

# Town of Stettler

**COUNCIL MEETING**

**JULY 21, 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, JULY 21<sup>st</sup>, 2020  
6:30 P.M.  
AGENDA**

1. **Agenda Additions**
2. **Agenda Approval**
3. **Confirmation of Minutes**
  - (a) Minutes of the Regular Council Meeting of July 7<sup>th</sup>, 2020 6-11
  - (b) Business Arising from the July 7<sup>th</sup>, 2020 Council Minutes
4. **Citizens Forum**
5. **Delegations**
  - (a) 6:30 p.m. – Ron Richards – Dick Richards Estate Presentation Verbal
  - (b) 6:35 p.m. - Stettler RCMP – Sgt. Tim Gaultois & S/ Sgt. Mike Numan – RCMP  
Community Policing Priorities 12-18
6. **Administration**
  - (a) 2020 Capital Budget – Lagoon Desludging RFP 19
  - (b) 2020 Capital Budget – Airport Runway Light RFP 20-21
  - (c) 2020 Tax Receivables – June 30, 2020 22
  - (d) Economic Development Committee – Market Analysis 23
  - (e) Tax Public Auction Date – October 26, 2020 24-25
  - (f) Tax Public Auction Date for Designated Manufactured Homes – October 26,  
2020 26-27
  - (g) Bank Reconciliation – June 30, 2020 28
  - (h) Meeting Dates
    - **Thursday, July 23 – Town & County Joint Council ICF Meeting –  
Stettler Community Hall - 1:30pm**
    - 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 – PENDING**
- Tuesday, October 6 – Council – 6:30pm
- Tuesday, October 13 – COW – 4:30pm
- Tuesday, October 20 – Council – 6:30pm
- Tuesday, November 3 – Council – 6:30pm
- Tuesday, November 10 – COW – 4:30pm
- Tuesday, November 17 – Council – 6:30pm
- Tuesday, December 1 – Council – 6:30pm
- **Monday, December 7 – Regional Water Meeting**
- **Tuesday, December 8 – 2021 Interim Budget Deliberations – 3:30pm**
- Tuesday, December 8 – COW – 4:30pm
- Tuesday, December 15 – Council (2021 Interim Operating Budget) – 6:30pm
- Tuesday, January 5 – Council – 6:30pm
- **Monday, January 11 – 2021 Strategic Planning Workshop – 3pm**
- Tuesday, January 12 – COW – 4:30pm
- Tuesday, January 19 – Council – 6:30pm
- **Monday, January 25 – 2021 Capital Budget Deliberations**

(i) Accounts Payable in the amount of \$422,160.67 29-39  
 (\$4,168.16 + \$17,311.25 + \$56,025.65 + \$60,000 + \$112,976.17 + \$171,679.44)

7. **Council**

(a) Meeting Reports

8. **Minutes**

9. **Public Hearing**

10. **Bylaws**

(a) Bylaw 2132-20 – Traffic Safety Bylaw 40-43

11. **Correspondence**

(a) STARS – Donation Acknowledgment Letter 44

(b) City of Cold Lake – Letter to Minister of Public Safety & Emergency Preparedness 45-47  
 Re: Criminal Code Amendment

(c) AUMA – 2020 Virtual Convention 48-49

(d) Alberta Association of Police Governance – Alberta Police Advisory Board 50-56

12. **Items Added**

13. **In-Camera Session**

(a) Stettler RCMP Staffing – Third Party Business Interests – FOIP – Section 16

Verbal

14. **Adjournment**

**MINUTES OF THE REGULAR MEETING OF THE TOWN OF STETTLER COUNCIL  
HELD ON TUESDAY, JULY 7<sup>th</sup>, 2020 IN THE MUNICIPAL OFFICE,  
COUNCIL CHAMBERS**

**Present:**

Mayor S. Nolls

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

CAO G. Switenky  
Assistant CAO S. Gerlitz  
Director of Operations M. Robbins

**Absent:**

None

**Call to Order:**

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

A moment of silence was held in remembrance of former  
Town of Stettler Mayor, Richard "Dick" Richards.

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

**Motion 20:07:01**

Moved by Councillor Smith to approve the agenda as  
presented.

MOTION CARRIED  
Unanimous

3. **Confirmation of Minutes:**

- (a) Minutes of the Regular Meeting of Council held  
June 16<sup>th</sup>, 2020

**Motion 20:07:02**

Moved by Councillor Fischer that the Minutes of the  
Regular Meeting of Council held on June 16<sup>th</sup>, 2020  
be approved as presented.

MOTION CARRIED  
Unanimous

- (b) Business Arising from the June 16<sup>th</sup>, 2020 Minutes

None

4. **Citizen's Forum:**

- (a) No one was present at the Citizen's Forum.

5. **Delegations:**

- (a) None

6. **Administration:**

- (a) 2020 Capital Budget – 61 Street Back Alley & 41-44 Ave  
Water Main Replacements

Mayor Nolls welcomed Director of Operations M. Robbins  
to the meeting.

M. Robbins advised that there is a 2020 Capital Budget  
project to replace the sanitary and water mains and  
services in the back alley of 61<sup>st</sup> Street between 43<sup>rd</sup> – 44<sup>th</sup>  
Avenue for \$546,000, funded from 2020 MSI grants.

Typically, when completing water replacements, the Town  
replaces the sanitary sewer adjacent to it as both have  
similar life cycles. During the design of the project, the  
sewer mains were video inspected to confirm the

condition. The sewer in this area is still in very good shape, with minimal grade concerns. It likely has 15+ years of life left. With this updated information, the decision was made to expand the construction limits of the water replacements as the quality of the water main pipe in this area is not ideal. Expanding the limits and completing all the water replacements in this area in one project minimizes disturbances to the adjacent landowners, reduces mobilization costs and ensures long term sustainability of the water infrastructure.

**Summary of Tenders Received by Tagish Engineering on June 11, 2020:**

- Urban Dirtworks \$609,070.80
- KC's Environmental \$699,787.50
- Watson Welding \$876,743.00

Tenders do not include GST or contingency. 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. Additional funding for the project is available within the existing 2020 Capital Budget as the paving price were under budget and the decision to delay the Downtown Streetscape Rehabilitation affords some flexibility with funding.

<b>Tendered Price</b>	<b>\$609,070.80</b>
<b>10% Contingency</b>	<b>\$60,907.08</b>
<b>Engineering &amp; Testing</b>	<b><u>\$76,500.00</u></b>
<b>Total</b>	<b><u>\$746,477.88</u></b>
<b>2020 Capital Budget Amount</b>	<b><u>\$546,000</u></b>
<b>Additional Capital Budget Required</b>	<b><u>\$200,477.88</u></b>

**Motion 20:07:03**

Moved by Councillor Fischer that the Town of Stettler Council update the overall scope of the project by cancelling the sanitary infrastructure replacements and extending the water main replacement limits as shown on the updated map and award the 61 Street Water Replacements (41-44 Avenue) tender to Urban Dirtworks in the amount of \$669,977.88, excluding GST. Administration recommends utilizing Tagish Engineering for engineering services up to \$76,500 for a total project expenditure of \$746,477.88 with funding



MOTION CARRIED  
Unanimous

Mayor Nolls thanked M. Robbins for her presentation.

M. Robbins left the meeting at 6:47 p.m.

- (b) 2020 Expense/Revenue Summary – June 30, 2020

**Motion 20:07:04**

Moved by Councillor Lawlor that the Town of Stettler Council approve the 2020 Expense/Revenue Summary as of June 30<sup>th</sup> as presented.

MOTION CARRIED  
Unanimous

- (c) 2020 Capital Budget Summary – June 30, 2020

**Motion 20:07:05**

Moved by Councillor Pfeiffer that the Town of Stettler Council approve the 2020 Capital Budget Summary as of June 30<sup>th</sup> as presented.

MOTION CARRIED  
Unanimous

- (d) Meeting Dates

- **Wednesday, July 15 – Town & County Joint Meeting – 10 am, The HUB**
- Tuesday, July 21 – Council – 6:30pm
- **Thursday, July 23 – Town & County Joint Council Meeting – 1:30pm**
- 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**
- Tuesday, October 6 – Council – 6:30pm
- Tuesday, October 13 – COW – 4:30pm
- Tuesday, October 20 – Council – 6:30pm
- Tuesday, November 3 – Council – 6:30pm
- Tuesday, November 10 – COW – 4:30pm
- Tuesday, November 17 – Council 6:30pm
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- Tuesday, January 5 – Council – 6:30pm
- **Monday, January 11 – 2021 Strategic Planning Workshop – 3pm**
- Tuesday, January 12 – COW – 4:30pm
- Tuesday, January 19 – Council – 6:30pm
- **Monday, January 25 – 2021 Capital Budget Deliberations**

- (e) Accounts Payable in the amount of \$650,591.84

**Motion 20:07:06**

Moved by Councillor Pfeiffer that Accounts Payable in the amount of \$650,591.84 for the period ending July 7<sup>th</sup>, 2020 for having been paid, be accepted as presented.



MOTION CARRIED  
Unanimous

7. **Council:** Councillors outlined highlights of meetings they attended.

(a) Mayor Nolls

June 17 – Talk of the Town  
June 17 – Stettler Local TV  
June 18 – County of Stettler Housing Authority Meeting  
June 19 – Stettler Waste Management Authority Meeting  
June 19 – Stettler Regional Fire Advisory Board Meeting  
June 19 – Signed cheques at the Town Office  
June 20 – William E. Hay Drive-By Grad Parade  
June 24 – Talk of the Town  
June 25 – Economic Development Committee Meeting  
June 26 – Art & Culture Meeting  
June 26 – Signed cheques at the Town Office  
July 3 – Signed cheques at the Town Office

(b) Councillor Barros

June 19 – Stettler Regional Fire Advisory Meeting  
June 20 – William E. Hay Drive-By Grad Parade  
July 2 – Municipal Planning Commission Meeting  
July 2 – Heartland Beautification Committee Meeting

(c) Councillor Campbell

June 20 - William E. Hay Drive-By Grad Parade  
June 23 – Red Deer River Watershed Alliance Meeting  
June 26 – Red Deer River Watershed Alliance Meeting  
July 2 – Municipal Planning Commission Meeting

(d) Councillor Fischer

June 19 – Stettler Waste Management Authority Meeting  
June 19 – Stettler Regional Fire Advisory Board Meeting  
June 20 - William E. Hay Drive-By Grad Parade  
June 24 – Campus Alberta Personnel Meeting  
July 2 – Municipal Planning Commission Meeting

(e) Councillor Lawlor

June 17 – Stettler Library Board Meeting  
June 20 - William E. Hay Drive-By Grad Parade  
June 25 – Economic Development Committee  
June 25 – Parkland Regional Library Meeting  
July 2 – Municipal Planning Commission Meeting

(f) Councillor Pfeiffer

June 22 – FCSS Meeting  
June 25 – Economic Development Meeting

(g) Councillor Smith

June 20 - William E. Hay Drive-By Grad Parade  
June 22 – Stettler FCSS Meeting  
July 2 – Municipal Planning Commission  
July 2 – Heartland Beautification Meeting

**Motion 20:07:07**

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

MOTION CARRIED  
Unanimous

8. **Minutes:**

- (a) Stettler District Ambulance Association Meeting – June 15, 2020
- (b) Stettler Waste Management Authority Meeting – June 19, 2020

**Motion 20:07:08**

Moved by Councillor Fischer that the Town of Stettler Council accept the Minutes (a-b) for information.

