

# Town of Stettler

**COUNCIL MEETING**

**DECEMBER 15, 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, DECEMBER 15<sup>th</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 December 1<sup>st</sup>, 2020 5-12
4. **Citizens Forum**
5. **Delegations**
6. **Administration**
  - (a) Section 347 – MGA – 2020 Tax Penalty 13-31
  - (b) 2021 General Election Voting Procedures 32-35
  - (c) Policy V-4(c) – Marketing of Town of Stettler Residential/Commercial Property – Realtor Incentive 36-42
  - (d) 2021 Interim Operating Budget 43-65
  - (e) 2020 Revenue/Expense Summary – November 30, 2020 66-67
  - (f) 2020 Capital Budget Summary – November 30, 2020 68-70
  - (g) Bank Reconciliation – November 30, 2020 71
  - (h) COVID-19 Update Verbal
  - (i) Meeting Dates
    - Tuesday, January 5 – Council – 6:30pm - CANCELLED
    - **Monday, January 11 – 2021 Strategic Planning Workshop – 3pm -POSTPONED**
    - Tuesday, January 12 – COW – 4:30pm - CANCELLED
    - Tuesday, January 19 – Council – 6:30pm
    - **Monday, January 25 – 2021 Capital Budget Deliberations**
    - Tuesday, February 2 – Council – 6:30pm
    - Tuesday, February 9 – COW – 4:30pm
    - Tuesday, February 16 – Council – 6:30pm
    - Tuesday, March 2 – Council – 6:30pm
    - Tuesday, March 9 – COW – 4:30pm
  - (i) Accounts Payable in the amount of \$703,947.71 72-82  
(\$7,116.53 + \$43,767.46 + \$143,391.19 + \$1,094.02 + \$46,048.42)

**COUNCIL AGENDA  
DECEMBER 15<sup>th</sup>, 2020  
PAGE 2**

+ \$462,530.09)

7. **Council**
  - (a) Meeting Reports
8. **Minutes**
  - (a) Stettler Emergency Management Advisory Committee – November 24, 2020 83-85
  - (b) Post-Secondary & Workplace Meeting – November 18, 2020 86-88
9. **Public Hearing**
10. **Bylaws**
  - (a) Bylaw 2136-20 – 2021 Garbage Rates 89
  - (b) Bylaw 2137-20 – 2021 Recycling Rates 90
11. **Correspondence**
  - (a) City of Cold Lake – Letter to Honourable Tyler Shandro, Minister of Health 91-92
  - (b) Alberta Animal Services – Holiday Card 93
12. **Items Added**
13. **In-Camera Session**
  - (a) Labour – Division 2 – 16(1) – Freedom of Information and Protection of Privacy Act – Verbal Information
14. **Adjournment**

**MINUTES OF THE REGULAR MEETING OF THE TOWN OF STETTLER COUNCIL  
HELD ON TUESDAY, DECEMBER 1<sup>st</sup>, 2020 IN THE MUNICIPAL OFFICE,  
COUNCIL CHAMBERS**

**Present:**

Mayor S. Nolls

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

CAO G. Switenky  
Assistant CAO S. Gerlitz  
Director of Planning & Development L. Graham  
Media (2)

**Absent:**

Councillor M. Fischer

**Call to Order:**

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

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

**Motion 20:12:01**

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 November 17<sup>th</sup>, 2020

**Motion 20:12:02**

Moved by Councillor Smith that the Minutes of the Regular Meeting of Council held on November 17<sup>th</sup>, 2020 be approved as presented.

MOTION CARRIED  
Unanimous

- (b) Business Arising from the November 17<sup>th</sup>, 2020 Minutes

None

4. **Citizen's Forum:**

- (a) None

5. **Delegations:**

- (a) None

6. **Administration:**

- (a) Policy XIV-5 – Visual Brand & Logo Usage

Mayor Nolls welcomed Director of Planning & Development L. Graham to the meeting.

L. Graham advised that Policy XIV-5 is a policy to establish a corporate brand that will consistently communicate the look and message of the Town of Stettler, while creating a cohesive framework for the Town of Stettler's visual identity by way of logo usage, historical logo archival and visual branding across the organization.

L. Graham reviewed the Town of Stettler's visual branding guidelines and the historical archived logos and their purposes. The Town of Stettler's branding guidelines were also presented for review.

**Motion 20:12:03**

Moved by Councillor Barros that the Town of Stettler Council approve Policy XIV-5 as presented.

MOTION CARRIED  
Unanimous

Mayor Nolls thanked L. Graham for her excellent presentation, and the Corporate Identity Committee for their work on the Branding Guidelines.

L. Graham left the meeting at 6:57 p.m.

(b) School Resource Officer – Clearview School Division

CAO Switenky provided an update to the School Resource Officer Position that was instated in 2001 under a partnership with Clearview Public School Division, with 50% paid by Clearview, 25% paid by the Town of Stettler, and 25% paid by the County of Stettler.

CAO Switenky advised that the Town of Stettler has been coordinating with the County of Stettler and Clearview School Division to explore the future of the School Resource Officer position.

Due to declining resources and conversations towards the best use of education dollars, Clearview Public Schools, in consultation with school principals, provided a one-year notice to their municipal partners in December 2019 that they would withdraw from the agreement, effective the end of December 2020. The school resource position was in minimal use in Clearview Schools over the past two years due to RCMP vacancies.

Discussion ensued regarding the School Resource Officer position and funding.

**Motion 20:12:04**

Moved by Councillor Lawlor that the Town of Stettler Council appreciates that the Board of Trustees for the Clearview School Division will consider extending the “current school resource officer agreement to the end of June 30, 2021,” and that the Board of Trustees is establishing an “exploratory committee to consider the future of the School Resource Officer program and how this could be structured financially and operationally for the benefit of all parties to the agreement.”

Further, that the Town of Stettler can support that there will be no cost to the Clearview School Division provided that the School Resource Officer position remains vacant at the request of Clearview School Division, and the Town is able to temporarily reallocate the officer due to another vacancy in general duty positions.

MOTION CARRIED  
Unanimous

(c) Stettler Town & Country Museum

Assistant CAO Gerlitz advised that the Stettler Town and Country Museum’s 2021 Budget has been received. The volunteer Museum Board continues to do a fantastic job in operating, maintaining and enhancing the Museum site.

Assistant CAO S. Gerlitz provided a 2020 update on behalf of the Stettler Town & Country Museum. The hail insurance rebuild is very close to completion, more units have been purchased for the Archive Room to preserve original photos and small documents, and three display areas have been completely redesigned. Several successful fundraisers were held, including Light the Night 2019, a Pancake Breakfast and Market, and the 2020 Night of Terror Boo-seum. The Museum was also a host location for Alberta Culture Days.

**Budget for the Year Ending November 30, 2020 (as of November 20, 2020)**

	Budget 2019	Actual 2019	Budget 2020	Actual 2020	Budget 2021
<b>Receipts</b>					
Grants	\$0	\$0	\$0	\$0	\$0
County of Stettler	\$34,000	\$0	\$34,000	\$30,000	\$34,000
Town of Stettler	\$34,000	\$34,000	\$34,000	\$34,000	\$34,000
Summer Staff Funding	\$25,000	\$16,648	\$20,000	\$16,159	\$20,000
Other (Gov't of Alta. Re Donations)	\$0	\$0	\$0	\$0	\$0
	<b>\$93,000</b>	<b>\$50,648</b>	<b>\$88,000</b>	<b>\$80,159</b>	<b>\$88,000</b>
<b>Donations &amp; Bequests Cash</b>					
Donations in Kind	\$5,000	\$7,962	\$5,000	\$4,920	\$5,000
Functions	\$0	\$0	\$0	\$0	\$0
Casino Fund Raiser	\$15,000	\$17,199	\$15,000	\$20,177	\$15,000
Interest	\$0	\$0	\$0	\$0	\$20,000
Memberships & Admissions	\$200	\$2,083	\$1,000	\$274	\$300
Rent	\$4,500	\$4,295	\$4,500	\$3,100	\$3,600
	\$1,200	\$1,000	\$1,200	\$1,200	\$1,200
	<b>\$25,900</b>	<b>\$32,538</b>	<b>\$26,700</b>	<b>\$29,671</b>	<b>\$45,100</b>
<b>Expenditures</b>					
Buildings Grounds & Artefacts Cash	\$15,000	\$19,943	\$15,000	\$1,958	\$15,000
Insurance	\$4,000	\$3,952	\$4,100	\$4,460	\$5,000
Office Cleaning & Sundry	\$5,000	\$4,378	\$5,000	\$3,218	\$5,000
Office Fixtures & Equip	\$5,000	\$1,157	\$2,000	\$840	\$4,000
New Construction	\$50,000	\$0	\$0	\$0	\$20,000
Utilities	\$8,000	\$7,306	\$8,000	\$7,994	\$8,500
Wages & Benefits	\$85,000	\$80,614	\$85,000	\$75,354	\$85,000
	<b>\$172,000</b>	<b>\$117,350</b>	<b>\$119,100</b>	<b>\$93,824</b>	<b>\$142,500</b>
Surplus (Deficit) for Year	<b>-\$53,100</b>	<b>-\$34,164</b>	<b>-\$4,400</b>	<b>\$16,006</b>	<b>-\$9,400</b>

Potential Casino date - 2nd quarter 2021  
Hail Insurance repairs completed in 2020 has helped with building maintenance

**Motion 20:12:05**

Moved by Councillor Barros that the Town of Stettler Council accept the Stettler Town & Country Museum 2021 Budget as presented, and approve the financial assistance for the Stettler Town & Country Museum in the amount of \$34,000 within the Town's 2021 Operating Budget

MOTION CARRIED  
Unanimous

(d) Stettler & District FCSS – 2021 Budget

Assistant CAO S. Gerlitz presented the Stettler & District FCSS 2021 Budget and 2020 update.

Stettler & District FCSS has worked to remain a consistent presence in the community during COVID-19. The office was closed to the public on March 16<sup>th</sup> and reopened on March 30<sup>th</sup> with extra precautions in place, and have been successfully delivering services to date.

During the shutdown, FCSS worked with the Stettler Food Bank and the Stettler Handi Bus to provide food hamper delivery to the residents of Stettler & County. Personal hygiene kits, fuel cards and grocery cards were purchased with a Social Services Support Grant for COVID-19 and distributed to the vulnerable members of the community. FCSS staff also facilitated the grant application process for Stettler and submitted six applications, of which four were successful in bringing valuable dollars to the community during the pandemic.

Budget	Stettler & District FCSS Proposed Budget 2021	
	2020 Budget	2021 Budget
<b>REVENUE</b>		
Provincial FCSS Town Grant 80%	157,148.00	157,148.00
Town of Stettler Municipal Contribution 20%	39,287.00	39,287.00
Provincial FCSS County Grant 80%	172,715.00	172,715.00
County of Stettler Municipal Contribution 20%	43,179.00	43,179.00
Child & Family Service Grant	46,907.00	50,000.00
Other Revenue	23,642.00	25,100.00
<b>TOTAL REVENUE</b>	<b>482,878.00</b>	<b>487,429.00</b>
<b>EXPENSES</b>		
Programming	296,851.00	268,267.00
Administration	133,655.00	134,025.00
Equipment	7,345.00	8,000.00
Maintenance	12,500.00	14,500.00
Board/Staff Expense	3,500.00	5,500.00
Office Expense	22,583.00	20,950.00
Audit & Bank Fees	5,763.00	5,975.00
<b>TOTAL EXPENSES</b>	<b>482,197.00</b>	<b>457,217.00</b>
<b>DEFICIT/SURPLUS</b>	<b>681.00</b>	<b>30,212.00</b>

**Motion 20:12:06**

Moved by Councillor Pfeiffer that the Town of Stettler Council approve the balanced 2021 Operating Budget for the FCSS in the amount of \$457,217 as presented, and further approves the inclusion of \$196,435 in the Town's 2021 Budget for the FCSS representing \$39,287 in Town Funding (20%) and \$157,148 in Provincial funding (80%).

MOTION CARRIED  
 Unanimous

(e) Stettler Public Library – 2021 Budget

Assistant CAO S. Gerlitz presented the Stettler Public Library's 2021 Budget and 2020 update.

The Stettler Library Board became an official Intermunicipal Board in 2020. During the COVID-19-related closure, 130+ programs were live streamed, and curbside pickup was provided 1367 times between March 15 and June 15. Several notable programs throughout the year included the Summer Reading Club, Ghost Walk fundraisers, Business Book Club, Summer Classic and TIFF films at the Jewel Theatre, and Alberta Culture Days.

Town of Stettler	2018	2019	2020	2021	2022	2023
<b>Stettler Public Library 2021 Requisition</b>						
<b>Library Budget</b>						
<b>Revenue</b>						
Donations / Fundraising	\$15,800.00	\$19,600.00	\$24,533.00	\$16,033.00	\$16,033.00	\$16,033.00
Fundraising	\$4,647.50					
Grants	\$70,377.00	\$81,877.00	\$82,727.00	\$82,742.00	\$82,742.00	\$82,742.00
Other Revenue	\$350.00	\$350.00	\$450.00	\$30,750.00	\$450.00	\$450.00
Sales and Service	\$5,417.00	\$5,414.90	\$4,300.00	\$4,300.00	\$4,300.00	\$4,300.00
<b>Total Revenue before Requisitions</b>	<b>\$96,591.50</b>	<b>\$107,241.90</b>	<b>\$112,010.00</b>	<b>\$133,825.00</b>	<b>\$103,525.00</b>	<b>\$103,525.00</b>
<b>Requisitions</b>						
Town of Stettler - 65%	\$237,243.66	\$245,702.05	\$250,181.69	\$238,491.73	\$262,057.95	\$265,765.82
County of Stettler - 35%	\$127,746.58	\$132,301.10	\$134,713.21	\$128,418.62	\$141,108.13	\$143,104.67
<b>Total Revenue</b>	<b>\$461,581.74</b>	<b>\$485,245.05</b>	<b>\$496,904.90</b>	<b>\$500,735.35</b>	<b>\$506,691.08</b>	<b>\$512,395.49</b>
<b>Expenses</b>						
Board Expenses	\$4,330.00	\$3,700.00	\$3,700.00	\$3,300.00	\$3,300.00	\$3,300.00
Equipment	\$17,620.00	\$15,000.00	\$17,000.00	\$16,500.00	\$17,000.00	\$17,500.00
Friends	\$11,100.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Fundraising	\$1,060.00	\$4,000.00	\$4,000.00	\$2,000.00	\$3,000.00	\$3,500.00
Library Expenses	\$33,004.08	\$33,900.00	\$33,550.00	\$32,600.00	\$33,000.00	\$33,500.00
Office / Maintenance	\$64,621.00	\$60,650.00	\$60,500.00	\$62,700.00	\$63,000.00	\$63,500.00
Audit / Bank	\$1,345.00	\$4,050.00	\$1,700.00	\$1,700.00	\$1,700.00	\$1,700.00
Requisitions Payable	\$5,800.00	\$5,800.00	\$5,912.00	\$5,912.00	\$5,900.00	\$5,900.00
Staff Expenses	\$9,712.00	\$9,650.00	\$9,250.00	\$9,250.00	\$9,350.00	\$9,350.00
Staff remuneration	\$312,989.66	\$348,495.05	\$361,292.00	\$366,773.35	\$370,441.08	\$374,145.49
<b>Total Expenses</b>	<b>\$461,581.74</b>	<b>\$485,245.05</b>	<b>\$496,904.90</b>	<b>\$500,735.35</b>	<b>\$506,691.08</b>	<b>\$512,395.49</b>
<b>Total Revenue before Requisitions</b>	<b>\$96,591.50</b>	<b>\$107,241.90</b>	<b>\$112,010.00</b>	<b>\$133,825.00</b>	<b>\$103,525.00</b>	<b>\$103,525.00</b>
<b>Total Requisition</b>	<b>\$364,990.24</b>	<b>\$378,003.15</b>	<b>\$384,894.00</b>	<b>\$366,910.35</b>	<b>\$403,166.08</b>	<b>\$408,870.49</b>
Town of Stettler - 65%	\$237,243.66	\$245,702.05	\$250,181.69	\$238,491.73	\$262,057.95	\$265,765.82
County of Stettler - 35%	\$127,746.58	\$132,301.10	\$134,713.21	\$128,418.62	\$141,108.13	\$143,104.67
Percentage Increase	2.55%	3.57%	1.82%	-4.67%	9.88%	1.41%
	\$5,909.95	\$8,458.39	\$4,479.64	-\$11,689.96	\$23,566.23	\$3,707.87

**Motion 20:12:07**

Moved by Councillor Lawlor that the Town of Stettler Council approve the Stettler Public Library 2021 Operating Budget as presented with a Town contribution in the amount



of \$238,492.

MOTION CARRIED  
Unanimous

(f) Stettler Regional Board of Trade – 2021 Budget

Assistant CAO S. Gerlitz presented the Stettler Regional Board of Trade’s 2021 Budget and 2020 update.

Notable programs and events in 2020 included the Pheasant Festival, Stettler Awards Gala, the “Think Local, Shop Stettler” promotion, Destination Stettler, and various economic development initiatives.

Financial Implications

2021 BOT Revenue	-	\$231,080
2021 BOT Expense	-	\$603,885
2021 Budget (net)	-	\$372,805 (2020 - \$336,210 - diff \$36,595 – 11%)
(net contribution (From business taxes, business licenses and general taxes))		
• \$6,400 – Business Taxes (2021 Budget)		
• \$86,250 – Business Licenses (2021 Budget)		
• \$280,155 – General Taxes (2020 - \$243,560 - \$25,000 – website design, \$12,000 – Advertising)		

Prior net contributions

2020	-	\$336,210
2019	-	\$293,217
2018	-	\$258,607
2017	-	\$251,168
2016	-	\$251,172
2015	-	\$217,670
2014	-	\$240,110
2013	-	\$208,830
2012	-	\$205,670
2011	-	\$227,870
2010	-	\$218,005
2009	-	\$160,450

**Motion 20:12:08**

Moved by Councillor Smith that the Town of Stettler Council refer the Stettler Regional Board of Trade 2021 Budget as presented, with a net contribution of \$372,805 from the Town, to the Council 2021 Interim Operating Budget meeting on December 8, 2020.

MOTION CARRIED  
Unanimous

(g) Stettler History Book – Funding Request

Assistant CAO S. Gerlitz advised that the Stettler History Book volunteers have been gathering historical information about the Town and County of Stettler and its residents for the past 5 years, and are working to complete the book which will cover the 115 years of the area’s history.

The Stettler History Book volunteers have requested support with funds for the ongoing digitization of histories in preparation for publication. For the interim, the volunteers have requested a donation of \$5,000 - \$10,000, or an interim loan to be repaid with book sales.

**Motion 20:12:09**

Moved by Councillor Campbell that the Town of Stettler Council table the Stettler History Book funding request until such time that the volunteer group can present their request at a Council Meeting.

MOTION CARRIED  
Unanimous

(h) 2020 Bad Debt Write-Offs

Assistant CAO S. Gerlitz advised that Policy VII-5(b) requires the Assistant CAO to present a Statement of the Bad Debt Write-Offs to Town Council prior to December 31<sup>st</sup> of each year. Town Council is required to authorize the write-off accounts in excess of \$300.00. The Assistant CAO is also required to disclose the total dollar value of Bad Debts under \$300 that will be written off. Collection activity procedures will continue after an account has been written off.

HISTORY:	2017	2018	2019	2020	2020 A/C's over \$300	2019 A/C's over \$300	2018 A/C's over \$300	2017 A/C's over \$300
Utilities	\$9,808.29	\$11,184.81	\$5,178.10	\$6,103.26	13	11	23	19
Accounts Receivable								
Fire Calls A/R		\$2,047.66	\$3,382.50			2	1	
Lions Campground		\$635.00					2	
Taxes	\$3,044.22		\$1,368.91			2		
Business Taxes								
Community Hall								
Recreation Fees								
<b>TOTALS</b>	<b>\$12,852.51</b>	<b>\$13,867.47</b>	<b>\$9,929.51</b>	<b>\$6,103.26</b>	<b>13</b>	<b>15</b>	<b>27</b>	<b>19</b>

For 2020, \$6,103.26 should be expensed as bad debts in excess of \$300, which represents thirteen (13) accounts. Additionally, fifty-two (52) accounts under \$300 totaling \$5,323.02 and nine inactive accounts totaling \$39.68 have been expensed.

Based on local 2020 utility revenues of approximately \$3,706,172.77, the utility write-offs totaling & \$9,926.28 represents 0.27% of revenues (2019=0.20%).

**Motion 20:12:10**

Moved by Councillor Pfeiffer that the Town of Stettler Council approve the 2020 Bad Debt Write-Off of thirteen (13) accounts, each in excess of \$300, totaling \$6,103.26, and further acknowledges that an additional fifty-two (52) accounts, each under \$300, totaling \$5323.02 and nine (9) credit balances totaling (\$39.68) will be written-off under Administration's authority.

