.57 ha
- **TOTAL..... 147.90 ha**

The above areas represent the 10-year land absorption by land use to be levied. When plotted on the City’s Official Community Plan Future Land Use Map the following conclusions were made:

- There are adequate future residential lands within the City boundary. Most of the lands analyzed for the development charges included those in the north and northwest.
- There is a projected deficit of 7.69 ha (19 acres) of commercial lands within the City boundary.
- There is a projected deficit of 29.94 ha (74 acres) of industrial lands within the City boundary.
- There is a projected deficit of 10.57 ha (26 acres) of institutional lands within the City boundary.

Levied Areas

Reference drawings are provided in **Appendix C** for land use projections, arterial roads, water & wastewater.

With the 2024 City of Humboldt population of 6,238, combined with the remaining buildout of these developments, the anticipated residential buildout population is 8,921 (based on Humboldt's Population Forecast) with an additional equivalent population of 1,776 when commercial and industrial equivalent populations are considered. The total equivalent population growth for development charge assessment is 4,459 people.

The following provides a breakdown of each development charge calculation for Arterial Roads, Water Pumphouses & Reservoirs, Stormwater, Wastewater Facilities & Treatment, Community Parks & Recreation, and Planning & Administration.

Arterial Roads

Based on the projections for growth within the next ten years, the following arterial roads, upgrades, and trail improvements are proposed. Costs were estimated and provided by the City of Humboldt.

Arterial Road & Trail Costs						
Item	Area/Street Name	Length (m)	Opinion of Probable Cost	Reduction from Grants	Reduction for Shared Benefit to Existing Population	Cost for New Growth
1	Peck Road (4th Avenue to 12th Avenue)	1,180	\$ 1,258,000		10%	\$ 1,132,200
2	4th Avenue (Main Street to Peck Road)	1,645	\$ 2,255,000		10%	\$ 2,029,500
3	Highway 5 Corridor Improvements		\$ 3,777,000		10%	\$ 3,399,300
4	Main Street and 5th Ave Intersection Upgrade		\$ 1,911,000		10%	\$ 1,719,900
5	Trail Systems	1,194	\$ 529,000	50%	10%	\$ 238,050
Subtotal Arterials & Trails			\$ 9,730,000			\$ 8,518,950

The following table outlines the arterial road development charge, based on new growth paying for 90% of arterial growth, with a reduction of 50% for trail upgrades based on cost recovery from grants. The cost per person is assessed based on new growth and the equivalent population projected from commercial and industrial land uses.

Arterial Roads	
Area Method Equivalent Population	
Total Adjusted Cost of Arterials	\$ 8,518,950
Shared Benefit (10% to Existing Population)	
Item	
Projected 10yr Residential Population 2034	8,921
Additional Benefitting Population	787
Additional Benefitting Population Equivalent	988
Less 2024 Existing Population	- 6,238
Total Equivalent Population for Development Charge Assessment	4,459
Cost per person	\$ 1,911
Single Family (Standard Density) p/ha	39
Single Family Standard Density \$/ha	\$ 74,898
Multi Family (Standard Density) p/ha	80
Standard Multi-Family \$/ha	\$ 152,853
Commercial p/ha	53
Commercial \$/ha	\$ 101,902
Industrial p/ha	43
Industrial \$/ha	\$ 82,795

As shown above, some of the arterials, trails and corridor improvements listed above will benefit some residents within existing developments, so a reduction accounting for shared benefit is recommended (see Allocation of Benefit discussion on page 55).

The calculated development charge is \$74,898/ha for single-family standard density, based on growth paying for growth with consideration of 10% shared benefit from the existing population. Charges for multi-family, commercial and industrial are also shown above and in each table below. Arterial roads, upgrades and trails are shown in Appendix C.

Water

Water system upgrades were completed from 2016-2018 and included reservoir and pumphouse improvements to service growth to 9,000 for storage and 12,000 for distribution pumping. The development charge for this item was calculated as follows:

Water Pumphouse & Reservoir Development Charge	
Shared Benefit (67% Funding & 10% for Existing)	
<i>Item</i>	
Water Distribution Facility	
Water Distribution Facility Retrofit (2016-2018)	\$ 4,275,140
Reduction from Grants (67%)	-\$ 2,864,344
Reduction for Benefit to Existing Population (10%)	-\$ 141,080
Total Capital Cost	\$ 1,269,717
Projected 10 yr Population 2034	8,921
Less 2024 Existing Population	- 6,238
Net Population growth	2,683
Additional Benefitting Population (Commercial)	787
Additional Benefitting Population Equivalent (Industrial)	988
Total Equivalent Population for Development Charge Assessment	4,459
Cost per person (Based on design population)	\$ 285
Single Family (Standard Density) p/ha	39.20
Single Family Standard Density \$/ha	\$ 11,163
Multi Family (Standard Density) p/ha	80.00
Standard Multi-Family \$/ha	\$ 22,782
Commercial (p/ha)	53.33
Commercial \$/ha	\$ 15,188
Industrial (Light, Heavy & Commercial Industrial) (p/ha)	43.33
Industrial \$/ha	\$ 12,340

Project costs include actual costs from the 2016-2018 upgrade. The recommended development charge is \$11,163/ha for single-family standard density. This option includes Humboldt’s funding contribution and considers an additional 10% benefit to the existing population for the upgraded facility.

Wastewater Treatment

In 2024, the City of Humboldt commenced construction on a significant upgrade to their wastewater treatment and discharge system with a new lagoon and treatment facility to service a residential population of 10,000 with allowance for commercial and industrial usage. The projected capital costs are outlined below along with corresponding sewage pumping station (SPS) upgrades. Note: some of the upgrades to existing SPS’s are specifically for the new lagoon and some are required to support new growth. Consideration could be made for

charging the SPS portion of the levy as a special levy, only to areas that receive direct benefit. The resulting calculation for this development charge is as follows:

Wastewater Treatment	
Sewage Pumping Station #1 Upgrades (2024-2026 Lagoon Upgrade)	\$ 3,018,780
Sewage Pumping Station #3 Upgrades for South Dev't (2019-2020)	\$ 1,389,750
Sewage Pumping Station #4 Upgrades (2024-2026 Lagoon Upgrade)	\$ 2,711,880
Sewage Pumping Station #5 Upgrades (Future for NW Dev't)	\$ 2,290,000
Wastewater Treatment Facility (2024-2026)	\$ 34,387,100
Total Capital Costs	\$ 43,797,510
Less provincial & federal funding (73% of WWTF)	-\$ 25,102,583
Additional reduction for servicing period beyond 10 years (50% of discounted WWTF)	-\$ 4,642,259
Reduction for Benefit to Existing Population (10% of all facilities)	-\$ 1,405,267
Total Cost to Levy	\$ 12,647,402
Total Benefitting Population	8,921
Less 2024 Existing Population	- 6,238
Net Population growth	2,683
Additional Benefitting Population (Commercial)	787
Additional Benefitting Population Equivalent (Industrial)	988
Total Equivalent Population for Development Charge Assessment	4,459
Cost per person	\$ 2,837
Single Family (Standard Density) p/ha	39.2
Single Family Standard Density \$/ha	\$ 111,195
Multi Family (Standard Density) p/ha	80.0
Standard Multi-Family \$/ha	\$ 226,929
Commercial (p/ha)	53.3
Commercial \$/ha	\$ 151,286
Industrial (Light, Heavy & Commercial Industrial) (p/ha)	43.3
Industrial \$/ha	\$ 122,920

As shown above, the funding subsidizes the cost to new and existing development. In addition, the capital cost was further reduced to account for the population serviced beyond ten years, plus an additional 10% reduction is assessed to the existing population who benefits from this upgraded facility. The recommended development charge for wastewater is \$111,195/ha for single family standard density.

