

Town of Stettler

COUNCIL MEETING

APRIL 7, 2020

6:30 P.M.

BOARD ROOM



TOWN OF STETTLER MISSION STATEMENT

WE WILL PROVIDE A HIGH
QUALITY OF LIFE FOR OUR
RESIDENTS AND VISITORS
THROUGH LEADERSHIP AND
THE DELIVERY OF EFFECTIVE,
EFFICIENT AND AFFORDABLE
SERVICES THAT ARE SOCIALLY
AND ENVIRONMENTALLY
RESPONSIBLE

**TOWN OF STETTLER
REGULAR COUNCIL MEETING
TUESDAY, APRIL 21st, 2020
6:30 P.M.
AGENDA**

1. **Agenda Additions**

2. **Agenda Approval**

3. **Confirmation of Minutes**

(a) Minutes of the Regular Council Meeting of April 7th, 2020 5-11

(b) Business Arising from the April 7th, 2020 Council Minutes

4. **Citizens Forum**

5. **Delegations**

6. **Administration**

(a) 2020 Capital Budget - 52nd Street (49-50 Avenue) Water Main Replacement RFP 12-13

(b) 2020 Expense/Revenue Summary – March 31, 2020 14-15

(c) 2020 Capital Budget Summary - March 31, 2020 16-18

(d) CAO Reports 19-24

(e) Meeting Dates

- Tuesday, May 5 – Council – 6:30pm
- **Tuesday, May 12 – 2020 Tax Budget Council Deliberations – 3:00pm**
- Tuesday, May 12 – COW – 4:30pm
- Tuesday, May 19 – Council – 6:30pm (2020 Tax Budget and Tax Rate By-law)
- **Monday, June 1 – Friday, June 5 – Senior's Week**
- Tuesday, June 2 – Council – 6:30pm
- **Thursday, June 4 – Sunday, June 7 – FCM Annual Conference - CANCELLED**
- Tuesday, June 9 – COW – 4:30pm
- Tuesday, June 16 – Council – 6:30pm
- Tuesday, July 7 – Council – 6:30pm
- Tuesday, July 21 – Council – 6:30pm
- Tuesday, August 4 – Council – 6:30pm
- Tuesday, August 18 – Council – 6:30pm
- Tuesday, September 1 – Council – 6:30pm
- Tuesday, September 8 – COW – 4:30pm
- Tuesday, September 15 – Council – 6:30pm

- Wednesday, September 23 – Friday, September 25 – 2020 AUMA Convention

(f)	Accounts Payable in the amount of \$362,091.80 (\$120,296.35 + \$9643.38 + \$61,568.89 + \$4,102.51 + \$81,818.53 + \$925.01 + \$83,737.13)	25-40
7.	<u>Council</u>	
	(a) Meeting Reports	
8.	<u>Minutes</u>	
9.	<u>Public Hearing</u>	
10.	<u>Bylaws</u>	
11.	<u>Correspondence</u>	
	(a) City of Red Deer - The Roles of Government During COVID-19	41
	(b) Fountain Tire Stettler – Notice of Closure	42
12.	<u>Items Added</u>	
13.	<u>In-Camera Session</u>	
14.	<u>Adjournment</u>	

**MINUTES OF THE REGULAR MEETING OF THE TOWN OF STETTLER COUNCIL
HELD ON TUESDAY, APRIL 7th, 2020 IN THE MUNICIPAL OFFICE,
COUNCIL CHAMBERS**

Present:

Mayor S. Nolls

Councillors A. Campbell, C. Barros, M. Fischer, S. Pfeiffer & W. Smith

CAO G. Switenky
Assistant CAO S. Gerlitz

Absent:

Councillor G. Lawlor

Call to Order:

Mayor Nolls called the meeting to order at 6:30 p.m.

1/2. **Agenda Additions/Approval:**

A Town Hall Conference Call was held with Government of Alberta Premier Jason Kenney and Minister of Municipal Affairs Kaycee Madu (6a).

Motion 20:04:01

Moved by Councillor Pfeiffer to approve the agenda as amended.

MOTION CARRIED
Unanimous

3. **Confirmation of Minutes:**

- (a) Minutes of the Regular Meeting of Council held March 17th, 2020

Motion 20:04:02

Moved by Councillor Fischer that the Minutes of the Regular Meeting of Council held on March 17th, 2020 be approved as presented.

MOTION CARRIED
Unanimous

- (b) Business Arising from the March 17th, 2020 Minutes

None

- (c) Minutes of the Committee of the Whole held March 10th, 2020

Motion 20:04:03

Moved by Councillor Smith that the Minutes of the Committee of the Whole Meeting held on March 10th, 2020 be approved as presented.

MOTION CARRIED
Unanimous

- (d) Business Arising from the March 10th, 2020 Minutes

None

4. **Citizen's Forum:** (a) No one was present at the Citizen's Forum

5. **Delegations:** (a) None

6. **Administration:**

- (a) Town Hall Conference Call – Premier Jason Kenney & Minister of Municipal Affairs Kaycee Madu

Town of Stettler Council listened to the Premier's Town Hall,

held as a conference call with several Alberta municipalities.

(b) 2020 Utility Deferral Recommendations – Request for Decision

In order to assist those financially impacted by the COVID-19 pandemic, many Albertan municipalities and utility companies have offered residents the option to defer utility payments, or a similar form of support. Town of Stettler utilities include Water (Bylaw 2125-19), Sewer (Bylaw 2124-19), Garbage (Bylaw 2126-19) and Recycling (Bylaw 2116-18). The current penalty for late payments is 5% as per Bylaw 1856-02.

	distributed to customers. No penalty fees or service disconnections will be applied to any accounts in arrears during this time.
Town of Ponoka	Town has implemented the following measures regarding utility bill payments: <ul style="list-style-type: none"> • Late payment penalties will not be applied for the next 90 days. • Utility customers are encouraged to make full or partial payments as they are able to keep their accounts as current as possible.
Town of Drumheller	Utility customers (residential and commercial) can defer utility water payments until July 5, 2020. There will be no interest or penalties or disconnections from March 24 – July 5, 2020. At the end of the deferral period, a pro-rated payment schedule will be confirmed with the account holder. Customers will continue to receive bills so they can monitor their account.
Town of Okotoks	Enacted deferred utility payments and utility penalty relief for the next two billing cycles. If residents need to pause their utility bill payments, they can do so for three months for the next two billing cycles. In addition, penalties will be waived for the original February and April 2020 billing, if paid on or before the new due dates. Change to payment dates for March-April billing and dates for January-February arrears will be indicated on the utility bills being mailed May 1
City of Chestermere	Monthly utility bills will continue to be sent out, however our utility customers can choose to defer payments. For payments that are initiated by utility customers, it will be for each individual household to decide if a payment will be submitted between April 1st and June 30th. The deferral program is offered from April 1 to June 30. Regarding monthly utility bills and interest charges; all interest and related charges are being waived for April 1 to June 30th.
City of Camrose	City Council approved a motion to provide the following temporary relief: <ul style="list-style-type: none"> • No penalties to be applied to unpaid amounts for City utilities from March

	<p>23, 2020 to June 30, 2020;</p> <ul style="list-style-type: none"> • No penalties to be applied to unpaid amounts for accounts from tenants, landfill accounts, business licenses, facility rentals and other sundry accounts from March 23, 2020 to June 30, 2020; and • No charges for NSF (Not Sufficient Funds) fees with respect to cheques or direct deposits from March 23, 2020 to June 30, 2020. <p>These relief measures do not stop the normal billing process for any of the fees and charges within the City of Camrose. The measures provide customers with the ability to defer the amounts owing until June 30, 2020 without incurring any penalties for deferred payments.</p>
City of Red Deer	Residential, farm and small commercial customers can defer their utility payment for water, sewer and waste for 90 days.
Town of Olds	No action taken as of yet, deliberating at the next Council Meeting.
Town of Redcliff	Sending out bills as per usual but waiving any penalties. They currently bill every second month and unpaid sums are transferred to the tax roll. Will be allowing a 120 day period before the sum is transferred to the tax roll.
Town of Devon	Town utility account holders (water, wastewater, natural gas utilities) will also have the option of deferring their Town utility payments for up to 3 months (Mar. 18 to June 18, 2020). Monthly bills will continue to be distributed to residents and businesses; however no penalty fees or service disconnections will be applied to any account in arrears during this time.
Town of Westlock	Reduced the utility penalty to 0% until July 1, stopped collections and are taking anyone who wants to go off preauthorization off and letting them know that they need to contact when they want to get back on the program.
City of Wetaskiwin	Cancellation of water disconnects and late charges for utility payments until June 30, 2020.

A normal service consumption/billing/payment cycle for Town of Stettler utilities is two months. Consumption for the month of March is not due until early May; therefore, applicable implementation clarity is critical for interpretation purposes.

Consumption Period	Billing Period
March 2020	April 2020
April 2020	May 2020
May 2020	June 2020

As reference, the penalty for February 2019 – July 2019 was \$6300.

Monthly bills would continue to be distributed to residents and businesses; however, no penalty fees, service disconnections or utility fee transfers to taxes would be applied to any account until July 31st, 2020.

Motion 20:04:04

Moved by Councillor Fischer that the Town of Stettler Council temporarily amend the payment schedules outlined in Bylaws 2126-19, 2125-19, 2124-19 and 2116-18 and allow the option to defer Town utility payments for up to three (3) months for the billing period of April 1st, 2020 – June 30th, 2020. Additionally, that the penalty charge, to be applied in April for February 2020 consumption be waived.

MOTION CARRIED
Unanimous

(c) COVID-19 Organizational Update

CAO G. Switenky provided an organizational update on the measures taken by the Town of Stettler in relation to COVID-19.

The Town of Stettler has been closely monitoring the COVID-19 situation and aligning its directives with the Government of Alberta and Alberta Health Services.

The organization will be taking the next step in our business continuity planning as we transition into a rotational schedule. The information we have been provided by the Government of Alberta and Alberta Health Services suggests that as we approach the peak of this pandemic, this is the appropriate time to strengthen our commitment to social distancing. We hope that this measure will further protect the provision of our essential services and allow us to promptly and safely enter recovery mode once the COVID-19 pandemic recedes.

(d) 2020 Bank Reconciliation – February 29th, 2020

Motion 20:04:05

Moved by Councillor Campbell that the Town of Stettler Council approve the Bank Reconciliation as of February 29th, 2020 as presented.