MOTION CARRIED  
Unanimous

9. **Public Hearing:**

- (a) None

10. **Bylaws:**

- (a) None

11. **Correspondence:**

- (a) Alberta Transportation – Airport Lighting Replacement Funding
- (b) Red Deer River Municipal Users Group – June 2020 Newsletter
- (c) Alberta Municipal Affairs – Economic Recovery Plan

**Motion 20:07:09**

Moved by Councillor Barros that the Town of Stettler Council accept the Correspondence Items (a-c) for information.

MOTION CARRIED  
Unanimous

12. **Items Added:**

- (a) None

13. **In-Camera Session:**

- (a) Physician Recruitment & Retention – Third Party Business Interests – FOIP – Section 16

**Motion 20:07:10**

Moved by Councillor Campbell that the Town of Stettler Council move into the In-Camera session with the CAO and Assistant CAO present.

MOTION CARRIED  
Unanimous at 7:16 p.m.

**Motion 20:07:11**

Moved by Councillor Fischer that the Town of Stettler Council return to the regular meeting.

MOTION CARRIED  
Unanimous at 7:32 p.m.

14. **Adjournment:**

**Motion 20:07:12**

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

MOTION CARRIED  
Unanimous at 7:32 p.m.

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Mayor

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Assistant CAO

# Stettler RCMP Detachment

## 2019/2020 Objectives and Goals

### Introduction

The RCMP utilizes an electronic reporting system called the Annual Performance Plan (APP). This plan outlines the goals and objectives of a specific Detachment in an effort to capture initiatives in addressing issues, monitor progress in any initiative's area, document quality assurance measures and ultimately provide direction in the workings of a Detachment (for a given fiscal year). Noted below are a number of objectives I propose to you to focus on for this reporting period (2020/2021).

### Previous Objectives.

Outlined below are the Objectives and Goals for the Stettler Detachment for 2019/2020:

1. Traffic – With 2 subsets – Impaired Driving and Provincial Enforcement
2. Police / Community Relations (primarily the work the RCMP does within the community in crime prevention/education – ie. COP, business shoplifting initiatives etc)
3. Organized Crime

### 2020/2021 Detachment Objectives

1. Traffic – Reduction in Impaired Driving and Other Provincial Enforcement
2. Police / Community Relations (primarily the work the RCMP does within the community in crime prevention/education – ie. COP, business shoplifting initiatives etc)
3. Intelligence Gathering and Reduction of Organized Crime

### 2020/2021 District Objectives

1. Crime Reduction
2. Enhance Public Confidence and Engagement

### Goals

- Increase checkstops and vehicle stops
- Increase Impaired Driving (Drug/Alcohol) charges
- Increase Provincial / Municipal charges
- Be more involved with the community
- Reduce crime through education, prevention and intervention.

### Police/Community Relations

With the onset of COVID-19 at the beginning of our fiscal year, many of the proposed interactions with the community have either been put on hold or very limited. This has delayed the efforts of working directly with community members and partnering agencies but has not swayed members from their commitment to improve Public Confidence, Engagement and the reduction of crime. I believe that communication, Education and Community interaction will soon be on the rise when physical distancing and AHS restrictions are reduced or removed.

## **Goals**

- Maintain Citizens on Patrol and work closely to reduce crime
- Continuing to liaise with small businesses monthly regarding theft
- Maintain communication with the community/county via direct communication and media outlets
- School Resource Officer – Proposal for a permanent position being sponsored by the Province / Municipality.

## **Organized Crime**

### **Goals**

- Continue to work with our partnering agencies to identify and dismantle all illegal activities, including stolen vehicles, fraud and drug related operations

## **Annual Performance Plan (APP) update.**

For the first quarter of the fiscal year of 2020/2021 (April 1st to June 30th), The Stettler Detachment has reported a (37 % Municipal / 4.35 % Rural: 20.68 % overall) reduction in Property Crime. A (37.5 % Municipal / 9.8 % Rural: 23.65 % overall) decrease in theft under \$5000. The Stettler Detachment also reported an Clearance Rate of (35.6 % Municipal / 9.8 % Rural: 27.6 % overall) in regards to all property crime. This is well within our goals and expectations set forth in our Detachment APP for the 2020/2021 fiscal year.

Any additions or modifications to the Detachment Objectives provided can and will be entertained by the Detachment Commander upon request.

Regards,

Sgt. Tim Gaultois

Stettler Detachment NCO i/c

**CAD Summary - Municipal Detachments**  
**Crime Statistics (Actual)**  
**January to May: 2016 - 2020**

All categories contain "Attempted" and/or "Completed"

June-09-20

CATEGORY	Trend	2016	2017	2018	2019	2020	% Change 2016 - 2020	% Change 2019 - 2020	Avg File +/- per Year
Homicides & Offences Related to Death		13	6	13	14	17	31%	21%	1.6
Robbery		127	128	119	107	129	2%	21%	-1.7
Sexual Assaults		152	181	246	195	163	7%	-16%	3.6
Other Sexual Offences		71	100	121	115	119	68%	3%	11.1
Assault		1,924	1,987	1,954	1,818	1,865	-3%	3%	-28.7
Kidnapping/Hostage/Abduction		38	46	51	41	39	3%	-5%	-0.3
Extortion		7	18	22	12	38	443%	217%	5.6
Criminal Harassment		460	469	517	455	570	24%	25%	20.6
Uttering Threats		731	695	792	725	713	-2%	-2%	-0.6
<b>TOTAL PERSONS</b>		<b>3,523</b>	<b>3,630</b>	<b>3,835</b>	<b>3,482</b>	<b>3,653</b>	<b>4%</b>	<b>5%</b>	<b>11.2</b>
Break & Enter		1,249	1,159	1,162	1,285	1,205	-4%	-6%	3.8
Theft of Motor Vehicle		1,216	1,297	979	1,124	888	-27%	-21%	-82.9
Theft Over \$5,000		156	144	194	176	141	-10%	-20%	0.2
Theft Under \$5,000		5,534	5,502	4,652	4,743	4,147	-25%	-13%	-353.3
Possn Stn Goods		794	1,026	725	736	586	-26%	-20%	-70.6
Fraud		1,213	1,416	1,391	1,504	1,326	9%	-12%	31.4
Arson		51	40	39	33	32	-37%	-3%	-4.5
Mischief To Property		3,933	3,866	3,038	3,088	3,250	-17%	5%	-214.4
<b>TOTAL PROPERTY</b>		<b>14,146</b>	<b>14,450</b>	<b>12,180</b>	<b>12,689</b>	<b>11,575</b>	<b>-18%</b>	<b>-9%</b>	<b>-690.3</b>
Offensive Weapons		375	372	332	445	371	-1%	-17%	6.5
Disturbing the peace		2,446	2,354	2,021	2,080	1,945	-20%	-6%	-127.6
Fail to Comply & Breaches		1,717	1,915	2,124	2,354	1,463	-15%	-38%	-6.9
<b>OTHER CRIMINAL CODE</b>		<b>811</b>	<b>994</b>	<b>946</b>	<b>949</b>	<b>792</b>	<b>-2%</b>	<b>-17%</b>	<b>-8.3</b>
<b>TOTAL OTHER CRIMINAL CODE</b>		<b>5,349</b>	<b>5,635</b>	<b>5,423</b>	<b>5,828</b>	<b>4,571</b>	<b>-15%</b>	<b>-22%</b>	<b>-136.3</b>
<b>TOTAL CRIMINAL CODE</b>		<b>23,018</b>	<b>23,715</b>	<b>21,438</b>	<b>21,999</b>	<b>19,799</b>	<b>-14%</b>	<b>-10%</b>	<b>-815.4</b>

**CAD Summary - Municipal Detachments**  
**Crime Statistics (Actual)**  
**January to May: 2015 - 2020**

All categories contain "Attempted" and/or "Completed"

June-09-20

CATEGORY	Trend	2016	2017	2018	2019	2020	% Change 2016 - 2020	% Change 2019 - 2020	Avg File +/- per Year
Drug Enforcement - Production		11	11	6	3	0	-100%	-100%	-3.0
Drug Enforcement - Possession		820	823	718	433	408	-50%	-6%	-121.4
Drug Enforcement - Trafficking		385	415	371	296	241	-37%	-19%	-40.7
Drug Enforcement - Other		33	15	13	14	16	-52%	14%	-3.5
<b>Total Drugs</b>		<b>1,249</b>	<b>1,264</b>	<b>1,108</b>	<b>746</b>	<b>665</b>	<b>-47%</b>	<b>-11%</b>	<b>-168.6</b>
Cannabis Enforcement		0	0	0	43	26	N/A	-40%	9.5
Federal - General		156	135	122	126	120	-23%	-5%	-8.1
<b>TOTAL FEDERAL</b>		<b>1,405</b>	<b>1,399</b>	<b>1,230</b>	<b>915</b>	<b>811</b>	<b>-42%</b>	<b>-11%</b>	<b>-167.2</b>
Liquor Act		690	589	629	534	427	-38%	-20%	-58.1
Cannabis Act		0	0	0	167	139	N/A	-17%	44.5
Mental Health Act		1,662	1,901	1,999	2,179	2,248	35%	3%	145.0
Other Provincial Stats		2,369	2,272	2,837	2,713	3,127	32%	15%	195.7
<b>Total Provincial Stats</b>		<b>4,721</b>	<b>4,762</b>	<b>5,465</b>	<b>5,593</b>	<b>5,941</b>	<b>26%</b>	<b>6%</b>	<b>327.1</b>
Municipal By-laws Traffic		924	990	202	176	133	-86%	-24%	-239.6
Municipal By-laws		1,795	1,915	1,598	1,443	1,857	3%	29%	-34.8
<b>Total Municipal</b>		<b>2,719</b>	<b>2,905</b>	<b>1,800</b>	<b>1,619</b>	<b>1,990</b>	<b>-27%</b>	<b>23%</b>	<b>-274.4</b>
Fatals		2	4	3	4	2	0%	-50%	0.0
Injury MVC		460	451	513	531	379	-18%	-29%	-8.2
Property Damage MVC (Reportable)		4,139	4,570	4,728	4,286	3,064	-26%	-29%	-243.4
Property Damage MVC (Non Reportable)		418	381	409	312	333	-20%	7%	-23.9
<b>TOTAL MVC</b>		<b>5,019</b>	<b>5,406</b>	<b>5,653</b>	<b>5,133</b>	<b>3,778</b>	<b>-25%</b>	<b>-26%</b>	<b>-275.5</b>
<b>Provincial Traffic</b>		<b>29,825</b>	<b>29,114</b>	<b>26,803</b>	<b>33,440</b>	<b>11,687</b>	<b>-61%</b>	<b>-65%</b>	<b>-3,195.0</b>
<b>Other Traffic</b>		<b>409</b>	<b>318</b>	<b>263</b>	<b>310</b>	<b>206</b>	<b>-50%</b>	<b>-34%</b>	<b>-41.4</b>
<b>Criminal Code Traffic</b>		<b>1,668</b>	<b>1,517</b>	<b>1,313</b>	<b>1,177</b>	<b>1,046</b>	<b>-37%</b>	<b>-11%</b>	<b>-158.4</b>
<b>Common Police Activities</b>									
False Alarms		3,564	3,126	3,193	1,643	1,227	-66%	-25%	-615.7
False/Abandoned 911 Call and 911 Act		1,331	1,407	2,217	1,474	1,508	13%	2%	42.1
Suspicious Person/Vehicle/Property		2,953	2,512	3,343	4,310	4,486	52%	4%	486.4
Persons Reported Missing		797	933	1,062	734	704	-12%	-4%	-38.5
Search Warrants		40	51	55	35	33	-18%	-6%	-3.0
Spousal Abuse - Survey Code (Reported)		2,765	2,825	2,830	2,750	2,734	-1%	-1%	-13.7
COVID-19 Files (Reported)		-	-	-	-	239	-	-	-