MOTION CARRIED  
Unanimous

(i) Meeting Dates

- **Tuesday, December 8 – 2021 Interim Budget Deliberations – 3:30pm**
- 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**

(j) Accounts Payable in the amount of \$1,038,848.47

**Motion 20:12:11**

Moved by Councillor Smith that the Accounts Payable in the amount of \$1,038,848.47 (\$458,818.23 + \$21,378.29 + \$44,171.53 + \$128,525.64 + \$17,496.46 + \$89,501.39 + \$278,956.93) the period ending December 1<sup>st</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

November 18 – Talk of the Town  
November 18 – Economic Development Committee Meeting  
November 19 – County of Stettler Housing Authority Meeting  
November 20 – Signed Cheques at the Town Office  
November 20 – School Resource Officer Meeting with Clearview Public School Division  
November 24 – Emergency Management Advisory Meeting  
November 25 – Talk of the Town  
November 25 - School Resource Officer Meeting with Clearview Public School Division  
November 26 – Stettler Local Interview  
November 26 – Moonlight Madness Virtual Tree Lighting  
November 27 – Union Negotiation Committee Meeting  
November 27 – Signed cheques at the Town Office  
November 30 – Union Negotiations

(b) Councillor Barros

November 18 – Stettler Adult Learning Committee  
November 24 – Emergency Management Advisory Meeting

(c) Councillor Campbell

November 19 – Red Deer River Municipal Users Group Meeting  
November 24 – Emergency Management Advisory Meeting  
November 27 – Union Negotiation Committee Meeting  
November 30 – Union Negotiations

(d) Councillor Fischer

Absent.

(e) Councillor Lawlor

November 18 – Economic Development Committee  
November 24 – Emergency Management Advisory Meeting  
November 27 – Union Negotiations Committee Meeting  
November 30 – Union Negotiations

(f) Councillor Pfeiffer

November 18 – Economic Development Committee Meeting  
November 24 – Emergency Management Advisory Meeting

(g) Councillor Smith

No report.

**Motion 20:12:12**

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

MOTION CARRIED  
Unanimous

- 8. **Minutes:** (a) None
- 9. **Public Hearing:** (a) None
- 10. **Bylaws:** (a) None
- 11. **Correspondence:** (a) Alberta Municipal Affairs – Municipal Stimulus Program Project Accepted – Highway 12 Type 4 Intersection  
(b) East Central Express – Stettler Passenger Service  
(c) Windspeaker Radio – Stettler Media Kit

**Motion 20:12:13**

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

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

**Motion 20:12:14**

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

MOTION CARRIED  
Unanimous at 8:20 p.m.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Assistant CAO

## MEMORANDUM

**To:** Steven Gerliz

**From:** Wanda Whitten

**Date:** December 11, 2020

**Re:** Tax Deadline Advertising

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The tax deadline of October 30, 2020 was advertised as follows:

Town Newsletters mailed with utility bills:

April Newsletter

July Newsletter

September Newsletter

October Newsletter

Stettler Independent Issues:

October 15, 2020

October 22, 2020

Facebook Postings:

April 8, 2020

October 13, 2020

October 21, 2020

October 30, 2020

Radio Ads:

Oct 1-30, 2020 10 second ad ran 35 times

Oct 1-30, 2020 15 second ad ran 18 times

Press Release (in April):

Stettler Independent web page

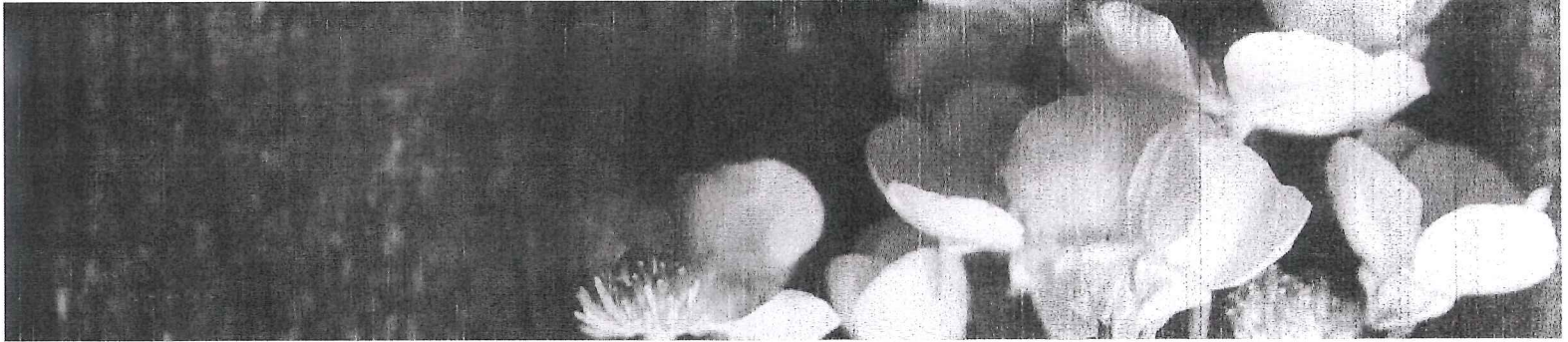
Stettler Independent paper

Stettler Local.com

Town web page

# Town of Stettler

APRIL 2020 NEWSLETTER



## Messages from the Town

### Utility & Tax Deferral Options

In order to assist our residents that have been financially impacted by the COVID-19 pandemic, the Town of Stettler is offering residents the option to defer utility payments and tax payments for the 2020 taxation year. Residents may defer Town utility payments for up to three (3) months for the billing period of April 1st, 2020 - June 30th, 2020. This billing period covers the consumption period of March, April, and May. In addition, the penalty charge for February consumption has been waived. Monthly bills will 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.

The new due date for the payment of 2020 taxes is the last business day of October, 2020. Rather than charging a penalty of 3% to current taxes not paid by the last working day of June 2020, followed by the 9% penalty applied to current taxes not paid by the last working day of July 2020, both penalties will be combined into one 12% penalty, to be charged November 2nd, 2020.

As a new payment option, taxpayers may defer tax payments to the last six months of the year (July - December) by signing a Pre-Authorized Withdrawal Plan (PAW Plan). The full year's taxes will be divided into six equal payments; billing for this plan would commence on the first working day of July and conclude in December. Please note that this option is only available for the 2020 taxation year.

Any resident who wants to defer the payment of their utility bills and that are currently enrolled in the monthly direct debit plan must contact the Town Office to cancel the monthly payments, and later contact the Town Office to reinstate the direct debit plan.

### E-Bills & Pre-Authorized Payments - A Safe & Paperless Option!

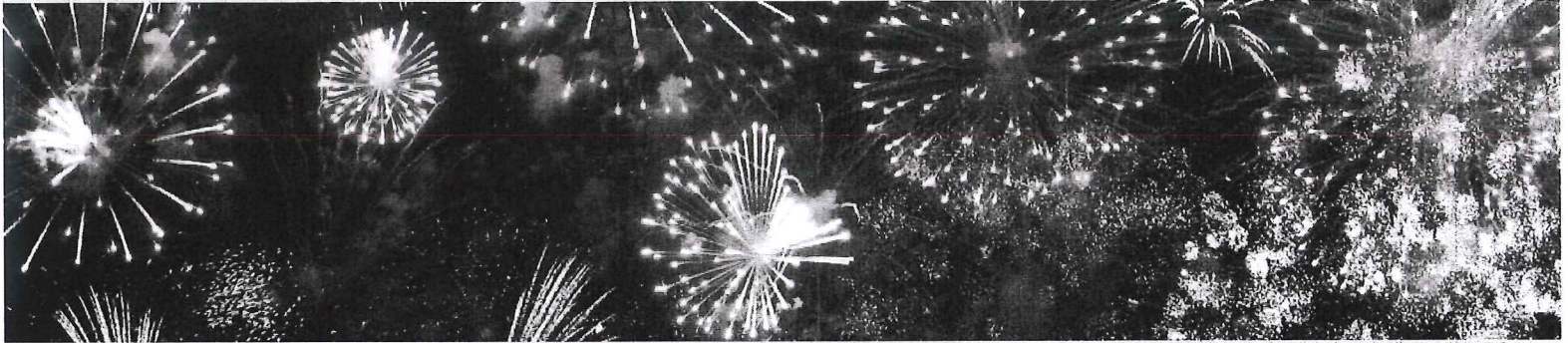
Now is the perfect time to enroll in E-Bills and Pre-Authorized Payments! Call the Town Office at 403-742-8305 to set up your Pre-Authorized Utility Bill Payment and Tax Bill Payment Plan. Join us for this fast, easy, safe, convenient, and environmentally friendly option today.

### Animal License Deadline Postponed

To assist with our resident's efforts in social distancing, please note that the March 31st deadline for Town of Stettler Cat and Dog licenses is now void. Updates on the matter will be provided at a later date.

# Town of Stettler

JULY 2020 NEWSLETTER



## Messages from the Town

### Town of Stettler Office Open

The Town of Stettler is pleased to reopen to the public from Monday to Friday, 8:30 AM - 4:30 PM. Please note the distancing and hygiene precautions posted when visiting the office. We thank you for helping to keep our workplace safe and look forward to welcoming you back!

### Extended 2020 Tax Deadline Reminder

The Town of Stettler would like to remind all taxpayers that the 2020 tax deadline has been extended to **October 30th, 2020** in order to assist residents financially impacted by the COVID-19 pandemic.

Rather than charging the regular penalty of 3% to current taxes unpaid by the last working day of June 2020, followed by the 9% penalty applied to current taxes not paid by the last working day of July 2020, both penalties will be combined into one 12% penalty, to be charged on November 2nd, 2020 on any current taxes remaining unpaid. For further details, please contact the Town Office.

### Sump Pump Protocol

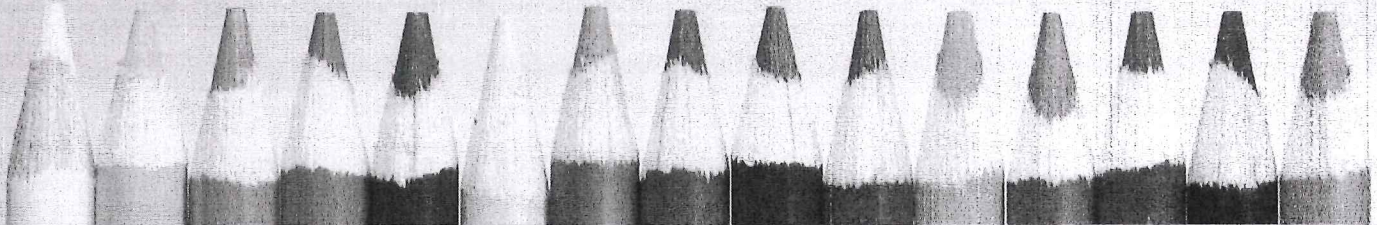
With recent storm conditions, we would like to remind residents that pumping water from personal sump pumps directly into the sewer violates Town of Stettler bylaw. The additional demands this may cause on the sanitary sewer mains increase the likelihood of sewer back-ups into homes. We ask that all residents help maintain a sustainable sewer system and ensure that personal sump pumps are discharged accordingly.

### SRC Aquatic Centre Temporary Closure

The SRC Aquatic Centre is hard at work preparing the pool for reopening following renovations and improvements. They thank all patrons for their patience at this time and look forward to seeing you soon! Please stay tuned for future announcements on the reopening at [www.stettler.net](http://www.stettler.net) or @StettlerRecreationCentre on Facebook.

# Town of Stettler

SEPTEMBER 2020 NEWSLETTER



## Messages from the Town

### SRC Arenas Reopen

Attention all Stettler Skaters! The Stettler Recreation Centre is excited to welcome users back to the arenas for the upcoming season. To ensure everyone enjoys a safe re-entry to the facility, the SRC team has arranged COVID-19 guidelines for arena users regarding facility access, dressing rooms, player and coach ice entry, and cleaning/sanitization. For the full list of guidelines and regulations, please visit the Stettler Recreation Centre page at [www.stettler.net](http://www.stettler.net) or check out our informative video on Facebook @StettlerRecreationCentre.

### Alberta Culture Days

Have you heard the news? Stettler has been selected as a feature Celebration Site for Alberta Culture Days 2020! September will be filled with exciting and educational activities and workshops, including art exhibits, agricultural demonstrations, crafting sessions, and a Cruise-In Concert featuring Renegade Station and Chloe Shingoose! To learn more about Alberta Culture Days and see the full lineup of local events, please visit [www.stettlerboardoftrade.com/CultureDays](http://www.stettlerboardoftrade.com/CultureDays)

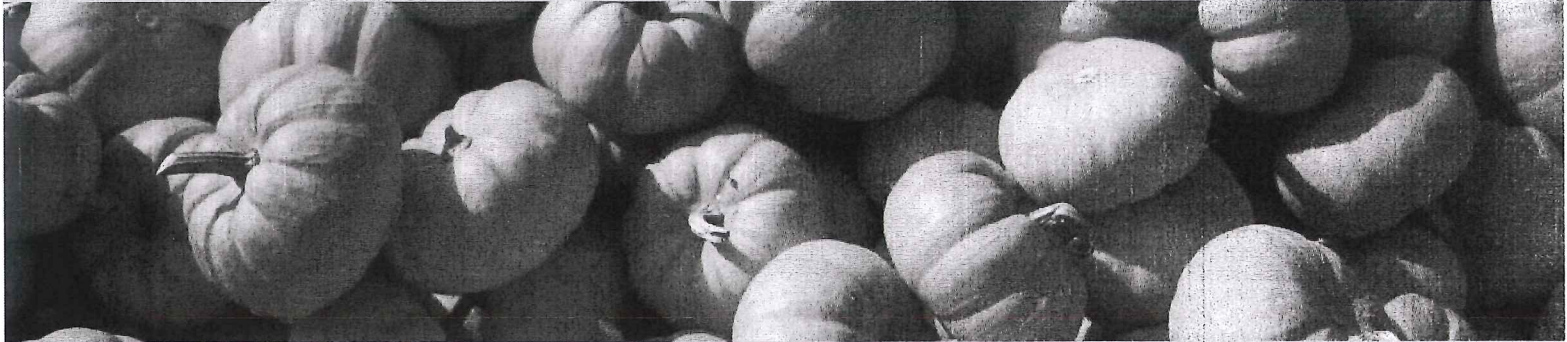
### 2020 Tax Deadline

The Town of Stettler would like to remind taxpayers that the 2020 tax due date of **October 30, 2020** is approaching. Any current taxes remaining unpaid by the due date will be subject to a 12% penalty, charged on November 2nd, 2020. For further details or to arrange payment, please contact the Town Office at 403-742-8305.



# Town of Stettler

OCTOBER 2020 NEWSLETTER



## Messages from the Town

### Tax Deadline Approaching

The Town of Stettler would like to remind taxpayers that the 2020 tax due date of October 30, 2020 is approaching. Any current taxes remaining unpaid by the due date will be subject to a 12% penalty, charged on November 2nd, 2020. For further details or to arrange payment, please contact the Town Office at 403-742-8305.

### Temporary Road Closure - 44th Avenue

Please be advised that as of October 7th, 44th Avenue will be closed at Red Willow Creek for culvert replacements. Local Residents and emergency services will be able to access the homes on the south-facing side of 44th Avenue, with vehicle access allowed to the point of the construction site. All other traffic will be detoured around the site. This closure will remain in effect until October 30th.



### LiveBarn Available at the SRC

The Stettler Recreation Centre is now a proud LiveBarn venue! If you can't make it to the rink, you can still stay connected by watching all events live and on-demand. Broadcasts are available through a monthly or annual subscription via desktop and mobile browsers in addition to the LiveBarn IOS app. Subscribers can visit [Livebarn.com](http://Livebarn.com) for more information, and receive a 10% discount when using the promo code 03a8-edca.

**Information**

**WANTED DEAD OR ALIVE**

**Canadian Prairie Pickers**  
are once again touring the area!

**Paying Cash For Coin Collections, Silver & Gold Coins, Royal Can. Mint Sets. Also Buying Gold Jewelry**

We purchase rolls, bags or boxes of silver coins

**PAYING HIGHEST PRICES**

To arrange a free, discrete in-home visit call Kellie at 778-257-8647

**Employment**

**Business Opportunities**

**BLANKET THE PROVINCE** with a classified ad. Only \$269 (based on 25 words or less). Reach 89 weekly newspapers. Call NOW for details. 1-800-282-6903 Ext 225; www.awna.com.

**Legal Services**

**CRIMINAL RECORD?** Why suffer employment/licensing loss? Travel/business opportunities? Be embarrassed? Think: Criminal Pardon. US entry waiver. Record purge. File destruction. Free consultation. 1-800-347-2540. www.accesslegalmf.com.

TRY A CLASSIFIED AD

**Hospitality**

**open essential united**  
including alberta

Visit [foodbanksalberta.ca/open](http://foodbanksalberta.ca/open)

**Financial Services**

**RWA**  
Chartered Professional Accountants LLP  
Naomi Roth, CPA, CGA  
Kendra Walgenbach, CPA, CA  
Chris Annand, CPA, CA  
Kamron Kossowan, CPA  
P.O. Box 1328  
4702 - 51 Ave., Stettler  
Tel: 403-742-3438  
chapmanandco.ca

**Legal Services**

**ANDERSON LAW OFFICE**  
Brenda Anderson B.Comm., LL.B.  
5002 - 51 Ave., Stettler, AB  
Phone: 403-742-2529  
Fax: 403-742-2522  
ourlaw2@telus.net

**Financial Services**

**GET BACK ON TRACK!** Bad credit? Bills? Unemployed? Need Money? We Lend! If you own your own home - you qualify. Pioneer Acceptance Corp. Member BBB. 1-877-987-1420. www.pioneerwest.com.

Looking for a place to live? Take a tour through the CLASSIFIEDS

**Medical Health**

**HIP/KNEE REPLACEMENT?** Other medical conditions causing TROUBLE WALKING or DRESSING? The Disability Tax Credit allows for \$3,000 yearly tax credit and \$30,000 lump sum refund. Take advantage of this offer. Apply NOW; quickest refund Nationwide. Expert help. 1-844-453-5372.

**Public Notice**

**Town of Stettler** Box 280 (5031 - 50 St.) Stettler, AB T0C 2L0 www.stettler.net

**PUBLIC NOTICE**

**CURRENT PROPERTY AND BUSINESS TAXES ARE DUE**

As a reminder, Current Property Taxes and Business Taxes must be paid by 4:30 p.m. October 30, 2020 or received postmarked by October 30, 2020 to avoid a 12% penalty.

Steven Gerlitz  
Assistant Chief Administrative Officer

**Medical Supplies**

**"the outdoors awaits you"**



Don't let your walker be the excuse to keep you from going outside. 16" Wheels can get you where you want to go today. Call for a free trial!

Sherriff Medical 403-598-0782

**Public Notice**

**LANDS FOR SALE BY TENDER**

The registered owner hereby offers for sale by tender the following briefly described property subject to the reservations, exceptions and encumbrances contained in the existing certificates of title, but free and clear of any financial liens: NE 24-40-19 W4, containing 143.18 acres more or less (hereinafter called the "Lands").

FEATURES: Scenic quarter near Red Willow; mix of native pasture with approx. 75 cultivated acres seeded to hay; two dugouts; fenced and cross fenced in 2019.

The sale of the Lands is subject to the following terms and conditions:

1. Seller makes no warranties or representations about the property's size/measurement, condition or environmental status.
2. Buyer to be responsible for all costs associated with registration. Tender price shall be excluding G.S.T.
3. Tenders will be received by the lawyer noted below up to but not after 12:00 o'clock noon on Friday, November 13th, 2020. Tenders should be forwarded to Simonin Law in a sealed envelope marked "Talon Tender". A certified cheque or draft equal to 10% of the purchase price payable to Simonin Law must be received by Simonin Law within 3 business days of the Buyer being notified of acceptance of their tender bid. If the successful bidder does not complete the purchase after acceptance of their bid, the deposit shall be forfeited to the Seller.
4. The balance of the purchase price to be paid by solicitor's trust cheque or certified funds on or before Friday, December 18th, 2020 ("Possession Date").
5. Property taxes to be adjusted as of Possession Date.
6. The highest or any tender not necessarily accepted.

Please provide contact information, including a phone number, with the tender.

**SIMONIN LAW**  
Lori R. Reule Barrister & Solicitor  
Suite A, 4819 - 51 Street, Box 1630  
Stettler, Alberta T0C 2L0  
403-742-3411

**Legal Notices**

**NOTICE TO CREDITORS AND CLAIMANTS**

Estate of WILLIAM JOHN BAUER who died on July 3, 2020

If you have a claim against this estate, you must file your claim by November 13, 2020

With Simonin Law Office, Barristers & Solicitors at Box 1630, 4819 - 51 Street, Stettler, Alberta T0C 2L0 and provide details of your claim.