MOTION CARRIED
Unanimous

(e) Meeting Dates

- **Wednesday, March 25 – Thursday, March 26 – Spring Municipal Leader's Caucus - CANCELLED**
- **Monday, April 6 – Regional Water – 1:00pm - CANCELLED**
- Tuesday, April 7 – Council – 6:30pm
- Tuesday, April 14 – COW – 4:30pm
- Tuesday, April 21 – Council – 6:30pm (2019 Financial Statement)
- Tuesday, May 5 – Council – 6:30pm
- **Tuesday, May 12 – 2020 Tax Budget Council Deliberations – 3:00pm**
- Tuesday, May 12 – COW – 4:30pm
- Tuesday, May 19 – Council – 6:30pm (2020 Tax Budget and Tax Rate Bylaw)
- **Monday, June 1 – Friday, June 5 – Senior's Week**
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- Tuesday, September 8 – COW – 4:30pm
- Tuesday, September 15 – Council – 6:30pm
- **Wednesday, September 23 – Friday, September 25 – 2020 AUMA Convention**

Motion 20:04:06

Moved by Councillor Smith that the COW Meeting schedule for

April 14th, 2020 be cancelled.

MOTION CARRIED
Unanimous

- (h) Accounts Payable in the amount of \$768,539.49

Councillor Pfeiffer abstained from cheque #74382 due to a conflict of interest.

Motion 20:04:07

Moved by Councillor Pfeiffer that Accounts Payable in the amount of \$768,539.49 for the period ending April 7, 2020 for having been paid, be accepted as presented.

MOTION CARRIED
Unanimous

7. **Council:**

Councillors outlined highlights of meetings they attended.

- (a) Mayor Nolls

March 25 – Talk of the Town
March 26 – Meeting with Central Alberta Mayors
April 2 – Meeting with Eastern Alberta Mayors

- (b) Councillor Barros

April 2 – Heartland Beautification Meeting

- (c) Councillor Campbell

March 20 – Red Deer River Watershed Alliance Board Meeting

- (d) Councillor Fischer

No report at this date.

- (e) Councillor Lawlor

No report at this date.

- (f) Councillor Pfeiffer

March 27 – Provincial Town Hall Phone-In Meeting

- (g) Councillor Smith

April 2 – Heartland Beautification Committee Meeting

Motion 20:04:08

Moved by Councillor Barros that the Town of Stettler Council approve the Council Reports as presented.

MOTION CARRIED
Unanimous

8. **Minutes:**

- (a) Parkland Regional Library Board – February 20, 2020

- (b) Stettler Waste Management Authority – March 13, 2020

Motion 20:04:09

Moved by Councillor Barros that the Town of Stettler Council approve the Minutes (a-b) as presented.

MOTION CARRIED
Unanimous

9. **Public Hearing:** (a) None
10. **Bylaws:** (a) Bylaw 2129-20 – 2020 Property Tax Deferral Amendments

CAO G. Switenky advised that in order to assist those financially impacted by the COVID-19 pandemic, many Albertan municipalities and utility companies have offered residents the option to defer tax payments, or a similar form of support. The current schedule for tax penalties is outlined in Bylaw 2056-14. According to the current schedule, a penalty of 3% would be applied to current taxes not paid by the last working day of June 2020, followed by a 9% penalty applied to current taxes not paid by the last working day of July 2020. A 12% penalty would remain consistent and is applied to all taxes unpaid by December 31, 2020. Bylaw 2129-20 proposes temporarily altering this schedule to combine the 3% and 9% penalties to a 12% penalty on late tax payments on the last working day of October 2020 for the 2020 taxation year. The second 12% penalty would remain consistent and be applied to all taxes unpaid by December 31, 2020. As a new payment option, taxpayers may defer tax payments to the last six (6) months of the year (July-December) by signing a Preauthorized Withdrawal Plan (PAWS). The full year's taxes would be divided into six equal payments; billing for this plan would commence on the first working day of July and conclude in December. This option would only be available for the 2020 taxation year. This bylaw replacement is strictly for the 2020 taxation year only, under the financial implications of the COVID-19 pandemic. It is expected that the dates within the original bylaw will be restored in 2021.

Motion 20:04:10

Moved by Councillor Smith that Bylaw 2129-20 be given 1st reading.

MOTION CARRIED
Unanimous

Motion 20:04:11

Moved by Councillor Barros that Bylaw 2129-20 be given 2nd reading.

MOTION CARRIED
Unanimous

Motion 20:04:12

Moved by Councillor Fischer that Bylaw 2129-20 proceed to 3rd and Final Reading.

MOTION CARRIED
Unanimous

Motion 20:04:13

Moved by Councillor Campbell that Bylaw 2129-20 be given 3rd and Final Reading.

MOTION CARRIED
Unanimous

11. **Correspondence:** (a) Alberta Health Services – Emergency Department Renovation Pause
- (b) STARS – COVID-19 Update

- (c) East Central Alberta Heritage Society – Membership Appreciation Day
- (d) Alberta Municipal Affairs – ACP Intermunicipal Collaboration Grant Approval

Motion 20:04:14

Moved by Councillor Pfeiffer that the Town of Stettler Council accept the correspondence items (a-d) for information.

MOTION CARRIED
Unanimous

- 12. **Items Added:** None
- 13. **In-Camera Session:** None
- 14. **Adjournment:**

Motion 20:04:15

Moved by Councillor Campbell that this regular meeting of the Town of Stettler Council be adjourned.

MOTION CARRIED
Unanimous at 8:44 p.m.

Mayor

Assistant CAO

MEMORANDUM

Date: April 8, 2020

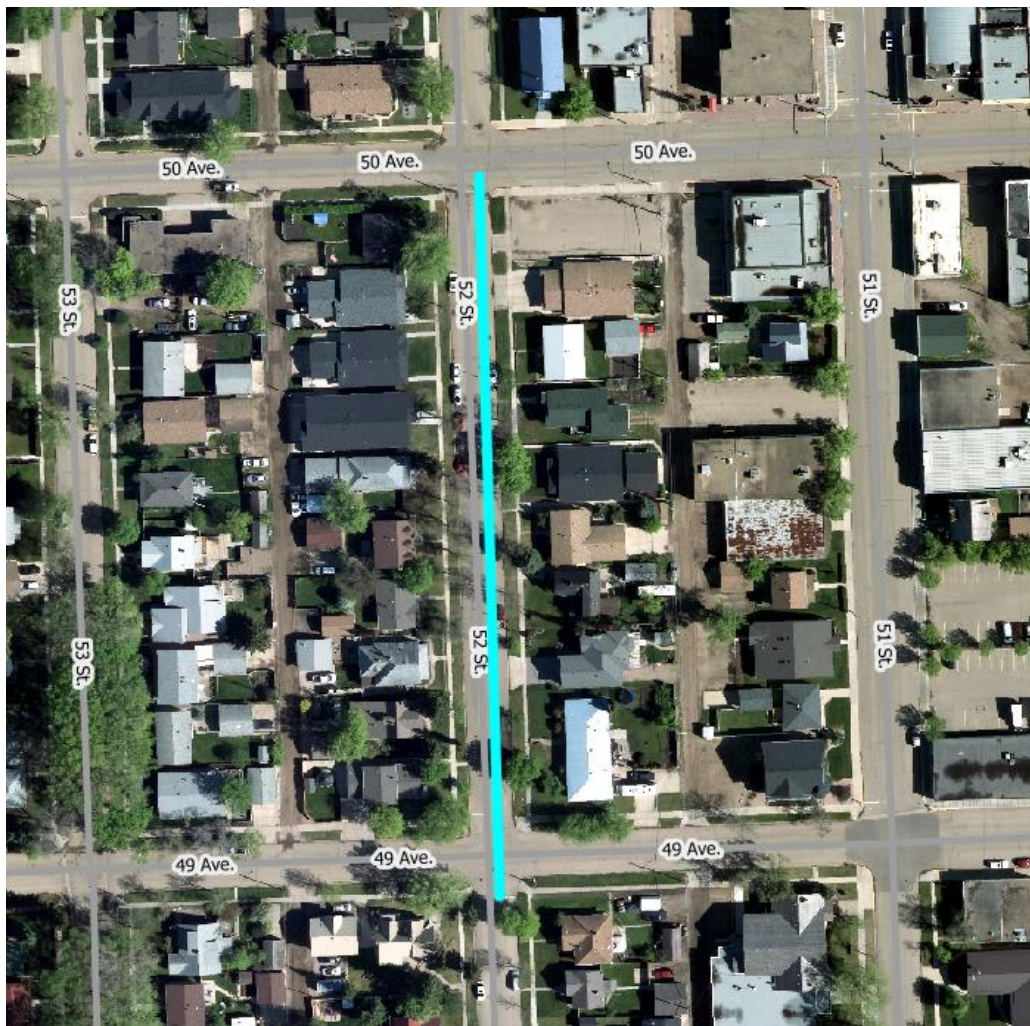
To: Greg Switenky
CAO

From: Melissa Robbins
Director of Operational Services

Re: Recommendation of Award of 52 Street (49-50 Avenue) Water main Replacements

Background:

2020 Capital Budget project to replace the water mains and services in 52 Street from 49-50 Avenues for \$280,000 funded from 2020 MSI grant.



Summary of Tenders Received by Tagish Engineering on March 31, 2020:

- Wally’s Backhoe Services \$200,219.25
- Nikiforuk \$216,088.95
- Alex Excavating \$259,996.17 (Corrected)
- UG Excavating \$272,656.97
- Urban Dirtworks \$282,379.29
- Elite Site Services \$287,175.61
- Northside Construction \$298,100.15
- Carbon Earthworks \$358,207.50
- PME Services \$438,359.25
- 640 Earthworks \$448,326.90
- Thompson Infrastructure \$572,920.73
- Watson’s Mechanical Disqualified - Did not meet mandatory specifications

Tenders do not include gst or contingency.

Budget Evaluation:

Contingency was not included in the tender to avoid extra billing; however, carrying a 10% contingency allowance is necessary to cover any unexpected costs or changes.

Tendered Price	\$200,219.25
10% Contingency	\$20,100.00
Engineering & Testing	<u>\$32,500.00</u>
Total	\$252,819.25

Recommendation:

Administration respectfully recommends that Town of Stettler Council award the 52 Street Water Replacements (49-50 Avenue) tender to Wally’s Backhoe Services in the amount of \$200,219.25, with a 10% contingency of \$20,100 for a construction cost of \$220,319.25, excluding GST. Administration recommends utilizing Tagish Engineering for engineering services up to \$32,500 for a total project expenditure of \$252,819.25 with funding to be provided from MSI in the 2020 Capital Budget.