**CAD Summary - Municipal Detachments**  
**Crime Statistics (Actual)**  
**May: 2016 - 2020**

All categories contain "Attempted" and/or "Completed"

June-09-20

CATEGORY	Trend	2016	2017	2018	2019	2020	% Change 2016 - 2020	% Change 2019 - 2020	Avg File +/- per Year
Homicides & Offences Related to Death		4	2	3	1	7	75%	600%	0.5
Robbery		22	32	18	18	15	-32%	-17%	-2.8
Sexual Assaults		23	53	54	39	36	57%	-8%	1.2
Other Sexual Offences		20	30	22	34	33	65%	-3%	3.0
Assault		416	516	488	379	351	-16%	-7%	-26.7
Kidnapping/Hostage/Abduction		9	8	13	7	4	-56%	-43%	-1.1
Extortion		2	4	6	2	12	500%	500%	1.8
Criminal Harassment		77	106	116	95	128	66%	35%	9.1
Uttering Threats		147	162	204	146	192	31%	32%	7.4
<b>TOTAL PERSONS</b>		<b>720</b>	<b>913</b>	<b>924</b>	<b>721</b>	<b>778</b>	<b>8%</b>	<b>8%</b>	<b>-7.6</b>
Break & Enter		281	289	317	294	190	-32%	-35%	-17.7
Theft of Motor Vehicle		232	287	206	211	137	-41%	-35%	-26.6
Theft Over \$5,000		29	33	44	38	28	-3%	-26%	0.3
Theft Under \$5,000		1,221	1,308	1,354	1,154	716	-41%	-38%	-116.4
Possn Stn Goods		182	204	181	167	86	-53%	-49%	-22.9
Fraud		255	302	316	339	218	-15%	-36%	-3.7
Arson		16	8	13	18	7	-56%	-61%	-0.8
Mischief To Property		867	934	794	715	668	-23%	-7%	-61.7
<b>TOTAL PROPERTY</b>		<b>3,083</b>	<b>3,365</b>	<b>3,225</b>	<b>2,936</b>	<b>2,050</b>	<b>-34%</b>	<b>-30%</b>	<b>-249.5</b>
Offensive Weapons		84	92	90	106	75	-11%	-29%	-0.4
Disturbing the peace		529	598	533	540	434	-18%	-20%	-24.8
Fail to Comply & Breaches		341	395	511	514	197	-42%	-62%	-16.9
<b>OTHER CRIMINAL CODE</b>		179	178	229	222	127	-29%	-43%	-6.0
<b>TOTAL OTHER CRIMINAL CODE</b>		<b>1,133</b>	<b>1,263</b>	<b>1,363</b>	<b>1,382</b>	<b>833</b>	<b>-26%</b>	<b>-40%</b>	<b>-48.1</b>
<b>TOTAL CRIMINAL CODE</b>		<b>4,936</b>	<b>5,541</b>	<b>5,512</b>	<b>5,039</b>	<b>3,661</b>	<b>-26%</b>	<b>-27%</b>	<b>-305.2</b>



**CAD Summary - Municipal Detachments**  
**Crime Statistics (Actual)**  
**May: 2015 - 2020**

All categories contain "Attempted" and/or "Completed"

June-09-20

CATEGORY	Trend	2016	2017	2018	2019	2020	% Change 2016 - 2020	% Change 2019 - 2020	Avg File +/- per Year
Drug Enforcement - Production		5	0	4	1	0	-100%	-100%	-0.9
Drug Enforcement - Possession		154	174	193	128	78	-49%	-39%	-19.8
Drug Enforcement - Trafficking		72	101	106	92	52	-28%	-43%	-4.9
Drug Enforcement - Other		7	1	6	3	2	-71%	-33%	-0.8
<b>Total Drugs</b>		<b>238</b>	<b>276</b>	<b>309</b>	<b>224</b>	<b>132</b>	<b>-45%</b>	<b>-41%</b>	<b>-26.4</b>
Cannabis Enforcement		0	0	0	10	6	N/A	-40%	2.2
Federal - General		43	31	27	33	29	-33%	-12%	-2.6
<b>TOTAL FEDERAL</b>		<b>281</b>	<b>307</b>	<b>336</b>	<b>267</b>	<b>167</b>	<b>-41%</b>	<b>-37%</b>	<b>-26.8</b>
Liquor Act		150	169	168	176	101	-33%	-43%	-9.1
Cannabis Act		0	0	0	43	38	N/A	-12%	11.9
Mental Health Act		354	405	410	417	485	37%	16%	27.4
Other Provincial Stats		556	552	755	634	719	29%	13%	40.8
<b>Total Provincial Stats</b>		<b>1,060</b>	<b>1,126</b>	<b>1,333</b>	<b>1,270</b>	<b>1,343</b>	<b>27%</b>	<b>6%</b>	<b>71.0</b>
Municipal By-laws Traffic		235	269	59	51	38	-84%	-25%	-61.2
Municipal By-laws		511	549	532	376	629	23%	67%	6.3
<b>Total Municipal</b>		<b>746</b>	<b>818</b>	<b>591</b>	<b>427</b>	<b>667</b>	<b>-11%</b>	<b>56%</b>	<b>-54.9</b>
Fatals		1	1	2	0	0	-100%	N/A	-0.3
Injury MVC		101	89	93	95	28	-72%	-71%	-14.0
Property Damage MVC (Reportable)		800	797	784	729	326	-59%	-55%	-101.6
Property Damage MVC (Non Reportable)		86	88	86	50	49	-43%	-2%	-11.2
<b>TOTAL MVC</b>		<b>988</b>	<b>975</b>	<b>965</b>	<b>874</b>	<b>403</b>	<b>-59%</b>	<b>-54%</b>	<b>-127.1</b>
<b>Provincial Traffic</b>		<b>6,249</b>	<b>6,711</b>	<b>7,798</b>	<b>10,571</b>	<b>1,607</b>	<b>-74%</b>	<b>-85%</b>	<b>-542.4</b>
<b>Other Traffic</b>		<b>62</b>	<b>69</b>	<b>51</b>	<b>89</b>	<b>28</b>	<b>-55%</b>	<b>-69%</b>	<b>-4.8</b>
<b>Criminal Code Traffic</b>		<b>336</b>	<b>319</b>	<b>347</b>	<b>259</b>	<b>199</b>	<b>-41%</b>	<b>-23%</b>	<b>-33.4</b>
<b>Common Police Activities</b>									
False Alarms		850	728	747	363	233	-73%	-36%	-159.9
False/Abandoned 911 Call and 911 Act		327	314	533	311	340	4%	9%	2.3
Suspicious Person/Vehicle/Property		551	640	868	1,096	1,004	82%	-8%	136.2
Persons Reported Missing		188	222	286	166	142	-24%	-14%	-14.8
Search Warrants		7	8	10	6	7	0%	17%	-0.2
Spousal Abuse - Survey Code (Reported)		615	587	668	575	583	-5%	1%	-7.6
COVID-19 Files (Reported)		-	-	-	-	35	-	-	-

Municipal and Provincial Crime Statistics from 2016 to 2020.  
Here's a comparison of January to April 2016 to 2020:

### **CAD Provincial Detachments – January to April**

Total Criminal Code files **decreased by 24%** since 2016, **decreased by 11%** since 2019.

Total Persons Crimes **decreased by 15%** since 2016, **decreased by 6%** since 2019.

- There were 4 Homicide & Offence Related to Death so far in 2020.
- Robberies **decreased by 7%** since 2016, **increased by 17%** (from 23 to 27) since 2019.
- Sexual Assaults **decreased by 17%** since 2016, **decreased by 33%** (from 72 to 48) since 2019.

Property Crimes **decreased by 23%** since 2016, **decreased by 12%** since 2019.

Break and Enters **decreased by 12%** since 2016, **decreased by 8%** (from 747 to 688) since 2019.

Theft of Motor Vehicles

Mischief to Property **decreased by 27%** since 2016, **increased by 2%** (from 1,348 to 1,372) since 2019.

Other Criminal Code categories **decreased by 35%** since 2016, **decreased by 12%** since 2019.

- Spousal Abuse **decreased by 21%** since 2016, **5% decrease** since 2019.
- There were 11 Fatalities as a result of MVC's so far in 2020.

### **CAD Municipal Detachments – January to April**

**Total Criminal Code files decreased by 12% since 2016, decreased by 6% since 2019.**

Persons Crimes **increased by 2%** since 2016, **4% increase** since 2019.

- There were 11 Homicides & Offences Related to Death so far in 2020.
- Robbery **increased by 10%** since 2016, **30% increase** (from 89 to 116) since 2019.
- Sexual Assaults **decreased by 2%** since 2016, **22% decrease** since 2019.

Property Crimes **decreased by 15%** since 2016, **3% decrease** since 2019.

Break and Enters **increased by 4%** since 2016, **increased by 2%** (from 989 to 1,010) since 2019.

Theft of Motor Vehicles **decreased by 24%** since 2016, **decreased by 19%** (from 913 to 744) since 2019.

Other Criminal Code **decreased by 13%** since 2016, **17% decrease** since 2019.

- Spousal Abuse **decreased by 1%** since 2016, **2% decrease** since 2019.
- There were 2 Fatalities as a result of MVC's so far in 2020.

# MEMORANDUM

Date: July 15, 2020

To: Greg Switenky  
CAO

From: Melissa Robbins  
Director of Operational Services

Re: Recommendation of Award of Lagoon Cell B and C Desludging

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## **History:**

2019 capital projects included desludging Lagoon B and C Cell for \$634,720. Taber Solids was previously awarded the project through tender. In the Fall of 2019, Taber removed as much sludge that was possible through typical desludging methods, however there is a significant amount of sludge remaining that contains high levels of silts and clays. Excavation is the recommended method to remove the remaining material. The material will be stock piled on site and hauled to the Regional Landfill once dry. This removal will finalize this project.

Taber Solids does not remove solid sludge material; therefore, the project was advertised locally, and two companies submitted pricing. \$190,826.46 was carried over to the 2020 capital budget to complete the work.

## **Summary of Request for Quotes received on July 16, 2020:**

- Dirt Danny Construction \$79,000
- Wally's Backhoe Services \$85,000

There are some additional costs in addition to the above quotes:

Remove the material after drying onsite	\$21,000
Pump costs to dewater the remaining rainfall water	\$5,000
Engineering costs (Tagish Eng.)	\$15,000
Dirt Danny Construction	\$79,000
Contingency	<u>\$20,000</u>

**Total project cost** **\$140,000.00**

## **Recommendation:**

Administration respectfully recommends that Town of Stettler Council proceeds with Dirt Danny Construction for the removal and disposal of solid sludge up to \$125,000, with an additional \$15,000 for Tagish Engineering for a total expenditure of \$140,000 funded from the 2020 Capital Budget.