If you do not file by the date above, the estate property can lawfully be distributed without regard to any claim you may have.

**Medical Health**

**Accounting/Tax/Bookkeeping**

**Accounting/Tax/Bookkeeping**

**GITZEL & COMPANY**  
4912 - 51 Street  
P.O. Box 460, Stettler, Alberta  
403-742-4431  
Toll free 1-877-742-4431  
email: [info@gitzel.ca](mailto:info@gitzel.ca)  
website: [www.gitzel.ca](http://www.gitzel.ca)

GET UP TO \$50,000 from the Government of Canada. Do you or someone you know have any of these Conditions? ADHD, Anxiety, Arthritis, Asthma, Cancer, COPD, Depression, Diabetes, Difficulty Walking, Fibromyalgia, Irritable Bowels, Overweight, Trouble Dressing...and Hundreds more. ALL Ages & Medical Conditions Qualify. Have a child under 18 instantly receive more money. CALL THE BENEFITS PROGRAM 1-(800)-211-3550 or Send a Text Message with Your Name and Mailing Address to 403-980-3605 for your FREE benefits package.

**Public Notice**

**Public Notice**

**Public Notice**

**Tenders**

**Services**

**Business/Office Service**

DO YOU NEED TO TELL THE PUBLIC SOMETHING RIGHT NOW and would like this message seen across Alberta. The Blanket Classifieds or Value Ads reach over 600,000 Alberta readers weekly. For as little as \$265.00 + GST for a blanket classified or \$995 for a Value Ad, get your message out! Business changes. The need for staff, items for sale, cancellations, tenders. As people are increasingly staying home, they will rely on this information even more to stay informed in your area and across the province. KEEP people in the loop. The 89 Weekly Community Newspapers can help. Call this newspaper NOW or email [classifieds@awna.com](mailto:classifieds@awna.com) for details. 1-800-282-6903, 780-434-8746 X225. [www.awna.com](http://www.awna.com).

YOUR old don't wants could become someone else's treasure. Sell it fast with a Classified Want Ad.

**Public Notice**

**Town of Stettler** Box 280 (5031 - 50 St.) Stettler, AB T0C 2L0 www.stettler.net

**PUBLIC NOTICE**

Notice is hereby given that under the provisions of the Municipal Government Act, the Town of Stettler will offer for sale, by public auction, in the Town of Stettler Municipal Office, 5031 - 50 Street, Stettler, Alberta on Monday, October 26, 2020 at 1:00 p.m. the following lands:

Legal Description	C of T
All that Portion of the NE1-39-20-W4 Bounded as follows: On the North by Railway Plan 678R, on the east by Subdivision Plan 529MC, on the South by Road Plan 3557PX, and on the West by a Line Drawn Parallel with the West Boundary of said Subdivision Plan 103 metres westerly therefrom; Containing 1.85 Hectares (4.57 Acres) more or less.	022250764

Each parcel will be offered for sale subject to a reserve bid, and to the reservations and conditions contained in the existing certificate of title.

The land is being offered for sale on an "as is, where is" basis, and the Town of Stettler makes no representation and gives no warranty whatsoever as to the adequacy of services, soil conditions, land use districting, building and development conditions, absence or presence of environmental contamination, or the developability of the subject land for any intended use by the purchaser.

No bid will be accepted where the bidder attempts to attach conditions precedent to the sale of any parcel. No terms and conditions of sale will be considered, other than those specified by the Town. No further information is available at the auction regarding the land to be sold.

Terms: Cash or Certified Cheque

The Town of Stettler may, after the public auction, become the owner of any parcel of land that is not sold at the public auction.

Redemption may be effected by payment of all arrears of taxes and costs at any time prior to the sale.

Dated at Stettler, Alberta, October 15, 2020.


Steven Gerlitz  
Assistant Chief Administrative Officer

**Farm Services**

*Making changes to your farm?*

- Expanding farmable land
- Fixing drainage issues
- Land use changes
- Fencing

You may not think you live near a pipeline, but are you 100% sure? Prevent pipeline incidents by finding out what's below. BEFORE you start your work. Visit [www.clickbeforeyoudig.com](http://www.clickbeforeyoudig.com) to request a locate at least 3 days prior. Safety can be that simple.



**TC Energy** **Click before you dig**

**Farm Services**

**DUCKS UNLIMITED CANADA** is selling 6 project lands in its Revolving Land Conservation program in Beaver, Camrose and Minburn counties. Call Brent Thygesen. [b.thygesen@ducks.ca](mailto:b.thygesen@ducks.ca) or 780 678-0150.

**Misc. Wanted**

**LIL MULE LOGGING INC.** Buying timber in your area again. We are looking for: Spruce, Pine, Tamarack and Poplar. Minimum 20 acres. Call Shawn 403-318-4346.

**Estate Sales**

**HEATED CANOLA** buying Green, Heated or Springthashed Canola. Buying: oats, barley, wheat & peas for feed. Buying damaged or offgrade grain. "On Farm Pickup" Westcan Feed & Grain, 1-877-250-5252.

**WHITE SPRUCE TREES.** 5' average \$50. Installation ONLY \$19. Includes: hole augered. Wurzel Dip enzyme injection, bark match application, staking. Minimum order 20. One-time fuel charge: \$125-150. Crystal Springs. 403-820-0961. Quality guaranteed.

**Fruit & Vegetables**

**Read it your way.**  
PRINT. MOBILE. DIGITAL

**Fruit & Vegetables**

**Public Notice**

**Town of Stettler** Box 280 (5031 - 50 St.) Stettler, AB T0C 2L0 [www.stettler.net](http://www.stettler.net)

**Legal Notices**

**Public Notice**

**Development Permit Notice**

Notice is hereby given that the following Development Permit Applications have been approved as permitted uses in accordance with the Town of Stettler Land Use Bylaw No 2060-15:

- No: 3252-2020  
Legal Description: Lot 1, Block 1, Plan 1125166  
Municipal Address: Bay 3, 4905 - 44 Avenue  
Applicant: Taylore Primrose  
Proposed Development: Change of Use - Personal Services
- No: 3253-2020  
Legal Description: Lot 2, Block 2, Plan 8922686  
Municipal Address: 4902 - 43 Avenue  
Applicant: Diverse Signs N Designs Inc.  
Proposed Development: Freestanding Signs

Leann Graham  
Planning & Development Services

**Legal Notices**

**Public Notice**

**Town of Stettler**

The Town of Stettler would like to remind residents that property taxes are due on October 30th, 2020!

Please visit the Town of Stettler Office to pay your outstanding balance, or to register for pre-authorized payments before the deadline to avoid a 12% late penalty.

For further information, please contact the Town of Stettler at 403-742-8305

**Legal Notices**

**Public Notice**


**SELLING PRIVATE PROPERTY?**

GET A HEAD START WITH OUR REAL ESTATE SPECIAL!

- 1 x 1 Boxed Ad - with photo
- 3 Neighbouring Papers
- 1 Week in Print & Digital on the local host paper website

**\$50.00** \*private sales only

To Book Your Ad Space Call 1.866.865.4460



Black Press Media

**Misc Services**

**JT AUTO BODY**

"Serving Stettler & area since 1974"

- Complete auto body repair & painting
- Call Curt or Rob 403-742-2869
- 4606 - 40 Street, Stettler

**Misc Services**

**Stettler Building Supplies Ltd.**

4201 - 49 Avenue, Stettler

403-743-0684

[sales@stettlerbuildingsupplies.ca](mailto:sales@stettlerbuildingsupplies.ca)

**Misc Services**

**FINISHING TOUCH EXTERIORS LTD.**

- 5" Continuous Eaves
- "Gutter Clean"
- Leaf Protection
- Siding, Soffit, Fascia, Cladding

Call Barry Harvey 403-742-8838 Cell 780-542-0696 \*38 years experience\* Satisfaction guaranteed

It's simple to run a Garage Sale Ad in the Classifieds and make quick cash. Phone Classifieds

HOW can you make your phone ring & make some quick cash? Place your ad here...

Buying or Selling your home? Check out Homes for Sale in Classifieds

**Plumbing**

**Action** PLUMBING & EXCAVATING

- Complete Plumbing & Heating Services
- Commercial & Residential
- Water Conditioning & Pumps
- 24 Hour Service

Service Wise - We Specialize Stettler

Ph. 403-742-5237

**Public Notice**

**County of Stettler No. 6**

6602 - 44 Ave., Box 1270, Stettler, AB T0C 2L0

Phone: 403-742-4441 Fax: 403-742-1277

**PUBLIC NOTICE**

**TAX DEADLINE**

Last working day OCTOBER 30, 2020

To avoid 10% penalty, payments must be received by 4:30 p.m. or postmarked October 30, 2020.

Tax Payments can be made by CASH, CHEQUE, INTERAC, and ONLINE at most Financial Institutions (Online payments please choose tax). For more information please contact our office at (403)742-4441.

In person payments are only accepted at the County Admin Building at 6602-44 Avenue Stettler, AB. Please note that due to COVID we are restricted to having two (2) people in our foyer at a time. If you are able to make payment by one of the remote payment methods it would be appreciated and help with line-ups and wait times. Thank you.

Yvette Cassidy,  
Chief Administrative Officer

**Public Notice**


**Public Notice**

**Public Notice**

**Medical Supplies**

**Medical Supplies**

"the outdoors awaits you"



Don't let your walker be the excuse to keep you from going outside. 16" Wheels can get you where you want to go today. Call for a free trial!

Sherriff Medical 403-598-0782

**Public Notice**

**Public Notice**

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**Public Notice**

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**Public Notice**

**Public Notice**

**Public Notice**

**Public Notice**

**Public Notice**

**Business Directory**

**Bob Halseth**  
Serving the community for 35 years

**BIG KNIFE CONSTRUCTION**

403-883-2205 Cell 403-740-9469


[www.bigknifeconstruction.com](http://www.bigknifeconstruction.com)

New Homes, Renovations, Farm Buildings, Windows, Siding, Shingles, Hardwood and Tiles

**Central Veterinary Clinic (Bashaw)**

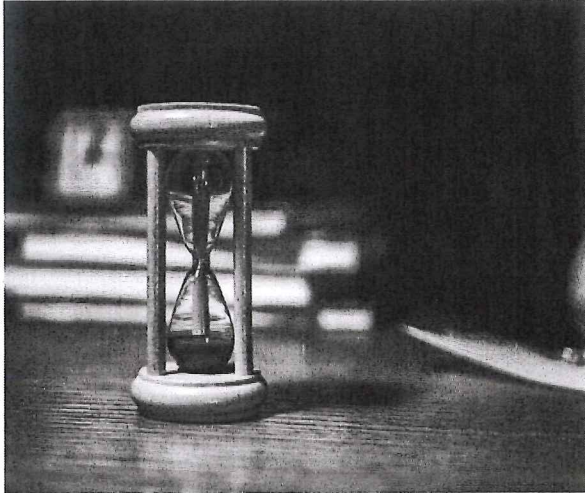
5113 50 Street, Box 220 Bashaw, Alberta T0B 0H0 | 780-372-2411

[bashaw@centralvetclinic.ca](mailto:bashaw@centralvetclinic.ca)



**Town of Stettler**  
Published by Lara Angus · October 30 ·

The Town of Stettler would like to remind residents that property taxes are due by 4:30 P.M. today! Please visit the Town of Stettler Office to pay your outstanding balance, or to register for pre-authorized payments before the deadline to avoid a 12% late penalty. For further information, please contact the Town of Stettler Office at 403-742-8305.

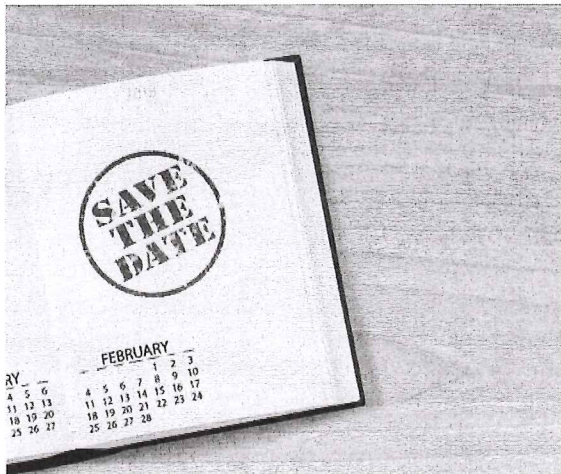


736 People Reached      5 Engagements      **Boost Post**

1      1 Share

**Town of Stettler**  
Published by Lara Angus · October 21 ·

The Town of Stettler would like to remind residents that property taxes are due on October 30th, 2020! Please visit the Town of Stettler Office to pay your outstanding balance, or to register for pre-authorized payments before the deadline to avoid a 12% late penalty. For further information, please contact the Town of Stettler Office at 403-742-8305.

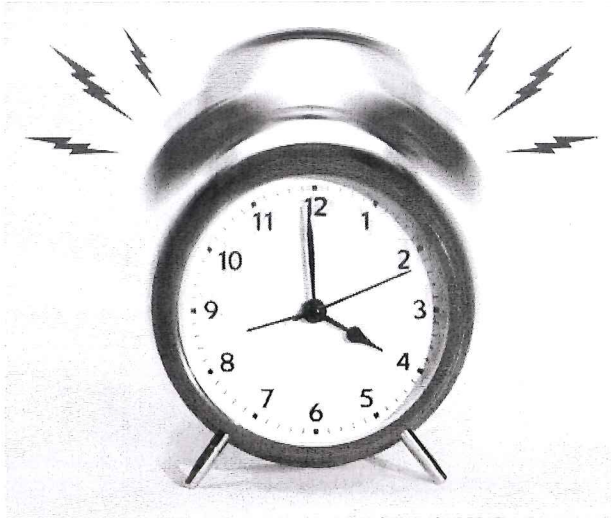


704 People Reached      6 Engagements      **Boost Post**

1 Share

**stettler** Town of Stettler  
Published by Lara Angus · October 13 ·

The Town of Stettler would like to remind residents that property taxes are due on October 30th, 2020! Please visit the Town of Stettler Office to pay your outstanding balance, or to register for pre-authorized payments before the deadline to avoid a 12% late penalty. For further information, please contact the Town of Stettler Office at 403-742-8305.

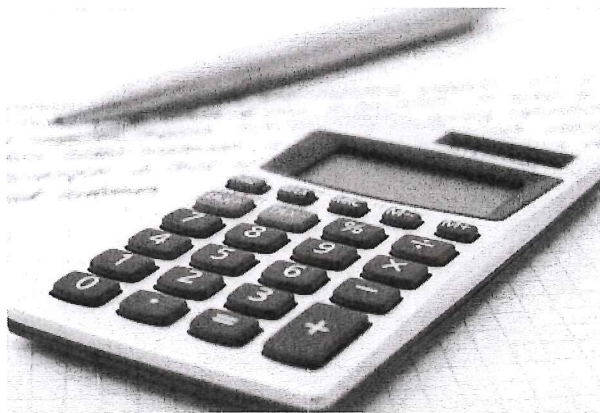


980 People Reached      11 Engagements      **Boost Post**

🕒 1      3 Shares

**stettler** Town of Stettler  
Published by Lara Angus · April 8 ·

In order to assist our residents and businesses that have been financially impacted by the COVID-19 pandemic, the Town of Stettler is offering residents the option to defer utility and tax payments until later in the 2020 taxation year. For full details and revised deadlines, please visit:  
<http://www.stettler.net/.../data/documents/utilityandtax.pdf>



1,355 People Reached      117 Engagements      **Boost Post**

🕒 4      7 Shares



FOR IMMEDIATE RELEASE

## Town of Stettler Offers Temporary Tax & Utility Payment Deferral

*The short-term payment option aims to support residents financially impacted by COVID-19*

**April 8, 2020 – Stettler, Alta:** In order to assist our residents that have been financially impacted by the COVID-19 pandemic, the Town of Stettler is offering residents the option to defer utility and tax payments until later in the taxation year.

Residents may defer Town utility payments for up to three (3) months for the billing period of April 1<sup>st</sup>, 2020 – June 30<sup>th</sup>, 2020. The billing period covers the consumption period of March, April and May. In addition, the penalty charge for February 2020 consumption, billed on March 2<sup>nd</sup>, has been waived. Monthly bills will continue to be distributed to residents and businesses; however, no penalty fees, service disconnections or utility fee transfers to taxes will be applied to any utility account until July 31<sup>st</sup>, 2020.

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

The new due date for the payment of 2020 taxes is October 30<sup>th</sup>, 2020. Rather than charging the regular penalty of 3% to current taxes unpaid by the last working day of June 2020, followed by the 9% penalty applied to current taxes not paid by the last working day of July 2020, both penalties will be combined into one 12% penalty, to be charged on November 2<sup>nd</sup>, 2020 on any current taxes remaining unpaid.

Former Deadline for 2020 Tax Payments	Revised Deadline for 2020 Tax Payments
June 30, 2020	October 30, 2020

As a temporary payment option, taxpayers may defer tax payments, without penalty, to the last six months of the year (July – December) by signing up for the Pre-Authorized Withdrawal (PAW) Plan. The full year's taxes will be divided into six equal payments; billing for this plan would commence on the first working day of July and conclude in December. Please note that this option is only available for the 2020 taxation year. The regular twelve (12) month TIPP's program will remain available in 2021.

<b>Client: Town of Stettler</b>	
<b>Title: Property Taxes</b>	
<b>Start: Oct 1</b>	
<b>End: Oct 30</b>	
<b>Length: 10/15</b>	<b>Writer: Morgan</b>
<b>Submitted:</b>	<b>Stn: CKSQ</b>
<b>Market(s): STLR</b>	

<b>Talent/Music: Quicker Reads</b>
--

**Spot #1 – Oct 1- 30- (STLR: S )- 15 sec**

ANNCR: The Town of Stettler would like to remind residents that property taxes are coming due! Please visit the Town of Stettler Office to pay your outstanding balance, or to register for pre-authorized payments before the due date of October 30th. For more info, contact the Town of Stettler at 403-742-8305.

**Spot #1 – Oct 1- 30- (STLR: S ) – 10 sec**

ANNCR: The Town of Stettler would like to remind residents that property taxes are coming due as of October 30th. For further information or to pay your balance please contact the Town of Stettler at 403-742-8305.

\*ANY SCRIPT CHANGES MADE POST PRODUCTION WILL TAKE A MINIMUM OF 2 FULL BUSINESS DAYS  
 \*BOTH SCRIPT AND PRODUCED MATERIAL ARE COPYRIGHT AND MAY NOT BE USED ELSEWHERE WITHOUT WRITTEN PERMISSION FROM STINGRAY.

15 second ads

Date /	Air Time /	Type	Length	Advertiser	Order	House #
10/01/20	8:00:10 AM		:15	Stettler, Town of	359187	STET1773
10/02/20	7:57:25 AM		:15	Stettler, Town of	359187	STET1773
10/05/20	8:02:13 AM		:15	Stettler, Town of	359187	STET1773
10/06/20	7:58:26 AM		:15	Stettler, Town of	359187	STET1773
10/07/20	8:02:55 AM		:15	Stettler, Town of	359187	STET1773
10/08/20	8:03:52 AM		:15	Stettler, Town of	359187	STET1773
10/09/20	8:03:27 AM		:15	Stettler, Town of	359187	STET1773
10/12/20	7:59:29 AM		:15	Stettler, Town of	359187	STET1773
10/15/20	7:59:50 AM		:15	Stettler, Town of	359187	STET1773
10/16/20	8:00:11 AM		:15	Stettler, Town of	359187	STET1773
10/20/20	8:00:18 AM		:15	Stettler, Town of	359187	STET1773
10/22/20	8:02:50 AM		:15	Stettler, Town of	359187	STET1773
10/23/20	8:02:44 AM		:15	Stettler, Town of	359187	STET1773
10/26/20	8:05:48 AM		:15	Stettler, Town of	359187	STET1773
10/27/20	8:02:12 AM		:15	Stettler, Town of	359187	STET1773
10/28/20	8:03:47 AM		:15	Stettler, Town of	359187	STET1773
10/29/20	7:59:48 AM		:15	Stettler, Town of	359187	STET1773
10/30/20	8:00:39 AM		:15	Stettler, Town of	359187	STET1773

18 spots



10 second ads

Date /	Air Time /	Type	Length	Advertiser	Order	House # /
10/01/20	6:36:40 AM		:10	Stettler, Town of	359187	STET1774
10/01/20	9:38:01 AM		:10	Stettler, Town of	359187	STET1774
10/02/20	6:39:30 AM		:10	Stettler, Town of	359187	STET1774
10/02/20	9:38:43 AM		:10	Stettler, Town of	359187	STET1774
10/05/20	6:45:00 AM		:10	Stettler, Town of	359187	STET1774
10/05/20	9:39:13 AM		:10	Stettler, Town of	359187	STET1774
10/06/20	6:37:56 AM		:10	Stettler, Town of	359187	STET1774
10/06/20	9:30:13 AM		:10	Stettler, Town of	359187	STET1774
10/07/20	6:39:21 AM		:10	Stettler, Town of	359187	STET1774
10/07/20	9:44:47 AM		:10	Stettler, Town of	359187	STET1774
10/08/20	6:23:56 AM		:10	Stettler, Town of	359187	STET1774
10/08/20	9:43:33 AM		:10	Stettler, Town of	359187	STET1774
10/09/20	6:40:02 AM		:10	Stettler, Town of	359187	STET1774
10/09/20	9:41:54 AM		:10	Stettler, Town of	359187	STET1774
10/12/20	6:26:49 AM		:10	Stettler, Town of	359187	STET1774
10/13/20	9:42:51 AM		:10	Stettler, Town of	359187	STET1774
10/15/20	6:39:15 AM		:10	Stettler, Town of	359187	STET1774
10/16/20	6:40:31 AM		:10	Stettler, Town of	359187	STET1774
10/19/20	6:41:25 AM		:10	Stettler, Town of	359187	STET1774
10/20/20	6:42:27 AM		:10	Stettler, Town of	359187	STET1774
10/21/20	6:42:25 AM		:10	Stettler, Town of	359187	STET1774
10/22/20	6:42:08 AM		:10	Stettler, Town of	359187	STET1774
10/22/20	9:42:19 AM		:10	Stettler, Town of	359187	STET1774
10/23/20	6:40:31 AM		:10	Stettler, Town of	359187	STET1774
10/23/20	9:38:39 AM		:10	Stettler, Town of	359187	STET1774
10/26/20	6:42:45 AM		:10	Stettler, Town of	359187	STET1774
10/26/20	9:41:18 AM		:10	Stettler, Town of	359187	STET1774
10/27/20	6:38:47 AM		:10	Stettler, Town of	359187	STET1774
10/27/20	9:41:12 AM		:10	Stettler, Town of	359187	STET1774
10/28/20	6:41:39 AM		:10	Stettler, Town of	359187	STET1774
10/28/20	9:42:50 AM		:10	Stettler, Town of	359187	STET1774
10/29/20	6:53:41 AM		:10	Stettler, Town of	359187	STET1774
10/29/20	9:37:27 AM		:10	Stettler, Town of	359187	STET1774
10/30/20	6:38:38 AM		:10	Stettler, Town of	359187	STET1774
10/30/20	9:33:06 AM		:10	Stettler, Town of	359187	STET1774

35 spots.