Revenue	2020 Budget	Actual - March 31, 2020	Variance	%	Notes
Administration	\$317,333	\$1,555.98	\$315,777.02	0.49%	
	Clearview swimming pool - \$13,313)				
	White Sands Contract - \$32,000)				
	Inter Dept Utility Transfer - \$250,000)				
Police	\$565,466	\$7,503.71	\$557,962.29	1.33%	MSI Operating - \$53,680
	Traffic Fines (Budget - \$60,000 / \$6,418 - 11%)				
	Provincial Grant - \$347,000				
	Community Resource Program - \$98,267				Clearview 50% / County 25%
Fire	\$408,427	-\$6,609.36	\$415,036.36	-1.62%	
Disaster Services	\$0	\$0.00	\$0.00	0.00%	
Bylaw Enforcement	\$109,950	\$112,975.00	-\$3,025.00	102.75%	Animal / Business License
	Business Licenses (Budget - \$86,250 - Actual \$92,350 (107%) / Animal License - Budget \$21,700 - Actual \$20,125				
Roads, Streets, Walks, Lights	\$64,535	\$42.69	\$64,492.31	0.07%	
	Roads Frontage - Pavement (Budget - \$67,460)				
Airport	\$10,880	\$4,613.20	\$6,266.80	42.40%	
Drainage	\$0	\$0.00	\$0.00	0.00%	
Water Supply & Distribution	\$3,147,098	\$479,656.03	\$2,667,441.97	15.24%	
	Metered sale of water (Budget - \$1,961,388 / Actual - \$288,149 - 15%)				
	Metered out of Town (Budget - \$1,070,000 / Actual - \$175,391 - 16%)				
	Bulk water (Budget - \$40,000 / Actual \$3,214 - 8%)				
Sewer	\$950,675	\$147,387.79	\$803,287.21	15.50%	
	Sewer Service Charges (Budget - \$888,655 / Actual \$147,388 - 17%)				
Garbage Collection & Disposal	\$824,660	\$139,773.93	\$684,886.07	16.95%	SWMA haul rebate - \$23,000
	Residential Garbage Revenue (Budget - \$623,438 / Actual \$130,301 - 21%)				
	Recycling Revenue (Budget - \$168,870 / Actual - \$9.52 - 0%)				
FCSS	\$157,148	\$39,287.00	\$117,861.00	25.00%	
Cemetery	\$23,600	\$1,570.00	\$22,030.00	6.65%	
Planning & Development	\$44,500	\$4,282.06	\$40,217.94	9.62%	
	Building Permits (Budget - \$30,000 / Actual - \$1069 - 4%)				
Economic Development - BOT	\$222,920	\$50,701.27	\$172,218.73	22.74%	
Subdivision Land	\$2,000	\$0.00	\$2,000.00	0.00%	Subdivision Fees
Land, Housing & Rentals	\$273,780	\$63,577.13	\$210,202.87	23.22%	
	Health Unit - \$197,950				
	Ambulance Station - \$20,100				
	SRC - Library - Budget - \$42,000				
Recreation - General	\$3,000	\$422.67	\$2,577.33	14.09%	
Recreation Programs	\$24,460	\$952.74	\$23,507.26	3.90%	Ball / Soccer
Facilities	\$1,088,705	\$113,456.67	\$975,248.33	10.42%	County Partnership - \$466,000
Community Hall	\$40,000	\$4,259.03	\$35,740.97	10.65%	
Senior's Center	\$22,875	\$9,329.29	\$13,545.71	40.78%	
Parks	\$100,650	\$0.00	\$100,650.00	0.00%	
	Lions Campground - Budget - \$100,000 / Actual - \$0 - 0%)				
Operating Contingency	\$0	\$0.00	\$0.00	0.00%	
Taxes / Penalties	\$8,772,236	\$29,296.62	\$8,742,939.38	0.33%	Incl Business Taxes / Penalties
Other Revenue	\$1,778,000	\$377,746.71	\$1,400,253.29	21.25%	
	Franchise Fee - GAS (Budget - \$936,000 / Actual - \$217,336 - 23%)				
	Franchise Fee - ELECTRIC (Budget - \$712,000 / Actual - \$121,841 - 17%)				
	Return on Investments (Budget - \$130,000 / Actual - \$38,570 - 30%)				
Total Revenue	\$18,952,898	\$1,581,780.16	\$17,371,117.84	8.35%	

Expense	2020 Budget	Actual - March 31, 2020	Variance	%	Notes
Council & Legislative	\$221,300	\$53,134.27	\$168,165.73	24.01%	
Council Honorarium (Budget - \$152,300 / Actual - \$42,178 - 28%)					
Council per diem - Budget - \$27,000					
Council travel & subsistence - Budget - \$22,000 / Actual - \$2,433- 11%					
Council membership Conferences (Budget - \$16,000 / Actual - \$8,524 - 53%)					
Administration	\$1,215,838	\$325,250.99	\$890,587.01	26.75%	Admin, Office, Computer, Assess
Police	\$1,140,831	\$31,222.40	\$1,109,608.60	2.74%	
RCMP - Contract Billings (Budget - \$956,072)					
Fire	\$900,178	\$95,440.59	\$804,737.41	10.60%	
Disaster Services	\$20,068	\$124.43	\$19,943.57	0.62%	
Bylaw Enforcement	\$185,808	\$32,229.66	\$153,578.34	17.35%	
Common Services	\$150,597	\$24,389.43	\$126,207.57	16.20%	Shop
Roads, Streets, Walks, Lights	\$1,903,345	\$215,485.50	\$1,687,859.50	11.32%	
Airport	\$46,974	\$5,053.58	\$41,920.42	10.76%	
Water Supply & Distribution	\$3,095,880	\$384,727.13	\$2,711,152.87	12.43%	
Sewer	\$642,607	\$80,708.11	\$561,898.89	12.56%	
Garbage Collection & Disposal	\$794,016	\$44,549.47	\$749,466.53	5.61%	
FCSS	\$196,435	\$98,217.50	\$98,217.50	50.00%	
Cemetery	\$64,668	\$3,527.61	\$61,140.39	5.45%	
Planning & Development	\$380,225	\$65,002.34	\$315,222.66	17.10%	
Comm Services -Handi Bus	\$25,000	\$0.00	\$25,000.00	0.00%	
Economic Development	\$633,150	\$85,428.91	\$547,721.09	13.49%	Ec Dev, BOT. HBC
Subdivison Land	\$55,270	\$10,182.51	\$45,087.49	18.42%	
Land, Housing & Rentals (47343)	\$43,900	\$7,922.03	\$35,977.97	18.05%	
Recreation - General	\$140,775	\$28,503.47	\$112,271.53	20.25%	
Recreation Programs	\$80,280	\$5,470.13	\$74,809.87	6.81%	
Facilities	\$2,459,512	\$439,311.59	\$2,020,200.41	17.86%	
Culture	\$345,812	\$86,485.43	\$259,326.57	25.01%	Parkland, Library, Museum
Community Hall	\$104,029	\$19,069.64	\$84,959.36	18.33%	
Senior's Center	\$13,310	\$1,763.71	\$11,546.29	13.25%	
Parks	\$614,051	\$35,504.31	\$578,546.69	5.78%	
Operating Contingency	\$795,427	\$0.00	\$795,427.00	0.00%	WTP Gross Recovery, Tran to Res
WTP gross recovery - (\$230,000) (JE made at end of year prior to Audit)					
Available for Capital from 2020 Operating Budget for 2020 Capital Budget - \$1,025,427 (Water \$51,218 + Utility \$338,712 (sewer, waste, recycling) + Total Available for Capital - \$635,497) + Contingency - Utility - \$0 / Salaries - \$0 = \$1,025,427					
Requisitions	\$2,683,612	\$217,609.59	\$2,466,002.41	8.11%	
ASFF (Budget - \$2,157,062 - Actual - \$0 - 0%)					
ASFF Separate School (Budget - \$177,747 - Actual - \$42,451 - 24%)					
County of Stettler Senior Lodges (Budget - \$347,873 - Actual \$175,159 - 50% Actual)					
Total Expense	\$18,952,898	\$2,396,314.33	\$16,556,583.67	12.64%	
Surplus / Deficit	\$0	-\$814,534.17	\$814,534.17		