# MEMORANDUM

Date: July 15, 2020

To: Greg Switenky  
CAO

From: Melissa Robbins  
Director of Operations

Re: Recommendation of Award of Airport Runway Lighting RFP

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## **History:**

June 4, 2020, Alberta Transportation notified the Town that the grant application submission for Airport Runway lighting replacement had been approved for 75% of the estimated eligible project costs under the Strategic Transportation Infrastructure Program. The remaining 25% of project costs will be split evenly by the Town and County.

The grant approval was for a total project cost of \$233,914, with 75% STIP funding of a maximum of \$175,436.

## **Summary of Request for Proposals Received on July 14, 2020:**

Prices do not include GST or contingency.

Request for Proposals were advertised on the Alberta Purchasing Connection website for a completely new runway edge, taxiway and end of runway lighting, including a new ARCAL controller. The following companies submitted pricing:

- |                                   |              |
|-----------------------------------|--------------|
| • Bagshaw Electric Ltd.           | \$111,400.00 |
| • North Star Electrical Services  | \$149,800.00 |
| • Lamont Electrical Services Ltd. | \$168,205.56 |
| • Black and McDonald              | \$319,660.00 |
| • Jatec Electric Ltd.             | \$375,655.77 |

Value added items:

Two additional items were priced separately from the runway light replacements in case additional funds were available. Bagshaw's costs are as follows:

- |                |             |
|----------------|-------------|
| • Beacon light | \$11,200.00 |
| • Windsock     | \$10,100.00 |

Total Project Cost **\$132,700.00**

**Budget Implications:**

The STIP grant provides 75% funding, with the Town and County sharing the 25% balance. In 2018, the GPS approach project was completed under budget and both the Town and County were carrying the balance of \$16,275 with the expectation to complete additional improvements at the airport.

Total project cost	\$132,700
75% STIP funding	<u>- \$99,525</u>
Balance	\$33,175 (\$16,587.50 from both Town and County)

**Recommendation:**

Administration respectfully recommends that Town of Stettler Council award the 2020 Airport Runway Lighting Replacement Proposal to Bagshaw Electric Ltd. in the amount of \$132,700, excluding gst with 75% funding from the Strategic Transportation Infrastructure Program of \$99,525 and the balance of \$33,175 funded from the Town (\$16,587.50) and County (\$16,587.50) respectively.

**TOWN OF STETTLER  
TAXES RECEIVABLE  
AS OF JUNE 30, 2020**

STATUS OF PROPERTY	2019 # OF PROPERTIES	2020 # OF PROPERTIES	CURRENT TAXES	ARREARS TAXES	TOTAL TAXES
Property under agreement	10	9	15,352.51	58,131.85	73,484.36
Property to be offered for sale in 2018	1	1	1,604.30	6,699.75	8,304.05
Property to be offered for sale in 2020	7	6	5,831.80	8,114.83	13,946.63
Property to be offered for sale in 2021	0	21	48,084.03	67,751.22	115,835.25
Installment Plan Property	912	910	1,289,906.19	0.00	1,289,906.19
All Other Property	<u>214</u>	<u>976</u>	<u>3,868,961.56</u>	<u>52,254.65</u>	<u>3,921,216.21</u>
Sub-total Property Taxes	1181	1923	5,229,740.39	192,952.30	5,422,692.69
Business Taxes	<u>0</u>	<u>0</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
<b>TOTAL TAXES RECEIVABLE 2020</b>		<b>1923</b>	<b>\$5,229,740.39</b>	<b>\$192,952.30</b>	<b>\$5,422,692.69</b>
TOTAL TAXES RECEIVABLE 2019	1181		\$2,083,847.86	\$171,352.61	\$2,255,200.47

**PERCENTAGE OF CURRENT PROPERTY TAXES OUTSTANDING  
AS OF JUNE 30, 2020**

	<u>2019</u>	<u>2020</u>	
Current Taxes Outstanding	\$ 2,083,847.86	\$ 5,229,740.39	0.00
Less Tax Payment Plan	1,393,920.50	1,289,906.19	
Less Annexed Property	197,776.54	0.00	
Net Current Taxes Outstanding	\$ 492,150.82	\$ 3,939,834.20	
Property Tax Levy	\$ 8,808,732.70	\$ 8,660,819.12	*includes Business Tax Levy \$6,600

**% of Current Taxes Receivable**

<b>2020 =</b>	<b>45.49%</b>	June 30
2019 =	5.59%	June 30
2018 =	6.46%	June 30

Penalty Schedule

12% Penalty on Current Balance After 4:30 p.m. October 30, 2020

12% Penalty on Total Balance After December 31, 2020

# MEMORANDUM

**To:** Greg Switenky, CAO

**From:** Economic Development Subcommittee

**Date:** July 21, 2020

**Re:** Commercial Market Analysis

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## **Recommendation**

That the Town of Stettler proceed with a Request for Proposal (RFP) for a Commercial Market Analysis Study with funding to come from the 2020 Planning Reserve Account

## **Background**

As identified at the Economic Development subcommittee meetings, a priority has been placed on recruiting commercial industry to the Town of Stettler. There has also been discussion as to what industries could be targeted for growth in our area. Furthermore, at the last meeting there was discussion regarding having a feasibility study and market analysis prepared to present to potential investors to show the viability of industry, particularly retail and restaurants, in the community.

Two potential partners have been identified: The County of Stettler and The Alberta Real Estate Foundation (AREF). AREF was established to advance the real estate industry and strengthen Alberta's communities by funding initiatives that fall under 4 pillars: Community Innovation, Education and Research, Housing and Land Stewardship and Environment. Our project ties into 2 of the pillars- Community Innovation and Education and Research.

## **Feasibility & Gap Analysis Scope**

The purpose of the feasibility and gap analysis is to:

1. Identify the feasibility of additional retail and restaurant businesses in the Town of Stettler
2. Identify the types of retail and restaurants needed
3. Identify opportunities for industrial growth
4. Identify the trading area including quantitative and qualitative data of the people in the area.
5. Create an up to date community profile including current and accurate data on the overview of the community.

The process of collecting data will be done by contractors conducting surveys primarily from the Town of Stettler with additional information coming from County of Stettler residents.

The final report will include:

- Market share analysis
  - o Including current retained spending in Stettler
  - o Quantify spending and retail/restaurant usage
- Retail market supply and future 10-year demand
- List of potential retailers
- Information on the current trading area
  - o Including how residents spend
- Current community profile statistics

## **Financial**

2020 Estimated Budget - \$36,000 (Funding – Planning Reserve – Balance – Dec 31, 2020 - \$55,000)

# MEMORANDUM

**To:** Steven Gerlitz

**From:** Wanda Whitten

**Date:** July 15, 2020

**Re:** Tax Public Auction Date

The following shows the timeline that has to be followed in order for the Town of Stettler to hold the Tax Public Auction for the remaining properties in the tax recovery process:

<b>Date</b>	<b>Action</b>
March 26/19	Prepared Tax Arrears List and sent notification to owners
July 21/20	Council to set Reserve Bid and sale conditions
Aug. 26/20	Send ad to Alberta Gazette (send in 10 working days before ad)
Sept 15/20	Advertise Public Auction in the Alberta Gazette
Sept. 14/20	Send copy of ad to registered property owners and all parties having an interest in the property
Oct. 15/20	Advertise Public Auction in the Stettler Independent
Oct. 26/20	Public Auction at the Town Office at 1:00 p.m.

- Section 418 of the MGA states that the Public Auction must be held between April 1, 2020 and March 31, 2021.
- Under Section 419 of the MGA Council must set a reserve bid that is as close as reasonably possible to the market value of the parcel and any conditions that apply to the sale.
- The tax recovery process can be stopped by payment of all tax arrears prior to the sale.
- The Town may apply for ownership of the property if it is not sold at the public auction.
- After the Town takes title to the property the property owner can regain title to the property if all taxes are paid before the Town sells the property.
- The following property will go to the Public Auction on October 26, 2020 unless taxes are paid prior to the sale:

<b>Lot/Block/Plan</b>	<b>Civic Address</b>	<b>Land</b>	<b>Improvements</b>	<b>Total</b>
27-4-7722835	3815 – 61 Street	78,370	52,800	131,170
NE1-39-20-4	7402 – 50 Avenue	151,010	67,580	218,590



**Recommendation:**

That the Town of Stettler Council set the 2020 Tax Public Auction date as October 26, 2020 and approve using the 2020 assessment values as the reserve bids for all 2020 tax sale properties and that the terms for the sale be cash or certified cheque.

Town/tax/taxrecovery/timelinememo.doc

# MEMORANDUM

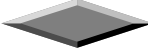
**To:** Steven Gerlitz

**From:** Wanda Whitten

**Date:** July 15, 2020

**Re:** Tax Public Auction Date for Designated Manufactured Homes

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The following shows the timeline that has to be followed in order for the Town of Stettler to hold the Tax Public Auction for the manufactured home in the tax recovery process:

<b>Date</b>	<b>Action</b>
March 29/19	Prepared Tax Arrears List
July 21/20	Council to set Reserve Bid and sale conditions
Sept 14/20	Send copy of ad to registered property owners, owner of M/H Park and all parties having an interest in the property
Oct 15/20	Advertise Public Auction in the Stettler Independent
Oct. 26/20	Public Auction at the Town Office at 1:00 p.m.

- Section 436.09 of the MGA states that the Public Auction must be held between April 1, 2020 and March 31, 2021.
- Under Section 436.1 of the MGA Council must set a reserve bid that is as close as reasonably possible to the market value of the designated manufactured home and any conditions that apply to the sale.
- The tax recovery process can be stopped by payment of all tax arrears prior to the sale.
- The Town may apply for ownership of the designated manufactured home if it is not sold at the public auction.
- After the Town takes title to the designated manufactured home the property owner can regain title to the designated manufactured home if all taxes are paid before the Town sells the property.

- The following designated manufactured homes will go to the Public Auction on October 26, 2020 unless the taxes are paid prior to the sale:

<b>Civic Address</b>	<b>Land</b>	<b>Improvements</b>	<b>Total</b>
#8 – 6017 – 52 Avenue	0	17,120	17,120
#16 – 6017 – 52 Avenue	0	23,350	23,350
#58 – 6017 – 52 Avenue	0	23,030	23,030
#59 – 6017 – 52 Avenue	0	29,650	29,650

**Recommendation**

That the Town of Stettler Council set the 2020 Tax Public Auction date as October 26, 2020 and approve using the 2020 assessment values as the reserve bids for all designated manufactured home Tax Public Auction properties and that the terms of sale be cash or certified cheque.