Drainage

Stormwater improvements include upgrades to drainage channels and culvert crossings from Water Ridge Pond to the south end of the lagoon, approximately 3 km in length. It is assumed

that individual developments will build and construct their own storm water management ponds and internal storm sewer, which is common for other municipalities. If a storm water pond is to be shared among multiple developers in an area, a cost-sharing agreement should be put in place.

The following calculation outlines the development charge for Stormwater Upgrades:

Stormwater Upgrades	
Shared Benefit (50% Funding & 10% for Existing)	
Stormwater Channel Upgrade	\$ 1,480,000
Less provincial & federal funding (50%)	-\$ 740,000
Reduction for Benefit to existing population (10%)	-\$ 74,000
Total Cost to Levy	\$ 666,000
Design Population	8,921
Less 2024 Existing Population	- 6,238
Net Population growth	2,683
Additional Benefitting Population (Commercial)	787
Additional Benefitting Population Equivalent (Industrial)	988
Total Equivalent Population for Development Charge Assessment	4,459
Cost per person	\$ 149
Single Family (Standard Density) p/ha	39.2
Single Family Standard Density \$/ha	\$ 5,855
Multi Family (Standard Density) p/ha	80.0
Standard Multi-Family \$/ha	\$ 11,950
Commercial (p/ha)	53.3
Commercial \$/ha	\$ 7,967
Industrial (Light, Heavy & Commercial Industrial) (p/ha)	43.3
Industrial \$/ha	\$ 6,473

With reductions from projected provincial and federal funding and a 10% reduction for benefit to the existing population, the recommended development charge for single family density development is \$5,855/ha.

Recreation

Several exciting initiatives are planned for recreational facilities in the next ten years. This list provides Administration with the opportunity to review and assess priorities. Projected

reductions for grants and to account for the benefiting population beyond 10 years are shown below, along with an adjustment of 10% to account for benefit to existing residents.

Parks & Recreation

Projected Costs:			Shared Benefit			Cost for Development Charge
Recreation Facility	Population Served	Cost	Reduction from Grants/Other Revenue	Reduction for Servicing Beyond 10-yr	Reduction for Benefit to Existing Population	
Gymnasium/Court Facility	12,000	\$ 12,000,000	50%	50%	10%	\$ 2,700,000
Second Ice Surface	12,000	\$ 16,000,000	50%	50%	10%	\$ 3,600,000
Ball Diamond (x1) Senior/U18, (x2-3) Minor	12,000	\$ 2,000,000	50%	50%	10%	\$ 450,000
Theatre / Black Box / Flex Space	12,000	\$ 2,000,000	50%	50%	10%	\$ 450,000
Total		\$ 32,000,000				\$ 7,200,000

The following table summarizes the development charge for each recreational item shown above. Details for each facility are shown in **Appendix A**.

Recreation Facility:	Gymnasium/ Court Facility	Second Ice Surface	Ball Diamonds (1 senior, 2 to 3 minor)	Theatre / Black Box / Flex Space upcharge
<i>Item</i>				
Cost of Facility	\$ 12,000,000	\$ 16,000,000	\$ 2,000,000	\$ 2,000,000
Less 50% Cost for Grants	-\$ 6,000,000	-\$ 8,000,000	-\$ 1,000,000	-\$ 1,000,000
Less 50% Cost for beyond 10 yr service	-\$ 3,000,000	-\$ 4,000,000	-\$ 500,000	-\$ 500,000
Less 10% for Existing Population Benefit	-\$ 300,000	-\$ 400,000	-\$ 50,000	-\$ 50,000
Total Cost for Growth	\$ 2,700,000	\$ 3,600,000	\$ 450,000	\$ 450,000
Population Served by Facility	8,921	8,921	8,921	8,921
Less 2024 Existing Population	- 6,238	- 6,238	- 6,238	- 6,238
Net Population growth	2,683	2,683	2,683	2,683
Additional Benefitting Population (Commercial)	787	787	787	787
Additional Benefitting Population Equivalent (Industrial)	988	988	988	988
Total Equivalent Population for Development Charge Assessment	4,459	4,459	4,459	4,459
Cost per person	\$ 606	\$ 807	\$ 101	\$ 101
Single Family (Standard Density) p/ha	39.2	39.2	39.2	39.2
Single Family Standard Density \$/ha	\$ 23,738	\$ 31,651	\$ 3,956	\$ 3,956
Multi Family (Standard Density) p/ha	80.0	80.0	80.0	80.0
Standard Multi-Family \$/ha	\$ 48,445	\$ 64,594	\$ 8,074	\$ 8,074
Commercial (p/ha)	53.3	53.3	53.3	53.3
Commercial \$/ha	\$ 32,297	\$ 43,063	\$ 5,383	\$ 5,383
Industrial (Light, Heavy & Commercial Industrial) (p/ha)	43.3	43.3	43.3	43.3
Industrial \$/ha	\$ 26,241	\$ 34,988	\$ 4,374	\$ 4,374

When combined, the total recommended Recreation development charge is \$63,302/ha for standard single-family residential. Charges are included for multifamily (\$129,188/ha), commercial (\$86,125/ha) and industrial (\$69,977/ha) development; however, it is worth noting

that some communities do not assess recreation development charges to commercial and industrial development.

Administration (Planning, Engineering, Legal)

Section 168 of The Planning and Development Act, 2007 allows for the inclusion of planning, engineering, and legal fees to be included in the calculation of capital costs related to servicing agreement fees and development charges. These costs vary by municipality. The City of Humboldt has provided an estimate of cost going forward and it results in a total charge of \$1,677,500 for the next ten years. With adjustments for projected funding for future growth studies and consideration of benefit to the existing population, the total cost was reduced to \$1,203,750.