	Project	Actual Project Complete Cost / Council Tender Cost / Budget cost	2020 Budget Expense - Approved by Council	Actual - Project Expenses - March 31, 2020	Utility (Water) Avail for Capital 2020 Interim Operating Budget (Rates) - \$51,218	Utility (other) Avail for Capital 2020 Interim Operating Budget (Rates) - \$338,712	Available for Capital 2020 Interim Operating Budget (taxes)- \$635,497	General Reserve 4-15-00-00-74-700	Total Other Reserves (for capital purposes)	2020 Operating Budget / MSI Operating \$52,856 (\$53,391)	Debtenture / Local Improvement	Grants - MSI - \$943,458 (\$945,165)	Grants - FGT - \$340,465 (\$346,344)	Grants - BMTG (\$60 per cap x 5952 = \$357,120)	Other	\$8121 difference in provincial Grants from feb 27 Provincial Budget	Total
ADM	6-12-03-00-30-630	Computer Replacement Program	\$0.00	\$0.00					\$0.00	Office equip							\$0.00
ADM	6-12-03-00-31-630	Server Replacement (email, data , licensing)	\$35,042.00	\$35,042.00			\$154.00		\$34,888.00	Office equip							\$35,042.00
ADM		Softward Upgrade (e services/extender info)	\$25,670.00	\$25,670.00		\$20,670.00			\$5,000.00	Software Update							\$25,670.00
ADM		Communication - Website & Mobile APP	\$50,000.00	\$50,000.00		\$50,000.00											\$50,000.00
FIRE	6-23-99-91-00-764	2001 Fire Engine Replace-2026-\$1M	\$100,000.00	\$100,000.00		\$100,000.00											\$100,000.00
FIRE	6-23-00-00-30-630	2 way radio system Replacement AFRRCs (Alberta 1st Responder Communication System) in 2021	\$60,150.00	\$60,150.00		\$60,150.00											\$60,150.00
FIRE	6-23-00-30-00-630	Multipurpose Air Shelter Command - Regional	\$24,500.00	\$24,500.00			\$12,250.00							\$12,250.00	County		\$24,500.00
Op	2-32-09-00-01-244	Sidewalk replacement program (yearly)	\$130,000.00	\$130,000.00			\$55,000.00			\$75,000.00							\$130,000.00
	6-32-09-60-02-660	Pathway Program (Area 2c - Hwy 12 along Co-op/Stettler GM)	\$100,000.00	\$100,000.00		\$100,000.00											\$100,000.00
Op	2-32-09-00-03-244	Pathway Rehab (2017 Council Direction)	\$50,000.00	\$50,000.00						\$50,000.00							\$50,000.00
Op	2-32-21-00-03-536	Pavement Patching	\$150,000.00	\$150,000.00			\$150,000.00										\$150,000.00
Op		44th Avenue Overlay from Hwy 56-65th Street	\$950,000.00	\$950,000.00						\$52,856.00		\$600,833.89	\$296,310.11				\$950,000.00
Op		Mainstreet - 49th Avenue - 1/2 block south	\$380,000.00	\$380,000.00							\$380,000.00						\$380,000.00
Op		"Okoppe" Parking Lot Upgrade (50th Avenue / 49th Street)	\$60,000.00	\$60,000.00		\$60,000.00											\$60,000.00
Op		Cemetery concrete runner sidewalk	\$30,000.00	\$30,000.00			\$30,000.00										\$30,000.00
Water	6-41-11-10-24-610	Watermain on 52ndST between 49-50ave	\$230,000.00	\$230,000.00	\$462.24							\$230,000.00					\$230,000.00
Water		Watermain on 61ST Grandview	\$273,000.00	\$273,000.00								\$273,000.00					\$273,000.00
Water		Install additional fire hydrants 46th street	\$30,000.00	\$30,000.00			\$30,000.00										\$30,000.00
Water		Abandon Water Wells 15, 16, 17	\$90,000.00	\$90,000.00	\$90,000.00												\$90,000.00
Sewer		Sewermain on 61ST Grandview	\$273,000.00	\$273,000.00								\$273,000.00					\$273,000.00
Sewer		Lift station pump upgrades	\$300,000.00	\$300,000.00								\$260,000.00	\$40,000.00				\$300,000.00
Storm		Cattail removal Red Willow Creek	\$250,000.00	\$250,000.00			\$250,000.00										\$250,000.00
Equip		One tonne truck	\$50,000.00	\$50,000.00			\$50,000.00										\$50,000.00
Equip	6-31-11-30-25-630	Grader (keep old one for winter)	\$280,000.00	\$280,000.00		\$280,000.00											\$280,000.00
WTP		WTP - Chlorine Analyzer	\$20,000.00	\$20,000.00	\$20,000.00												\$20,000.00
WTP		WTP - Make up air unit replacement	\$20,000.00	\$20,000.00	\$20,000.00												\$20,000.00
WTP		WTP - Membranes (build reserves)	\$50,000.00	\$50,000.00	\$50,000.00												\$50,000.00
WTP		WTP - Chlorine gas replacement	\$50,000.00	\$50,000.00	\$50,000.00												\$50,000.00
WTP	6-41-01-20-26-620	WTP - Fluoride meter	\$12,000.00	\$12,000.00	\$12,935.00	\$12,000.00											\$12,000.00
WTP		WTP - Storage pond additional shading	\$15,000.00	\$15,000.00	\$15,000.00												\$15,000.00
WTP		WTP - Potable water pump	\$50,000.00	\$50,000.00	\$50,000.00												\$50,000.00
Park		Skateboard Park - Phase 2	\$126,000.00	\$126,000.00		\$63,100.45									\$62,899.55	Association	\$126,000.00
Park		Baseball diamond utility vehicle (mule)	\$32,000.00	\$32,000.00			\$32,000.00										\$32,000.00
SRC		Scissor lift	\$12,000.00	\$12,000.00		\$12,000.00											\$12,000.00
SRC		Door Accessibility	\$24,500.00	\$24,500.00		\$24,500.00											\$24,500.00
SRC Fitness		Pec Deck Machine	\$6,550.00	\$6,550.00		\$6,550.00											\$6,550.00
SRC - Arenas		Tube Heaters	\$62,500.00	\$62,500.00		\$62,500.00											\$62,500.00
SRC - Pool		Controllor Replacement	\$28,150.00	\$28,150.00		\$28,150.00											\$28,150.00
Culture		Culture Projects	\$15,000.00	\$15,000.00		\$15,000.00											\$15,000.00
Total 2020 Capital Budget			\$4,445,062.00	\$4,445,062.00	\$13,397.24	\$307,000.00	\$832,920.45	\$659,104.00	\$0.00	\$39,888.00	\$177,856.00	\$0.00	\$1,156,000.00	\$860,833.89	\$336,310.11	\$75,149.55	\$4,445,062.00
Council Motion - 20:02:03 - Feb 4, 2020			\$4,445,062.00	\$0.00		\$1,025,427.00	\$1,799,024.45						-\$84,873.00	-\$532,556.89	\$20,809.89		\$4,445,062.00
Total 2020 Capital Budget			\$4,445,062.00														\$0.00
Difference (Actual vs Council Budget)			\$0.00														\$0.00

2019 Carry Forward		Brought forward from 2019 Budget Carry Forward	2019 Approved Amount (with tender amount updates)	Actual - Project Expenses - March 31, 2020	Utility (Water) Available for Capital Budget	Utility (other) Available for Capital Budget	Available for Capital (taxes)	Transfer From General Reserves	Transfer From Other Reserves	Operating Budget	Debtenture / Local Improve	MSI	FGT	BMTG	Other	Total
2019 Carry Forward - Projects not Completed																
6-32-09-60-00-660	Pathway Expansion - (Melissa Dec 30/19 - carry forward balance - \$100,000-46,628.12 = \$53,371.88)	\$53,371.88	\$53,371.88				\$53,371.88									\$53,371.88
6-32-21-10-22-610	51st Avenue - 59-61st Street Cement and Paving - (Melissa Dec 30/19 - carry forward balance - \$0)	\$141.75	\$0.00	\$575.10						\$141.75						\$141.75
6-32-21-10-01-610	Downtown Streetscape Concept Planning - (Melissa Dec 30/19 - carry forward balance - \$20,000- \$8728.79= \$11,271.21)	\$11,271.21	\$11,271.21	\$4,171.50			\$11,271.21									\$11,271.21
6-41-11-10-22-610	Watermain replace on 52nd Street between 48-49 Ave - (Melissa Dec 30/19 - carry forward balance - \$221,369.75 - \$205,400.66 = \$15,969.09)	\$15,969.09	\$15,969.09								\$15,969.09					\$15,969.09
6-41-11-10-23-610	Watermain replace west of 57ASTbetween 46-47 Ave - (Melissa Dec 30/19 - carry forward balance - \$229,465.78 - \$213,354.80 = \$16,110.98)	\$16,110.98	\$16,110.98	\$2,467.05							\$16,110.98					\$16,110.98
6-41-14-20-01-620	Water Reservoir Pump Upgrades - (Melissa Dec 30/19 - carry forward balance - \$150,000 - \$210.00 = \$149,790)	\$149,790.00	\$149,790.00	\$210.00							\$149,790.00					\$149,790.00
6-42-00-10-22-610	Sewermain replace west of 57ASTbetween 46-47 Ave - (Melissa Dec 30/19 - carry forward balance - \$229,465.78 - \$213,354.81 = \$16,110.97)	\$16,110.97	\$16,110.97	\$2,467.05							\$16,110.97					\$16,110.97
6-42-00-20-00-620	Lift Stations A & B Furnaces - (Melissa Dec 30/19 - carry forward balance - \$30,000 - \$0.00 = \$30,000)	\$30,000.00	\$30,000.00	\$3,717.70	\$30,000.00											\$30,000.00
6-31-11-50-00-650	3/4 Tonne Truck - (Melissa Dec 30/19 - carry forward balance - \$36,526.25 - \$0 = \$39,526.25)	\$39,526.25	\$39,526.25	\$40,006.25	\$39,526.25											\$39,526.25
6-31-11-50-02-650	Tandem - (Melissa Dec 30/19 - carry forward balance - \$170,000-0=\$170,000)	\$170,000.00	\$170,000.00								\$170,000.00					\$170,000.00
6-31-11-30-06-630	Snow Blower - (Melissa Dec 30/19 - carry forward balance - \$180,000 - 0 = \$180,000)	\$159,700.00	\$159,700.00								\$159,700.00					\$159,700.00
6-41-01-20-22-620	WTP - MCC Room Air Conditioning - (Melissa Dec 30/19 - carry forward balance - \$10,000 - \$675.96 = \$9324.04)	\$9,324.04	\$9,324.04		\$9,324.04											\$9,324.04
6-41-01-20-10-620	WTP - Cathodic Protection Distribution Line - (Melissa Dec 30/19 - carry forward balance - \$100,000 - 0 = \$100,000)	\$100,000.00	\$100,000.00		\$100,000.00											\$100,000.00
2-61-02-00-05-239	North ASP - (Melissa Dec 30/19 - carry forward balance - \$25,000 - 0 = \$25,000)	\$25,000.00	\$25,000.00					\$25,000.00	planning res							\$25,000.00
6-41-14-10-01-610	Water reservoir exterior and insulation - 2018 Carry Forward - (Melissa - December 20) - (Melissa Dec 30/19 - carry forward balance - \$50,000 - 0 = \$50,000)	\$50,000.00	\$50,000.00		\$10,000.00			\$40,000.00	Coat Reservoir Exterior							\$50,000.00
6-42-01-10-11-610	Lagoon Cell B (2018) & Cell C (2019) - Desludging (Melissa Dec 30/19 - carry forward balance for desludging Cells B (2018 - Budget \$334,720 / tender amount - \$230,162.71) and C (2019 - Budget - \$300,000 / tender amount - \$153,442.67) - Total 2019 Carry forward to 2020 - (\$230,162.71+\$153,442.67-\$192,778.92 = \$190,826.46)	\$190,826.46	\$190,826.46	\$226.53							\$190,826.46					\$190,826.46
6-42-00-10-20-610	New Sewer Dump - 2018 Carry Forward - (Melissa - December 20) - (Melissa - December 20) - (Melissa Dec 30/19 - carry forward balance - \$115,000 - 0 = \$115,000)	\$115,000.00	\$115,000.00			\$115,000.00										\$115,000.00
6-41-01-10-01-610	WTP - Waste Pond Dredging - 2018 Carry Forward - (Melissa - December 20) - (Melissa - December 20) - (Melissa Dec 30/19 - carry forward balance - \$350,000 - 1171.80 = \$348,828.20)	\$348,828.20	\$348,828.20		\$348,828.20											\$348,828.20
6-41-01-20-21-620	WTP - 400mm Distribution Line Valve - 2018 Carry Forward - (Melissa - December 20) - (Melissa - December 20) - (Melissa Dec 30/19 - carry forward balance - \$250,000 - \$20,499.36 = \$229,500.64)	\$229,500.64	\$229,500.64	\$879.70				\$229,500.64								\$229,500.64
6-41-11-10-08-610	4203-50A Ave - Motion 18:05:20 - 2018 Carry Forward - \$140,000 to 2019 to complete (Melissa - January 7, 2019) - (Melissa Dec 30/19 - carry forward \$5000 to cover engineering inspections - \$5000)	\$5,000.00	\$5,000.00	\$562.95	\$5,000.00											\$5,000.00
6-33-00-10-01-630	Airport - GPS Approach - 2017 Carry Forward - Melissa 20/12/17 - \$40,000 - 2018 Carry Forward - carry forward balance (40,000-7,450 = 32,550) - Melissa January 7, 2019 - (Melissa Dec 30/19 - carry forward balance (joint Airport Grant - runway lighting) \$32,550 - 0 = \$32,550)	\$32,550.00	\$32,550.00			\$16,275.00									\$16,275.00 County	\$32,550.00