Town/tax/taxrecovery/mhtimelinememo

**TOWN OF STETTLER  
BANK RECONCILIATION  
AS OF June 30, 2020**

Net Balance at End of Previous Month	\$	8,598,446.87
ADD: General Receipts (summarized below)		3,103,722.57
Interest Earned (Prime 2.45% less 1.65% = 0.80%)		5,931.66
Investments Matured		-
SUBTOTAL		11,708,101.10
LESS: General Disbursements		1,478,997.37
Payroll		271,502.81
Investments		-
Debenture Payments		102,215.59
Returned Cheques		1,209.79
Bank Charges		1,190.45
SUBTOTAL		1,855,116.01
<b>NET BALANCE AT END OF CURRENT MONTH (General Ledger)</b>	<b>\$</b>	<b>9,852,985.09</b>
Balance at End of Month - Bank		9,880,020.43
ADD: Outstanding Deposits		21,056.88
LESS: Outstanding Cheques		48,092.22
<b>NET BALANCE AT END OF CURRENT MONTH (Bank)</b>	<b>\$</b>	<b>9,852,985.09</b>

THIS STATEMENT SUBMITTED TO COUNCIL THIS 21st DAY OF JUL 2020

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
ASSISTANT CAO

	A	B	C
2	<b>GENERAL RECEIPTS SUMMARY</b>		
3	Tax	AR	2,353,237
4	Utility	AR	302,297
5	ATCO	Franchise	48,330
6	AltaGas	Franchise	69,322
7	Hwy 12/21	Water	28,230
8	Library	Salary Reversal	25,078
9	Library	Rent	10,500
10	Gov't of AB	FCSS Grant	13,095
11	Gov't of AB	MSI	52,856
12	Gov't of AB	GST	23,804
13	Shirley Mclellan	Water	58,127
14	SVWS	Salary Reversal	18,627
15	AE Kennedy	Rent	16,572
16	Other		<u>83,648</u>
17		Total	3,103,723

Audit Trail Code: CMXFR00000012  
 \* Voided Transaction

From Chequebook ID	To Chequebook ID	Number	Transfer Date	Posting Date	Amount
-----					
Description					
-----					
GENERAL	MARKET CORP	666472007020001	2020-07-02	2020-07-02	\$60,000.00
BOT Grant 2020-3					

Account Number	Account Description	Debit	Credit
-----			
3-01-00-00-00-121	Bank - General Operating	\$0.00	\$60,000.00
3-01-00-00-00-128	Bank - Board of Trade	\$60,000.00	\$0.00
		-----	-----
		\$60,000.00	\$60,000.00

Total Transfers: 1

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	74537
Cheque Date	First	Last		74555

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
4L Communications Inc.	74537	2020-07-10	\$403.18
-----			
	Invoice Description	Invoice Number	Invoice Amount
	Shop iPhone XR 4037417909	STTLRIN1099	\$371.69
	Shop iPhone 11/XR Shield Glass	STTLRIN1100	\$31.49
-----			
Big Hill Services Ltd.	74538	2020-07-10	\$1,365.00
-----			
	Invoice Description	Invoice Number	Invoice Amount
	SRC Arena Board Cleaning	26718	\$1,365.00
-----			
Bixby, Jaydee	74539	2020-07-10	\$800.00
-----			
	Invoice Description	Invoice Number	Invoice Amount
	Park Event Jul22 Entertainment	2020	\$800.00
-----			
Canada Post Corporation	74540	2020-07-10	\$3,987.99
-----			
	Invoice Description	Invoice Number	Invoice Amount
	Office/Water Billing Postage	9734333615	\$3,987.99
-----			
Caro Analytical Services	74541	2020-07-10	\$550.20
-----			
	Invoice Description	Invoice Number	Invoice Amount
	WTP Water Analysis	IC2009228	\$187.95
	WTP Water Analysis	IC2009970	\$362.25
-----			
County of Stettler Housing Ath	74542	2020-07-10	\$87,579.50
-----			
	Invoice Description	Invoice Number	Invoice Amount
	Seniors Lodges 3rd Qtr Payment	2020-REQ02.3	\$87,579.50
-----			
Diverse Signs N Designs Inc.	74543	2020-07-10	\$998.73
-----			
	Invoice Description	Invoice Number	Invoice Amount
	Admin Covid-19 Supplies	6703	\$133.40
	HBC Power Boxe Decals & Instal	6707	\$865.33
-----			
Fine Line Locating Ltd.	74544	2020-07-10	\$372.75
-----			
	Invoice Description	Invoice Number	Invoice Amount
	Sewer Aeration Power Line Loca	20-373	\$372.75
-----			
Frere, Lewis	74545	2020-07-10	\$400.00
-----			
	Invoice Description	Invoice Number	Invoice Amount
	Park Event Jul 29Entertainment	2020	\$400.00

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Gregory, Drew	74546	2020-07-10	\$735.00
Invoice Description	Invoice Number	Invoice Amount	
Park Events Aug5 Entertainmen	2020	\$735.00	
Levitt Safety	74547	2020-07-10	\$57.75
Invoice Description	Invoice Number	Invoice Amount	
WTP Air Cart Certification	5365649-00	\$57.75	
Norm Grexton Inc.	74548	2020-07-10	\$2,053.80
Invoice Description	Invoice Number	Invoice Amount	
Sewer 4 pails of Waste Go	20680	\$2,053.80	
Parkland Regional Library	74549	2020-07-10	\$13,358.52
Invoice Description	Invoice Number	Invoice Amount	
Library 3rd Qtr Requisition	200239	\$13,358.52	
Praxair Distribution	74550	2020-07-10	\$348.23
Invoice Description	Invoice Number	Invoice Amount	
Pool Cylinder Rental	97351231	\$348.23	
Receiver General for Canada	74551	2020-07-10	\$56,766.24
Invoice Description	Invoice Number	Invoice Amount	
Town Tax Remittance	PP14-20	\$46,734.27	
Town Tax Remittance	PP14-20.	\$4,281.46	
BOT Tax Remittance	PP14-20.BOT	\$2,049.83	
SVWS Tax Remittance	PP14-20.SVWS	\$1,050.70	
Library Tax Remittance	PP14-20.LIBRAR	\$2,649.98	
Ross, Erin	74552	2020-07-10	\$500.00
Invoice Description	Invoice Number	Invoice Amount	
Park Event Jul15 Entertainment	2020	\$500.00	
Skaley Landscaping & Bobcat	74553	2020-07-10	\$1,102.50
Invoice Description	Invoice Number	Invoice Amount	
Parks Stump Grinding	487401	\$1,102.50	
Town of Stettler - Petty Cash	74554	2020-07-10	\$230.75
Invoice Description	Invoice Number	Invoice Amount	
Office Lotto, Coffee, Supplies	2020.07.06	\$230.75	
Yellow Pages	74555	2020-07-10	\$69.30
Invoice Description	Invoice Number	Invoice Amount	
Office Aug Directory Advertis	20-7874568	\$69.30	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
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	Total Cheques		----- \$171,679.44 =====
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Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	74556
Cheque Date	First	Last		74564

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Alberta Land Titles	74556	2020-07-17	\$120.00
-----			
Invoice Description		Invoice Number	Invoice Amount
-----			
Bylaw Title Certificates/P&D		2020.06.30	\$120.00
-----			
Cal-Trac Contracting Ltd.	74557	2020-07-17	\$341.25
-----			
Invoice Description		Invoice Number	Invoice Amount
-----			
Sewer Rental Truck & Trailer		303708	\$341.25
-----			
Campbell, Al	74558	2020-07-17	\$87.50
-----			
Invoice Description		Invoice Number	Invoice Amount
-----			
Council RDRWA Board Meeting		2020.06.26	\$87.50
-----			
Canadian Springs	74559	2020-07-17	\$210.05
-----			
Invoice Description		Invoice Number	Invoice Amount
-----			
Office - Coffee		20301195 07132	\$210.05
-----			
Elsasser, Ross	74560	2020-07-17	\$12,285.00
-----			
Invoice Description		Invoice Number	Invoice Amount
-----			
Canada Day Fireworks		2001	\$12,285.00
-----			
Levitt Safety	74561	2020-07-17	\$109.23
-----			
Invoice Description		Invoice Number	Invoice Amount
-----			
Fire Fit Test adapter		5363499-00	\$109.23
-----			
OLHAUSEN, ALISON	74562	2020-07-17	\$2,810.53
-----			
Invoice Description		Invoice Number	Invoice Amount
-----			
Water Refund Tax Payment		2020.07.13	\$2,810.53
-----			
Purolator Courier Ltd.	74563	2020-07-17	\$1,320.44
-----			
Invoice Description		Invoice Number	Invoice Amount
-----			
Fire Joint, Water, WTP Freight		444581585	\$742.77
Eng Admin, P&D, Water, WTP Fre		444852082	\$577.67
-----			
Stettler Equipment Sales & Ren	74564	2020-07-17	\$27.25
-----			
Invoice Description		Invoice Number	Invoice Amount
-----			
Park Stihl Chain		121441	\$27.25
-----			
Total Cheques			\$17,311.25

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

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Barnes, Roger	EFT0002528	2020-07-07	\$25.00
-----			
Invoice Description		Invoice Number	Invoice Amount
SRC July Phone Allowance		2020.07.01	\$25.00
-----			
Dahl, Steven	EFT0002529	2020-07-07	\$50.00
-----			
Invoice Description		Invoice Number	Invoice Amount
Shop Jul Tool Allowance		2020.07.01	\$50.00
-----			
Dodd, Sonia	EFT0002530	2020-07-07	\$25.00
-----			
Invoice Description		Invoice Number	Invoice Amount
Pool July Phone Allowance		2020.07.01	\$25.00
-----			
Stettler FCSS	EFT0002531	2020-07-07	\$49,108.75
-----			
Invoice Description		Invoice Number	Invoice Amount
3rd Qtr 2020 Requisition		2020.07.01	\$49,108.75
-----			
Gerlitz, Steven	EFT0002532	2020-07-07	\$100.00
-----			
Invoice Description		Invoice Number	Invoice Amount
Admin/Office Jul Phone & Trvl		2020.07.01	\$100.00
-----			
Graham, Leann	EFT0002533	2020-07-07	\$175.00
-----			
Invoice Description		Invoice Number	Invoice Amount
P&D Jul Phone & Trvl Allowance		2020.07.01	\$175.00
-----			
Howe, Graham	EFT0002534	2020-07-07	\$25.00
-----			
Invoice Description		Invoice Number	Invoice Amount
SRC & Cemetery Jul Phone Allow		2020.07.01	\$25.00
-----			
Nelson, Tyler	EFT0002535	2020-07-07	\$222.16
-----			
Invoice Description		Invoice Number	Invoice Amount
WTP Level 3 Water Exam Fee		2020.06.18	\$222.16
-----			
Robbins, Brad	EFT0002536	2020-07-07	\$100.00
-----			
Invoice Description		Invoice Number	Invoice Amount
P&L July Travel Allowance		2020.07.01	\$100.00
-----			
Standage, Maddie	EFT0002537	2020-07-07	\$150.00
-----			
Invoice Description		Invoice Number	Invoice Amount

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
P&D Jul Travel Allowance		2020.07.01	\$150.00
Stenlund, Wayne	EFT0002538	2020-07-07	\$25.00
-----			
Invoice Description		Invoice Number	Invoice Amount
Shop Jul Tool Allowance		2020.07.01	\$25.00
Stettler Public Library	EFT0002539	2020-07-07	\$62,545.43
-----			
Invoice Description		Invoice Number	Invoice Amount
3rd Qtr 2020 Requisition		2020.07.01	\$62,545.43
Switenky, Greg	EFT0002540	2020-07-07	\$370.00
-----			
Invoice Description		Invoice Number	Invoice Amount
Admin/Office Jul Phone & Trvl		2020.07.01	\$370.00
Turgeon, Glenn	EFT0002541	2020-07-07	\$54.83
-----			
Invoice Description		Invoice Number	Invoice Amount
Street Clean Sweeper Parts		2020.05.01	\$2.37
Roads CUPE Clothing Allowance		2020.06.22	\$52.46
-----			
Total Cheques			\$112,976.17
=====			