Planning & Administration	
Item	
<i>Projected Growth Studies (next ten years)</i>	\$ 680,000
<i>Projected Administration Costs (next ten years)</i>	\$ 997,500
Less provincial & federal funding (50% for Projected Growth Studies)	-\$ 340,000
Reduction for Benefit to Existing Population (10%)	-\$ 133,750
Total Cost Planning & Admin	\$ 1,203,750
Total Projected Population in 10 years (2034)	8,921
Additional Benefitting Population (Commercial)	787
Additional Benefitting Population Equivalent (Industrial)	988
Less 2024 Existing Population	- 6,238
Total Equivalent Population	4,459
Cost per person	\$ 270
Single Family (Standard Density) p/ha	39.2
Single Family Standard Density \$/ha	\$ 10,583
Multi Family (Standard Density) p/ha	80.0
Standard Multi-Family \$/ha	\$ 21,599
Commercial (p/ha)	53.3
Commercial \$/ha	\$ 14,399
Industrial (Light, Heavy & Commercial Industrial) (p/ha)	43.3
Industrial \$/ha	\$ 11,699

The development charge for planning and administration is 4% of the total development charge for all land uses. These costs are higher than other communities. For reference, the R.M. of Corman Park recently updated its development charges and included a 2.8% charge

for planning, engineering, and legal services. The cities of Martensville and Saskatoon charges work out to 1.4% against the per front metre charge for administration. Based on the costs and reductions noted above, the resulting development charge is \$10,583/ha for standard single-family residential, with the other land uses shown above.

Multi-Family, Commercial & Industrial

Population density projections were utilized to calculate development charges for multi-family, commercial, and industrial zoning. Charges per person were calculated for these development charges by including the equivalent population of proposed commercial and industrial development.

Multi-family, Commercial, and Industrial rates are calculated for each development charge listed and as shown above based on varying densities which correspond to variable usage of off-site services. The existing development charges from 2015 along with the proposed development charges are summarized below.

Development Charge (no subdivision)	2015 Rate/ha (existing)	2024 Rate/ha (proposed)	Notes
Residential (one & two unit)	\$ 82,976	\$ 276,997	Recommend rates be uniform within each land use category. Based on standard density of 39p/ha.
Multi-Unit Residential	\$ 116,167	\$ 565,300	Based on density of standard rate of 80p/ha.
Commercial & Industrial	\$ 75,462	\$ 341,535	Based on average of commercial & industrial development charges.
Service Agreement Fee (subdivision)	2015 Rate/ha (existing)	2024 Rate/ha (proposed)	Notes
Residential (one & two unit)	\$ 165,953	\$ 276,997	Recommend rates be uniform within each land use category. Based on standard density of 39p/ha.
Multi-Unit Residential	\$ 165,953	\$ 565,300	Based on density of standard rate of 80p/ha.
Commercial & Industrial	\$ 107,803	\$ 341,535	Based on average of commercial & industrial development charges.

The standard residential rate of \$276,997/ha is based on a projected density of 14 units per hectare at 2.8 people per unit, for a density of 39.2 people per hectare. The rate for standard density multi-family is \$565,300/ha. Multi-Family experiences the greatest upcharge due to

the increased population density's impact on resources (39/ha versus 80p/ha, almost double). Commercial and Industrial rates were blended for an average of \$341,535/ha to promote simplicity for administration when assessing these charges.

The costs summarized above provide a realistic method for cost recovery on the equivalent population pressure that commercial and industrial development adds to a municipality. As mentioned above, there are other communities that do not charge any Parks & Recreation costs to commercial and industrial land, which Humboldt could consider.

5 SUMMARY OF DEVELOPMENT CHARGE CHANGES

Below is a table showing the summary of Development Charge Changes resulting from analysis of capital expenditures and growth projections.

Existing Charges (2015 per Ha.)		Development Charges (Proposed per Ha.)		% Increase	Notes
Development Levy					
Low Density Residential (<80/ha.)	\$ 82,976	Low Density Residential	\$ 276,997	234%	2015 rate includes a 30% reduction.
Multi-Family Residential (>80/ha.)	\$165,953	Multi-Family Residential	\$ 565,300	387%	2015 rate includes a 30% reduction.
Commercial & Industrial	\$ 75,462	Commercial & Industrial	\$ 341,535	353%	2015 rate includes a 30% reduction.
Service Agreement Fees					
Low Density Residential (<80/ha.)	\$165,953	Low Density Residential	\$ 276,997	67%	
Multi-Family Residential (>80/ha.)	\$165,953	Multi-Family Residential	\$ 565,300	241%	
Commercial & Industrial	\$107,803	Commercial & Industrial	\$341,535	217%	

Where densities vary from the standard rate, an adjustment can be made. For example, a low-density single-family development with dwellings of 9 units per hectare, assuming 2.8 people per unit, results in a density of 25.2 people/ha and a corresponding 36% reduction. The City of Humboldt could choose to charge an adjusted development charge reflective of this reduction, considering the reduced density of a development.

The Multifamily development charge results in the highest increase from 2015 of 387% with a charge of \$565,300/ha compared to \$165,953/ha in 2015.

Commercial and Industrial rates were calculated based on a reduced equivalent population density to coincide with the equivalent densities expected in the City of Humboldt. For purposes of this study, the City of Saskatoon's New Neighbourhood Design Standards were used as a starting point for determining equivalent population densities. A reduction of 1/3 of the City of Saskatoon's equivalent density projections of 160p/ha for Commercial and 130p/ha for Industrial provides a more realistic population projection for Humboldt's land uses. The commercial development charge was calculated to be \$376,897/ha and \$306,204/ha for industrial. The blended average of these charges is \$341,535, which is recommended for simplicity.

Allocation of Benefit

'Allocation of Benefit' is applied by some municipalities to recognize that there can be a benefit to all existing ratepayers when new infrastructure is built or upgraded resulting from growth. It could be a new roadway, improved or widened roadway, better drainage, more provision for water, etc.

The Allocation of Benefit is a principle that is applied to development charges without a standard formula. The most common practice is to apply a reduction (by %) based on an estimated value which can be reasonably justified as having benefit for current ratepayers (in the Municipality). For example, if a new roadway was estimated to cost \$1 million dollars, and it was estimated that 25% of the expected traffic was from existing ratepayers not travelling to or from the new development, then the estimated total development charge would be reduced by 25%. The reduced amount would be paid for from the mil rate (existing ratepayers).

The Allocation of Benefit principle is commonly applied in smaller centres, but not consistently. The final decision about how to apply an Allocation of Benefit rests with City

Council. This report recommends applying an Allocation of Benefit as shown on page 5 after discussion with the administration. We have concluded that this is a reasonable estimate based on a percentage of existing ratepayers who benefit from new or upgraded infrastructure.