6-41-11-30-03-630	SCADA Water Communication System - 2017 Carry Forward Balance - Melissa - 20/12/17 - \$120,500 - \$31,604.70 = \$88,895.30 - 2018 Carry Forward - carry forward balance to 2019 (88,895.30-54,188.57 = 34,706.73) - Melissa January 7, 2019 - (Melissa Dec 30/19 - carry forward balance [joint Airport Grant - runway lighting]) \$34,706.73 - \$2201.72 = \$32,505.01	\$32,505.01	\$32,505.01			\$32,505.01											\$32,505.01
6-41-11-10-19-610	Motion 17:03:04 - Sewer / Water Main 51 Ave - 57 to 59 Street (Total Budget \$970,000 (450,000+\$520,000) Contract Price - \$737,042 - \$232,958 under budget - 2017 Carry Forward - Melissa 20/12/17 - \$25,000 Engineering and final work. - 2018 Carry Forward - Warranty Expires in 2019 - carry forward balance (25,000-8587.35=16,412.65) - Melissa January 7, 2019 - (Melissa Dec 30/19 - carry forward \$16,413 to cover engineering inspections - \$16,413)	\$16,413.00	\$16,413.00			\$16,413.00											\$16,413.00
641111012610 / 642001014610	Motion 17:02:27 - Sewer / Water - 50 Ave back alley between 55-56 Street - (Total Budget \$500,000 (250,000+250,000) \$78,217 Under Budget - 2017 Carry Forward - Melissa 20/12/17 - \$10,000 Engineering and final work. - 2018 Carry Forward - Warranty Expires in 2019 - carry forward balance - Melissa January 7, 2019 - (Melissa Dec 30/19 - carry forward \$10,000 to cover engineering inspections - \$10,000)	\$10,000.00	\$10,000.00			\$10,000.00											\$10,000.00
2-73-11-02-03-239	SRC - Red Arena - Re-vamp player boxes (glass, boards and gates) - carry forward to 2020 (Allan Sept 11)	\$16,500.00	\$16,500.00			\$16,500.00											\$16,500.00
2-77-05-00-02-239	Parks - West Stettler Park - Imp (2019 Strategic Plan) - Allan - January 6, 2020 - carry forward balance - \$25,000 - 2020 Power & Water Feature	\$50,000.00	\$50,000.00			\$50,000.00											\$50,000.00
6-56-00-60-01-660	Cemetery Columbarium - Allan - January 6, 2020 - carry forward balance - \$20,000 - \$1800 = \$18,200	\$18,200.00	\$18,200.00			\$18,200.00											\$18,200.00
6-74-14-30-02-630	Community Hall - HVAC - Allan - January 6, 2020 - carry forward balance - \$271,000.00 - \$82,917.94	\$82,917.94	\$82,917.94				\$82,917.94	Community Hall / Arts & Culture									\$82,917.94
2-26-02-00-00-263	Bylaw Enforcement - Property	\$1,289.46		\$1,289.46					\$1,289.46								\$1,289.46
6-41-01-20-24-620	WTP - Primary Coagulant (warranty credit)	-\$2,569.00		-\$2,569.00					-\$2,569.00								-\$2,569.00
6-42-01-10-12-610	Lagoon Engineering (legal)	\$1,329.10		\$1,329.10					\$1,329.10								\$1,329.10
6-73-11-30-13-630	Concession Equipment (grill replacement)	\$4,674.86		\$4,674.86					\$4,674.86								\$4,674.86
	Council - Board Room Chairs - 2018 Carry Forward - Steve - Working with Clearview to find suitable chair - or stick with old ones - Stay with Old Ones (January 7, 2020)	\$0.00	\$0.00	\$0.00		\$0.00											\$0.00
Total 2019 Carry Forward		\$1,999,281.84	\$1,994,415.67	\$60,008.25	\$542,678.49	\$190,193.01	\$149,343.09	\$229,500.64	\$147,917.94	\$4,866.17	\$0.00	\$718,507.50	\$0.00	\$0.00	\$16,275.00	\$0.00	\$1,999,281.84
Total 2020 Capital (Inc 2019 Carry Forward)		\$6,444,343.84	\$6,439,477.67	\$73,405.49	\$849,678.49	\$1,023,113.46	\$808,447.09	\$229,500.64	\$187,805.94	\$182,722.17	\$0.00	\$1,874,507.50	\$860,833.89	\$336,310.11	\$91,424.55	\$0.00	\$0.00
							\$2,681,239.04		\$417,306.58								
						Total Reserves		\$3,098,545.62									
										Total Grants Available		\$1,929,881.04	\$894,411.47	\$450,889.22			
										Balance		\$55,373.54	\$33,577.58	\$114,579.11			

TO: Town of Stettler Council

DATE: 2020 04 21

FROM: Greg Switenky
CAO

CHIEF ADMINISTRATIVE OFFICER'S REPORT – MARCH 2020

ADMINISTRATION – CAO – GREG SWITENKY

1. Meetings: Town Council, Department Head and Staff information sharing sessions.
2. Organizational COVID-19 daily continuity planning sessions with Senior Administration.
3. Regional EOC operations and community pandemic planning.
4. Work with Communications Coordinator to prepare weekly COVID-19 Employee Information Message from CAO via email accounts.
5. Review daily (Alberta.ca) Provincial COVID-19 information updates and releases.
6. Participate in numerous COVID-19 Telephone Town Halls and teleconferences.
7. Outlook training session with Council.
8. Ongoing liaison and information sharing with County Administration; working on community matters and strengthening collaborative working relationships.
9. Ongoing internal guidance and communication with Council respecting roles & responsibilities within our organization.
10. Continuous engagement with Senior Department Heads regarding situational solutions to arising issues/requests, emergent problems and troubleshooting Council Member/ratepayer concerns.

ADMINISTRATION – ASSISTANT CAO – STEVEN GERLITZ

1. Meetings attended included: Senior Administration COVID 2020 Daily meetings
2. Projects worked on included:
 - 2019 Financial Statement
 - 2019 Regional Water true-up costing
 - 2019 Revenue/Expense Budget Summary (December 31, 2019 – C Run)
 - 2019 Capital Budget Summary - (December 31, 2019 – C Run)
 - 2019 MSI, BMTG, FGT summary - (December 31, 2019 – C Run)
 - 2019 Reserves Summary – (December 31, 2019 – C Run)
 - 2019 Cash Flow Statement – (December 31, 2019 – C Run)
 - 2020 Tax Budget
 - 2020 Capital Budget
 - Compost Bins / Recycling

- Council Agenda prep
- Council Minutes
- AP Invoices and sign checks
- Ratepayer issues and concerns

TRANSPORTATION – IVAN WILFORD

No report at this date.

WATER – GRANT MCQUAY

- 1) Rounds, readings, locates and meters
- 2) MSDS booklets for facilities
- 3) Pushing up cattails and cleaned the ones around the header.
- 4) On line courses
- 5) Reviewed hazard assessments, job procedures, DWSP and approvals.
- 6) Curbstop repair/replace
- 7) Analyzer certification
- 8) THM and HAA sampling
- 9) Nitrite sampling and flushing
- 10) Weekly cleaning of WTS sanitary tank and CL17 analyzer bottles changed out.
- 11) Dig site maintenance

WATER TREATMENT PLANT SUPERVISOR – CHRIS SAUNDERS

1. Most staff were able to attend the Confined Space and Fall Protection courses in Red Deer before the Corona Virus hit us. Only one staff member still requires the Confined Space course which has been postponed until further notice.
2. The Cleartech Yearly servicing and certification of our online and lab meters went well with a minor hiccup which was resolved. We will see some cost savings over our usual Hach servicing.
3. Our new Fluoride meter is still on hold due to Covid isolation of the instrument technician that will be installing our meter. Continued grab samples are being done

- until the meter is installed.
4. The new Kuntze Chlorine meter trial is still ongoing. The meter reading is drifting off at this point and the technician has recommended cleaning the probe to see if the readings will stabilize.
 5. A new Loss Of Communications troubleshooting procedure was developed and implemented.
 6. The sludge curtain was built and installed in our south settling tank. Some improvement in sludge settling was noticed and will continue to be monitored as the water changes this spring and summer.
 7. Extra lab supplies were ordered in case of any delays due to Covid.
 8. AEP has approved the new injection point for Potassium Permanganate which will now be at the raw water inlet line to the reservoir. Potassium Permanganate will hopefully help with the taste, odor, manganese and algae at the reservoir stage in our treatment system. We will be running a trial this spring and summer while doing lab analysis to see the effectiveness of its use.
 9. New cleaning and operational procedures have been implemented to help stop the spread of Covid. The new operators work schedule helps greatly in reducing the contact time that operators have together.
 10. At this point there will be no problem keeping up with the monthly routine maintenance and operation at the plant.
 11. All staff are well at this point. Two of us self isolated due to symptoms. We were both tested for Covid and received the all clear from the Red Deer and Camrose testing centers and returned to work.

DIRECTOR OF OPERATIONS – MELISSA ROBBINS

Meetings:

- Department Head
- Town Life Planning
- Trade Show Planning
- COVID-19 Dept Head daily meeting

Projects:

- Grader Award
- 52 Street Water line Tender and design
- Downtown Streetscape tender and design
- COVID-19 – hazard assessments, work schedules, modifying procedures, etc.

DIRECTOR OF PLANNING & DEVELOPMENT – LEANN GRAHAM

1. Building Permit Activity to Date

	2018 Permits to February 29, 2019	2019 Permits to February 29, 2020
Institutional	\$182,121.00	-
Industrial	-	-
Commercial	\$1,468,000.00	-
Residential	-	-
Total	\$1,650,121.00	-

2. Projects:

- Pandemic Preparedness
- Housing Assessment
- Town Life Spring 2020
- Economic Development Initiative
- Downtown Revitalization Initiative
- Corporate Identity Initiative
- North West ASP RFP
- AE Kennedy Maintenance
- Bylaw Property Inspections and Enforcement
- Planning & Development Inquiries

3. Meetings:

- Pandemic Meetings
- Bylaw Inspection Meetings
- Development Inquiry Meetings
- Council and Committee Meetings
- Staff and Department Head

DIRECTOR OF PARKS & LEISURE SERVICES / PARKS & LEISURE SERVICES FOREMAN – ALLAN KING

1. **Meetings:** A.A.R.F.P board of directors, and heartland beatification (both done over zoom), department head meetings, and staff meetings.
2. **Projects:** Pool shut down and maintenance, stripping and waxing floors, Ice removal, online training, painting in the Red arena, steam cleaning Hub and Community hall chairs, deep cleaning everything, closed playgrounds, and made some changes for day to day operations due to covid-19.
3. In these trying times we are making plans and contingency plans to offer our residents and visitors as many services as we can in this ever-changing environment. The cooperation between departments is fantastic and greatly appreciated. This too shall pass and we will be stronger for it. Stay healthy and remember that we are all in this together.