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	First
Cheque Date	2020-07-14	2020-07-14		Last

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Alberta One-Call Corporation	EFT0002542	2020-07-14	\$362.25
-----			
Invoice Description	Invoice Number	Invoice Amount	
Water Trans June 1st Calls	IN159985	\$362.25	
-----			
Angus, Lara	EFT0002543	2020-07-14	\$65.66
-----			
Invoice Description	Invoice Number	Invoice Amount	
Office Council Pop & Water	2020.06.25	\$65.66	
-----			
APEX Supplementary Pension Pla	EFT0002544	2020-07-14	\$369.92
-----			
Invoice Description	Invoice Number	Invoice Amount	
Supplementary Pension Plan Tr	PP14-20	\$369.92	
-----			
Apple Fitness Store Ltd.	EFT0002545	2020-07-14	\$628.95
-----			
Invoice Description	Invoice Number	Invoice Amount	
Admin Covid-19 Supplies	IN00005000	\$628.95	
-----			
Stettler Regional Board of Tra	EFT0002546	2020-07-14	\$300.00
-----			
Invoice Description	Invoice Number	Invoice Amount	
Public Relations Photo contest	1465	\$300.00	
-----			
Bond-O Communications Ltd.	EFT0002547	2020-07-14	\$528.15
-----			
Invoice Description	Invoice Number	Invoice Amount	
P&L Replace front desk phone	BONDOIN126975	\$528.15	
-----			
C & S Disposal	EFT0002548	2020-07-14	\$25,506.18
-----			
Invoice Description	Invoice Number	Invoice Amount	
June 2020 Waste & Recycling	223	\$25,506.18	
-----			
Canadian Tire #671	EFT0002549	2020-07-14	\$555.56
-----			
Invoice Description	Invoice Number	Invoice Amount	
Office - 4 Canadian Flags	4241	\$135.57	
Parks Push Mower	4213	\$419.99	
-----			
Canadian Union of Public Emplo	EFT0002550	2020-07-14	\$825.00
-----			
Invoice Description	Invoice Number	Invoice Amount	
Union Dues	PP14-20	\$825.00	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Center Ice Concession	EFT0002551	2020-07-14	\$84.00
Invoice Description	Invoice Number	Invoice Amount	
HBC Meeting Lunch	69	\$84.00	
Chemical International	EFT0002552	2020-07-14	\$2,037.00
Invoice Description	Invoice Number	Invoice Amount	
Admin Covid-19 Supplies	109427	\$1,018.50	
Admin Covid-19 Supplies	109490	\$1,018.50	
ClearTech Industries Inc.	EFT0002553	2020-07-14	\$7,266.02
Invoice Description	Invoice Number	Invoice Amount	
WTP Chemicals	836064	\$7,851.78	
Digestco Ltd.	EFT0002554	2020-07-14	\$651.21
Invoice Description	Invoice Number	Invoice Amount	
Sewer B Lift Station Chemicals	43603	\$651.21	
Digital Connection Office Syst	EFT0002555	2020-07-14	\$338.85
Invoice Description	Invoice Number	Invoice Amount	
Office/W Photocopies 5.30-6.29	263513	\$338.85	
Digitex Canada Inc.	EFT0002556	2020-07-14	\$66.77
Invoice Description	Invoice Number	Invoice Amount	
SRC Photocopies 6.04-7.03	IN665013	\$66.77	
Hach Sales & Service Ltd.	EFT0002557	2020-07-14	\$4,416.63
Invoice Description	Invoice Number	Invoice Amount	
WTP Lab Supplies & Freight	224921	\$1,219.27	
WTP Service Particle Counters	225835	\$2,814.00	
WTP Hach Pocket Pro+	224606	\$383.36	
Keen Klean	EFT0002558	2020-07-14	\$708.75
Invoice Description	Invoice Number	Invoice Amount	
Comm Hall Carpet Cleaning	569542	\$708.75	
Lifesaving Society	EFT0002559	2020-07-14	\$465.01
Invoice Description	Invoice Number	Invoice Amount	
Pool Program Supplies	11762	\$465.01	
Loomis Express	EFT0002560	2020-07-14	\$50.09
Invoice Description	Invoice Number	Invoice Amount	
Shop Oil Sample Freight	8997904	\$50.09	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Municipal Property Consultants	EFT0002561	2020-07-14	\$6,803.08
Invoice Description	Invoice Number	Invoice Amount	
July Assessor	17134	\$6,803.08	
QM Contracting	EFT0002562	2020-07-14	\$1,575.00
Invoice Description	Invoice Number	Invoice Amount	
Water Billing Jun Meter Reader	931377	\$1,575.00	
The Soap Stop	EFT0002563	2020-07-14	\$643.44
Invoice Description	Invoice Number	Invoice Amount	
Shop Hand Soap Com Hall Janito	452371	\$413.57	
SRC Janitor Supplies	451994	\$229.87	
Stettler & District Handibus	EFT0002564	2020-07-14	\$151.48
Invoice Description	Invoice Number	Invoice Amount	
Bus Garage June Utilities	3279	\$151.48	
Stettler Telephone Answering S	EFT0002565	2020-07-14	\$120.75
Invoice Description	Invoice Number	Invoice Amount	
WTP Jul Working Alone Monitori	128	\$120.75	
Stingray Radio Inc.	EFT0002566	2020-07-14	\$546.00
Invoice Description	Invoice Number	Invoice Amount	
Misc Dept June Advertising	359187-6	\$546.00	
Trinus Technologies Inc	EFT0002567	2020-07-14	\$628.95
Invoice Description	Invoice Number	Invoice Amount	
Computer Anti-Virus, Emails,	R54597-28290	\$628.95	
W.R. Meadows of Western Canada	EFT0002568	2020-07-14	\$330.95
Invoice Description	Invoice Number	Invoice Amount	
Traffic Lane - Traffic Paint	120009202	\$330.95	
	Total Cheques		\$56,025.65

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	ONL000315
Cheque Date	First	Last		ONL000317

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Rogers	ONL000315	2020-07-10	\$77.87
-----			
Invoice Description		Invoice Number	Invoice Amount
-----			
Fire Joint 6.19-7.18 Data Flex		2183022937	\$77.87
-----			
Telus Communications	ONL000316	2020-07-10	\$2,989.86
-----			
Invoice Description		Invoice Number	Invoice Amount
-----			
Telus June 22 to July 21, 2020		2020.06.23	\$2,989.86
-----			
Telus Mobility Inc.	ONL000317	2020-07-10	\$1,100.43
-----			
Invoice Description		Invoice Number	Invoice Amount
-----			
Telus Mobility Jun 22 - Jul 21		2020.06.21	\$1,100.43
-----			
		Total Cheques	\$4,168.16
			-----
			=====

**MEMORANDUM**

Date: July 15, 2020

To: Greg Switenky  
CAO

From: Melissa Robbins, Director of Operational Services  
Leann Graham, Director of Planning and Development

Re: Traffic Bylaw (1941-06) Amendment

**History:**

A review of the Traffic Bylaw (1941-06) has been initiated by administration following a series of public complaints concerning engine retarder brake use within the Town Limits as well as Town operations concerns regarding overgrown trees and shrubs onto town property such as sidewalks, streets and lanes.

In review of the Traffic Bylaw we have identified overlap in the Nuisance Bylaw (1945-07) as well as the Noise Bylaw (2020-11), the review of these bylaws has started and the subsequent bylaw amendments will be brought forward to Town of Stettler Council in August.

The Town has recently received complaints of trucks using engine retarder brakes within Town limits. Working with the local RCMP detachment, the question of fines came up and prompted a review of the existing Traffic Bylaw. Signage advising truckers that the use of engine retarder brakes is prohibited previously existed on the highway entrances into town, however, were blown down during wind storms and never replaced, or are too small of size to be noticed. The information regarding Engine Retarder breaks is covered in both the Traffic and Noise Bylaws.

Concerns of overgrown trees and vegetation are an ongoing complaint by both Town residents and the public works team. The information regarding tree trimming and vegetation growth is covered in both the Traffic and Nuisance bylaws.

**Summary of Traffic and Nuisance Bylaw Review:**

***Traffic Bylaw:***

*Part II:*

The use of engine retarder brakes are prohibited in the Town of Stettler limits. The fine in schedule 1 was evaluated to see where the average fines are amongst surrounding communities:

- Stettler            \$1<sup>st</sup> offense \$50, 2<sup>nd</sup> offense \$100 and 3<sup>rd</sup> offense \$200
- Camrose           \$100 (all offenses)
- Wetaskiwin       \$150 (reduced to \$75.00 if paid within 7 days)



Olds	\$200 (all offenses)
Vermilion	\$200 (1 <sup>st</sup> , 2 <sup>nd</sup> and 3 <sup>rd</sup> offenses)
Ponoka	\$250 (all offenses)
Sylvan Lake	\$250 (all offenses)

It is clear from the evaluation that Stettler should look to increase the value of the fines in Schedule 1 for any violation under Part II of the bylaw. Part II covers the rules for the operation of vehicles with respect to uninsured vehicles, funeral processions, parades, pedestrians, speed, truck routes, emergency vehicles, utility vehicles, town vehicles, deliveries, and engine retarder brakes.

The remaining fines in schedule 1 respecting all other parts of the bylaw seem reasonable for the respective infraction.

Currently, Administration is recommending increasing the fines under Part II to \$250 for each offense and installing new larger signs on all four highway entrances into town.

*Part V:*

*Section 505 – Overhanging Trees, Shrubs*

The existing bylaw has a general statement regarding the trimming of trees, shrubs and bushes overhanging sidewalks, lanes, or streets. Administration recommends adding details such as minimum heights and distances from streets/lanes and sidewalks to help clarify and guide homeowners/occupants. The details are provided in the following bylaw amendments.

**Recommendation:**

Administration respectfully recommends that Town of Stettler Council Pass Bylaw 2132-20 by way of all 3 readings as presented to amend the Traffic Bylaw 1941-06

**BYLAW 2132-20**

A BYLAW OF THE TOWN OF STETTLER, IN THE PROVINCE OF ALBERTA, TO AMEND BYLAW 1941-06, BEING A BYLAW FOR THE REGULATION AND CONTROL OF VEHICLE, ANIMAL, AND PEDESTRIAN TRAFFIC THEREOF.

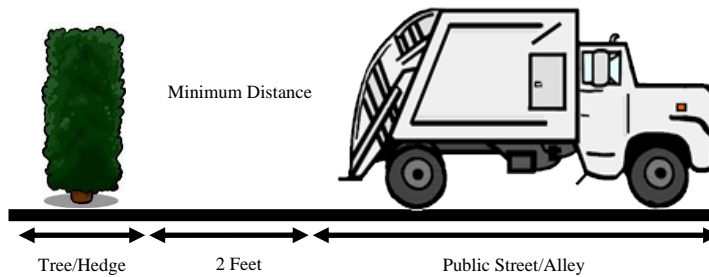
WHEREAS pursuant to the provisions of the Municipal Government Act, Chapter M26 of the RSA and amendments thereto.