APPENDIX A – Detailed Calculations for Development Charge Options

Development Charge Item	2024 Proposed Development Charges			
	Standard Density (39p/ha) Residential (\$/ha)	Standard Multi- Family (80p/ha) Residential (\$/ha)	Commercial (\$/ha)	Industrial (\$/ha)
Arterial Roads	\$ 74,898	\$ 152,853	\$ 101,902	\$ 82,795
WPH & Reservoir	\$ 11,163	\$ 22,782	\$ 15,188	\$ 12,340
Storm Water Management	\$ 5,855	\$ 11,950	\$ 7,967	\$ 6,473
Wastewater Facilities & Treatment	\$ 111,195	\$ 226,929	\$ 151,286	\$ 122,920
Community Parks & Recreation	\$ 63,302	\$ 129,188	\$ 86,125	\$ 69,977
<i>Gym/Court Facility</i>	\$ 23,738	\$ 48,445	\$ 32,297	\$ 26,241
<i>Second Ice Surface</i>	\$ 31,651	\$ 64,594	\$ 43,063	\$ 34,988
<i>Senior/U18 Ball Diamond (x1) Minor (x2-3)</i>	\$ 3,956	\$ 8,074	\$ 5,383	\$ 4,374
<i>Theatre / Black Box / Flex Space Upcharge</i>	\$ 3,956	\$ 8,074	\$ 5,383	\$ 4,374
Planning & Administration	\$ 10,583	\$ 21,599	\$ 14,399	\$ 11,699
Total Cost (per ha)	\$ 276,997	\$ 565,300	\$ 376,867	\$ 306,204

Parks & Recreation Facilities Development Charge Options:

Gymnasium/Court Facility	
<i>Item</i>	
Cost Gym/Court Facility	\$ 12,000,000
Less 50% Cost for Grants	-\$ 6,000,000
Less 50% Cost for beyond 10 yr service	-\$ 3,000,000
Less 10% for Existing Population Benefit	-\$ 300,000
Total Cost for Growth	\$ 2,700,000
Population Serviced by Facility	8,921
Less 2024 Existing Population	- 6,238
Net Population growth	2,683
Benefitting Population (Commercial)	787
Benefitting Population Equivalent (Industrial)	988
Total Equivalent Population for Development Charge Assessment	4,459
Cost per person	\$ 606
Single Family (Standard Density) p/ha	39.2
Single Family Standard Density \$/ha	\$ 23,738
Multi Family (Standard Density) p/ha	80.0
Standard Multi-Family \$/ha	\$ 48,445
Commercial (p/ha)	53.3
Commercial \$/ha	\$ 32,297
Industrial (Light, Heavy & Commercial Industrial) (p/ha)	43.3
Industrial \$/ha	\$ 26,241

Second Ice Surface	
Shared Benefit (50% Funding, 50% Growth, 10% for Existing)	
<i>Item</i>	
Total Cost Gym/Court Facility	\$ 16,000,000
Less 50% Cost for Grants	-\$ 8,000,000
Less 50% Cost for beyond 10 yr service	-\$ 4,000,000
Less 10% for Existing Population Benefit	-\$ 400,000
Total Cost for Growth	\$ 3,600,000
Population Served by Facility	8,921
Less 2024 Existing Population	- 6,238
Net Population growth	2,683
Benefitting Population (Commercial)	787
Benefitting Population Equivalent (Industrial)	988
Total Equivalent Population for Development Charge Assessment	4,459
Cost per person	\$ 807
Single Family (Standard Density) p/ha	39.2
Single Family Standard Density \$/ha	\$ 31,651
Multi Family (Standard Density) p/ha	80.0
Standard Multi-Family \$/ha	\$ 64,594
Commercial (p/ha)	53.3
Commercial \$/ha	\$ 43,063
Industrial (Light, Heavy & Commercial Industrial) (p/ha)	43.3
Industrial \$/ha	\$ 34,988

Ball Diamonds (1 senior, 2 - 3 minor)	
Area Method	
Shared Benefit (50% Funding, 50% Growth, 10% for Existing)	
<i>Item</i>	
Cost Ball Diamonds	\$ 2,000,000
Less 50% Cost for Grants	-\$ 1,000,000
Less 50% Cost for beyond 10 yr service	-\$ 500,000
Less 10% for Existing Population Benefit	-\$ 50,000
Total Cost for Growth	\$ 450,000
Population Served by Facility	8,921
Less 2024 Existing Population	- 6,238
Net Population growth	2,683
Benefitting Population (Commercial)	787
Benefitting Population Equivalent (Industrial)	988
Total Equivalent Population for Development Charge Assessment	4,459
Cost per person	\$ 101
Single Family (Standard Density) p/ha	39.2
Single Family Standard Density \$/ha	\$ 3,956
Multi Family (Standard Density) p/ha	80.0
Standard Multi-Family \$/ha	\$ 8,074
Commercial (p/ha)	53.3
Commercial \$/ha	\$ 5,383
Industrial (Light, Heavy & Commercial Industrial) (p/ha)	43.3
Industrial \$/ha	\$ 4,374

Theatre / Black Box / Flex Space upcharge	
Shared Benefit (50% Funding, 50% Growth, 10% for Existing)	
<i>Item</i>	
Total Cost	\$ 2,000,000
	Less 50% Cost for Grants -\$ 1,000,000
	Less 50% Cost for beyond 10 yr service -\$ 500,000
	Less 10% for Existing Population Benefit -\$ 50,000
Total Cost for Growth	\$ 450,000
Population Serviced by Facility	
	8,921
Less 2024 Existing Population	- 6,238
Net Population growth	2,683
Additional Benefitting Population (Commercial)	787
Additional Benefitting Population Equivalent (Industrial)	988
Total Equivalent Population for Development Charge Assessment	4,459
Cost per person	
	\$ 101
Single Family (Standard Density) p/ha	
	39.2
Single Family Standard Density \$/ha	\$ 3,956
Multi Family (Standard Density) p/ha	
	80.0
Standard Multi-Family \$/ha	\$ 8,074
Commercial (p/ha)	
	53.3
Commercial \$/ha	\$ 5,383
Industrial (Light, Heavy & Commercial Industrial (p/ha)	
	43.3
Industrial \$/ha	\$ 4,374

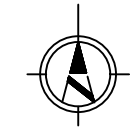
APPENDIX B – Comparison of Selected Municipal Development Charges

Municipality	Year	Residential	Commercial	Industrial	Notes
Saskatoon	2024	\$2,791.43 /front metre Residential lot equivalent: \$41,871.45 per 15m x 33m lot.	\$2,762.90 /f.m. \$981,568/ha*	\$3,157.60 /f.m. \$658,637/ha**	One of only two municipalities to calculate development charge on per front metre basis. *Commercial lots over 60m in depth are charged @169 f.m./hectare = \$981,568/hectare. **Industrial lots over 88m in depth are charged @113 f.m./hectare = \$658,637.45/hectare. Residential rate converted to a per hectare charge shows \$544,328 per ha.
Regina	2025	\$373,000/ha (\$151,012/ac.)	\$373,000/ha (\$151,012/ac.)	\$124,300/ha (50,324/ac.)	Greenfield rates take effect January/25. In 2026 Regina will apply the Stats Can Building Construction Indexes (3 rd quarter report) to these rates. 2024 Review has concluded that rates must increase 26% to cover costs. (\$403,425/ha.).
Moose Jaw	2023	\$54,741.44/ac (\$135,211/ha)	\$54,741/ac (\$135,211/ha)	\$54,741/ac (\$135,211/ha)	Uniform rate for all land uses. City adds 2% per year automatically. Approx. \$7,820 per residential lot (at 7 lots per gross acre). 2018 Walker/Mercer report indicated that levies should be \$80,580/ac. to cover costs.
Prince Albert	2023	\$98,372/ha (\$39,827/ac)	\$98,372/ha	\$98,372/ha	\$5,690 per lot at 7 lots per gross acre.
North Battleford	2022	\$44,500/ha (\$18,016/ac)	\$44,500/ha	\$44,500/ha	Very low rates. Considering a Review.
Martensville	2012	\$1,317.27 per front metre (\$/f.m.)	\$39,518/ac. (\$97,609/ha)	\$39,518/ac. (\$97,609/ha)	Reviewed in 2021. Recommended Rates & Final Levies TBD.
Town of Pilot Butte	2020	\$213,000 /ha. (86,235/ac.)	\$213,000 /ha.	\$213,000 /ha.	28% of costs are not included in Development Charges (Allocation of Benefit).
Warman (proposed)	2023	\$1,620 /front metre	\$75,128/ac. (\$185,566/ha)	\$61,042/ac (\$150,773/ha)	Recommended rates. SUD (15m lot): \$24,300 MUD Rate is \$69,575/ac. (\$171,850/ha)
Humboldt	2015 (Current)	Less than 80 units/ha (32units/ac):	\$75,462/ha of net developable	\$75,462/ha of net developable	Based on 2015 rates.