**Receipt for payment of taxes**

**342** When taxes are paid to a municipality, the municipality must provide a receipt.

1994 cM-26.1 s342

**Application of tax payment**

**343(1)** A tax payment must be applied first to tax arrears.

(2) If a person does not indicate to which taxable property or business a tax payment is to be applied, a designated officer must decide to which taxable property or business owned by the taxpayer the payment is to be applied.

1994 cM-26.1 s343

**Penalty for non-payment in current year**

**344(1)** A council may by bylaw impose penalties in the year in which a tax is imposed if the tax remains unpaid after the date shown on the tax notice.

(2) A penalty under this section is imposed at the rate set out in the bylaw.

(3) The penalty must not be imposed sooner than 30 days after the tax notice is sent out.

1994 cM-26.1 s344

**Penalty for non-payment in other years**

**345(1)** A council may by bylaw impose penalties in any year following the year in which a tax is imposed if the tax remains unpaid after December 31 of the year in which it is imposed.

(2) A penalty under this section is imposed at the rate set out in the bylaw.

(3) The penalty must not be imposed sooner than January 1 of the year following the year in which the tax was imposed or any later date specified in the bylaw.

1994 cM-26.1 s345

**Penalties**

**346** A penalty imposed under section 344 or 345 is part of the tax in respect of which it is imposed.

1994 cM-26.1 s346

**Cancellation, reduction, refund or deferral of taxes**

**347(1)** If a council considers it equitable to do so, it may, generally or with respect to a particular taxable property or business or a class of taxable property or business, do one or more of the following, with or without conditions:

- (a) cancel or reduce tax arrears;

- (b) cancel or refund all or part of a tax;
  - (c) defer the collection of a tax.
- (2) A council may phase in a tax increase or decrease resulting from the preparation of any new assessment.

1994 cM-26.1 s347

**Tax becomes debt to municipality****348** Taxes due to a municipality

- (a) are an amount owing to the municipality,
- (b) are recoverable as a debt due to the municipality,
- (c) take priority over the claims of every person except the Crown, and
- (d) are a special lien
  - (i) on land and any improvements to the land, if the tax is a property tax, a community revitalization levy, a special tax, a local improvement tax or a community aggregate payment levy, or
  - (ii) on goods, if the tax is a business tax, a community revitalization levy, a well drilling equipment tax, a community aggregate payment levy or a property tax imposed in respect of a designated manufactured home in a manufactured home community.

RSA 2000 cM-26 s348;2005 c14 s12

**Fire insurance proceeds**

**349(1)** Taxes that have been imposed in respect of improvements are a first charge on any money payable under a fire insurance policy for loss or damage to those improvements.

(2) Taxes that have been imposed in respect of a business are a first charge on any money payable under a fire insurance policy for loss or damage to any personal property

- (a) that is located on the premises occupied for the purposes of the business, and
- (b) that is used in connection with the business and belongs to the taxpayer.

1994 cM-26.1 s349

**Tax certificates**

**350** On request, a designated officer must issue a tax certificate showing

Dec 1, 2020  
5724-50A ave  
Stettler AB  
T0E 2L2

#108060008

To whom it may concern,

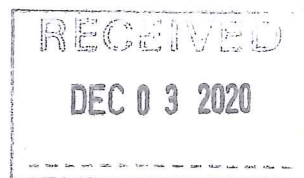
re: 2020 house tax bill.

I received a notice that I had not paid my taxes for 2020. There was a charge of \$587.53 added to my bill of \$4,896.12. I was sure I had paid my taxes by the extended date of Oct 30-2020. I inadvertently put my bill into the paid bill folder by mistake.

I am hoping that you will consider waiving the extra charges as this is a genuine mistake on my part. I have always paid my bills on time.

Thank you for considering this matter

Sincerely,



## Wanda Whitten

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**From:** [Redacted]  
**Sent:** December 1, 2020 3:26 PM  
**To:** townoffice  
**Subject:** Roll# 308236000

Dear Sirs/madam

It came to my attention that I did not pay the property tax this year due to an error. Looks like I lost the original tax notice and had thought it was attended to. I only learned of this error upon receiving a letter from Kim Hymers noting a penalty of \$642.48.

As this was an error and the taxes were paid immediately upon notification I ask that the penalty be forgiven and also note the extreme hardship during this Covid 19 pandemic.

Your assistance would be appreciated.

2020 Taxes \$ 5,354.00  
Penalty \$ 642.48

**From:**

**Sent:** December 7, 2020 1:43 PM

**To:** townoffice <townoffice1@stettler.net>

**Subject:** Taxes

I would like to request a refund on the late fees that I have been charged. Payments were not made late willingly. They were paid online October 30th. Due to online banking you did not receive them until November 3rd. My taxes have always been paid on time and I will in the future take into account a couple days for anything I do online. I have 3 properties being charged late fees. Roll # 207325009 \$93.72, roll # 207292008 \$143.19, roll # 207284008 \$127.79. Thank you,

<20201207152108790.pdf>

ACCOUNT 207292008  
AMOUNT 1193.27000  
DATE 2020-10-31  
CUSTOMER

ORIGIN 086912010  
CCIN 90081101  
REFERENCE 0869459705  
IMPORTED CASH RECEIPT 2-4

ACCOUNT 207325009  
AMOUNT 780.99000  
DATE 2020-10-31  
CUSTOMER

ORIGIN 086912010  
CCIN 90081101  
REFERENCE 0869516155

ACCOUNT 141350.05  
AMOUNT 1064.95000  
DATE 2020-10-31  
CUSTOMER

ORIGIN 086912010  
CCIN 90081110  
REFERENCE 0869496898  
IMPORTED CASH RECEIPT 3-17

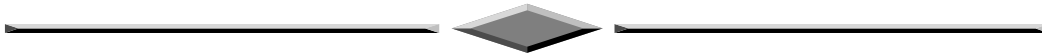
## MEMORANDUM

**To:** Town of Stettler Council

**From:** Graham Scott

**Date:** December 1, 2020

**Re:** 2021 General Election Voting Procedures



**Nomination Period:** January 1<sup>st</sup>, 2021 until 12 noon on Nomination Day

**Nomination Day:** Monday September 20<sup>th</sup>, 2021

**Election Day:** Monday October 18<sup>th</sup>, 2021

In accordance with the *Local Authorities Election Act* Town Council has the authority to vary certain procedures relating to a general election.

### **Recommendations:**

That in accordance with the *Local Authorities Election Act*, the Town of Stettler Council approves the appointment of Graham Scott as Returning Officer, with Lara Angus and Leann Graham as Substitute Returning Officers for the Town of Stettler 2021 General Election. Furthermore, that Town of Stettler Council approves the following procedural items permitted under the *Local Authorities Election Act* for the Town of Stettler 2021 General Election process:

1. Provide for the holding of an advanced vote. The Returning Officer must determine the day(s) and hours when the advanced vote is to be held.
2. Provide for a vote by Special Ballot with a valid application by way of any one of the following methods: in writing, by telephone, by fax, in person, by email, or by secure website.
3. Authorize the Returning Officer to designate the following locations for institutional voting stations: Willow Creek, Heart Haven, Paragon Place, Stettler Hospital & Care Centre, Points West Living and Heritage House, and any other location determined necessary by the Returning Officer.



Town Council should respectfully review the following optional procedures and indicate the ones, if any, they desire to be implemented. Relevant bylaw(s) or resolution(s) would need to be prepared and adopted by Council within the noted time constraints.

**A. Although not utilized in the last election, prior to an election Town Council may, by bylaw adopt the following:**

1. Section 29 - Require that every nomination be accompanied by a **deposit** not to exceed \$100.00. This deposit would be returned to the candidate if:
  - (a) If the candidate is declared elected,
  - (b) If the candidate obtains a number of votes at least equal to  $\frac{1}{2}$  of the total number of votes cast for the candidate elected to the office with the least number of votes, or
  - (c) If the candidate withdraws their name as a candidate in accordance with Section 32.

This bylaw must be passed not fewer than 30 days before nomination day.

2. Section 43 - Provide that election candidate's **names shall be printed on the ballots on a rotational basis**. Each of the candidate's names shall appear in each of the printed ballot positions approximately an equal number of times. The last election the names were printed alphabetically. This bylaw must be passed 2 months prior to election.
3. Section 84 – An elected authority may by bylaw provide for the taking of the votes of the electors by means of **voting machines**, vote recorders or automated voting systems.

**B. Prior to an election Town Council may, by resolution adopt the following:**

1. Sections 2 & 3 – **Provide for conducting joint elections** with other Local Authorities like School Divisions. This will be considered later in the year upon request from either or both School Divisions.
2. Section 13 - **Appointment of Returning Officer and Substitute Returning Officer** by June 30, 2021. If a Returning Officer is not appointed the Secretary (CAO) is deemed to have been appointed as the Returning Officer.
3. Section 79 – May provide for the attendance of 2 deputies at the residence of an elector, during the hours an advance voting station is open or other times as may be fixed by the resolution, in order to take the votes of an elector who, because of physical disability, is unable to attend a voting station or an advance voting station to vote.

4. Section 73 – Since we are over 5,000 population, we no longer need a resolution, but **we must provide for holding an advance vote**. The Returning Officer must determine the days and hours when the advance vote is to be held. It cannot be held within 24 hours of Election Day.
5. Section 80 - **Establish where institutional voting stations, if any, are to be established for the election**. The usual institutional voting stations are Willow Creek, Heart Haven, Paragon Place, the Stettler Hospital & Care Centre, Heritage House (Auxiliary) and Points West Living.

If an institutional vote is provided for, the Returning Officer will fix the times on Election Day to take the votes of a patient or resident desiring to vote.

6. Section 77.1 – **Provide for Special Ballots** by way of one or more of the following methods: in writing, by telephone, by fax, in person, by email, or by secure website. This resolution must be passed prior to Nomination Day.

What this means is that an elector who is unable to vote at an advance vote opportunity or at the voting station on Election Day because of: physical incapacity, absence from the local jurisdiction, or is an election official/candidate/agent otherwise unable to vote, may make application to the Returning Officer at a time specified in the resolution.

The application must include all of the following information (Section 77.2.4):

- The first and last name of the elector;
- Municipal address of the residence of the elector;
- School elector status;
- Mailing address to which the special ballot is to be sent;
- Contact telephone number;
- Contact e-mail address, if the elector is unavailable by telephone;
- Reason why a special ballot is requested.

### **C. Other possible bylaws or resolution for a General Election:**

1. Section 11 – Change the Election Day to the Saturday prior to the 3<sup>rd</sup> Monday in October, requires a bylaw prior to June 30<sup>th</sup>, 2021.
2. Section 33 – Upon the death of a candidate prior to the opening of voting stations, provides that the election for the position for which the deceased candidate was nominated shall be discontinued to a later date. Requires a bylaw prior to Nomination Day.
3. Section 36 – Authorization to divide the local jurisdiction into voting substations. Requires a resolution of the elected authority.

4. Section 46 – Provide that voting hours on Election Day to open earlier than 10 a.m. Requires a bylaw passed prior to June 30<sup>th</sup>, 2021.
5. Sections 49 & 50 – Authorization to prepare a permanent list of electors/register. Requires a bylaw of the elected authority.
6. Section 53 – Requires electors to provide proof of eligibility/ID. All electors must be permitted to vote if they sign a statement in the prescribed form that the person is eligible to vote and produces one piece of identification. If Council wants voters to a different number or types of identification a bylaw must be passed 6 months prior to Nomination Day, including advertising.

**D. For information, one of the sections that has significantly changed in the Local Authority Election Act is the section on campaign finance and contribution disclosure. Below are some of the highlights:**

- Campaign finance and contribution disclosure requirements will now also apply to School Board Elections.
- Corporations, trade unions and employee organizations are not allowed to contribute to candidates.
- An individual Albertan may contribute up to \$5,000 per candidate for both municipal and school board trustee candidates during the campaign period.
- A candidate may contribute up to \$10,000 to their own campaign during the campaign period.
- A person may accept up to \$5,000 in the aggregate, per year, outside of the campaign period.
- A person may contribute up to \$10,000 per year, outside of the campaign period.
- The donation portion of fundraising contributions are now subject to contribution limits and disclosure requirements.
- **Candidates must be nominated before incurring any campaign expenses or accepting contributions.**
- Candidates will not be permitted to carry over campaign surpluses.
- The definition of “expense” aligns with the provincial legislation, and expense reporting will be more detailed (broken down by category).
- **Candidates must open a dedicated campaign bank account when contributions reach \$1,000 (previously \$5,000), and must include monies contributed by the candidate for their campaign.**
- Candidates must disclose names and addresses of all donations exceeding \$50 (previously was \$100).
- **Financial disclosure statements are now required for all self-funded campaigns. (Previous rule had been for self-funded campaigns over \$10,000.)**

## TOWN OF STETTLER

Prepared By: Administration Number: V-4(c)  
Adopted By: Town of Stettler Council Original Policy: 1996 10 08  
Previous Policy: 2005 06 07  
2007 05 15  
Current Policy: 2020 12 15

Title: **Marketing of Town of Stettler Residential/Commercial Property**

Purpose: To encourage marketing of Town of Stettler lands for residential development.

Policy Statement: 1. Single Lot Purchase

- a) A purchaser shall enter into a Town of Stettler Single Lot Land Purchase Agreement.
- b) Down Payment - Minimum 10% of purchase price with the remainder to be paid in 180 days from the date the Town of Stettler Single Lot Land Purchase Agreement is entered into.
- c) Cancellation of Purchase - Should a Purchaser fail, neglect or refuse to commence erection of a building on the said land as set out in paragraph 1 of the Town of Stettler Single Lot Land Purchase Agreement, the Town shall have the right to cancel the sale of the said land to the Purchaser. In case of cancellation of a sale the refund to the Purchaser shall be the purchase price paid the Town less 3% of the total purchase price, and less any taxes and penalties remaining unpaid by the Purchaser with respect to the said land; and from the date of mailing of the notice of cancellation the Purchaser shall cease to have any interest or equity in the said land.
- d) Building Commitment - 1 year from date of purchase.
- e) The Town of Stettler will hold lots for 72 hours from the date and time of the signing of a letter of intent without a deposit to allow the person/company an opportunity to determine if their development will meet Town of Stettler Land Use Bylaw requirements.

- f) The Town of Stettler will not consider a sale as valid until the correct down payment has been received.

2. Multiple Lot Purchase

- a) A Purchaser shall enter into a Town of Stettler Multiple Lot Land Purchase Agreement.
- b) All pro

b) Discount for Multiple Lot Purchases

- (i) Purchase of 2 or 3 Lots the discount shall be 3% per lot.

- (ii) Purchase of 4 or more lots the discount shall be 6% per lot.

- (iii) Quantification for a multiple lot discount applies at time of purchase and cannot be accumulated or carried forward into the future, unless the purchaser is temporarily restricted from purchasing additional lot(s) as a requirement of a lot draw process or another procedure as determined by Town Administration.

- c) Cancellation of Purchase - Should a Purchaser fail, neglect or refuse to commence erection of a building on each individual lot as set out in paragraph 1 of the Town of Stettler Multiple Lot Land Purchase Agreement, the Town shall have the right to cancel the sale of the individual lot to him. In case of cancellation of a sale the refund to the Purchaser shall be the sale price paid the Town for the individual lot less the discount given at the time of purchase, and less any taxes and penalties remaining unpaid by the Purchaser with respect to the individual lot so returned. From the date of mailing of the notice of cancellation the Purchaser shall cease to have any interest or equity in the individual lot referred to in the notice.

In any event, upon the return of a lot(s)/cancellation of purchase, the actual multiple lot discount given to the entire original purchase will be re-quantified and retroactively adjusted to correspond with the appropriate percentage applicable in Section 2, if any.

d) Down Payment

A sliding scale down payment will apply to the total sales price for the number of lots purchased, after the applicable discount has been applied, with the outstanding portion of the total purchase to be paid 240 days from the date the Purchase Agreement is entered into.

No. of Lots. Down Payment	1 @ 10%	2 @ 12.5%	3 @ 15%	4 @ 17.5%	5 @ 20	6 @ 22.5%	7 @ 25%	8 @ 27.5%
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e) Building Commitment - 1 year from the date of purchase.

f) The Town of Stettler will hold lots for 72 hours from the date and time of the signing of a letter of intent without a deposit to allow the person/company an opportunity to determine if their development will meet Town of Stettler Land Use Bylaw requirements.

g) To qualify for a multiple lot purchase and applicable discount purchases must be made within 14 days of the original purchase date.

h) The Town of Stettler will not consider a sale as valid until the correct down payment has been received.

3. Local Agent/Realtor Incentive

a) A local agent/realtor is any agent who holds a valid resident (local) business license in the Town of Stettler. The resident (local) business license is defined as “any business or person who maintains a permanent place of business within the Town or County of Stettler”.

b) Non-resident agent/realtors (outside of the Town and County of Stettler) are eligible for the incentive if the non-resident agent/realtor is in partnership with a local agent/realtor, in good standing and if the non-resident agent/realtor holds a valid non-resident business license.

- c) The incentive remuneration of 5% of the sale price (excluding GST) will be paid to local agent/realtors who are involved in the transaction upon final payment and closing of a Town of Stettler owned property purchase.
- d) Conditions of lot purchases as set out in Policy Statement 1 and 2 including conditions set out in our Purchase Agreement apply for all purchases that involve an agent/realtor.
- e) All agent/realtor assisted sales require the Purchaser Application Form completed in full as well as a Letter from the purchaser acknowledging agent/realtor representation.
- f) Local Agent Realtors involved in the transaction that are directors or shareholders of the company purchasing the property will not receive a referral or finder's fee.



Purchaser Application Form  
Planning and Development Services  
5031 – 50 Street, Box 280  
Stettler, AB T0C 2L0

## DOCUMENT CHECKLIST

*To be considered, a submission must be complete and include the following:*

- Completed Purchaser Application form
- Letter from the Purchaser acknowledging a Local Agent Realtor representation (*if applicable*)

Please submit you completed Purchased Application Form by email, courier, or personal delivery to:

**Town of Stettler**  
**Planning and Development Services**  
**5031 – 50 Street**  
**Box 280**  
**Stettler, AB T0C 2L0**  
**lgraham@stettler.net**



Please complete this form if you are interested in purchasing land from the Town of Stettler. The information you provide is not an offer or contract and does not constitute an interest in land. The purpose of this form is to provide information to the Town of Stettler regarding a desire to purchase a property. The completion and tendering of the form is in no way an obligation for the applicant to purchase the property in question and is not in any way binding upon the Town of Stettler. It is for informational purposes only.