THE MUNICIPAL COUNCIL OF THE TOWN OF STETTLER IN COUNCIL ASSEMBLED ENACTS AS FOLLOWS:

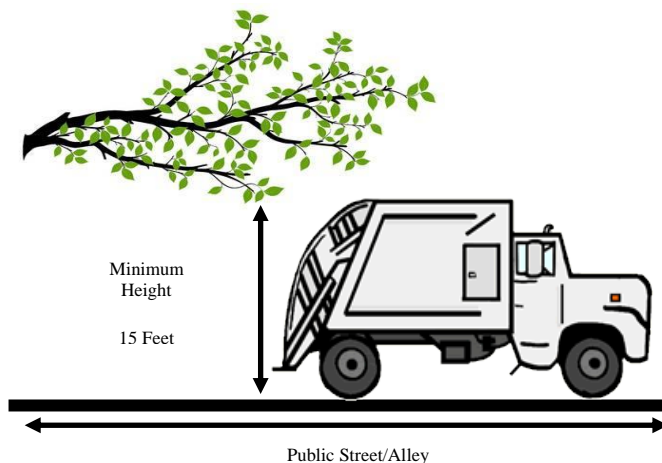
The Traffic Bylaw No. 1941-06 is hereby amended as follows:

1. In Part V, Section 505 is amended as follows:

- (1) The owner, tenant or occupier of any land Adjoining any highway, or public place in the Town of Stettler shall cause all trees, shrubs and bushes which overhang on the highway, sidewalk, street, land or public place to be properly trimmed and cut back, so as to prevent obstruction on the highway, sidewalk, street, land or public place to pedestrians or vehicles
- (2) The owner, tenant or occupier of any land shall not allow the presence of trees, shrubs, or other vegetation that interferes with civic works or any public utilities and shall include the obstruction of a highway, sidewalk, street, land or public place;
- (3) Any trees, shrubs or bushes along a public street or alley need to be trimmed back at least two (2) feet from the edge of the public street or alley to ensure vehicles can pass by without touching the branches or leaves.



- (4) Any trees, shrubs, or bushes along a public street or alley need to be trimmed up to a minimum height of fifteen (15) feet to allow the passage of larger vehicles and recreational vehicles and trailers.



2. In Schedule 1, Any Violation under Part II amended as follows:

First Offence	\$250.00
Second Offence	\$250.00
Third Offence	\$250.00

3. In all other respects, Bylaw No. 1941-06 is hereby ratified and confirmed.

Read a first time this \_\_\_\_ day of \_\_\_\_\_, A.D. 2020.

Read a second time this \_\_\_\_ day of \_\_\_\_\_, A.D. 2020.

Read a third and finally passed this \_\_\_\_ day of \_\_\_\_\_, A.D. 2020.

---

Mayor

---

Assistant CAO

July 7, 2020

Mayor & Council  
Town of Stettler  
PO Box 280  
Stettler, AB T0C 2L0



Dear Mayor & Council,

Thank you for your donation. When you support **STARS**, you ride along with us on every mission. Your gift of \$11,904.00 will help us give our next patient hope.

Your donation helps us quickly respond to critically ill and injured patients in their time of need. You put the most advanced technology in our hands. You help ensure our crew receives the top training. Your support gives us the time, tools, and talent we need to provide care to those who needs us most. Since 1985, **STARS** has flown more than 40,000 missions across Western Canada.

Allies like you make it possible for **STARS** to be there for the next patient, like we were for our Very Important Patient (VIP) Ron Diller. Ron arrived at a rural hospital looking to treat his sudden and severe back pain when he took a turn for the worse. He went into cardiac arrest, needing nearly five minutes of CPR to be revived. After determining that Ron needed more advanced care, **STARS** was called to provide him with critical care and transport him to the nearest major trauma centre for the specialized care he needed.

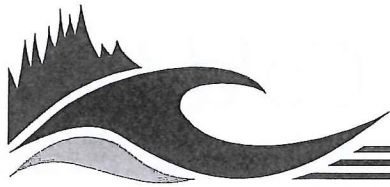
It is because of your support that we were able to help Ron. It is because of you that Ron is able to live his best life today.

Before a helicopter can lift off, before a crew member can don a flight suit, before a ventilator can be turned on, we rely on the support of allies like you. Thank you for being part of our continuing fight to save lives.

Sincerely,

A handwritten signature in black ink that reads "Andrea Robertson".

Andrea Robertson  
President and CEO  
STARS



**COPY**

City of **Cold Lake**

**OFFICE OF THE MAYOR**

July 7, 2020

Via Email [ps.ministerofpublicsafety-ministredelasecuritepublique.sp@canada.ca](mailto:ps.ministerofpublicsafety-ministredelasecuritepublique.sp@canada.ca)

Minister of Public Safety & Emergency Preparedness  
House of Commons  
Ottawa, ON  
K1A 0A6

Attention: Honourable Bill Blair

Dear Minister Blair:

Re: Criminal Code Amendment



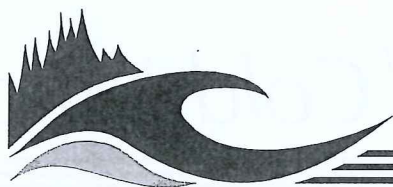
At the City of Cold Lake's regular Council meeting of June 23, 2020, City Council debated and passed a motion regarding concerns relating to the criminal code amendments approved under an "Order in Council" on May 1, 2020. The City of Cold Lake is calling upon all municipalities in Alberta, Saskatchewan, and Manitoba to voice their concerns along with their respective provincial governments.

The following resolution has been passed:

*"that Council lobby the federal government to revoke the amendments to the criminal code on May 1, 2020 under an "Order in Council" titled and referred to as "Regulations Amending the Regulations Prescribing Certain Firearms and Other Weapons, Components and Parts of Weapons, Accessories, Cartridge Magazines, Ammunition and Projectiles as Prohibited, Restricted or Non-Restricted: SOR/2020-96."*

*The City of Cold Lake supports initiatives to end violence; however, feels very strongly that the Government of Canada is wasting valuable resources and taking the wrong approach to gun control that will have zero effect on gun crime.*

.../2



-2-

**WHEREAS** on May 1, 2020, the federal government amended the Criminal Code by ordering regulations prescribing certain firearms, components and parts of firearms, accessories, cartridge magazines, ammunition and projectiles as prohibited or restricted;

**AND WHEREAS** the Government of Canada is planning a buyback program to get the guns out of circulation, which is expected to cost between \$400 million and \$600 million, and if the history of federal estimating repeats itself, will likely be in excess of \$1 Billion;

**AND WHEREAS** the City of Cold Lake supports the Government of Canada's commitment to end violence, whether firearms are involved or not, by taking the opportunity to be more engaged and to collaborate with the public and local stakeholders to develop more effective solutions on the issue;

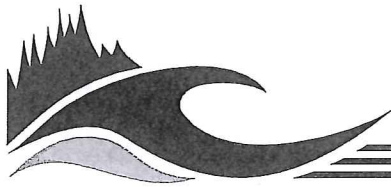
**NOW THERE BE RESOLVED** that the Council of the City of Cold Lake urges the Government of Canada to revoke the amendment, and instead institute the following:

*Target crime, and focus on enforcement through enhanced enforcement capacity for law enforcement and border services, as well as harsher punishments for firearms trafficking and crimes involving firearms. The current ban targets law-abiding owners, rather than the holders of illicit firearms, and would not greatly impact crime reduction;*

*Collect and share relevant data on crime involving firearms through improved collection and sharing of data on crimes involving firearms, particularly in terms of sources of illicit firearms, and the types of crime being committed. This data is critical for supporting law enforcement and border agencies efforts, as well as informing policy and legislation;*

*Collaborate with the firearms community and industry to support communication, training and public education regarding firearms to create a multi-faceted approach rather than implementing a ban in isolation.*

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-3-

The City feels that the federal government's gun ban will be an expensive exercise that will only serve to take law abiding people's property, while doing nothing to reduce crime. Municipalities are the level of government closest to the people, and a large part of our budget and operations is focused on providing safe and healthy communities. We see forecasts of hundreds of millions of federal dollars to be spent to buy guns back from people. As these are people who went through the necessary education, background checks, and licensing to purchase them, it seems to be a poorly thought out plan, especially if its aim is to reduce crime.

Respectfully,

Craig Copeland,  
Mayor

cc: Council

Chief Administrative Officer K. Nagoya  
Right Honourable Justin Trudeau Prime Minister of Canada  
The Honourable David Lametti, Attorney General  
The Honourable Andrew Scheer, Leader of the Official Opposition  
David Yurdiga, MP Fort McMurray - Cold Lake  
The Honourable Jason Kenny, Premier of Alberta  
The Honourable Doug Schweitzer, Solicitor General  
Federation of Canadian Municipalities (FCM)  
Alberta Urban Municipalities Association (AUMA)  
Rural Municipalities Association of Alberta (RMA)  
and all municipalities within the provinces of Alberta, Saskatchewan and Manitoba

KN/cjr

**From:** President <[President@auma.ca](mailto:President@auma.ca)>  
**Sent:** July 17, 2020 10:59 AM  
**Subject:** 2020 AUMA Convention registration open!

Good morning,

The 2020 AUMA Convention is coming, and this year's theme is *Together We Can!*

We are excited to announce that Peter Mansbridge will be our opening keynote speaker!

While this year's event might look a bit different, members across Alberta will continue to gather for the same great content, even if we all aren't under the same roof.

**Our full convention is going to be offered virtually this year. However, if provincial restrictions for in-person events ease, we will allow each member to send one individual to attend in-person. If necessary, we will follow up with our members at the beginning of August to modify a virtual registration to an in-person registration.**

[Registration for convention is now open](#) and grants access to:

- Dialogue sessions with provincial Ministers,
- Two exciting keynotes,
- Resolutions,
- Board elections,
- Award winning entertainment,
- Virtual networking events, and
- A week of education sessions leading up to the live event September 24<sup>th</sup> & 25<sup>th</sup>.

Registration will also provide urban elected officials the opportunity to vote on resolutions and Board elections. Elected officials must be registered as attendees to participate in voting.

We know that our members are currently facing financial restraint, so we have significantly lowered our typical registration fees for this year:

- **Member registration fee: \$100**
- **Non-member registration fee: \$200**



Stay tuned for more exciting speaker announcements in the coming weeks! If your municipality booked hotel rooms in an AUMA block, please visit our [event page](#) for cancellation details.

Thank you for your continued support of the AUMA Convention.

**Barry Morishita** | President  
Mayor, City of Brooks

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July 17, 2020

Dear Mayors, Reeves, and CAOs:

We are writing to introduce ourselves as members of the newly appointed Alberta Police Advisory Board. This Board was established by the Minister of Justice and Solicitor General to give municipalities served under the Provincial Police Service Agreement a strong voice in setting RCMP policing priorities. We believe that the Board offers a tremendous opportunity to help ensure that policing in our communities reflects the local needs and concerns of our citizens.

As you may be aware, the Board is being implemented in two phases. In the first year, an Interim Board will develop the Board's structure and scope. On completion of the Interim Board's mandate, the work of the operational Alberta Police Advisory Board will begin for a four-year term.