	<p>\$82,976/ha. – if no subdivision.</p> <p>-----</p> <p>Greater than 80 units/ha (32 units/ac):</p> <p>\$165,953/ha. – if no subdivision.</p> <p>-----</p> <p>Greater than 80 units/ha (32 units/ac):</p> <p>\$165,953/ha. (if subdividing)</p>	<p>area – if no subdivision.</p> <p>-----</p> <p>\$107,803/ha if subdividing.</p>	<p>area – if no subdivision.</p> <p>-----</p> <p>\$107,803/ha if subdividing.</p>	<p>\$12,766 per single family lot @ 13 lots per net hectare.</p>
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A cautionary note about comparing fees. Development costs can vary significantly between municipalities for a lot of reasons. We would advise using caution when considering comparative statistics to set charges. They should be used as a broad guideline and for information purposes only.

APPENDIX C – REFERENCE DRAWINGS



CATTERALL & WRIGHT
CONSULTING ENGINEERS

1231 - 8th STREET EAST
SASKATOON, SK S7H 0S5

TEL: (306) 343-7280 | www.cwce.ca

PRELIMINARY
NOT FOR CONSTRUCTION

SCALE VERIFICATION
WHEN DRAWING IS PLOTTED FULL SIZE
THIS LINE IS 30mm IN LENGTH.

DATE	REVISION

OWNER/CLIENT
WALLACE INSIGHTS

LOCATION
HUMBOLDT, SK

PROJECT
HUMBOLDT DEVELOPMENT
CHARGES REVIEW
& UPDATE

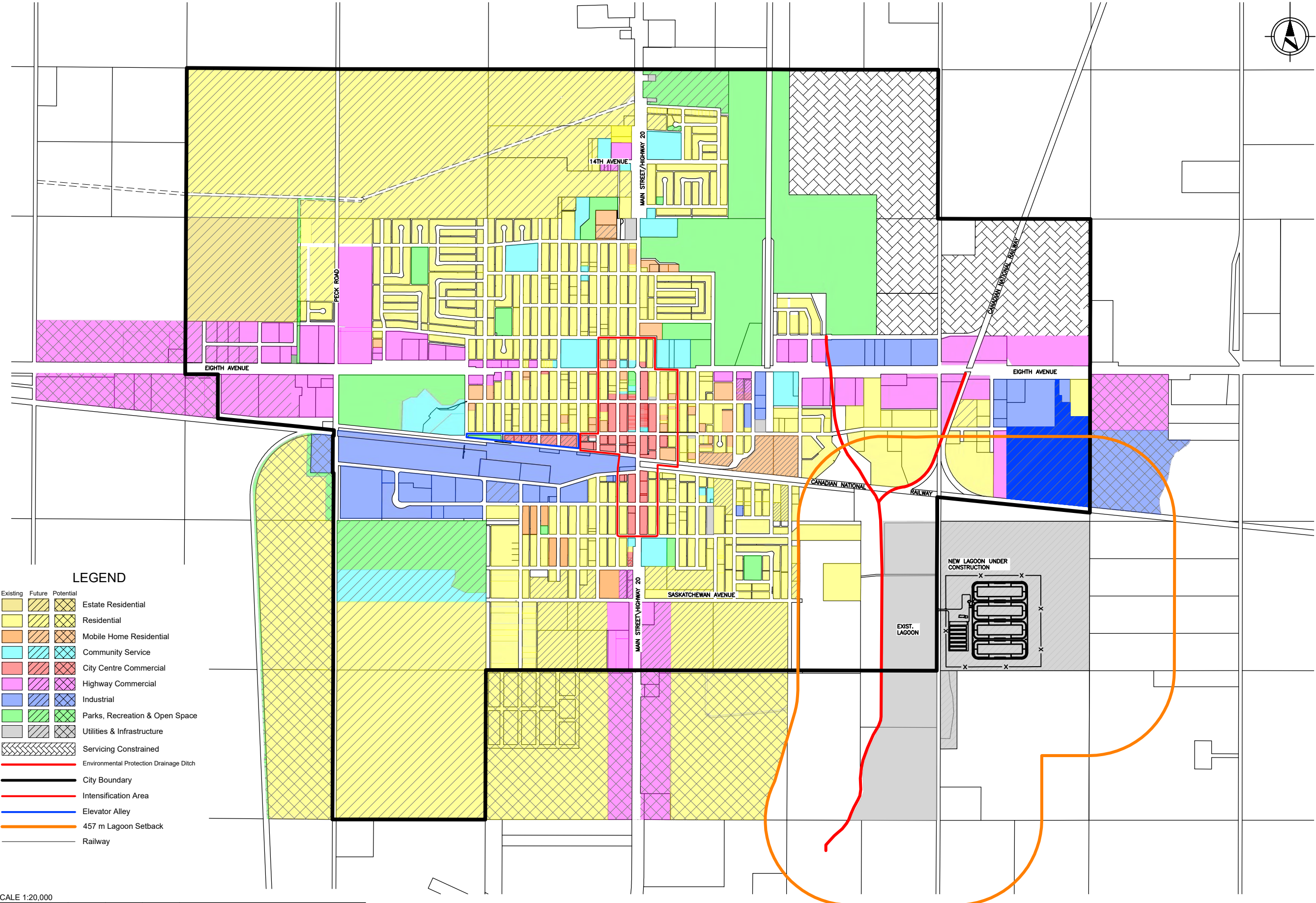
SHEET TITLE
FUTURE LAND USE PLAN

SCALE 1:20,000 DESIGNED

DRAWN GCW CHECKED

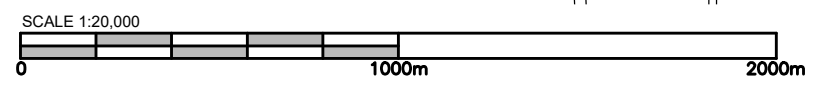
DATE 24/07/30 SHEET 1 of 4

DRAWING NUMBER **FIGURE 1**

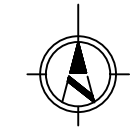


LEGEND

- | | | | |
|----------|--------|-----------|---|
| Existing | Future | Potential | |
| | | | Estate Residential |
| | | | Residential |
| | | | Mobile Home Residential |
| | | | Community Service |
| | | | City Centre Commercial |
| | | | Highway Commercial |
| | | | Industrial |
| | | | Parks, Recreation & Open Space |
| | | | Utilities & Infrastructure |
| | | | Servicing Constrained |
| | | | Environmental Protection Drainage Ditch |
| | | | City Boundary |
| | | | Intensification Area |
| | | | Elevator Alley |
| | | | 457 m Lagoon Setback |
| | | | Railway |