**PROPERTY REQUESTED**

Lot*	
Block*	
Plan*	
Municipal Address(es)*	
List Price <i>(Plus GST)</i>	
Total Purchase Price Offer* <i>(Excluding GST)</i>	

**CONTACT INFORMATION**

Purchaser's Name* <i>as it would appear on title</i>	
Contact Person*	
Phone Number*	
Fax Number	
Email Address*	
Mailing Address	
City	
Province	
Postal Code	
GST Registration No.* <i>GST is the responsibility of the Purchaser</i>	

\* Indicates a required field

**LAWYER INFORMATION (IF APPLICABLE)**

Name and Firm	
Phone Number	
Fax Number	
Email Address	
Mailing Address	
City	
Province	
Postal Code	

**LOCAL AGENT REALTOR (IF APPLICABLE)**

If using a Local Agent Realtor, all negotiations must take place through them. Local Agent Realtors involved in the transaction that are directors or shareholders of the company purchasing the property will not receive a referral or finder's fee.

Agent's Name and Brokerage*	
Agent's Phone Number*	
Agent's Fax Number	
Agent's Email*	

**HOW DID YOU HEAR ABOUT THE LISTING?**

<input type="checkbox"/> Local Agent Realtor <input type="checkbox"/> Stettler.net <input type="checkbox"/> Direct Mail <input type="checkbox"/> Tender/Request for Bid <input type="checkbox"/> Social Media	<input type="checkbox"/> Other:
---	---------------------------------

\_\_\_\_\_  
 Signature

\_\_\_\_\_  
 Date

This information is collected under the authority of Section 33 (c) of the Freedom of Information and Protection of Privacy Act and for the purpose of the property sale transactions with the Town of Stettler. It is protected by the privacy provisions of the Freedom of Information and Protection of Privacy Act.

# MEMORANDUM

**To:** Stettler Town Council  
**From:** Administration  
**Date:** December 15, 2020  
**Re:** 2021 – 2023 Interim Operating Budget

**Recommendation:**

That the Town of Stettler Council adopt, per Section 242(2) of the *Municipal Government Act*, the Interim 2021 – 2023 Operating Budget, with the following 2021 budget estimates; Expenditures totaling \$18,162,839, Revenues totaling \$18,811,688 and Amount Available for Capital of \$648,849 for the year 2021 as an Interim Operating Budget for that part of 2021 prior to the Operating Budget being adopted by Council.

**Background**

Section 242 of the *Municipal Government Act (MGA)* requires Council to adopt an operating budget for each calendar year. Section 242 further states that a Council may adopt an interim operating budget for part of a calendar year. Since the Town's 2021 Operating Budget will not be adopted until May 2021, an interim operating budget is required to provide legal expenditure authority per Section 248 of the MGA.

The interim operating budget is not used to set definitive property tax rates; rather it is used as the authority to provide services, programs and overall corporate continuity. It is further used by Council to justify the setting all municipal utility rates for the subsequent year. An interim operating budget ceases to have any effect when the operating budget and tax/mill rate bylaw is adopted.

2021-2023 proposed Interim budget summary from Council Budget Meeting December 8, 2020:

- Proposed **Municipal Tax** no change **0%** (\$29,865 Growth)
- Proposed **Water Rate** no change **\$0.00m<sup>3</sup> (\$2.82)** (\$0.00)
- Proposed **Sewer Rate** no change **\$0.00 (\$22.75)** (\$0.00)
- Proposed **Garbage Rate** no change **\$0.00 (\$23.75)** (0.00)
- Proposed **Recycling Rate** no change **\$0.00 (\$6.50)** (\$0.00)
- Proposed Financial Impact on Average Residential Customer (**municipal only**) – **0%**

Revenues					
% Change	Difference from 2021 Budget to 2020 (pre COVID)	2021 Total Revenue	2020 Pre Covid (Interim Budget - Dec 2019)	2020 Post Covid (Tax Budget - May 2020)	0% - Tax Increase / \$0 - Utility Increase
-0.75%	-\$141,210	\$18,811,688	\$18,952,898	\$18,240,375	
Expenses					
% Change	Difference from 2021 Budget to 2020 (pre COVID)	2021 Total Expenses	2020 Pre Covid (Dec 2019)	2020 Post Covid (May 2020)	
1.31%	\$235,368	\$18,162,839	\$17,927,471	\$17,691,128	
Amount Available for Capital					
% Change	Difference from 2021 Budget to 2020 (pre COVID)	2021 Total Available for Capital	2020 Pre Covid (Dec 2019)	2020 Post Covid (May 2020)	
-36.72%	-\$376,578	\$648,849	\$1,025,427	\$549,247	

Administration considers the 0% property tax increase and \$0.00 utility rate increases included in the 2021 Interim Operating Budget necessary given the current economic conditions and future obligations required in our community. The three-year forecast reflects Administration and Council's intent to be fiscally responsible and accountable to its residents.

The 2021 – 2023 Operating Budget enables Council to sustain the current high level of public services, facilities and utilities for all Stettler residents, as well as continue to renew existing infrastructure, in light of the current and future economic conditions due to COVID.

Consideration of this 2021 – 2023 Interim Operating Budget “Memorandum” alone affords Council a broad perspective highlighting an estimated **\$15,513,860** million or **85.42%** of the entire **\$18,162,839** million dollars in expenditures included in this budget:

	2019	2020 Post Covid - May 2020	2020 Pre Covid - Dec 2019	Budget 2021	Difference (2021 - Pre Covid Dec 2019)	2022	2023
<b>Total Operational Budget Summary Memo</b>							
Amount available for capital	\$1,076,350	\$549,247	\$1,025,427	\$648,849	-\$376,578	\$635,548	\$915,097
Minor capital in operations	\$517,530	\$528,300	\$528,300	\$534,300	\$6,000	\$518,200	\$523,100
Insurance	\$168,156	\$175,250	\$171,510	\$220,090	\$48,580	\$224,490	\$228,990
Community Partners	\$2,139,179	\$2,152,559	\$2,245,370	\$2,227,061	-\$18,309	\$2,272,619	\$2,332,232
Salaries and benefits	\$5,784,230	\$6,209,960	\$6,209,960	\$6,225,520	\$15,560	\$6,252,800	\$6,385,660
Labour Contingency	\$50,000	\$0	\$0	\$0	\$0	\$0	\$0
Electricity (rate/MWh 2018 - \$58.29, 2019 & 2020 - \$53.10, 2021 & 2022 - \$43.92)	\$904,920	\$838,489	\$861,757	\$830,097	-\$31,660	\$846,220	\$862,347
Natural Gas (2018-2022) -\$2.67 from \$3.75 / include federal carbon tax -2.10/GJ - \$53,513	\$180,134	\$179,822	\$185,396	\$201,464	\$16,068	\$216,676	\$230,312
Electricity and natural gas contingency	\$30,000	\$0	\$0	\$0	\$0		
Debenture debt servicing (2018 - lagoon & 52ave)	\$760,003	\$691,596	\$691,596	\$694,400	\$2,804	\$660,920	\$653,360
Policing Contract - (2020 Based on Actual Budget Numbers from RCMP - allotment 8 members / budget for 7.5)	\$1,071,838	\$956,072	\$956,072	\$1,080,481	\$124,409	\$1,071,518	\$1,084,059
Assessment Contract	\$81,855	\$81,989	\$81,989	\$82,123	\$134	\$83,794	\$83,930
Bylaw enforcement contract	\$155,627	\$159,518	\$159,518	\$163,506	\$3,988	\$165,958	\$168,448
Garbage collection contract	\$185,910	\$171,624	\$207,210	\$173,424	-\$33,786	\$181,119	\$184,953
Recycling collection contract	\$111,975	\$104,521	\$123,457	\$105,243	-\$18,214	\$107,862	\$110,396
<b>Operational Budget Summary</b>	<b>\$13,217,707</b>	<b>\$12,798,947</b>	<b>\$13,447,562</b>	<b>\$13,186,558</b>	<b>-\$261,004</b>	<b>\$13,237,724</b>	<b>\$13,762,884</b>
ASFF	\$2,314,984	\$2,327,097	\$2,334,809	\$2,327,302	-\$7,507	\$2,368,633	\$2,416,079
<b>Total Operational Budget Summary Memo</b>	<b>\$15,532,691</b>	<b>\$15,126,044</b>	<b>\$15,782,371</b>	<b>\$15,513,860</b>	<b>-\$268,511</b>	<b>\$15,606,357</b>	<b>\$16,178,963</b>
<b>Total Operational Budget Expenditures</b>	<b>\$17,677,384</b>	<b>\$17,691,128</b>	<b>\$17,927,471</b>	<b>\$18,162,839</b>		<b>\$18,544,401</b>	<b>\$18,588,495</b>
	87.87%	85.50%	88.03%	85.42%		84.16%	87.04%

The 2021 – 2023 Interim Operating Budget ensures that a significant amount of internally generated funds are available for normal capital on an annual basis. Administration remains optimistic in the Town's ability to save for/invest in major capital equipment and infrastructure given substantial multi-year federal and provincial grant programs (MSI, FGTF, BMTG), however with the global, national & provincial pandemic economic recoveries uncertain, the Town will continue to be cautious and challenged in its ability to address all the community's needs on a timely basis.

A summary of the overall revenue and expenditure levels included in the three-year Interim Operating Budget 2021 – 2023 are as follows:

	2014	2015	2016	2017	2018	2019	2020 Pre Covid - Dec 2019	2020 Post Covid - May 2020	2021	2022	2023
Total Revenues	\$15,787,405	\$16,344,323	\$17,475,500	\$17,785,191	\$18,345,659	\$18,753,734	\$18,952,898	\$18,240,375	\$18,811,688	\$19,179,949	\$19,503,592
Total Expenditures *	\$14,817,975	\$15,421,559	\$16,184,230	\$16,801,224	\$17,318,754	\$17,677,384	\$17,927,471	\$17,691,128	\$18,162,839	\$18,544,401	\$18,588,495
<b>Net Revenue Generated</b>	<b>\$969,430</b>	<b>\$922,764</b>	<b>\$1,291,270</b>	<b>\$983,967</b>	<b>\$1,026,905</b>	<b>\$1,076,350</b>	<b>\$1,025,427</b>	<b>\$549,247</b>	<b>\$648,849</b>	<b>\$635,548</b>	<b>\$915,097</b>
<b>Available for Capital</b>											
Utility Source Capital	\$561,500	\$629,283	\$579,417	\$523,839	\$445,438	\$396,822	\$389,930	\$301,588	\$413,331	\$421,620	\$414,261
General Source Capital	\$407,930	\$293,481	\$711,854	\$460,128	\$581,467	\$679,528	\$635,497	\$247,659	\$235,518	\$213,928	\$500,836
<b>Net Revenue Generated</b>	<b>\$969,430</b>	<b>\$922,764</b>	<b>\$1,291,271</b>	<b>\$983,967</b>	<b>\$1,026,905</b>	<b>\$1,076,350</b>	<b>\$1,025,427</b>	<b>\$549,247</b>	<b>\$648,849</b>	<b>\$635,548</b>	<b>\$915,097</b>
<b>Plus External Grants (pending)</b>											
Basic Municipal Transportation Grant	\$344,880	\$344,880	\$344,880	\$344,880	\$357,120	\$357,120	\$357,120	\$357,120	\$357,120	\$357,120	\$357,120
Federal Gas Tax (FGTF)	\$325,631	\$301,327	\$309,892	\$310,904	\$328,277	\$672,579	\$346,344	\$340,465	\$340,465	\$340,465	\$340,465
MSI Operating - Police	\$54,446	\$54,445	\$53,284	\$52,513	\$53,680	\$54,199	\$53,391	\$52,856	\$52,856	\$52,856	\$52,856
MSI Capital	\$1,063,495	\$1,125,861	\$1,043,475	\$1,947,237	\$561,531	\$566,378	\$945,165	\$943,458	\$867,570	\$867,570	\$867,570
<b>Total Grants</b>	<b>\$1,788,452</b>	<b>\$1,826,513</b>	<b>\$1,751,531</b>	<b>\$2,655,534</b>	<b>\$1,300,608</b>	<b>\$1,650,276</b>	<b>\$1,702,020</b>	<b>\$1,693,899</b>	<b>\$1,618,011</b>	<b>\$1,618,011</b>	<b>\$1,618,011</b>
<b>Total New Available Funds</b>	<b>\$2,757,882</b>	<b>\$2,749,277</b>	<b>\$3,042,802</b>	<b>\$3,639,501</b>	<b>\$2,327,513</b>	<b>\$2,726,626</b>	<b>\$2,727,447</b>	<b>\$2,243,146</b>	<b>\$2,266,860</b>	<b>\$2,253,559</b>	<b>\$2,533,108</b>

\* Other notable Maintenance Spending Allocations within the 2021-2023 Operating Budget

	2014	2015	2016	2017	2018	2019	2020 Post Covid - May 2020	2020 Pre Covid - Dec 2019	2021	2022	2023
<b>Ongoing Annual Maintenance</b>											
Water Meter Replacements	\$46,000	\$46,000	\$46,000	\$46,000	\$46,500	\$47,000	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000
Sidewalk Replacements	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000
Gravel Road Oiling	\$27,000	\$27,500	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000
Well Abandonment	\$25,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fire Protective Clothing	\$57,300	\$57,300	\$57,300	\$57,300	\$57,300	\$59,000	\$60,800	\$60,800	\$62,600	\$64,500	\$66,400
Physician Recruitment	\$22,500	\$22,500	\$22,500	\$22,500	\$22,500	\$22,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500
BOT Community Development	\$45,900	\$44,000	\$44,000	\$44,000	\$44,000	\$44,000	\$0	\$44,000	\$44,000	\$44,000	\$44,000
Land Development Reserve (LDR) / Lot Sales	\$116,110	\$102,050	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Economic Incentives	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
Stettler Recreation Centre Annual Repairs	\$78,500	\$93,600	\$93,600	\$94,210	\$74,720	\$75,030	\$75,000	\$75,000	\$87,200	\$70,200	\$73,200
Water treatment Plant Annual Repairs	\$102,920	\$105,500	\$107,100	\$109,600	\$111,400	\$133,100	\$135,100	\$135,100	\$127,100	\$126,100	\$126,100
Computer Capital Replacement	\$26,900	\$26,900	\$26,900	\$26,900	\$26,900	\$26,900	\$26,900	\$26,900	\$26,900	\$26,900	\$26,900
<b>Total Generated In/From Operations</b>	<b>\$633,130</b>	<b>\$610,350</b>	<b>\$507,400</b>	<b>\$510,510</b>	<b>\$493,320</b>	<b>\$517,530</b>	<b>\$484,300</b>	<b>\$528,300</b>	<b>\$534,300</b>	<b>\$518,200</b>	<b>\$523,100</b>
									<b>\$6,000</b>	SRC - Ice Plant Repairs	

## Land Development

The Town of Stettler's Land Development portfolio has an approximate fair market value at December 31<sup>st</sup>, 2020 as estimated below:

### Realized:

Land Development Reserve @ Dec. 31/20	\$1,071,555
Projected additions to Dec. 31/21	\$0.00
Projected deletions to Dec. 31/21	<u>\$0.00</u>
Total Land Development Reserve @ Dec 31/21	<b>\$1,071,555</b>

### Unrealized:

Meadowlands – (68 acres undeveloped)	\$700,000	
Meadowlands (5 lots unsold)	\$308,250	(\$61,650 per lot)
Emmerson (1 duplex lot unsold)	\$74,900	(\$74,900 per lot)
Emmerson (partially serviced 53 lots)	\$530,000	(@ \$10,000 per lot)
NE Industrial (128 acres undeveloped)	<u>\$1,280,000</u>	(@ \$10,000 per acre)
<b>Net Fair Value</b>	<b>\$3,964,705</b>	



Administration, being conservative, has not forecast any sales of our remaining serviced residential lots/undeveloped lands in 2021. Although Town lots are priced competitively, local lot sales/home construction is being predominantly driven privately in Meadowlands by the Park.

Normally the Town's unrealized Land Development properties, through relatively consistent annual lot sales, would have provided this Interim Operating Budget with approximately \$55,270 towards Subdivision Administration departmental costs and a further \$40,000 (ROI like) contribution. However, with no forecasted municipal lot sales in 2021, the Operating Budget is now absorbing this combined \$95,270 revenue loss. Subdivision Administration will now be paid by other enhanced revenue sources included in this Budget.

In 2016 Council accepted that all future lot/land sale proceeds upon realization be transferred fully into the Land Development Reserve to mitigate the further erosion of this saving fund for future considerations.

This decision will help preserve the significant value of our (dormant for now) Land Development holdings. Down the road Administration believes that the Town will be in a better position to ultimately expend these funds on valued major infrastructure expansion, community projects/facilities, or to re-enter the land development environment, if necessary.

## Community Program Partners

The 2021 – 2023 Interim Operating Budget includes continued funding for our community program partners and regional joint collaborative initiatives as follows:

		2019	2020 (Post Covid - Tax Budget - May 2020)	2020 (Pre Covid - Interim Budget - Dec 2019)	2021 Budget	2021-2020 Difference	2022	2023
1	Family Community Support Services (FCSS-2017-Botha)	\$196,435	\$196,435	\$196,435	\$196,435	\$0	\$196,435	\$196,435
	Provincial Funding (80%) - \$157,148							
	Municipal Funding (20%) - \$39,287							
2	Museum	\$34,000	\$34,000	\$34,000	\$34,000	\$0	\$34,000	\$34,000
3	Board of Trade (net) website design - \$25,000 + Advertising Increase - \$12,000 )	\$244,217	\$259,110	\$287,210	\$323,805	\$36,595	\$299,384	\$308,034
	Community Event	\$5,000	\$5,000	\$5,000	\$5,000		\$5,000	\$5,000
	Community Event - Steel Wheel Stampede	\$10,000	\$0	\$10,000	\$10,000		\$10,000	\$10,000
	Community Event - Adult Learning Council	\$3,000	\$0	\$3,000	\$3,000		\$3,000	\$3,000
	Community Development (\$44,000 - Programs)	\$31,000	\$0	\$31,000	\$31,000		\$31,000	\$31,000
4	Beautification - HBC (grant)	\$22,200	\$22,200	\$22,200	\$22,200	\$0	\$22,200	\$22,200
5	Public Library 2-74-11-00-00-765	\$245,702	\$250,182	\$250,182	\$238,492	-\$11,690	\$262,058	\$265,766
6	Parkland Reg Library (requisition)	\$49,104	\$50,890	\$50,890	\$50,890	\$0	\$51,907	\$52,946
7	Senior Handi Bus Society (grant-2-62)	\$25,000	\$25,000	\$25,000	\$25,000	\$0	\$25,000	\$25,000
8	Senior Housing Authority (req) (0% - Equal Assess Update)	\$331,307	\$350,318	\$347,873	\$368,792	\$20,919	\$387,232	\$406,594
9	Solid Waste Management (\$65-swma req/pop inc 5952)	\$386,880	\$386,880	\$404,736	\$386,880	-\$17,856	\$404,736	\$422,592
10	Heartland Youth Centre (playground program)	\$50,000	\$50,000	\$50,000	\$50,000	\$0	\$50,000	\$50,000
11	Fire Protection (Honorarium)	\$465,511	\$486,451	\$491,751	\$444,812	-\$46,939	\$453,472	\$461,829
13	Airport (net)	\$39,823	\$36,094	\$36,094	\$36,755	\$661	\$37,195	\$37,836
<b>Total Community Partners</b>		<b>\$2,139,179</b>	<b>\$2,152,559</b>	<b>\$2,245,370</b>	<b>\$2,227,061</b>	<b>-\$18,310</b>	<b>\$2,272,619</b>	<b>\$2,332,232</b>
14	Education (ASFF)	\$2,314,984	\$2,327,097	\$2,334,809	\$2,327,302	-\$7,507	\$2,368,632	\$2,416,079
15	Recreation (net) (Less SRC revenue due to COVID)	\$2,202,951	\$2,793,829	\$2,480,729	\$2,565,716	\$84,987	\$2,487,956	\$2,527,359

## Major Budget Impacts and Constraints

### Cost of Labor

A significant share (40.39%) of the overall 2021 – 2023 Interim Operating Budget is committed to human resources. Town Council understands and appreciates that our most valuable resource is people: energetic, innovative employees who care equally about providing great service for municipal residents while working safe and effectively with others. Employees who are constantly striving to be the best they can be in the performance of their jobs and responsibilities. Senior Administration works hard at promoting a healthy, civil, respecting and appreciative culture in the workplace, and Council assists greatly in being a genuine champion for its employees.