REGIONAL FIRE CHIEF – MARK DENNIS

1. Training

- Attended NFPA, IAFC video podcast training on the following topics regarding COVID 19 specific PPE requirements and standards, on site PPE pre decontamination, washing of contaminated PPE, EPA approved sanitation products, the effects of sanitation products on fire rated turn out gear, respiratory equipment requirements, and disposable and or re-usable protective suits for viral protection.
- Develop new procedures during Pandemic (COVID) non emergency response to residential CO and smoke alarm activation.
- Develop new procedures during Pandemic (COVID) emergency response to all types of fire incidents including medical first response.
- Developed video training and hard copy paper version regarding new response procedures regarding donning, doffing, decontamination of structural turn out, re-usable chemical/infectious protective coverall, and respirator.
- Provided COVID 19 power point specific to COVID 19 and the fire service through online video.
- Provide weekly live video training and sharing of information using google to keep our fire fighters informed on current procedures.

2. Fire Department Operations

- Meeting - Virtual Fire officer meeting, daily department head meetings, weekly MFR situational update conference call, daily CAFC information report
- Fire inspections - Club Cafe Fire inspection pre COVID
- Early on set up new procedure regarding fire station staffing rotation, closed the fire stations to public access, limit fire fighter access to fire stations (on call only), logging access to fire station facility's and apparatus sanitation procedures.
- PPE sourcing from various suppliers local and non local for fire department staff.
- Ordered two week supply of procedure masks to comply with new masking policy for fire fighters, still waiting for delivery.
- Providing alternative PPE solutions for fire fighters to remain protected for all types of responses for the current Pandemic response including short term and long term planning.
- Fit testing all fire department staff with Honeywell respirator mask on-going (this is being accomplished while meeting all safety requirements regarding COVID)
- Sourced specific COVID virus sanitation product for sanitation of facility and PPE.
- Fire prevention- Working on plans to provide some public fire prevention video footage with Stettler Regional Fire Fighters.
- Structure Fire investigation- Reports have been put on hold until time allows completion
- Completing minor fire apparatus repairs in-house at this time
- Gearing up for wildfire incidents

3. Regional Fire Department Incident Summary

- Total calls 18 - 3 motor vehicle incidents, 4 Alarm calls, 3 Vehicle fires, 7 Medical first response, 1 Structure fire.



Greg Switenky
CAO

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	74416
Cheque Date	First	Last		74419

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Cal-Trac Contracting Ltd.	74416	2020-04-09	\$7,365.75

Invoice Description		Invoice Number	Invoice Amount

Snow Removal Grader Rental		303696	\$3,032.40
Sewer Trackhoe Rental Cattail		303687	\$4,333.35

Canada Post Corporation	74417	2020-04-09	\$1,777.86

Invoice Description		Invoice Number	Invoice Amount

Bylaw & Water Billing Postage		9722031001	\$1,777.86

Purolator Courier Ltd.	74418	2020-04-09	\$431.52

Invoice Description		Invoice Number	Invoice Amount

WTP & Water Trans Freight		443881789	\$431.52

Stettler Independent	74419	2020-04-09	\$68.25

Invoice Description		Invoice Number	Invoice Amount

Office 2020 Newspaper Subscrip		2020.OFFICE	\$68.25

		Total Cheques	\$9,643.38

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Ranges: From:	To:	From:	To:
Vendor ID First	Last	Chequebook ID GENERAL	GENERAL
Vendor Name First	Last	Cheque Number 74420	74439
Cheque Date First	Last		

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Acklands - Grainger Inc.	74420	2020-04-17	\$4,151.09

Invoice Description	Invoice Number	Invoice Amount	

Fire Joint 1 case bath tissue	9484084935	\$62.75	
Fire Joint 8 Beams	9484124277	\$1,182.74	
Fire Joint & County Blankets	9476541421	\$635.25	
Fire Joint/County Safety Glass	9489307455	\$1,066.75	
Fire Joint 50 Hooded Coveralls	9490649820	\$601.13	
Fire Joint 10 Hooded Coveralls	9490901114	\$119.96	
Pool Facility Janitor Supplies	9467328705	\$482.51	

AL-TERRA Engineering	74421	2020-04-17	\$2,482.33

Invoice Description	Invoice Number	Invoice Amount	

Municipal Planning NW ASP	10777	\$2,482.33	

Bagshaw Electric Ltd.	74422	2020-04-17	\$1,090.92

Invoice Description	Invoice Number	Invoice Amount	

Water Trans Connector	IC009284	\$6.64	
SRC 6 Light Covers	IC009336	\$381.78	
Zamboni Propane	IC009287	\$472.01	
Zamboni Propane	IC009842	\$121.92	
Pool Repair Upstairs Circ Pump	W10801	\$108.57	

Bond-O Security	74423	2020-04-17	\$173.25

Invoice Description	Invoice Number	Invoice Amount	

Joint Office Check Panic Alarm	BONDOIN116915	\$173.25	

Bunzl Cleaning & Hygiene	74424	2020-04-17	\$1,376.81

Invoice Description	Invoice Number	Invoice Amount	

SRC Floor Stripper & Wax	118807	\$278.71	
SRC Floor Wax	119233	\$576.58	
SRC Janitor Supplies	119402	\$89.93	
SRC Scrubber repair parts	118619	\$431.59	

Campbell, Al	74425	2020-04-17	\$87.50

Invoice Description	Invoice Number	Invoice Amount	

Council RDRWA Board Meeting Tr	2020.04.13	\$87.50	

Caro Analytical Services	74426	2020-04-17	\$157.50

Invoice Description	Invoice Number	Invoice Amount	

WPT Water Analysis	IC2003907	\$157.50	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
CentralSquare Canada Software	74427	2020-04-17	\$4,730.88
Invoice Description	Invoice Number	Invoice Amount	
Computer Extender Support Plan	274709	\$4,730.88	
Charles Cormier	74428	2020-04-17	\$1,260.00
Invoice Description	Invoice Number	Invoice Amount	
Airport Annual GPS Approach Ch	20019	\$1,260.00	
Diverse Signs N Designs Inc.	74429	2020-04-17	\$48.67
Invoice Description	Invoice Number	Invoice Amount	
Park Lions New Sign Letters	6432	\$48.67	
Downey, Heide	74430	2020-04-17	\$500.00
Invoice Description	Invoice Number	Invoice Amount	
Comm Hall Refund Hall Deposit	2020.04.09	\$500.00	
Heartland Glass Ltd.	74431	2020-04-17	\$730.80
Invoice Description	Invoice Number	Invoice Amount	
Fire Joint Unican 1000 Lock	105139	\$557.55	
SRC Replacement Chain & Lock	105128	\$173.25	
Just Safety Supplies & Service	74432	2020-04-17	\$443.07
Invoice Description	Invoice Number	Invoice Amount	
Roads & Water Covid-19 Supplie	6046	\$443.07	
Norm Grexton Inc.	74433	2020-04-17	\$2,053.80
Invoice Description	Invoice Number	Invoice Amount	
Sewer 4 Pails Waste Go	20662	\$2,053.80	
Praxair Distribution	74434	2020-04-17	\$983.81
Invoice Description	Invoice Number	Invoice Amount	
Pool Facility Chemicals	95493911	\$635.58	
Pool Facility Cylinder Rental	95580103	\$348.23	
Receiver General for Canada	74435	2020-04-17	\$59,868.42
Invoice Description	Invoice Number	Invoice Amount	
Town Tax Remittance	PP08-20	\$51,936.92	
Town Tax Remittance	PP08-20.	\$6,087.12	
BOT Tax Remittance	PP08-20.BOT	\$1,844.38	
Schwartz Home Building Centre	74436	2020-04-17	\$80.20
Invoice Description	Invoice Number	Invoice Amount	
Fire Joint Inkzall Marker	752215	\$67.66	
Trans Materials for Sideboard	751645	\$12.54	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Stettler Flooring	74437	2020-04-17	\$792.05

	Invoice Description	Invoice Number	Invoice Amount
	-----	-----	-----
	SRC Painting Sup & Baseboards	66611	\$457.16
	SRC Paint, rollers & inserts	66683	\$247.43
	SRC Brushes	65520	\$31.39
	SRC Paint Rollers	65564	\$56.07

Supply Co.	74438	2020-04-17	\$141.75

	Invoice Description	Invoice Number	Invoice Amount
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	Fire Joint SCBA Testing Bin	INV-000189	\$141.75

Woody's Automotive Ltd.	74439	2020-04-17	\$665.68

	Invoice Description	Invoice Number	Invoice Amount
	-----	-----	-----
	Shop Supplies Padlock	670433	\$175.96
	Shop 4 cases shop towels	671238	\$113.78
	WTP Gloves & Belts	669888	\$234.07
	WTP WD40	670110	\$7.33
	WTP Front Ball Joint #151	669831	\$67.27
	WTP Lower Ball Joint #151	669843	\$67.27

	Total Cheques		\$81,818.53
			=====

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	First
Cheque Date	2020-04-07	2020-04-07		Last

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
APEX Supplementary Pension Pla	EFT0002271	2020-04-07	\$369.92

Invoice Description	Invoice Number	Invoice Amount	
Supplementary Pension Plan Tr	PP07-20	\$369.92	

Barnes, Roger	EFT0002272	2020-04-07	\$25.00

Invoice Description	Invoice Number	Invoice Amount	
SRC April Phone Allowance	2020.04.01	\$25.00	

Brownlee LLP	EFT0002273	2020-04-07	\$10,158.59

Invoice Description	Invoice Number	Invoice Amount	
Lagoon Aeration Prof Services	494391	\$10,158.59	

Canadian Union of Public Emplo	EFT0002274	2020-04-07	\$742.50

Invoice Description	Invoice Number	Invoice Amount	
Union Dues	PP07-20	\$742.50	

ClearTech Industries Inc.	EFT0002275	2020-04-07	\$16,009.66

Invoice Description	Invoice Number	Invoice Amount	
WTP Service Call Service CTI	826156	\$5,106.15	
WTP Chemicals	824944	\$8,100.02	
Water Certify Analyzer	50306	\$3,989.99	