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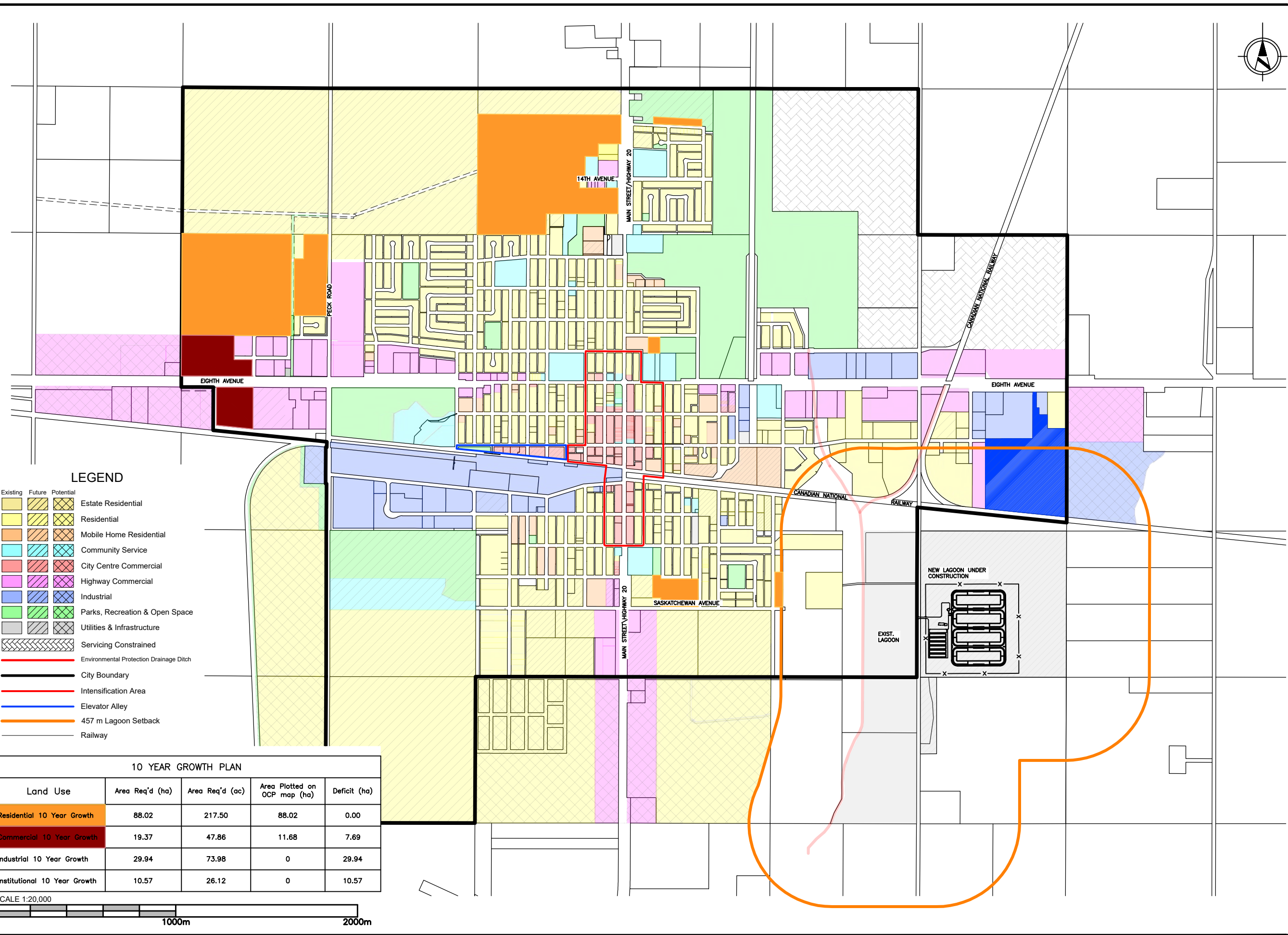


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SASKATOON, SK S7H 0S5

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PRELIMINARY
NOT FOR CONSTRUCTION

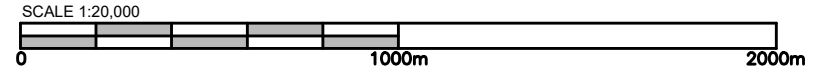


LEGEND

- | | | | |
|----------|--------|-----------|---|
| Existing | Future | Potential | |
| | | | Estate Residential |
| | | | Residential |
| | | | Mobile Home Residential |
| | | | Community Service |
| | | | City Centre Commercial |
| | | | Highway Commercial |
| | | | Industrial |
| | | | Parks, Recreation & Open Space |
| | | | Utilities & Infrastructure |
| | | | Servicing Constrained |
| | | | Environmental Protection Drainage Ditch |
| | | | City Boundary |
| | | | Intensification Area |
| | | | Elevator Alley |
| | | | 457 m Lagoon Setback |
| | | | Railway |

10 YEAR GROWTH PLAN

Land Use	Area Req'd (ha)	Area Req'd (ac)	Area Plotted on OCP map (ha)	Deficit (ha)
Residential 10 Year Growth	88.02	217.50	88.02	0.00
Commercial 10 Year Growth	19.37	47.86	11.68	7.69
Industrial 10 Year Growth	29.94	73.98	0	29.94
Institutional 10 Year Growth	10.57	26.12	0	10.57



SCALE VERIFICATION
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THIS LINE IS 30mm IN LENGTH.