Incremental changes include market adjustments, annual inflation and merit adjustments considered necessary to remain competitive. The inherent inflation factor built into past and future year labor budgets is as follows:

	(Jan 1)	AB CPI (Jan1)
2016	3%	2.1%
2017	3%	2.5%
2018	1.5%	1.4%
2019	1.5%	1.2%
2020	2.5%	3.0%
2021	0% (subject to CUPE negotiations)	1.1% (oct 2020)
2022	1% (subject to CUPE negotiations)	
2023	1% (subject to CUPE negotiations)	

The Town is a service provider and the provision of municipal services is enhanced by employing and maintaining a well-trained, experienced and dedicated team. Employees are considered our most valuable asset and the retention of knowledgeable staff is considered a very high priority within our organization.

**The creation of new positions and/or salary grid changes must be approved by Council. Eliminated for the 2021-2023 is the payroll contingency of \$50,000. Administratively a contingency allocation was considered appropriate as the organization was experiencing some internal restructuring due to key retirements, as well ensuring some funds for seasonal emergent (enhanced) services. Conservative FTE/PT/OT employee costs are now better reflected with department labour budgets across the entire organization.**

2015	\$50,000 (transferred to General Reserves)
2016	\$50,000 (transferred to General Reserves)
2017	\$50,000 (transferred to General Reserves)
2018	\$50,000 (transferred to General Reserves)
2019	\$50,000 (to be transferred to General Reserves at Year End)
2020	\$0.00
<b>2021</b>	<b>\$0.00</b>
2022	\$0.00
2023	\$0.00



Salaries and benefits for employees are summarized below:

				Total Salary & Benefits	General Salaries	41-42-43 Utilities Salaries	Utility % of Total Salaries & Benefits		
				2014 Payroll Budget	4,814,270	3,662,480	23.92%		
				2015 Payroll Budget	5,042,160	3,858,430	23.48%		
				2016 Payroll Budget	5,231,370	4,005,360	23.44%		
				2017 Payroll Budget	5,530,020	4,226,160	23.58%		
				2018 Payroll Budget	5,717,710	4,432,770	22.47%		
				2019 Payroll Budget	5,784,230	4,413,610	23.70%		
				2020 Payroll Budget	6,209,960	4,841,990	22.03%		
<b>2021 Changes</b>									
	Benefits	WCB Claims Experience		(180)					
		Equitable Life - (Dental / Ext Health)		(4,207)					
		LAPP (increase in contribution rates)		2,170					
		Change in Bi-weekly Salary Formula (26.0893 - Leap year 27PP)		(17,759)					
	Admin	Move from Corporate Comm Cord to Comm Officer		16,795					
		Re-hire 2 Clerks at lower steps (AR & Tax Clerk)		(29,356)					
		Contingency in Training (Succession Planning)		20,000					
		Retirement Payout		10,000					
	Planning	Maternity Leave		0					
	GIS	SVWS		(6,000)					
		2021 Municipal Election Returning Officer		6,000					
	BOT	Re-hire Office Asst at lower step		(2,000)					
	Planning / Engineering	Vacancy of Temp Clerk		(23,711)					
	Pool	Pre-COVID Staffing Level		0					
	COLA - 0%	Merit, Benefit Volume/Rate Increases		43,808					
		2021 Payroll Budget		<b>6,225,520</b>	4,866,610	1,358,910	21.83%		
		2020 - 7.36%		0.25%	15,560				
		2022 Payroll Budget (est 1%)		6,252,800	27,280	0.44%			
		2023 Payroll Budget (est 1%)		6,385,660	132,860	2.12%			
Total Municipal Expenses									
						2020 (Pre Covid - Dec 2019)			
		2016	2017	2018	2019	2021	2022		
Total GL Expense		\$16,184,230	\$16,801,224	\$17,318,754	\$17,677,384	\$17,927,471	\$18,162,839	\$18,544,401	\$18,588,495
Less ASFF & Senior & DIP		-\$2,501,331	-\$2,511,755	-\$2,572,301	-\$2,746,995	-\$2,683,612	-\$2,697,012	-\$2,756,781	-\$2,823,590
Less LDR Transfer		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Less MSI Operating		-\$54,446	-\$53,284	-\$52,513	-\$53,680	-\$53,391	-\$52,856	-\$52,856	-\$52,856
Total Municipal Expenses		\$13,628,453	\$14,236,185	\$14,693,940	\$14,876,709	\$15,190,468	\$15,412,971	\$15,734,764	\$15,712,049
Salaries and Benefits									
Year	Salaries & Benefits	Change	Municipal Budget	%					
2016	\$5,231,370	\$189,210	\$13,628,453	38.39%					
2017	\$5,530,020	\$298,650	\$14,236,185	38.84%					
2018	\$5,717,710	\$187,690	\$14,693,940	38.91%					
2019	\$5,784,230	\$66,520	\$14,876,709	38.88%					
2020	\$6,209,960	\$425,730	\$15,190,468	40.88%					
2021	\$6,225,520	\$15,560	\$15,412,971	40.39%					
2022	\$6,252,800	\$27,280	\$15,734,764	39.74%					
2023	\$6,385,660	\$132,860	\$15,712,049	40.64%					
Merit Increases, Market Adjustments, Annual Inflation				Additional Wage Contingencies					
2014	3%			2014	\$90,000				
2015	3%			2015	\$50,000				
2016	3%			2016	\$50,000				
2017	3%			2017	\$50,000				
2018	2%			2018	\$50,000				
2019	1.5%			2019	\$50,000				
2020	2.5%			2020	\$0				
2021	0.0%			2021	\$0				
2022	1.0%			2022	\$0				
2023	1.0%			2023	\$0				

## Cost of Electricity and Natural Gas

The Town will consume approximately **5028 mWh** (5,028,000 kWh) of electricity in 2021 (**2020-4684 mWh**) at the contracted rate with CAPITAL POWER of \$43.92 per mWh (2 years: 2021-2022). The difference in mWh is the overall usage at the SRC, lagoons, campground and traffic lights. A summary of the Electrical Rate paid by the Town of Stettler is as follows:

- 2013 - 2018 - \$58.29 mWh – ENMAX / 2019 - 2020 - \$53.10 mWh - ENMAX
- 2021 – 2022 - \$43.92 mWh – CAPITAL POWER

The Town's energy contractor Energy Associates International (EAI) was integral in procuring our future retail electricity requirements in 2013 - 2022. They're fees are \$3 per mWh (approximately \$14,400 annually which is included in the commodity cost).

Combining both commodity retail fees (CAPITAL POWER & EAI **\$241,477 - 29%**) with wire service provider charges (ATCO **\$588,620 – 71%**), the 2021 Interim Operating Budget includes **\$830,097** (**2020 Pre Covid (Dec 2019) - \$861,757 (decrease of \$31,660 / -3.67%)**) for electricity. In 2021 there is decrease in Commodity Charges of **-\$22,367 due to the lower rate of \$43.92 mWh**, plus a decrease of **-9,293** in Delivery Costs, Rate Riders and Local Access Fees. Approximately **71%** (or **\$587,965**) of the Town's entire cost of electricity is attributed to the following three types of consumption: WTP 21.93% (**\$182,004**), the SRC 18.51% (**\$153,614**), and Street Lights 30.40% (**\$252,347**).

In addition, the Town will consume approximately **23,824 GJ** of natural gas in 2021 (**22,661 in 2020**) at the contracted rate with ACCESS Gas of \$2.67+ UFG (Unaccounted for Gas lost through the distribution system)+ applicable administration fees per GJ (5-year 2018 – 2022 - Hybrid Purchase (75% equivalent of weather normalized volumes) plus the EAI fee of \$0.30 per GJ. The 2021 Interim Operating Budget includes **\$201,464** (**2020 - \$185,396 increase of \$16,069 / (8.67%)**) for natural gas. The Provincial Carbon Tax has been repealed effective June 1, 2019; however, the 2021 Interim Budget foresees an increase of the Federal Carbon Tax in Alberta from \$1.58/GJ to \$2.10/GJ effective April 1, 2021. As such there is an increase in the Carbon Tax cost in 2021 of \$10,324 with the remaining \$5,745 from the increased usage in Town owned facilities. The Federal Carbon Tax currently makes up approximately **22%** (**\$44,700**), Commodity charges **37%** (**\$73,339**) and Transportation / Local Access Fee **41%** (**\$83,425**) of the Total \$201,464

**Given provincial uncertainty, as well as confidence in the budget estimates, Administration has eliminated the \$30,000 utility contingency in the 2021 – 2023 Interim Operating Budget.**

Of note, the Town has included "Affiliated Sites" in both of our long-term utility supply contracts with CAPITAL POWER & ACCESS GAS. These external community organizations benefit by realizing the same rates as the Town, while being responsible for their own bills. These sites include:

- Stettler Regional Board of Trade and Community Development
- Stettler Curling Club
- Stettler Community Support Centre (FCSS)
- Royal Canadian Legion
- Stettler Regional Child Care Centre
- Superfluity
- Gear-up
- Summer Village of White Sands
- Stettler Museum (added 2016)
- Stettler Golf Course (added 2019-2020)

## Franchise Agreements

The AltaGas Franchise Agreement was also renegotiated in 2015. This reflects a change in the franchise fee from 18% to 30%, **2021 – \$1,002,950** (2020 - \$936,000 - \$66,950 increase). The difference is based on an increase in Delivery Revenues, not retail revenues.

The ATCO Electric Franchise Agreement was also renegotiated in 2017. This reflects a change in the franchise fee from 6.1% to 11.1%. **2021 - \$727,000** (2020 - \$712,000 - \$15,000 increase). Franchise Fees are calculated upon the estimated distribution component of customer bills and not upon the retail (consumption) component.

## Debenture Debt

Debenture Debt outstanding at the end of 2020 will be approximately \$5.0 million. Included in this debt are borrowings for local improvement purposes of which \$1.364 million is being repaid through frontage levies on abutting properties. Therefore, these local improvement borrowings will be paid 100% by benefiting property owners and have no operating budget impacts.

Year	Total Debentures
2016	\$6,969,966.00
2017 *LI*	\$6,979,181.00
2018	\$6,502,626.00
2019	\$6,004,089.82
2020	\$5,482,521.43
<b>2021</b>	<b>\$5,004,358.85</b>
2022	
2023	

In accordance with the Town's 2019 Audited Financial Statements the Town's maximum debt limit per provincial legislation is approximately \$24.3 million. The 2021 Interim Operating Budget includes annual debt servicing costs as follows:

	Utilities	General	Total
Principle	\$276,321.52	\$223,192.36	\$499,513.88
Interest	\$119,934.73	\$74,946.38	\$194,881.11
Total	\$396,256.25	\$298,138.74	\$694,394.99
			\$694,394.99
		<b>2021 Budget</b>	<b>\$694,400.00</b>

## County of Stettler Revenue Contributions included in the Interim Operating Budget

	2019	2020 (Post Covid - Tax Budget - May 2020)	2020 (Pre Covid - Interim Budget - Dec 2019)	2021	2022	2023
<b>County of Stettler Contributions</b>						
Fire Department (Joint 50% / County Honorarium - 100%)	\$176,998	\$185,924	\$191,774	\$232,779	\$241,669	\$244,743
Regional Fire Chief & Deputy (50%)	\$148,580	\$151,865	\$151,865	\$151,680	\$152,665	\$154,815
RCMP - Community Resource Officer (25%)	\$28,690	\$0	\$0	\$0	\$0	\$0
Airport Operations	\$4,500	\$4,500	\$4,500	\$4,500	\$4,500	\$4,500
Recreation Cost Sharing (originally \$513,300)	\$470,980	\$431,500	\$431,500	\$431,500	\$435,845	\$476,300
Stettler Board of Trade (funding on project by project basis)	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total County of Stettler Contributions</b>	<b>\$829,748</b>	<b>\$773,789</b>	<b>\$779,639</b>	<b>\$820,459</b>	<b>\$834,679</b>	<b>\$880,358</b>

## County of Stettler Equitable Recreation Cost Sharing Contribution:

The 2021 Interim Operating Budget includes **\$431,500** in recreation support from the County of Stettler. The Administrative assumptions incorporated are as follows:

PLS Revenue:	\$431,500	
PLS Expenditures:		
Transfer to SRC Capital Reserve -Town	\$173,600	(represents 65% of \$4M deemed debt)
Transfer to SRC Capital Reserve -County	<u>\$93,300</u>	(represents 35% of \$4M deemed debt)
	<b>\$266,900</b>	
Remains as net operational support	\$46,200	(to support property tax mitigation)
Remains as new net operational support	<u>\$118,400</u>	(enhances available for Capital Budget)
	<b>\$164,600</b>	

**Council will consider the 2021 allotment of \$118,400 for any purpose within the Capital Budget.**

Either way the availability of these new funds is welcome and certainly helps to soften the budgetary impacts of the proposed 0% property tax increase.

	Assessment	Agreement %	% (\$ Amount)	Town of Stettler Budget	Actual Paid by County of Stettler	Assessment Diff	Budget Diff	% Diff	Capital (35% \$93,300) + (65% \$173,600)	Available for Capital	Operating
2015	1,619,422,100	0.03170%	\$513,356.81	\$513,300.00	\$513,451.54	0	0	0.00%	\$266,900	\$118,400	\$128,000
2016	1,564,948,030	0.03170%	\$496,088.53	\$496,000.00	\$495,612.29	-54,474,070	-17,300	-3.37%	\$266,900	\$118,400	\$110,700
2017	1,486,850,730	0.03170%	\$471,331.68	\$471,500.00	\$471,008.25	-78,097,300	-24,500	-4.94%	\$266,900	\$118,400	\$86,200
2018	1,497,109,550	0.03170%	\$474,583.73	\$474,000.00	\$473,521.29	10,258,820	2,500	0.53%	\$266,900	\$118,400	\$88,700
2019	1,487,837,630	0.03170%	\$471,644.53	\$471,600.00	\$470,979.71	-9,271,920	-2,400	-0.51%	\$266,900	\$118,400	\$86,300
2020	1,361,294,500	0.03170%	\$431,530.36	\$431,500.00		-126,543,130	-40,100	-8.50%	\$266,900	\$118,400	\$46,200
2021	1,361,294,500	0.03170%	\$431,530.36	\$431,500.00		0	0	0.00%	\$266,900	\$118,400	\$46,200
2022	1,374,907,445	0.03170%	\$435,845.66	\$435,845.00		13,612,945	4,345	1.01%	\$266,900	\$118,400	\$50,545
2023	1,388,656,519	0.03170%	\$440,204.12	\$440,204.00		13,749,074	4,359	1.00%	\$266,900	\$118,400	\$54,904

## Family and Community Support Services (FCSS)

The Town will continue to fund the maximum 20% share (**\$39,287**) to access the maximum 80% available funding from the Provincial Government (**\$157,148**). Total FCSS contribution including provincial funding is **\$196,435** in 2021.

## Miscellaneous 2021 Budget impacts

- Fire Agreements with Villages (50% Town share) will generate \$29,788
- AE Kennedy rental income to increase by \$6,450 to \$204,400 (2020 - \$197,950)
  - Current agreement expires 2023
- Ambulance Station rental income will generate \$20,100.
- Library rental income \$42,000.
- Physician recruitment included at \$1,500 per year. (decrease of \$21,000 from 2019)
- Minor Sport Associations within Town facilities continues to be subsidized at 50%.
- Seniors Centre (HUB) - \$20,875 income / \$13,330 expense

## Property Assessment and Taxation

### Property Assessment Growth Estimates due to New Construction

Growth in our assessment base, due to new construction, is expected to generate additional municipal revenues as follows:

• 2016	\$8.8 million	\$67,315
• 2017	\$3 million	\$23,223
• 2018	\$2.7 million	\$18,763
• 2019	\$3.2 million	\$25,980
• 2020	\$3.4 million	\$28,290
• <b>2021</b>	<b>\$3.9 million</b>	<b>\$29,865</b>
• 2022	\$2 million	\$16,100
• 2023	\$2 million	\$16,100

This new revenue from property taxation growth is welcome and vital to fund the budget challenges associated with sustainability and the ongoing uncertain Alberta economy.

### Municipal Property Taxation

Municipal governments have few tools available to finance budgetary pressures. Property taxes are the primary and most substantial revenue source available. The three-year Operating Budget proposes the following municipal property tax increases to offset rising costs, yet remaining mindful of today's economic challenges.

	<u>Res/N-Res</u>	<u>New Tax \$ Generated</u>	<u>Each 1% equals</u>
2023	2% & 2%	\$138,622	\$61,161
2022	2% & 2%	\$135,707	\$59,803
<b>2021</b>	<b>0% &amp; 0%</b>	<b>\$0</b>	<b>\$59,505</b>
2020	0% & -1%	-\$22,496	\$59,347
2019	2% & 2%	\$112,730	\$56,365
2018	2% & 2%	\$110,003	\$55,003
2017	2% & 2%	\$107,484	\$53,742
2016	2% & 2%	\$105,380	\$51,978
2015	3% & 3%	\$149,247	\$49,750
2014	3% & 4%	\$143,440	\$47,110
2013	3% & 3%	\$129,403	\$45,740
2012	3% & 3%	\$122,980	\$40,993
2011	3% & 3%	\$118,170	\$39,390
2010	1% & 2%	\$50,500	\$38,360
2009	.45% & 2.9%	\$45,660	\$37,167
2008	5.41% & 8.45%	\$213,585	
2007	5% & 10%	\$194,062	
2006	8%	\$215,750	

**Historical** "Municipal" new property tax revenue generation, including the approved tax increase and new growth:

2020	\$5,950,507	+\$16,949	0.29%	(0% residential / -1% non-residential)
2019	\$5,933,558	+\$151,304	2.6%	
2018	\$5,782,254	+\$137,033	2.4%	
2017	\$5,645,221	+\$126,857	2.3%	
2016	\$5,518,364	+\$181,244	3.4%	
2015	\$5,337,120	+\$224,547	4.4%	
2014	\$5,112,573	+\$270,245	5.6%	
2013	\$4,842,328	+\$403,747	9.1%	
2012	\$4,438,581	+\$224,337	5.3%	
2011	\$4,099,128	+\$159,729	3.9%	
	\$115,116	+\$115,116	-	Annexed Properties
2010	\$3,939,399	+\$105,589	2.7%	
2009	\$3,833,810	+\$117,858	3%	
2008	\$3,715,952	+\$362,792	11%	
2007	\$3,353,160	+\$352,551	12%	
2006	\$3,000,609	+\$308,537	11%	
2005	\$2,692,072	+\$177,009	7%	
2004	\$2,515,063	+\$97,883	4%	
2003	\$2,417,181	+\$101,837	4%	

## Municipal Utility Services

### Water Services:

A summary of the projected water rates included in the 2020 - 2022 Interim Operating Budget is as follows:

Year	Rate	Difference	Flate Rate / Month	Botha / m3	Hwy12-21 / m3	SMRWSC / m3	True-up / Estimate
2005	\$0.9000		\$10.00	\$0.9000	\$0.0000	\$0.0000	
2006	\$0.9900	\$0.09	\$10.00	\$0.9900	\$0.8365	\$0.0000	True-up
2007	\$1.0808	\$0.09	\$10.00	\$1.0808	\$1.0955	\$0.0000	True-up
2008	\$1.1717	\$0.09	\$10.00	\$1.1717	\$1.0862	\$0.0000	True-up
2009	\$1.7000	\$0.53	\$10.00	\$1.5500	\$1.0500	\$1.0200	True-up
2010	\$1.7700	\$0.07	\$10.00	\$2.0000	\$1.1800	\$1.2400	True-up
2011	\$2.0100	\$0.24	\$10.00	\$2.0500	\$1.2590	\$1.2880	True-up
2012	\$2.2900	\$0.28	\$10.00	\$2.0670	\$1.3840	\$1.4130	True-up
2013	\$2.5200	\$0.23	\$10.00	\$2.1000	\$1.3200	\$1.3500	True-up
2014	\$2.5900	\$0.07	\$10.00	\$2.1334	\$1.3228	\$1.3673	True-up
2015	\$2.7200	\$0.13	\$10.00	\$2.2272	\$1.3144	\$1.3543	True-up
2016	\$2.7300	\$0.01	\$10.00	\$2.2378	\$1.3429	\$1.3816	True-up
2017	\$2.7800	\$0.05	\$10.00	\$2.2320	\$1.3215	\$1.3617	True-up
2018	\$2.7900	\$0.01	\$10.00	\$0.0000	\$1.3900	\$1.4214	True-up
2019	\$2.8000	\$0.01	\$10.00	\$0.0000	\$1.3356	\$1.3681	True-up
2020	\$2.8200	\$0.02	\$10.00	\$0.0000	\$1.3960	\$1.4420	Estimate
2021	\$2.8200	\$0.00	\$10.00	\$0.0000	\$1.3960	\$1.4420	Estimate
2022	\$2.8400	\$0.02	\$10.00	\$0.0000	\$1.3900	\$1.4420	Estimate
2023	\$2.8500	\$0.01	\$10.00	\$0.0000	\$1.3900	\$1.4420	Estimate

For a typical Stettler residential customer using 17 m<sup>3</sup> per month, water costs are projected to change by the following amounts:

2014 + \$1.19 per month or \$14.28 per year

2015 + \$2.21 per month or \$26.52 per year

2016	+ \$0.17 per month or \$2.04 per year
2017	+ \$0.85 per month or \$10.20 per year
2018	+ \$0.17 per month or \$2.04 per year
2019	+ \$0.17 per month or \$2.04 per year
2020	+ \$0.34 per month or \$4.08 per year
2021	+ \$0.00 per month or \$0.00 per year
2022	+ \$0.34 per month or \$4.08 per year
2023	+ \$0.17 per month or \$2.04 per year

The water rates model originally prepared by Campbell Ryder and Associates has been updated for 2021 – 2022 estimates as included in this Budget. Administration is currently updating the Water Model to 2032.