Dahl, Steven	EFT0002276	2020-04-07	\$50.00

Invoice Description	Invoice Number	Invoice Amount	
Shop Apr Tool Allowance	2020.04.01	\$50.00	

Dodd, Sonia	EFT0002277	2020-04-07	\$25.00

Invoice Description	Invoice Number	Invoice Amount	
Pool Apr Phone Allowance	2020.04.01	\$25.00	

Finning Canada	EFT0002278	2020-04-07	\$15,400.00

Invoice Description	Invoice Number	Invoice Amount	
Equip Deposit of Grader 140-15	Q-00037413	\$15,400.00	

Gateway Mechanical Services In	EFT0002279	2020-04-07	\$1,046.50

Invoice Description	Invoice Number	Invoice Amount	
SRC Ice Plant Service	604792	\$1,046.50	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Gerlitz, Steven	EFT0002280	2020-04-07	\$100.00
Invoice Description	Invoice Number	Invoice Amount	
Admin/Office Apr Phone Allowan	2020.04.01	\$100.00	
Graham, Leann	EFT0002281	2020-04-07	\$175.00
Invoice Description	Invoice Number	Invoice Amount	
P&D Apr Phone & Travel Allowan	2020.04.01	\$175.00	
Howe, Graham	EFT0002282	2020-04-07	\$25.00
Invoice Description	Invoice Number	Invoice Amount	
SRC/Cemetery Apr Phone Allowan	2020.04.01	\$25.00	
Keiths Refrigeration	EFT0002283	2020-04-07	\$884.00
Invoice Description	Invoice Number	Invoice Amount	
Shop Srvc to make-up air unit	19752	\$537.50	
Shop Srvc to make-up air unit	19758	\$346.50	
Lawlor, Gord	EFT0002284	2020-04-07	\$929.84
Invoice Description	Invoice Number	Invoice Amount	
Council Travel & Subsistence	2020.03.17	\$929.84	
Loomis Express	EFT0002285	2020-04-07	\$36.76
Invoice Description	Invoice Number	Invoice Amount	
WTP Freight from Capital H20	8865563	\$36.76	
MPE Engineering Ltd	EFT0002286	2020-04-07	\$7,723.80
Invoice Description	Invoice Number	Invoice Amount	
Eng Srvc Design & Gen Enginee	4360-001-00-08	\$2,156.70	
Eng Srvc WTP 400mm Trans	4360-001-00-07	\$5,567.10	
QM Contracting	EFT0002287	2020-04-07	\$1,575.00
Invoice Description	Invoice Number	Invoice Amount	
Water March Water Meter Reader	375498	\$1,575.00	
R & E Elevator Ltd.	EFT0002288	2020-04-07	\$367.50
Invoice Description	Invoice Number	Invoice Amount	
SRC Reg Scheduled Maintenanc	21532	\$367.50	
Robbins, Brad	EFT0002289	2020-04-07	\$100.00
Invoice Description	Invoice Number	Invoice Amount	
P&L Apr Travel Allowance	2020.04.01	\$100.00	
The Soap Stop	EFT0002290	2020-04-07	\$779.35
Invoice Description	Invoice Number	Invoice Amount	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
SRC Janitor Supplies	449295		\$779.35
Standage, Maddie	EFT0002291	2020-04-07	\$150.00
Invoice Description	Invoice Number	Invoice Amount	
Plan&Dev Apr Travel Allowanc	2020.04.01	\$150.00	
Stenlund, Wayne	EFT0002292	2020-04-07	\$25.00
Invoice Description	Invoice Number	Invoice Amount	
Shop Apr Tool Allowance	2020.04.01	\$25.00	
Stettler Public Library	EFT0002293	2020-04-07	\$62,545.43
Invoice Description	Invoice Number	Invoice Amount	
Library 2nd Qtr Requisition	2020.04.01	\$62,545.43	
Stingray Radio Inc.	EFT0002294	2020-04-07	\$682.50
Invoice Description	Invoice Number	Invoice Amount	
Misc Dept Advertising	359187-3	\$682.50	
Switenky, Greg	EFT0002295	2020-04-07	\$370.00
Invoice Description	Invoice Number	Invoice Amount	
Admin/Office Arp Trvl & Phone	2020.04.01	\$370.00	
Total Cheques			\$120,296.35

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	First
Cheque Date	2020-04-14	2020-04-14		Last

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Alberta Animal Services	EFT0002296	2020-04-14	\$13,957.81

Invoice Description	Invoice Number	Invoice Amount	
March Bylaw Enforcement	11829	\$13,957.81	

Alberta Elevating Devices	EFT0002297	2020-04-14	\$241.00

Invoice Description	Invoice Number	Invoice Amount	
Joint Office Elevator Permit	EP026558	\$120.50	
SRC Elevator Operating Permit	EP033062	\$120.50	

Alberta One-Call Corporation	EFT0002298	2020-04-14	\$107.10

Invoice Description	Invoice Number	Invoice Amount	
Water Trans March 1st Calls	IN158052	\$107.10	

Burmac Mechanical 2000	EFT0002299	2020-04-14	\$104.27

Invoice Description	Invoice Number	Invoice Amount	
Water Trans Brass Fittings	96438	\$104.27	

C & S Disposal	EFT0002300	2020-04-14	\$22,727.27

Invoice Description	Invoice Number	Invoice Amount	
Mar Waste & Recycling Collecti	86	\$22,727.27	

Hi Way 9 Express Ltd.	EFT0002301	2020-04-14	\$40.85

Invoice Description	Invoice Number	Invoice Amount	
Water Freight from Wolseley	20092563	\$40.85	

Howe, Kelly	EFT0002302	2020-04-14	\$57.00

Invoice Description	Invoice Number	Invoice Amount	
WTP Travel to Plant Mar 23&24	2020.04.01	\$57.00	

Nelson, Tyler	EFT0002303	2020-04-14	\$45.00

Invoice Description	Invoice Number	Invoice Amount	
WTP Travel to Red Deer SWAB	2020.04.06	\$45.00	

Park, Younjae	EFT0002304	2020-04-14	\$285.00

Invoice Description	Invoice Number	Invoice Amount	
WTP Travel to & from WTP	2020.04.06	\$285.00	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Rollies Vac Systems	EFT0002305	2020-04-14	\$336.00

Invoice Description	Invoice Number	Invoice Amount	
Landfill Pumpout	20393	\$336.00	

Stettler & District Handibus	EFT0002306	2020-04-14	\$254.97

Invoice Description	Invoice Number	Invoice Amount	
Bus Garage March Utilities	3246	\$254.97	

Tagish Engineering Ltd.	EFT0002307	2020-04-14	\$23,335.73

Invoice Description	Invoice Number	Invoice Amount	
TS00-2020 General Engineering	17631	\$433.19	
TS98-2020 Downtown Streetscape	17633	\$5,948.96	
TS97-61st ST Laneway Replaceme	17632	\$13,979.10	
TS99-52nd St Watermain Repl	17634	\$2,974.48	

Wet Water Industries Ltd.	EFT0002308	2020-04-14	\$76.89

Invoice Description	Invoice Number	Invoice Amount	
Fire Joint May Wtr Treat Equip	AR20889	\$76.89	

Total Cheques			\$61,568.89
			=====

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	First
Cheque Date	2020-04-21	2020-04-21		Last

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Alberta Municipal Health & Saf	EFT0002309	2020-04-21	\$189.00

Invoice Description	Invoice Number	Invoice Amount	
Pool/SRC Prime Contractor Sfty	7265	\$189.00	

APEX Supplementary Pension Pla	EFT0002310	2020-04-21	\$369.92

Invoice Description	Invoice Number	Invoice Amount	
Supplement Pension Plan Trust	PP08-20	\$369.92	

Automated Aquatics Canada Ltd.	EFT0002311	2020-04-21	\$1,104.31

Invoice Description	Invoice Number	Invoice Amount	
Pool Chemicals/Building Repair	0000093269	\$1,104.31	

Bhimani, Akbar	EFT0002312	2020-04-21	\$440.85

Invoice Description	Invoice Number	Invoice Amount	
Water Cupe Clothing Allowance	2020.04.08	\$26.12	
Water Trans Printer Toner	2020.04.08.	\$414.73	

Black Press Group Ltd.	EFT0002313	2020-04-21	\$108.03

Invoice Description	Invoice Number	Invoice Amount	
Plan & Dev Advertising	33885231	\$108.03	

Bond-O Communications Ltd.	EFT0002314	2020-04-21	\$89.25

Invoice Description	Invoice Number	Invoice Amount	
Trans VHF Antenna unit #86	BONDOIN126362	\$89.25	

Brownlee LLP	EFT0002315	2020-04-21	\$6,123.52

Invoice Description	Invoice Number	Invoice Amount	
Sewer Prof Serv Lagoon Aeratio	34592	\$6,123.52	

Burmac Mechanical 2000	EFT0002316	2020-04-21	\$12,301.10

Invoice Description	Invoice Number	Invoice Amount	
Sewer New Furnace Lift Stn B	B46099	\$12,301.10	

Canadian Red Cross	EFT0002317	2020-04-21	\$747.72

Invoice Description	Invoice Number	Invoice Amount	
Fire Joint 22 Basic Life Guide	CRC-227185	\$242.55	
Pool Advanced Aquatic Supplies	CRC-228906	\$505.17	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Canadian Union of Public Emplo	EFT0002318	2020-04-21	\$715.00
Invoice Description	Invoice Number	Invoice Amount	
Union Dues	PP08-20	\$715.00	
Capital H2O Systems Inc.	EFT0002319	2020-04-21	\$169.58
Invoice Description	Invoice Number	Invoice Amount	
WTP Pump Valve	16666	\$169.58	
Cas Tech Inc.	EFT0002320	2020-04-21	\$110.25
Invoice Description	Invoice Number	Invoice Amount	
Computer Black Toner	221	\$110.25	
Chapman Riebeek	EFT0002321	2020-04-21	\$55.61
Invoice Description	Invoice Number	Invoice Amount	
Bylaw Feb Legal Services	2004027	\$55.61	
Chemical International	EFT0002322	2020-04-21	\$367.50
Invoice Description	Invoice Number	Invoice Amount	
Pool Facility Janitor Supplies	109060	\$367.50	
Chemtrade West Limited Partner	EFT0002323	2020-04-21	\$9,183.21
Invoice Description	Invoice Number	Invoice Amount	
WTP Chemicals	92866893	\$9,183.21	
ClearTech Industries Inc.	EFT0002324	2020-04-21	\$5,504.23
Invoice Description	Invoice Number	Invoice Amount	
WTP Chemicals & Container Dep	827553	\$3,614.24	
Water Analyzer Certification	826154	\$3,989.99	
Digital Connection Office Syst	EFT0002325	2020-04-21	\$241.91
Invoice Description	Invoice Number	Invoice Amount	
Office/Water Billing Photocopy	251459	\$241.91	
Digitex Canada Inc.	EFT0002326	2020-04-21	\$125.23
Invoice Description	Invoice Number	Invoice Amount	
P&L Photocopies 03.04 to 04.03	IN641862	\$125.23	
GT Hydraulic & Bearing	EFT0002327	2020-04-21	\$1,039.14
Invoice Description	Invoice Number	Invoice Amount	
Trans Misc Repair Parts	000-329457	\$743.32	
Trans Hose Crimps unit #42D	000-330346	\$92.57	
Trans/Parks/Water Filters	000-329569	\$203.25	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Guillevin International Co.	EFT0002328	2020-04-21	\$371.70