DATE	REVISION

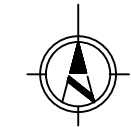
OWNER/CLIENT
WALLACE INSIGHTS

LOCATION
HUMBOLDT, SK

PROJECT
HUMBOLDT DEVELOPMENT CHARGES REVIEW & UPDATE

SHEET TITLE
10 YEAR GROWTH PLAN

SCALE 1:20,000	DESIGNED
DRAWN GCW	CHECKED
DATE 24/07/30	SHEET 2 of 4
DRAWING NUMBER	FIGURE 2

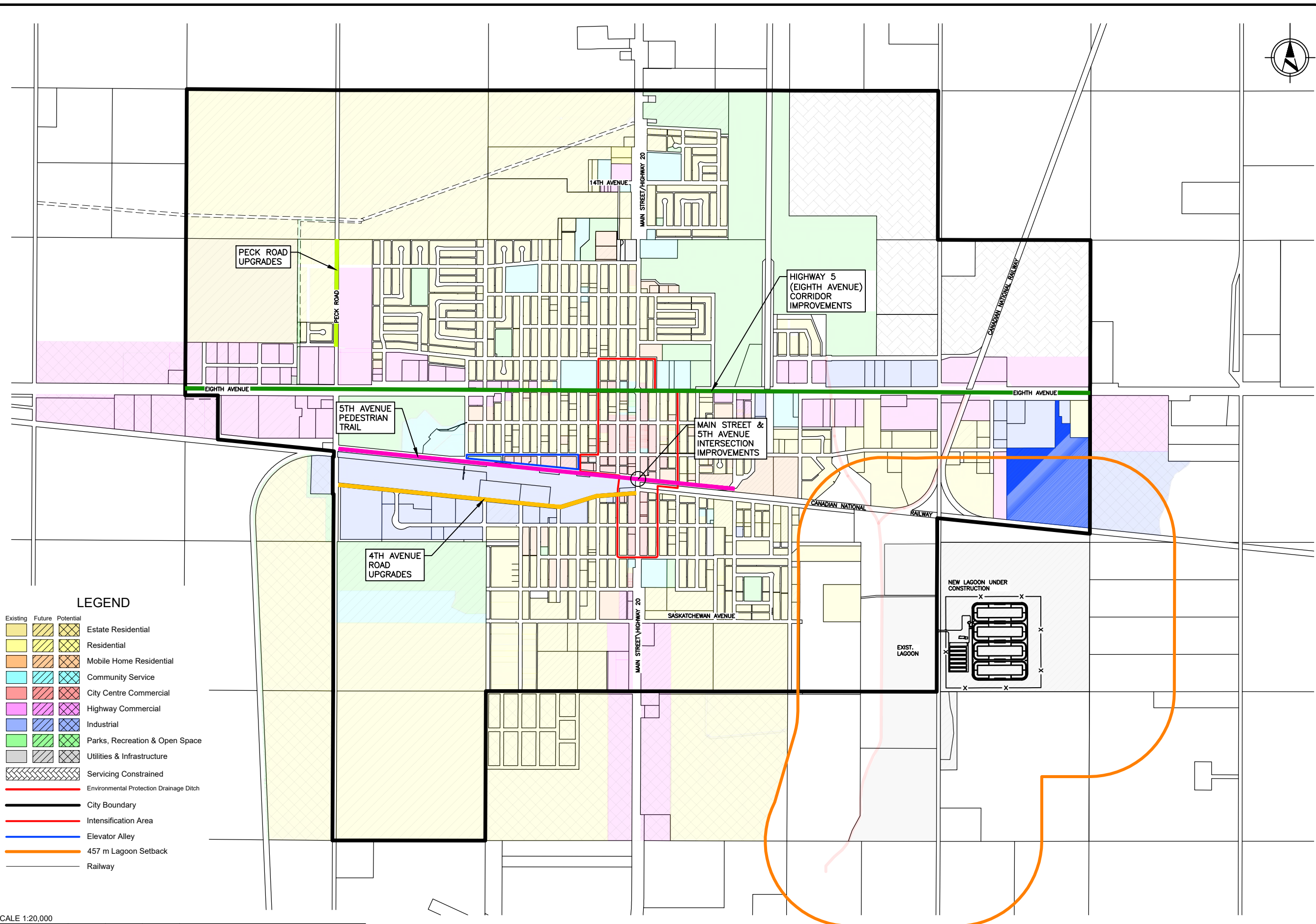


CATTERALL & WRIGHT
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1231 - 8th STREET EAST
SASKATOON, SK S7H 0S5

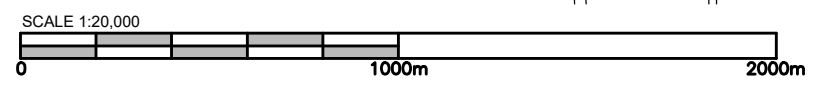
TEL: (306) 343-7280 | www.cwce.ca

PRELIMINARY
NOT FOR CONSTRUCTION



LEGEND

- | | | | |
|----------|--------|-----------|---|
| Existing | Future | Potential | |
| | | | Estate Residential |
| | | | Residential |
| | | | Mobile Home Residential |
| | | | Community Service |
| | | | City Centre Commercial |
| | | | Highway Commercial |
| | | | Industrial |
| | | | Parks, Recreation & Open Space |
| | | | Utilities & Infrastructure |
| | | | Servicing Constrained |
| | | | Environmental Protection Drainage Ditch |
| | | | City Boundary |
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| | | | Elevator Alley |
| | | | 457 m Lagoon Setback |
| | | | Railway |



SCALE VERIFICATION
WHEN DRAWING IS PLOTTED FULL SIZE
THIS LINE IS 30mm IN LENGTH.

DATE	REVISION

OWNER/CLIENT
WALLACE INSIGHTS

LOCATION
HUMBOLDT, SK

PROJECT
HUMBOLDT DEVELOPMENT
CHARGES REVIEW
& UPDATE

SHEET TITLE
ARTERIAL ROADS

SCALE 1:20,000	DESIGNED
DRAWN GCW	CHECKED
DATE 24/07/30	SHEET 3 of 4
DRAWING NUMBER	FIGURE 3

APPENDIX D – OCP POLICY AMENDMENT AND DRAFT BYLAW

OCP Amendment. The Humboldt Official Community Plan currently does not have an enabling policy to allow the City to collect Development Levies (Development charges applicable to redevelopment or infill). This can easily be rectified with an amendment to the Official Community Plan and some simple wording. A sample is provided below:

- a) *New development shall pay all eligible costs (as defined in Section 169 of the Planning and Development Act, 2007) of development which directly or indirectly serve new development through servicing agreements and development charge agreements.*
- b) *The cost of extending major services which indirectly serve (off-site) new development will be recovered through an analysis of off-site capital projects intended to accommodate growth and the long-term financial impact on the City.*
- c) *The Development Charges will be reviewed and approved by the City Council on a regular basis or as required to ensure a fair and equitable amount of capital costs of growth are covered.*
- d) *Where development of land results in an intensification of use and is expected to draw more capacity from off-site municipal services such as water, sewer, roadways, parks and recreation facilities, the developer **may** be required to enter into a development charge agreement with the City to cover the costs of future improvements or upgrades to off-site services. City Council will measure the benefits of charging the development levy against the benefits accrued through infill development and may reduce or waive the collection of the development levy by resolution.*

City of Humboldt

Development Charge Bylaw XX – 20XX

Being a Bylaw of the City of Humboldt, in the Province of Saskatchewan, for the purpose of establishing a Development Charge for Lands that are to be developed or redeveloped within the municipality.

Section 169 of *The Planning and Development Act, 2007*, Chapter P-13.2 (the Act”) provides that, the Council of a Municipality may pass a bylaw establishing a Development Charge;

Lands within the Municipality are expected to be developed and land use will be intensified. Development charges are comprised of either Service Agreement Fees where a subdivision is proposed, or Development Levy where no subdivision is proposed but land use is intensified through development or redevelopment.