The model allocates budgeted cash expenditures among all internal and external consumer groupings using various sharing mechanisms. The model does not allow for debenture debt repayments (both principal & interest) or capital expenditures however does allow for net depreciation of capital and for a rate of return on net capitalized assets at **8.300%**, actual debt at ACFA borrowing rate – 3.928%, and deemed debt at a hybrid rate of 4.500%.

The following is a summary of the gross expenditures being forecast in the rate model:

Total Operational Budget Summary	2015	2016	2017	2018	2019	2020	2021	2022	2023
Expenditures (per Town Budget)	\$2,743,105	\$2,794,070	\$2,829,677	\$2,816,041	\$3,033,843	\$3,095,880	\$3,092,209	\$3,094,833	\$3,114,628
minus - Non Cash Items (Debt, ROE)	-\$511,030	-\$501,780	-\$491,580	-\$488,400	-\$476,520	-\$471,440	-\$461,360	-\$446,170	-\$436,080
Total Cash Operating Expenditures	\$2,232,075	\$2,292,290	\$2,338,097	\$2,327,641	\$2,557,323	\$2,624,440	\$2,630,849	\$2,648,663	\$2,678,548
Net Depreciation	\$300,791	\$288,038	\$300,215	\$297,241	\$299,040	\$298,358	\$300,468	\$292,637	\$292,537
Return on Assets	\$271,000	\$260,000	\$250,000	\$240,000	\$235,000	\$230,000	\$220,000	\$210,000	\$200,000
Return on Debt	\$215,661	\$202,117	\$193,460	\$186,518	\$178,773	\$170,608	\$169,887	\$162,100	\$156,500
Total Gross Cost Allocated in Water Model	\$3,019,527	\$3,042,445	\$3,081,772	\$3,051,400	\$3,270,136	\$3,323,406	\$3,321,204	\$3,313,400	\$3,327,585

The consumption estimates projected in the water model and used to calculate customer rates are as follows:

	Actual m <sup>3</sup> Dec 31, 2019	m <sup>3</sup> 2020	m <sup>3</sup> 2021	m <sup>3</sup> 2022+
In-Town Customers (Ave 2615)	632,598 43%	700,000 48.0%	700,000 48.0%	700,000 48.0%
Highway 12/21 Customers	235,842	250,000	250,000	250,000
SMRWSC Customers	603,866	500,000	500,000	500,000
Total Out-of-Town Customers	839,708 57.0%	750,000 52.0%	750,000 52.0%	750,000 52.0%

With the dissolution of Botha, becoming part of the County of Stettler on September 1, 2017, the consumption for Botha in the water model has been included in the consumption for SWRWSC for 2018 onwards. For simplicity purposes the model does not assume any new growth either in Town or from external customers.

The additions of Bashaw, New Norway and Duhamel have also been included in the consumption amounts for Hwy 12/21 Regional Water Commission. Soon Mirror and Edberg will also be added to the Commission as funding has been allocated from the Provincial Government for regional water lines to be completed.

Our water treatment plant is currently producing at around 1/2 capacity which is considered an uneconomic production level. The good news is that production costs are not directly proportional to higher volumes, therefore higher consumption (in the longer term) should eventually result in more attractive rates. Staffing is a significant cost component that would only marginally increase with substantially higher consumption levels.

Members of Council should be reminded that the rates determined for out of town agencies represent their wholesale cost of purchasing water from the Town. Each must individually add their own distribution, maintenance and administration component costs before determining their price to their ultimate customer.

Utilizing a proven "Water Model" is an approved mechanism for calculating water rates to customers outside your boundaries, and is defensible to the Alberta Energy & Utilities Board.

### Water Conclusion:

The 2021- 2023 Interim Operating Budget generates within the Municipal Water Utility the following annual "Cash" contributions towards water capital and other general municipal operations:

	\$2.72 m <sup>3</sup>	\$2.73 m <sup>3</sup>	\$2.78 m <sup>3</sup>	\$2.79 m <sup>3</sup>	\$2.80 m <sup>3</sup>	\$2.82 m <sup>3</sup>	\$2.82 m <sup>3</sup>	\$2.84 m <sup>3</sup>	2.85 m <sup>3</sup>
Annual Contributions	2015	2016	2017	2018	2019	2020	2021	2022	2023
Administration Services Recovery	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000
Debtenture Payments	\$234,030	\$235,780	\$235,580	\$242,400	\$235,520	\$235,440	\$235,360	\$230,170	\$230,080
Water Meter Replacement Capital	\$46,000	\$46,000	\$46,000	\$46,000	\$46,000	\$75,000	\$75,000	\$75,000	\$75,000
Return on Investment to General (in lieu of Franchise Fee 8.30% of 40% Equity)	\$271,000	\$260,000	\$250,000	\$240,000	\$235,000	\$230,000	\$220,000	\$210,000	\$200,000
Available for Water Capital (in lieu of depreciation)	\$255,725	\$208,632	\$202,716	\$176,314	\$94,969	-\$63,562	\$55,149	\$60,410	\$46,517

**Option: Any change to In-Town consumption rates will further increase or decrease the amount available for water capital purpose: For example, each \$0.01 per m<sup>3</sup> rate increase/decrease results in an annual water revenue budget projection change of \$5,902 based on 590,000 m<sup>3</sup> (plus commercial sewer revenue by an additional \$1,160).**

Of note, the \$10 per month flat fee currently recovers 39.39% (\$297,120 / \$754,393) of the combined Water Billing (\$92,240) and Water Transmission (\$662,153) expenses in the 2021 Operational Budget totaling \$754,393. The remaining 60.61% of these costs are recovered through In-Town volume consumption rates.

The logic behind incorporating a monthly fixed rate fee is to share equitably amongst all customers those component costs that are considered predominantly fixed and not variable. Our current benchmark is to recover 40% to 50% of the billing and transmission component costs through the equal fixed fee. For comparison purposes, if our benchmark was increased to 100%, this would no longer be considered equitable as the residential class (with the most customers) would then be charged for 85% of these costs. Conversely if our benchmark was set to zero our variable water rate would increase to \$3.2857 and this would not be equitable to larger consuming commercial customers.

However, Council should be mindful that any change to the fixed component will generally affect the smallest consumers the most. For illustrative purposes a \$1 per month fixed increase generates \$29,712 in additional revenue, this is equivalent to a \$0.2263 m<sup>3</sup> volume rate increase on a small household consuming 5 m<sup>3</sup> per month, versus only a \$0.0565 m<sup>3</sup> increase to an average household using 20 m<sup>3</sup> per month.

- \$0.2263 x 5 m<sup>3</sup> x 12 months = \$13.57
- \$0.0565 x 20m<sup>3</sup> x 12 months = \$13.57



**Option: A \$1.00 per month change in the fixed component rate will generate \$29,712 in additional revenue. At \$11 per month the Town would then recover an estimated 43.32% (\$326,832 / \$754,393) of the Billing and transmission costs.**

**Sanitary Sewer Services:**

Year	Rate / Month	Increase / Month
2013	\$18.00	
2014	\$19.00	\$1.00
2015	\$21.00	\$2.00
2016	\$21.50	\$0.50
2017	\$22.00	\$0.50
2018	\$22.25	\$0.25
2019	\$22.50	\$0.25
2020	\$22.75	\$0.25
2021	\$22.75	\$0.00
2022	\$23.00	\$0.25
2023	\$23.25	\$0.25
2024	\$23.50	\$0.25
2025	\$23.75	\$0.25

Historically residential flat monthly sewer rates were as follows. Commercial sewer rates are calculated at 40% (Industry Standard - On average 40% of home water use is from the toilet, Canadian Mortgage and Housing) of the monthly water consumption charge or **\$22.75 (2021 proposed rate)** per month, whichever is the greater. Therefore, as water rates increase, commercial properties using more than approximately 20.17 m<sup>3</sup> of water per month will pay more for sewage disposal as well.

The 2021 – 2023 Interim Operating Budget proposes no increase in the flat rate for residential customers. Each \$0.05 increase from the 2021 proposed rate of \$22.75 would generate an additional \$1,234 from residential customers while the \$0.01 per m<sup>3</sup> proposed water rate increase will generate an additional \$1,160 in sewer revenues from commercial properties.

The following is a summary the 2021 sewer revenue forecast by class of customer:

	#		2021 Water Consumption		2021 Sewer Revenue	
Commercial Properties	370	15.2%	275,000 m <sup>3</sup>	46.6%	\$327,120	36.8%
Residential Properties:	2057	84.8%	315,000 m <sup>3</sup>	53.4%	\$561,561	63.2%
	2427		590,000 m <sup>3</sup>		\$888,681	(\$888,681 2021)

A summary of net revenue generated (for capital) within the 2021 – 2023 Interim Operating Budget from municipal sewer utility services is as follows:

	@\$21.00	@\$21.50	@\$22.00	@\$22.25	@\$22.50	@\$22.75	@\$22.75	@\$23.00	@\$23.25
	2015	2016	2017	2018	2019	2020	2021	2022	2023
Total Available for Capital Funding	\$260,370	\$262,889	\$224,218	\$193,937	\$226,583	\$263,356	\$243,836	\$245,009	\$261,721

**As a result, the 2021 Interim Operating Budget proposes a \$0.00 increase in the monthly residential sewer rate of \$22.75 per month.**

**Option: each \$0.05 residential rate change from the proposed 2021 rate of \$22.75 per month flat residential sewer charge will impact the budget by \$1,234 per year.**

**Garbage Collection/Landfill Services and Recycling:**

**Garbage Collection (Weekly)**

Historically residential flat garbage collection fees were as follows. Each \$0.05 increase from the **2021 proposed rate of \$23.75** would generate an additional \$1,337 from residential customers.

Year	Rate / Month	Increase / Month
2013	\$18.00	
2014	\$19.00	\$1.00
2015	\$21.00	\$2.00
2016	\$22.50	\$1.50
2017	\$23.00	\$0.50
2018	\$23.25	\$0.25
2019	\$23.50	\$0.25
2020	\$23.75	\$0.25
2021	\$23.75	\$0.00
2022	\$24.00	\$0.25
2023	\$24.25	\$0.25
2024	\$24.50	\$0.25
2025	\$24.75	\$0.25

### Stettler Waste Management Association (SWMA) Per Capita

The 2021 Interim Operating Budget also anticipates an 0% increase to the SWMA per Capital of \$65.00

Budget 2021 also includes 55 new residential collection Bins at a cost of \$4200.00. Total residential bins in use 2228.

SWMA Historical		
Year	Rate / Month	Increase / Month
2013	\$43.00	
2014	\$46.00	\$3.00
2015	\$52.00	\$6.00
2016	\$58.00	\$6.00
2017	\$61.00	\$3.00
2018	\$62.00	\$1.00
2019	\$65.00	\$3.00
2020	\$65.00	\$0.00
2021	\$65.00	\$0.00
2022	\$68.00	\$3.00
2023	\$71.00	\$3.00
2024	\$74.00	\$3.00
2025	\$77.00	\$3.00

The Town of Stettler is currently under a 5-year contract with C&S Disposal for Residential collection of garbage (weekly), composting (bin locations) and recycling (bi-weekly) services.

	2020	2021	2022	2023	2024
<b>Garbage Collection:</b>		addition of Tower Rd			
# of Units:	2198	2228	2235	2240	2245
Budget estimate:	\$ 131,880.00	\$ 133,680.00	\$ 136,782.00	\$ 139,776.00	\$ 142,782.00
<b>Municipal Waste Bins - 14 Bins</b>					
Budget estimate:	\$ 21,840.00	\$ 21,840.00	\$ 22,276.80	\$ 22,722.00	\$ 23,177.28
<b>Municipal Recycling per week</b>					
Budget estimate:	\$ 240.24	\$ 240.24	\$ 244.92	\$ 249.60	\$ 254.76
<b>Total Contracted Garbage Collection:</b>	\$ 153,960.24	\$ 155,760.24	\$ 159,303.72	\$ 162,747.60	\$ 166,214.04
	2020	2021	2022	2023	2024
<b>Composting Collection -</b>					
# of Pick-up Days / year: (Tuesdays & Thursdays - April 1 to November 11)	64	64	64	64	64
# of bins:	23	23	23	23	23
Pro Rated Budget Estimate	\$ 17,664.00	\$ 17,664.00	\$ 18,017.28	\$ 18,370.56	\$ 18,738.56
Year Contract Budget Estimate	\$ 28,704.00	\$ 28,704.00	\$ 29,278.08	\$ 29,852.16	\$ 30,450.12
	2020	2021	2022	2023	2024
<b>Recycling Collection:</b>					
# of Units:	2173	2188	2195	2200	2205
Budget Estimate: (Bi-weekly)	\$ 104,521.30	\$ 105,242.80	\$ 107,862.30	\$ 110,396.00	\$ 112,940.10
Total Yearly Budget - All	\$ 287,185.54	\$ 289,707.04	\$ 296,444.10	\$ 302,995.76	\$ 309,604.26
Total Yearly Budget - pro-rated Composting	\$ 276,145.54	\$ 278,667.04	\$ 285,183.30	\$ 291,514.16	\$ 297,892.70
	Total 5 Year Contract				\$ 1,485,936.70

**As a result, the 2021 Interim Operating Budget proposes a \$0.00 increase in the monthly residential garbage rate of \$23.75 per month.**

A summary of net revenue generated in the 2021 – 2023 Interim Operating Budget from municipal garbage utility services as well as projected rate changes is as follows:

	@\$21.00	@\$22.50	@\$23.00	@\$23.25	@\$23.50	@\$23.75	@\$23.75	@\$24.00	@\$24.25
Net Landfill and Garbage Operations	2015	2016	2017	2018	2019	2020	2021	2022	2023
Total Available for Capital Funding	\$86,789	\$88,686	\$82,767	\$56,677	\$55,605	\$55,158	\$66,588	\$57,700	\$43,390
# of Users	2,170	2,175	2,180	2,185	2,190	2,190	2,228	2,235	2,240

### Recycling (Bi-weekly)

Year	Rate / Month	Increase / Month
2013	\$6.00	
2014	\$6.00	\$0.00
2015	\$6.00	\$0.00
2016	\$6.00	\$0.00
2017	\$6.25	\$0.25
2018	\$6.25	\$0.00
2019	\$6.50	\$0.25
2020	\$6.50	\$0.00
2021	\$6.50	\$0.00
2022	\$7.00	\$0.25
2023	\$7.25	\$0.25
2024	\$7.50	\$0.25
2025	\$7.75	\$0.25

Historically residential flat recycling collection fees were as follows. Each \$0.05 increase from the **2021 proposed rate of \$6.50** would generate an additional \$1,313 from residential customers.

**As a result, the 2021 Interim Operating Budget proposes no increase in the monthly residential recycling rate from \$6.50 per month.**

A summary of net revenue generated in the 2020 – 2022 Interim Operating Budget from municipal recycling / composting utility services as well as projected rate changes is as follows:

	@\$6.00	@\$6.00	@\$6.25	@\$6.25	@\$6.50	@\$6.50	@\$6.50	@\$7.00	@\$7.00
Recycling /Composting Operations	2015	2016	2017	2018	2019	2020	2021	2022	2023
Total Available for Capital Funding	\$26,399	\$19,210	\$20,280	\$18,510	\$19,665	\$46,636	\$47,758	\$58,501	\$62,633
# of Users	2,135	2,145	2,150	2,160	2,160	2,160	2,188	2,195	2,200

These net contributions to the overall amount available for capital are based upon maintaining the same levels of service for both programs:

- Curbside residential garbage collection on a weekly basis.
- Curbside residential recycling collection on a bi-weekly basis.

**Option: Each \$0.05 change in monthly residential garbage collection rates will impact the budget by +/- \$1,337 annually.**

**Option: Each \$0.05 change in monthly residential recycling collection rates will impact the budget by +/- \$1,313 annually.**

## 2021 – 2023 Operating Budget Conclusion

	2017	2018	2019	2020	2021	2021	Diff
Assessment	\$265,140	\$265,140	\$265,140	\$265,140		\$265,140	
<b>0%</b> Tax (interim) 2021	\$1,766.27	\$1,801.60	\$1,837.63	\$1,856.01		\$1,856.01	\$0.00
Water Rate per Cubic Meter Based on 17 M3 per Month - (2017 - \$2.78 / 2018 - \$2.79 / 2019 - \$2.80 / 2020 - \$2.82 / 2021 - \$2.82)	\$567.12	\$569.16	\$571.20	\$575.28	\$2.82 x 17m3 x 12	\$575.28	\$0.00
Water Fixed Rate - \$10.00 per Month	\$120.00	\$120.00	\$120.00	\$120.00	\$10 x 12	\$120.00	\$0.00
Sewer Fixed Rate per Month - (2017 = \$22.00 / 2018 = \$22.25 / 2019 = \$22.50 / 2020 = \$22.75 / 2021 - \$22.75)	\$264.00	\$267.00	\$270.00	\$273.00	\$22.75 x 12	\$273.00	\$0.00
Garbage Fixed Rate per Month - (2017 = \$23.00 / 2018 = \$23.25 / 2019 = \$23.50 / 2020 = \$23.75 / 2021 - \$23.75)	\$276.00	\$279.00	\$282.00	\$285.00	\$23.75 x 12	\$285.00	\$0.00
Recycling Fixed Rate - (2017 - \$6.25 / 2018 - \$6.25 / 2019 - \$6.50 / 2020 = \$6.50 / 2021 - 6.50)	\$75.00	\$75.00	\$78.00	\$78.00	\$6.50 x 12	\$78.00	\$0.00
<b>Total</b>	\$3,068.39	\$3,111.76	\$3,158.83	\$3,187.29		\$3,187.29	\$0.00
	\$59.83	\$43.37	\$47.07	\$28.46		\$0.00	
<b>Overall Percentage Change</b>	1.99%	1.41%	1.51%	0.90%			0.00%

**Alternative 2021 Incremental Financial Impacts on the Budget and on the Average Residential Customer:**

<u>Incremental Financial Impact on Customer/ Property Owner:</u>	<u>Impact on Interim Budget</u>
Proposed <b>Municipal Tax</b> increase of <b>0%</b>	+\$0
Each <b>1%</b> Municipal Tax Increase	+\$9,905
Proposed <b>Water Rate</b> increase of <b>\$0.00m<sup>3</sup></b> (no change - \$2.82)	+\$0.00
Each \$0.01 <b>Water Rate</b> increase per month	+\$5,902
Generates automatic commercial <b>Sewer Revenue</b>	+\$1,160
Each \$1 fixed <b>Water Rate</b> increase per month = \$12/year	+\$29,712
Proposed <b>Sewer Rate</b> increase of <b>\$0.00</b> (no change - \$22.75)	+\$0.00
Each \$0.05 fixed <b>Sewer Rate</b> increase per month = \$0.60/year/res	+\$1,234
Proposed <b>Garbage Rate</b> increase of <b>\$0.00</b> (no change - \$23.75)	+\$0.00
Each \$0.05 fixed <b>Garbage Rate</b> increase per month = \$0.60 per year	+\$1,337
Proposed <b>Recycling Rate</b> increase of <b>\$0.00</b> (no change - \$6.50)	+\$0.00
Each \$0.05 fixed <b>Recycling Rate</b> increase per month = \$0.60 per year	+\$1,313
2021 Funding Requests (from property tax base)	
<ul style="list-style-type: none"> <li>• Stettler History Book - \$5000 - \$10,000 (or interest free loan)</li> <li>• Community Builders \$ _____ (BOT new recognition)</li> <li>• Transportation Subsidy \$ _____</li> </ul>	