Invoice Description	Invoice Number	Invoice Amount	
Fire Joint Breathing Air Compr	0407-479770	\$285.60	
Fire Joint 2 Base Disinfectant	0407-479572	\$86.10	
=====			
Hach Sales & Service Ltd.	EFT0002329	2020-04-21	\$1,541.20

Invoice Description	Invoice Number	Invoice Amount	
WTP Lab Supplies Wtr Trsf Stn	219230	\$1,129.70	
WTP Lab Supplies	219316	\$411.50	
=====			
Heartland Auto Supply	EFT0002330	2020-04-21	\$1,923.25

Invoice Description	Invoice Number	Invoice Amount	
Fire Joint 12 Shop Towels	001-444199	\$45.49	
Fire Joint Supplies	001-443160	\$845.00	
Fire Joint Safety Glasses/Batt	001-443276	\$248.26	
Fire Joint Janitor Supplies	001-443543	\$194.87	
Fire Joint FBS Pump & Spray	001-443683	\$126.18	
Shop Repair Parts & Supplies	001-442487	\$202.61	
Trans Wiper blades/Belts #137	001-442320	\$76.09	
Trans Wiper Blades unit #45	001-442321	\$28.81	
Trans Head Cap unit #145	001-442602	\$18.19	
Trans Spark Plug #21A	001-443144	\$6.90	
WTP Ignition Coil #151	001-442097	\$39.56	
Water Garage Floor Cleaner	001-444185	\$63.84	
Water Trans Hydrant Parts	001-444159	\$27.45	
=====			
Heartland Express	EFT0002331	2020-04-21	\$583.30

Invoice Description	Invoice Number	Invoice Amount	
Trans Freight from Titan Suppl	10626	\$322.56	
Trans Freight Titan & Strongco	10644	\$170.69	
Trans Freight From Titan	10663	\$90.05	
=====			
Heartland Registry Services	EFT0002332	2020-04-21	\$204.50

Invoice Description	Invoice Number	Invoice Amount	
Admin Land Titles Searches	SR100008340	\$10.25	
Admin Land Title Searches	SR100008670	\$194.25	
=====			
Hi Way 9 Express Ltd.	EFT0002333	2020-04-21	\$71.70

Invoice Description	Invoice Number	Invoice Amount	
Water Trans Freight From Wolse	20082639	\$71.70	
=====			
Stettler Home Hardware	EFT0002334	2020-04-21	\$722.57

Invoice Description	Invoice Number	Invoice Amount	
Admin Pandemic Supplies	119877	\$17.80	
Admin Pandemic Supplies	119909	\$43.97	
Admin Pandemic Supplies	119936	\$23.37	
Admin Pandemic Supplies	119955	\$48.25	
Office 1 Water Refill	119850	\$5.25	
Office 3 Water Refills	119818	\$15.75	
Office 3 Water Refills	120060	\$15.75	
Water 3 Water Refills	119917	\$11.25	
SRC Floor Stripper	120115	\$62.96	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
SRC Water Can	119972		\$17.83
SRC Jantior Supplies	120041		\$79.89
SRC Office Supplies	119896		\$25.90
SRC Grout	120103		\$47.75
SRC Replacement Smokers Poles	120002		\$293.98
Admin - Pandemic Supplies	120088		\$12.87
=====			
IJD Inspections Ltd.	EFT0002335	2020-04-21	\$260.00
Invoice Description	Invoice Number	Invoice Amount	
Plan & Dev Electrical Permit	ST20-040E	\$260.00	
=====			
Kathy's Printing Service	EFT0002336	2020-04-21	\$903.00
Invoice Description	Invoice Number	Invoice Amount	
Wtr Billing 20,000 Perforated	5134	\$903.00	
=====			
MPE Engineering Ltd	EFT0002337	2020-04-21	\$3,936.98
Invoice Description	Invoice Number	Invoice Amount	
WTP Eng Ser 400mm Valve Chambe	4360-001-00-09	\$3,936.98	
=====			
Municipal Property Consultants	EFT0002338	2020-04-21	\$6,803.08
Invoice Description	Invoice Number	Invoice Amount	
April 2020 Assessor	17131	\$6,803.08	
=====			
Rural Municipalities of Albert	EFT0002339	2020-04-21	\$25,103.38
Invoice Description	Invoice Number	Invoice Amount	
Trans 2 Grader Blades Rental	1550261	\$519.98	
Trans 2 SBPC Weld on Edge Carb	1550708	\$341.78	
Trans 2 Grader Blades Rental	1550709	\$519.98	
Trans 3 Edges & 10 Plow Bolts/	1550710	\$467.96	
Wtr Trans Brooms #6, 42D,117C	1549815	\$6,931.64	
Snow Removal Curb Runners #145	1549228	\$253.70	
Water Trans Hydrant Parts	4680646	\$1,109.12	
Water Trans Hydrant Parts	4680647	\$1,310.97	
Water Trans Sewer Main Repair	4683716	\$2,958.24	
Water Trans Repair Parts Stock	73109584-00	\$504.34	
Water Trans Repair Parts Stock	73109584-01	\$2,317.47	
Water Trans Sensor unit #152	90860280	\$244.78	
Water Trans Repair Parts #152	90860888	\$752.53	
Water Trans Burner/Module #152	90862034	\$3,759.98	
Water Trans Service Work #152	90867515	\$1,572.68	
Water Trans Service Work #152	90862679	\$1,043.51	
Sewer Tire Repair unit #152	647235258	\$494.72	
=====			
Shanes Instrument Services Ltd	EFT0002340	2020-04-21	\$882.00
Invoice Description	Invoice Number	Invoice Amount	
WTP Update raw water bldg PLC	20384	\$882.00	
=====			
Stettler Telephone Answering S	EFT0002341	2020-04-21	\$120.75
Invoice Description	Invoice Number	Invoice Amount	
WTP Apr Working Alone Monitori	125	\$120.75	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
=====			
Tundra Process Solutions Ltd.	EFT0002342	2020-04-21	\$1,018.50

Invoice Description		Invoice Number	Invoice Amount

WTP Lab Supplies		IN-76130	\$1,018.50
=====			
Wet Water Industries Ltd.	EFT0002343	2020-04-21	\$275.86

Invoice Description		Invoice Number	Invoice Amount

Fire Joint Salt and Serviced		AR21021	\$275.86

		Total Cheques	\$83,707.13
			=====

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	ONL000282
Cheque Date	First	Last		ONL000283

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
=====			
Telus Communications	ONL000282	2020-04-08	\$3,055.32

Invoice Description		Invoice Number	Invoice Amount

Telus Mar 22 to Apr 21		2020.03.23	\$3,055.32
=====			
Telus Mobility Inc.	ONL000283	2020-04-08	\$1,047.19

Invoice Description		Invoice Number	Invoice Amount

Telus Mobility Mar 22-Apr 21		2020.03.21	\$1,047.19

		Total Cheques	\$4,102.51
			=====

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	ONL000284
Cheque Date	First	Last		ONL000285

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
=====			
Poulin's Professional Pest Con	ONL000284	2020-04-17	\$354.94

Invoice Description	Invoice Number	Invoice Amount	

WTP Monthly Pest Control	1239969	\$198.45	
SRC Monthly Pest Control	1239856	\$156.49	
=====			
United Farmers of Alberta	ONL000285	2020-04-17	\$570.07

Invoice Description	Invoice Number	Invoice Amount	

Shop Fuel Nozzle	SOINV0130030	\$115.49	
Water Trans Fittings	SOINV0067185	\$3.13	
Water Trans Rake unit #135	SOINV0067178	\$57.74	
Water Trans Sampling Cup Mater	SOINV0063559	\$46.10	
Water Trans Slip Tank Cover	SOINV0070212	\$22.64	
Water Trans Slip Tank Storage	SOINV0070145	\$104.49	
Water Trans Stair Stringer	SOINV0080106	\$220.48	

Total Cheques			\$925.01
			=====

GOVERNMENT ROLES AND RESPONSIBILITIES DURING COVID-19



MUNICIPAL GOVERNMENT

THE CITY OF RED DEER



UTILITIES
(water, sewer, waste water)



TRANSIT



PARKING



RECREATION CENTRES



FIRE



CITY HALL



PROPERTY TAXES
(municipal portion)



SAFETY ENFORCEMENT

PROVINCIAL GOVERNMENT

ALBERTA



SCHOOLS



HOSPITALS



SOCIAL SERVICES



SUPPORTS FOR EMPLOYEES AND EMPLOYERS



COVID-19 TESTING



JUSTICE



POST SECONDARY



HIGHWAYS



PROPERTY TAXES
(provincial portion)



SAFETY ENFORCEMENT

FEDERAL GOVERNMENT

CANADA



INCOME TAX



EI



MORTGAGES



BORDERS



RCMP AND MILITARY



CHILD BENEFIT



STUDENT LOANS



AIRPORTS



INTERNATIONAL TRAVEL



SAFETY ENFORCEMENT

April 9, 2020

TOWN OF STETTLER
PO BOX 280
STETTLER, AB
TOC 2L0

It is with a heavy heart that we must share that, effective April 24th, 2020, the Fountain Tire store in Stettler, Alberta, located at 4608 44th Avenue, is closing its doors after many years of serving the community.

We sincerely appreciate your business and want to make sure that you're well looked after. Fountain Tire has locations in Red Deer, Drumheller, Lacombe and Camrose that are able to continue to provide tire and mechanical services.

In the unfortunate instance where you may experience a product issue that is eligible for warranty, any of Fountain Tire's 160 locations across Canada will readily look after you.

Thank you so much for your business over the years.



Curtis Goodwin
Director, Alberta Stores