As per the Board's Terms of Reference (attached), the Interim Board has been mandated to work with the Ministry of Justice and Solicitor General (JSG) and those municipalities served under the Provincial Police Service Agreement to:

- Develop the scope and terms of reference for the operational Board;
- Develop a recruitment and selection process for operational Board members;
- Develop governance documents for the operational Board, including at minimum, a Competency Matrix for Board member appointments and review, a Code of Conduct, and a Mandate and Roles Document;
- Provide input, advice, and recommendations to the government and RCMP "K" Division on the buildup of the provincial police service related to funds raised by the Police Funding Model; and
- Provide input into discussions respecting the provincial policing priorities for the 2021/22 fiscal year to facilitate engagement during transition to the operational Board.

As we are cognisant of the timing of the municipal elections, we have requested some changes to the timing of the transition to the permanent Board due to the likelihood that the permanent Board will have representation from municipal elected officials. We will advise the membership on the transition to the permanent Board when we have more details of what that process will entail.

The Board has held two meetings to date and will continue to meet approximately twice a month. We are currently developing a work plan for our deliverables, as well as an engagement strategy that will enable us to collect input from you and other community stakeholders and report back to you regularly on our progress.

If you have any questions or suggestions at this time please feel free to contact us at [Board@ABPoliceAdvisoryBoard.com](mailto:Board@ABPoliceAdvisoryBoard.com) or call any of the members of the Board directly.

We look forward to engaging with you soon!

Sincerely,

Tanya Thorn	Board Chair	Councillor, Town of Okotoks
Kara Westerlund	Alternate Chair	Councillor, Brazeau County
Brian Brewin	Board Member	Councillor, Municipal District of Taber
Tom Burton	Board Member	Councillor, Municipal District of Greenview
Terry Coleman	Board Member	Board Chair, Alberta Association of Police Governance
Angela Duncan	Board Member	Deputy Mayor, Village of Alberta Beach
Bill Given	Board Member	Mayor, City of Grande Prairie
Trina Jones	Board Member	Councillor, Town of Legal
Kathy Rooyakkers	Board Member	Councillor, County of Wetaskiwin

cc: Al Kemmere, President, Rural Municipalities of Alberta  
Barry Morishita, President, Alberta Urban Municipalities Association  
Terry Coleman, Chair, Alberta Association of Police Governance

# **ALBERTA POLICE INTERIM ADVISORY BOARD**

## **TERMS OF REFERENCE**

### **BACKGROUND**

The Minister heard that Albertans wanted more of a voice into the setting of provincial policing priorities. The Minister of Justice and Solicitor General (Minister) is establishing the Alberta Police Advisory Board (Board) in support of the provincial government and Minister's mandate and responsibilities respecting the provision of adequate and effective policing in Alberta and in support of the participation and input of Albertans.

The Board will be implemented in two phases:

1. Within the first year, an Interim Board will develop the structure and scope of the Advisory Board (Phase One).
2. On completion of the Interim Board's mandate, the work of the Advisory Board will then commence for a four-year term (Phase Two).

### **MANDATE / RESPONSIBILITIES**

On behalf of all provincial police service (PPS) municipalities and Albertans, the Interim Board will collaborate with the Ministry of Justice and Solicitor General (JSG) and those PPS municipalities to:

- develop the scope and terms of reference for the operational Board;
- develop a recruitment and selection process for operational Board members;
- develop governance documents for the operational Board, including at minimum, a Competency Matrix for Board member appointments and review, a Code of Conduct, and a Mandate and Roles Document;
- provide input, advice and recommendations to the government and Royal Canadian Mounted Police (RCMP) "K" Division on the buildup of the provincial police service related to funds raised by the Police Funding Model; and
- provide input into discussions respecting the provincial policing priorities for the 2021/22 fiscal year to facilitate engagement during transition to the operational Board.

### **SCOPE**

While the Interim Board will provide input to the buildup of the PPS and to the development of provincial policing priorities during Phase One, the interim Board will be primarily development-focussed to ensure the efficient and effective, structure, participation and contribution of an Advisory Board.

In relation to the development of provincial policing priorities during Phase One of the Board, the Interim Board will conduct the necessary consultation, research, and analysis of current and anticipated policing issues as well as the priorities of significance and importance to Albertans and Alberta municipalities to support their role. Priorities and issues identified by the Board might include, but are not limited to:

- Community Safety and Well-being;
- Crime Reduction and Prevention; and
- Cross Jurisdictional Crime.

The Interim Board may also make recommendations and provide advice to the Minister with respect to the JSG/RCMP joint business plan, annual performance plans and multi-year financial plan as appropriate during the interim year, and ensuring the input is reflective of all PPS municipalities.

## **MEMBERSHIP**

The Interim Board is comprised of:

- Four representatives from the Executive or Board of the Rural Municipalities of Alberta (RMA);
- Four representative from the Executive or Board of the Alberta Urban Municipality Association members (AUMA); and
- One representative from the Executive of the Alberta Association of Police Governance (AAPG).

Non-voting members of the Interim Board include:

- Executive Director, Law Enforcement and Oversight Branch, JSG
- Director, Contract Policing and Policing Oversight, JSG
- Manager, Policing Oversight and Contract Policing, JSG
- One administrative representative from RMA
- One administrative representative from AUMA

## **Interim Board Representation**

Interim Board voting members have been selected to ensure broad representation, perspectives and diversity from all PPS municipalities and, where possible, representation aligns with each of the four RCMP districts (i.e. Central Alberta District, Eastern Alberta District, Southern Alberta District, and Western Alberta District).

Voting members of the Interim Board represent the broadest possible municipal and public interests across the PPS municipalities. A preference has been given to those who are engaged in or knowledgeable in matters related to policing. Voting members are not currently employed in law enforcement and policing. The organizations have determined voting members of the Interim Board having regard to any personal, professional or business interests or relationships that could reasonably be considered to represent an actual or perceived conflict of interest in relation to Interim Board work.

Any concerns respecting the selection and representation of an Interim Board member or of an Interim Board member's failure to conduct member duties and responsibilities in a manner consistent with this Terms of Reference will be addressed in a timely manner as appropriate, up to and including, the replacement of the Interim Board member.

It is important that all Interim Board voting members attend the meetings to ensure continuity and to maximize the efficiency and productivity of the Interim Board.

Non-voting members of the Interim Board will be in attendance at Interim Board meetings in an advisory, observational, and support capacity to the work of the Interim Board and to share information.

### **Chair**

An Interim Board Chair (Chair) will be elected by the Interim Board using voting procedures of this Terms of Reference. The Chair is responsible for the overall leadership of the Interim Board, management of Interim Board meetings, sharing of information, and communication of Interim Board matters with the JSG. The Chair will collaborate and consult with Interim Board members to establish Agendas, Work Plans, Records of Discussions and other materials, as required.

The Interim Board will also elect an Alternate Chair from the Interim Board to act as Chair if the Chair is unable to attend Interim Board meetings.

### **Secretary**

An Interim Board Secretary will be elected by the Interim Board using voting procedures of this Terms of Reference. The Secretary will ensure that a record of meeting agendas, meeting attendees, and any recommendations made by the Interim Board are kept. Copies of these records will be provided to JSG, and the respective organization's Chairs, Presidents and Executive Directors.

## **RESPONSIBILITIES**

### **Conduct**

The members of the Interim Board must, at all times, observe the highest standards of integrity and objectivity in their duties. Interim Board members must declare any direct or indirect personal, professional or business interests or relationships which could reasonably be considered to represent an actual or perceived conflict of interest in relation to Interim Board work. If a conflict of interest declaration is made by a member, the Interim Board must decide, having regard to the nature of the relationship, if the member must withdraw from membership on the Board.

### **Duties**

Members of the Interim Board are required to consult and liaise with the PPS municipalities (councils and local policing committees/advisory committees) in order to bring those perspectives to discussions by the Interim Board and to determine the most efficient and effective Advisory Board structure. Engagement and work conducted as an Interim Board will be conducted in a transparent manner with the organizations and JSG to enable accountability of the Interim Board.

The Interim Board will engage with the Minister, JSG, and the Commanding Officer of RCMP “K” Division as necessary and required to discuss matters related to the Interim Board’s mandate, ongoing policing issues and concerns, to receive updates on the progress of policing initiatives, and to provide updates on the Interim Board’s work.

## **Meetings**

Meetings are expected to be held monthly, at minimum, either through face-to-face meetings or teleconference to ensure the Interim Board is prepared to transition to the Advisory Board by April 1, 2021.

Meeting agendas will be distributed at least one week in advance of each meeting by the Chair. Copies will be maintained as records.

## **Reporting**

### Municipalities

Within the context of the Terms of Reference Confidentiality provisions, the Interim Board:

- will report to their respective organizational members following any Interim Board decisions; and
- will keep their organizational members and municipalities (councils and local policing committees/advisory committees) apprised of government policing priorities and initiatives respecting policing priorities and Interim Board mandate matters.

### Minister and JSG

The Interim Board is accountable to the Minister and is required to report in writing to the Assistant Deputy Minister, Public Security Division, as follows:

1. To provide a final, Interim Board approved, Terms of Reference for the Advisory Board by January 1, 2021;
2. To provide a report detailing the Interim Board’s recommendations and advice on the buildup of PPS resources from Police Funding Model revenue by the end of Interim Board term;
3. To provide a report detailing the Interim Board’s recommendations and advice on the JSG/RCMP “K” Division Multi-year Financial Plan by January 31, 2021; and
4. To provide a report detailing the Interim Board’s recommendations and advice on provincial policing priorities by January 31, 2021.
5. To provide any other report or document as determined necessary and appropriate by the Minister, JSG, or in consultation with the Minister and JSG.

A record of meeting agendas, meeting attendees, and of any recommendations made by the Interim Board will be provided to JSG, and the respective organization’s Chairs, Presidents and Executive Directors.

## **Quorum**

Quorum is required to conduct a meeting and for any Interim Board business. Quorum must include the Chair or Alternate Chair. Quorum is set at a minimum of 60 per cent of Interim Board members.

Interim Board business does not include the operational work necessary for Interim Board members to consult with their respective organizations or municipalities.

## **Voting**

Elections and votes taken respecting any Interim Board business requires a majority vote by those Interim Board members in attendance to pass.

## **EXPENSES**

Expenses necessarily incurred in the performance of duties as a member of the Interim Board will be reimbursed in accordance with the rates set out in the Travel, Meal and Hospitality Expenses Directive (Treasury Board Directive 1/2015) as amended from time to time, or any directive made in substitution, as if they were employees of the Government of Alberta.

## **CONFIDENTIALITY**

The members of the Interim Board must maintain as confidential any information brought before them in the conduct of their work. Any information and knowledge learned, acquired or shared with by the Interim Board from the Minister, JSG, the RCMP "K" Division, or the RCMP generally, as a result of membership on the Interim Board or in relation to Interim Board work and its mandate will not be further communicated, disseminated or shared beyond the Interim Board without express permission from the originator of the information.

Any information and knowledge shared by the Interim Board to its respective organization's Chairs, Presidents and Executive Directors will be governed by the same confidentiality provisions as noted the interim Board and its members.

Members of the Interim Board must sign a confidentiality agreement as a condition of their appointment and participation on the Interim Board.

RMA, AUMA, and AAPG Chairs, Presidents and Executive Directors must also sign a confidentiality agreement in respect of any information and knowledge learned or acquired from the Interim Board and Interim Board members.