Council for the City of Humboldt is expected to give notice by advertising in a local weekly newspaper and conduct a Public Hearing with regards to the proposed Bylaw - in accordance with the public participation requirements contained in Section 207 of the Act;

Council for the City of Humboldt deems it desirable to establish a Development Charge for the purposes of recovering all or a part of the capital costs of providing services and facilities associated with a proposed development, directly or indirectly, with regards to: sewage, water, and drainage works; roadways and related infrastructure; parks; and recreational facilities and administration costs associated with these services related to future growth;

The City of Humboldt has considered the capital costs of planned public works to help determine a fair and equitable calculation of the Development Charge in accordance with the Act; and

the City of Humboldt wishes to provide for the payment of development charges; to authorize agreements to be entered into in respect of payment of development charges; to set out the conditions upon which the charges will be applied to specify land uses, classes of development, or defined areas; and to indicate how the amount of the charge was determined.

SHORT TITLE

1. This bylaw may be cited as the “Development Charge Bylaw”.

PURPOSE AND INTENT

2. This bylaw is intended to:
 - (a) to impose and provide for the payment of Development Charges;
 - (b) to authorize agreements to be entered into in respect of payment of development charges;
 - (c) to set out the conditions upon which the charges will be applied to specific land uses, classes of development, or defined areas; and
 - (d) to indicate how the amount of the charges were determined.

DEFINITIONS

3. In this bylaw:

“Act” shall mean the Planning and Development Act, 2007, Chapter P-13.2;

“Capital Costs” means the City’s estimated cost of providing, altering, expanding, or upgrading the following services and facilities associated, directly or indirectly, with a Proposed Development:

- i. sewage, water or drainage works;
- ii. roadways and related infrastructure;
- iii. parks; and/or
- iv. recreational facilities;

“City” means the incorporated City of Humboldt;

“Council” means the City Council of Humboldt;

“Development” means the carrying out of any building, engineering, mining, or other operations in, on or over land or the making of any material change in the use or intensity of the use of any building or land;

“Development Lands” means those lands (or any part thereof) within the city, where no previous servicing agreement has been entered into for the specific proposed development and, in the opinion of Council, the City will incur additional capital costs as a result of the proposed development;

“Development Charge” means the charges imposed and created by this bylaw

pursuant to the Act;

“Development Charge Agreement” has the meaning ascribed to this term by the Act within Section 171;

“Development Officer” shall mean the development officer appointed by the CITY;

“Development Permit” means a development permit as defined in the Act;

“Proposed Development” means a permitted or discretionary use within the CITY Zoning Bylaw, for which a person or corporation has made an application for a development permit;

“Servicing Agreement” has the meaning ascribed to this term by the Act within Section 172;

ADMINISTRATION AND ENFORCEMENT

4. (1) Council hereby delegates to the City Manager or his/her designate the duty and authority to enforce and administer this bylaw, including administering the Development Charge, Development Charge Agreements and Servicing Agreements.

APPLICATION

5. (1) This Bylaw applies to Development Lands that benefit or will benefit from off-site municipal services installed or to be installed by or on behalf of the CITY.
- (2) The Development Charge imposed by this Bylaw is intended to recover part of the off-site Capital Costs incurred by the CITY as a result of a Proposed Development, as set out in **Schedule “A”** attached to and forming part of this bylaw.
- (3) Pursuant to Section 169(3), the Development Charge will only be applied if: the specific proposed development was not previously subject to payment of a Development Charge; and, in the opinion of Council, additional capital costs will be incurred by the CITY.

- (4) Council has the authority to waive or reduce, in whole or in part, any development charge to meet publicly adopted policy objectives or to provide a development incentive.

IMPOSITION OF CHARGE

6. (1) There is hereby imposed on the Development Lands a Development Charge in the amounts set out in Schedule “A” attached to and forming part of this bylaw. Schedule “A” shall be updated to reflect changes in infrastructure costs, as required.
- (2) The amount of the Development Charge that is required to be paid is based on the charge in place at the time when the development permit application is submitted to the City and the application is deemed complete.

AUTHORITY TO ENTER INTO AGREEMENT

7. (1) Any Development Charge Agreement and the obligation to pay the applicable Development Charge shall be binding on successors on title to the original owner or owners, regardless of whether a caveat in respect of the Development Charge Agreement is registered by the CITY against the Development Lands. The amount of the Development Charge payable shall be the amount under Schedule “A”, as amended from time to time.
- (2) Nothing in this bylaw prevents the CITY from imposing additional or new Development Charges on any portion of the Development Lands where the CITY has not previously collected the Development Charge or entered into a Development Charge Agreement or Servicing Agreement.
- (3) The CITY may register an interest based on a development agreement in the land registry against the land that is the subject of the agreement.

PAYMENT

8. (1) The Development Charge provided in this bylaw shall be paid, either:
 - a) 100% prior to issuance of a Development Permit; OR
 - b) In a fashion and timeline deemed appropriate by the CITY within a Development Charge or Service Agreement, pursuant to Section 171

of the Act.

- (2) In the event that any Development Charge payment imposed by this Bylaw payable under a Development Charge Agreement is not paid at the time or times specified within the Agreement and without limiting the remedies of the CITY, the CITY may issue a stop work order prohibiting further development on the Development Lands.

PURPOSE AND USE OF THE CHARGES

9. (1) The Development Charge is intended to reimburse the CITY for the capital costs associated with the construction, altering, expanding, or upgrading of the following:

- i. sewage, water, or drainage works;
- ii. roadways and related infrastructure;
- iii. parks; and/or
- iv. recreational facilities

associated directly or indirectly with the proposed development.

- (2) The Development Charge may be utilized to pay a debt incurred by the CITY as result of expenditure listed above or to reimburse an owner described in clause 173(d) of *The Act*.

CALCULATION OF CHARGES

10. The Development Charges adopted in this Bylaw was determined on the basis set out in Schedule “B” annexed hereto and forming part of this Bylaw.

(include the charge calculations as Schedule B).

SEVERABILITY

11. In the event that any provision of this Bylaw is found to be null or void or contrary to law by any court of competent jurisdiction, then such provision shall be severed from this Bylaw and the remainder of this Bylaw shall continue to be of full force and effect.

ENACTMENT

- 12. This Bylaw shall take effect and come into force upon the date of approval by the Minister of Government Relations.

Read a first time this ___ day of ___, A.D. 20___ Read
a second time this ___ day of ___, A.D. 20__
Read a third time and adopted this ___ day of ___, A.D. 20___

MAYOR

City Manager

Schedule “A”

The Development Charges for both Service Agreement Fees and Development Levies are set out below:

- a) In the case of a proposed residential development, where the land use of the proposed development is:
 - (i) Residential, one and two unit dwellings, the Development Charge shall be \$_____ for every hectare of Net Developable Area; and
 - (ii) Residential, multiple unit dwellings, the Development Charge shall be \$_____ for every hectare of Net Developable Area; and
- b) In the case of a proposed commercial or industrial development, the Development Charge shall be \$_____ per hectare of Net Developable Area.

Schedule “B”