Water, Sewer, Garbage & Recycling							
Net Budget Impacts							
	2019	2020 Post COVID - May 2020	2020 Pre COVID - Dec 2019	2021	2022	2023	
	\$10/month plus 590,000 m <sup>3</sup> @ \$2.8000 m <sup>3</sup>	\$10/month plus 590,000 m <sup>3</sup> @ \$2.8200m <sup>3</sup>	\$10/month plus 590,000 m <sup>3</sup> @ \$2.8200m <sup>3</sup>	\$10/month plus 590,000 m <sup>3</sup> @ \$2.8200m <sup>3</sup>	\$10/month plus 590,000 m <sup>3</sup> @ \$2.8400 m <sup>3</sup>	\$10/month plus 590,000 m <sup>3</sup> @ \$2.8500 m <sup>3</sup>	
Revenue - Water	\$ 3,128,812	\$ 3,032,318	\$ 3,147,098	\$ 3,147,358	\$ 3,155,243	\$ 3,161,145	
Expenditures - Water	\$ 3,033,843	\$ 3,095,880	\$ 3,095,880	\$ 3,092,209	\$ 3,094,833	\$ 3,114,628	
Net Budget Impact	\$ 94,969	\$ (63,562)	\$ 51,218	\$ 55,149	\$ 60,410	\$ 46,517	
Net Depreciation, not included	\$ 299,040	\$ 298,358	\$ 298,358	\$ 300,468	\$ 292,637	\$ 289,846	
Debenture Principal, included	\$ 148,220	\$ 154,780	\$ 154,780	\$ 161,640	\$ 163,700	\$ 170,890	
Plus R.O.I. Included in Exp.	\$ 235,000	\$ 230,000	\$ 230,000	\$ 220,000	\$ 210,000	\$ 200,000	
Debenture Interest, included in Exp.	\$ 87,300	\$ 80,660	\$ 80,660	\$ 73,720	\$ 66,470	\$ 59,190	
	2019	2020	2020	2021	2022	2023	
	@ \$22.50/month	@ \$22.75/month	@ \$22.75/month	@ \$22.75/month	@ \$23.00/month	@ \$23.25/month	
Revenue - Sewer	\$ 941,490	\$ 905,963	\$ 950,675	\$ 950,701	\$ 956,872	\$ 963,043	
Expenditures - Sewer	\$ 714,907	\$ 642,607	\$ 642,607	\$ 706,865	\$ 711,863	\$ 701,322	
Net Budget Impact	\$ 226,583	\$ 263,356	\$ 308,068	\$ 243,836	\$ 245,009	\$ 261,721	
Debenture Princ & Int	\$ 226,280	\$ 160,940	\$ 160,940	\$ 160,900	\$ 160,860	\$ 153,500	
	2019	2020	2020	2021	2022	2023	
	2190/month	2190/month	2190/month	2228/month	2235/month	2240/month	
	@ \$23.50/month	@ \$23.75/month	@ \$23.75/month	@ \$23.75/month	@ \$24.00/month	@ \$24.25/month	
Revenue - Garbage	\$ 648,725	\$ 655,790	\$ 655,790	\$ 668,598	\$ 677,680	\$ 685,840	
Expenditures - Garbage	\$ 593,120	\$ 600,632	\$ 642,566	\$ 602,010	\$ 619,980	\$ 642,450	
Net Budget Impact	\$ 55,605	\$ 55,158	\$ 13,224	\$ 66,588	\$ 57,700	\$ 43,390	
	2019	2020	2020	2021	2022	2023	
	2160	2160	2160	2188	2195	2200	
	@ \$6.50/month	@ \$6.50/month	@ \$6.50/month	@ \$6.50/month	@ \$7.00/month	@ \$7.25/month	
Revenue - Recycling	\$ 168,480	\$ 168,870	\$ 168,870	\$ 170,665	\$ 184,380	\$ 191,400	
Expenditures - Recycling/Compost	\$ 148,815	\$ 122,234	\$ 151,450	\$ 122,907	\$ 125,879	\$ 128,767	
Net Budget Impact	\$ 19,665	\$ 46,636	\$ 17,420	\$ 47,758	\$ 58,501	\$ 62,633	
<b>Combined Net Budget Impact:</b>	\$ 396,822	\$ 301,588	\$ 389,930	\$ 413,331	\$ 421,620	\$ 414,261	
	\$ 679,528	\$ 247,659	\$ 635,497	\$ 235,518	\$ 213,928	\$ 500,836	
	\$ 1,076,350	\$ 549,247	\$ 1,025,427	\$ 648,849	\$ 635,548	\$ 915,097	
1/2% Municipal Tax Increase		\$ 29,753					
\$.01 increase in Municipal Water		\$ 5,902					
\$1 increase in Flat Fee Municipal WATER		\$ 29,712					
\$.01 increase in Municipal Water (COM SEWER)		\$ 1,160					
\$.05 increase in Flat Fee Municipal SEWER		\$ 1,234					
\$.05 increase in Flat Fee Municipal GARBAGE		\$ 1,337					
\$.05 increase in Flat Fee Municipal RECYCLING		\$ 1,313					

## 2021 Budget Summary

Revenue	2020 Post Covid - May 2020	2020 Pre Covid - Dec 2019	2021 Budget	Variance	%	Notes
Administration	\$317,333	\$317,333.00	\$272,020.00	-\$45,313.00	-14.28%	
	Clearview swimming pool - Agreement complete - (-\$13,315)					
	White Sands Contract - Contract complete - (-\$32,000)					
	Inter Dept Utility Transfer - \$250,000					
Police	\$520,024	\$565,466.00	\$466,391.00	-\$99,075.00	-17.52%	MSI Operating - \$52,856
	Traffic Fines - Budget - \$60,000 - 2019 Total Fines - \$51,442					
	Provincial Grant - \$347,208					
	Community Resource Program - Clearview 50% - County 25% - \$0.00 - no dedicated sro officer					
Fire	\$402,577	\$408,427.00	\$449,247.00	\$40,820.00	9.99%	change in budget process for County Honorarium - 100% county
Disaster Services	\$0	\$0.00	\$0.00	\$0.00		
Bylaw Enforcement	\$109,950	\$109,950.00	\$109,950.00	\$0.00	0.00%	
	Business Licenses Budget - \$86,250 / Animal License Budget \$21,700					
Roads, Streets, Walks, Lights	\$64,535	\$64,535.00	\$63,800.00	-\$735.00	-1.14%	
	Roads Frontage - Pavement (Budget - \$63,800)					
Airport	\$10,880	\$10,880.00	\$10,880.00	\$0.00	0.00%	
Drainage	\$0	\$0.00	\$0.00	\$0.00	#DIV/0!	
Water Supply & Distribution	\$3,032,318	\$3,147,098.00	\$3,147,358.00	\$260.00	0.01%	
	Metered sale of water (Budget - \$1,961,648)					
	Metered out of Town (Budget - \$1,070,000)					
	Bulk water (Budget - \$40,000)					
Sewer	\$905,963	\$950,675.00	\$950,701.00	\$26.00	0.00%	
	Sewer Service Charges (Budget - \$888,681)					
Garbage Collection & Disposal	\$824,660	\$824,660.00	\$839,263.00	\$14,603.00	1.77%	SWMA haul rebate - \$26,619
	Residential Garbage Revenue (2021 Budget - \$634,980 / 2020 Budget - \$623,438 - \$11,542 - increase in residential customers)					
	Recycling Revenue (Budget 2021 - \$170,664 / 2020 Budget - 168,870 = \$1,794 - Recycling rebate - \$26,619-25,352 = \$1,265)					
FCSS	\$157,148	\$157,148.00	\$157,148.00	\$0.00	0.00%	
Cemetery	\$23,600	\$23,600.00	\$23,600.00	\$0.00	0.00%	
Planning & Development	\$34,100	\$44,500.00	\$44,500.00	\$0.00	0.00%	
	Building Permits (Budget - \$30,000)					
Economic Development - BOT	\$149,585	\$222,920.00	\$232,125.00	\$9,205.00	4.13%	Brochure Adv / Event Rev
Subdivision Land	\$200	\$2,000.00	\$2,000.00	\$0.00	0.00%	Subdivision Fees
Land, Housing & Rentals	\$273,780	\$273,780.00	\$282,015.00	\$8,235.00	3.01%	
	AE Kennedy Health Unit - \$204,400 (\$6450 inc)					
	Ambulance Station - \$20,100					
	SRC - Library - Budget - \$42,000					
Recreation - General	\$3,000	\$3,000.00	\$3,000.00	\$0.00	0.00%	
Recreation Programs	\$3,500	\$24,460.00	\$22,700.00	-\$1,760.00	-7.20%	Ball / Soccer
Facilities	\$848,805	\$1,088,705.00	\$952,732.00	-\$135,973.00	-12.49%	County / Pool / SRC Rev (Covid)
Community Hall	\$20,000	\$40,000.00	\$30,000.00	-\$10,000.00	-25.00%	
Senior's Center	\$14,437	\$22,875.00	\$20,875.00	-\$2,000.00	-8.74%	
Parks	\$50,650	\$100,650.00	\$115,650.00	\$15,000.00	14.90%	
	Lions Campground - Budget - \$115,000 (\$15,000 Inc)					
Operating Contingency	\$100,146	\$0.00	\$0.00	\$0.00	0.00%	
Taxes / Penalties	\$8,527,784	\$8,704,836.00	\$8,677,383.00	-\$27,453.00	-0.32%	
Other Revenue	\$1,845,400	\$1,845,400.00	\$1,938,350.00	\$92,950.00	5.04%	
	Franchise Fee - GAS (Budget - \$1,002,950 / \$66,950 Increase)					
	Franchise Fee - ELECTRIC (Budget - \$727,000 / \$15,000 Increase)					
	Return on Investments (Budget - \$140,000 / \$10,000 Increase)					
<b>Total Revenue</b>	<b>\$18,240,375</b>	<b>\$18,952,898.00</b>	<b>\$18,811,688.00</b>	<b>-\$141,210.00</b>	<b>-0.75%</b>	

Expense	2020 Post Covid - May 2020	2020 Pre Covid - Dec 2019	2021 Budget	Variance	%	Notes
Council & Legislative	\$208,300	\$221,300.00	\$221,630.00	\$330.00	0.15%	
Council Honorarium (Budget - \$152,630)						
Council per diem - Budget - \$27,000						
Council travel & subsistence - Budget - \$22,000)						
Council membership Conferences (Budget - \$16,000)						
Administration	\$1,230,121	\$1,215,838.00	\$1,302,597.00	\$86,759.00	7.14%	Salary (merit), Insurance, Election
Police	\$1,140,831	\$1,140,831.00	\$1,264,942.00	\$124,111.00	10.88%	
RCMP - Contract Billings (2021 Budget - \$1,080,481 / 2020 Budget - \$956,072 = \$124,409						
Fire	\$889,028	\$900,178.00	\$894,059.00	-\$6,119.00	-0.68%	Fire Fighter Honorariums
Disaster Services	\$32,068	\$20,068.00	\$33,080.00	\$13,012.00	64.84%	County Director of Emergency Man
Bylaw Enforcement	\$185,808	\$185,808.00	\$192,716.00	\$6,908.00	3.72%	Operational Increase
Common Services	\$150,597	\$150,597.00	\$156,733.00	\$6,136.00	4.07%	Operational Increase
Roads, Streets, Walks, Lights	\$1,903,345	\$1,903,345.00	\$1,947,877.00	\$44,532.00	2.34%	Top Soil Screening, Street lights
Airport	\$46,974	\$46,974.00	\$47,635.00	\$661.00	1.41%	Operational Increase
Water Supply & Distribution	\$3,095,880	\$3,095,880.00	\$3,092,209.00	-\$3,671.00	-0.12%	
Sewer	\$642,607	\$642,607.00	\$706,865.00	\$64,258.00	10.00%	Insurance, Utilities,
Garbage Collection & Disposal	\$722,866	\$794,016.00	\$724,917.00	-\$69,099.00	-8.70%	Hauling Contract / SWMA Req 0%
FCSS	\$196,435	\$196,435.00	\$196,435.00	\$0.00	0.00%	
Cemetery	\$64,668	\$64,668.00	\$65,790.00	\$1,122.00	1.74%	Operational Increase
Planning & Development	\$342,725	\$380,225.00	\$330,035.00	-\$50,190.00	-13.20%	(salary) / Safety Code Inspections
Comm Services -Handi Bus	\$25,000	\$25,000.00	\$25,000.00	\$0.00	0.00%	
Economic Development	\$532,150	\$633,150.00	\$679,030.00	\$45,880.00	7.25%	BOT Website and Advertising
Subdivison Land	\$55,270	\$55,270.00	\$55,820.00	\$550.00	1.00%	
Land, Housing & Rentals	\$43,900	\$43,900.00	\$44,890.00	\$990.00	2.26%	Insurance
Recreation - General	\$138,775	\$138,775.00	\$151,470.00	\$12,695.00	9.15%	Software Maintenance
Recreation Programs	\$82,280	\$82,280.00	\$84,740.00	\$2,460.00	2.99%	Operational Increase
Facilities	\$2,431,270	\$2,459,512.00	\$2,386,688.00	-\$72,824.00	-2.96%	Utility Decreases
Culture	\$345,812	\$345,812.00	\$334,162.00	-\$11,650.00	-3.37%	Parkland, Library, Museum
Community Hall	\$104,029	\$104,029.00	\$107,546.00	\$3,517.00	3.38%	Operational Increase
Senior's Center	\$13,310	\$13,310.00	\$13,330.00	\$20.00	0.15%	
Parks	\$618,745	\$614,051.00	\$625,631.00	\$11,580.00	1.89%	Operational Increase
Operating Contingency	-\$230,000	-\$230,000.00	-\$220,000.00	\$10,000.00	-4.35%	WTP Gross Recovery, Tran to Res
WTP gross recovery - (\$220,000) (JE made at end of year prior to Audit)						
Available for Capital from 2021 Operating Budget for 2021 Capital Budget - \$583,742 (Water \$55,149 + Utility \$358,182 (sewer, waste, recycling) + Total Available for Capital - \$235,518) = \$648,849						
Requisitions	\$2,678,334	\$2,683,612.00	\$2,697,012.00	\$13,400.00	0.50%	
ASFF (Budget - \$2,150,127)						
ASFF Separate School (Budget - \$177,176)						
County of Stettler Senior Lodges (2021 Budget - \$368,792 / 2020 Budget \$347,873 = \$20,919 )						
<b>Total Expense</b>	<b>\$17,691,128.00</b>	<b>\$17,927,471.00</b>	<b>\$18,162,839.00</b>	<b>\$235,368.00</b>	<b>1.31%</b>	
<b>Surplus / Deficit</b>	<b>\$549,247.00</b>	<b>\$1,025,427.00</b>	<b>\$648,849.00</b>	<b>-\$376,578.00</b>		



## Municipal Utility Comparison Summary

Municipality	Typical User /month	Water Total /month - 20m <sup>3</sup> per month	Sanitary Sewer Total /month	Storm Sewer /month	Solid Waste /month	Recycling /month	Yard Waste (Compost) /month	Year Bylaw Updated	Population
Bonnyville	\$76.71	\$50.28	\$12.55		\$10.25	\$3.63		2020	5,417
Bassano	\$80.63	\$48.00	\$13.75	\$5.00	\$10.25	\$3.63		2020	1,206
Delburne	\$89.76	\$57.35	\$13.00		\$16.00	\$3.41		2020	892
High River	\$99.07	\$34.78	\$47.44	\$2.86	\$11.16	\$2.83		2020	13,584
Brooks	\$99.32	\$62.98	\$18.53		\$14.27	\$3.54		2020	14,451
Claresholm	\$99.35	\$59.75	\$16.80		\$12.50	\$10.30		2020	3,780
Whitecourt	\$99.70	\$32.99	\$35.79		\$22.04	\$8.88		2020	10,204
Edson	\$101.40	\$28.83	\$46.07		\$17.50	\$9.00		2020	8,414
Banff	\$103.65	\$24.99	\$59.33		\$19.33			2020	7,851
Drumheller	\$106.28	\$54.91	\$48.62			\$2.75		2020	7,982
Jasper	\$116.37	\$48.20	\$18.20	\$5.98	\$28.31	\$15.68		2020	5,236
Cochrane	\$117.42	\$32.05	\$53.20	\$4.69	\$22.48	\$5.00		2020	25,853
Stettler	\$119.40	\$66.40	\$22.75		\$23.75	\$6.50		2021	5,952
Medicine Hat	\$124.69	\$50.75	\$47.66		\$18.77	\$7.51		2020	63,260
Redcliff	\$124.80	\$64.36	\$37.85		\$22.59			2020	5,600
Strathmore	\$129.93	\$65.89	\$28.72	\$11.16	\$24.16			2020	13,756
Taber	\$130.17	\$48.12	\$46.78	\$10.14	\$21.24	\$3.89		2020	8,428
Okotoks	\$131.64	\$47.50	\$54.25	\$6.93	\$22.96			2020	28,881
Camrose	\$132.53	\$65.43	\$43.09		\$15.21	\$6.00	\$2.80	2020	18,742
Wembley	\$132.79	\$48.62	\$64.67		\$17.00	\$2.50		2020	1,516
Leduc	\$133.99	\$61.24	\$44.10	\$5.00	\$15.50	\$8.15		2020	29,993
Westlock	\$136.36	\$78.70	\$24.96	\$2.00	\$28.70			2020	5,101
Sexsmith	\$136.89	\$48.62	\$64.67		\$17.00	\$6.60		2020	2,620
Airdrie	\$137.01	\$47.60	\$62.62		\$21.31	\$5.48		2020	61,581
Ponoka	\$137.11	\$74.74	\$35.85		\$19.92	\$6.60		2020	7,229
Three Hills	\$138.40	\$80.40	\$39.00		\$13.00	\$6.00		2020	3,212
Grande Prairie	\$138.42	\$48.62	\$59.41		\$20.21	\$10.18		2020	63,166
Fort Saskatchewan	\$142.50	\$62.84	\$52.40		\$27.26			2020	24,149
St. Albert	\$142.69	\$48.18	\$51.79	\$16.11	\$13.35	\$6.54	\$6.72	2020	65,589
Canmore	\$146.71	\$35.98	\$76.44		\$18.27	\$16.02		2020	13,992
Spruce Grove	\$146.95	\$68.70	\$53.00		\$25.25			2020	34,066
Penhold	\$151.15	\$42.00	\$81.90	\$4.25	\$23.00			2020	3,277
Devon	\$151.26	\$44.46	\$68.80	\$8.00	\$30.00			2020	6,578
Morinville	\$156.11	\$78.35	\$48.09	\$7.50	\$11.35	\$4.58	\$6.24	2020	9,848
Innisfail	\$157.00	\$60.00	\$74.00		\$18.00	\$5.00		2020	7,847
Wetaskiwin	\$158.53	\$81.08	\$58.04		\$19.41			2020	12,655
Stoney Plain	\$161.88	\$69.34	\$55.80	\$8.59	\$20.15		\$8.00	2020	17,189
Sherwood Park	\$166.57	\$59.16	\$74.16	\$7.80	\$25.45			2020	64,733
Lacombe	\$171.47	\$76.81	\$62.90		\$31.76			2020	13,057
Blackfalds	\$172.94	\$82.07	\$62.59		\$28.28			2020	9,328
Nanton	\$176.75	\$76.50	\$84.25	\$2.00	\$7.50	\$6.50		2020	2,130
Alix	\$198.38	\$96.20	\$71.25		\$25.00	\$5.93		2020	1,018
Olds	\$201.93	\$69.63	\$108.00		\$24.30			2020	9,184

Revenue	2020 Budget	Actual - Nov 30, 2020	Variance	%	Notes
Administration	\$317,333	\$261,958.44	\$55,374.56	82.55%	
	Clearview swimming pool - \$13,313 / White Sands Contract - \$32000 / Inter Department Transfer - \$250,000				
Police	\$520,024	\$344,065.43	\$175,958.57	66.16%	MSI Operating - \$52,856
	Traffic Fines (Budget - \$60,000 / \$25,278 - 42%)				
	Provincial Grant - \$347,000 / Community SRO - \$54,825 (Clearview 50% SRO / County 25% SRO - received 1/2 grant)				
Fire	\$402,577	\$263,966.13	\$138,610.87	65.57%	
Disaster Services	\$0	\$0.00	\$0.00	0.00%	
Bylaw Enforcement	\$109,950	\$127,771.38	-\$17,821.38	116.21%	Animal / Business License
	Business Licenses (Budget - \$86,250 - Actual \$92,961 (108%) / Animal License - Budget \$21,700 - Actual \$33,810				
Roads, Streets, Walks, Lights	\$269,535	\$63,554.93	\$205,980.07	23.58%	
	Roads Frontage - Pavement (Budget - \$62,075)				
Airport	\$10,880	\$10,256.06	\$623.94	94.27%	
Drainage	\$0	\$0.00	\$0.00	0.00%	
Water Supply & Distribution	\$3,137,318	\$2,424,829.30	\$712,488.70	77.29%	
	Metered sale of water (Budget - \$1,879,608 / Actual - \$1,496,666 - 80% (to end of Oct - 83%))				
	Metered out of Town (Budget - \$1,070,000 / Actual - \$820,742 - 77% - to end of Oct - 83%)				
	Bulk water (Budget - \$15,000 / Actual \$25,480 - 170%)				
Sewer	\$905,963	\$749,484.35	\$156,478.65	82.73%	
	Sewer Service Charges (Budget - \$855,943 / Actual \$729,291 - 85% - to end of Oct - 83%)				
Garbage Collection & Disposal	\$824,660	\$685,677.08	\$138,982.92	83.15%	SWMA haul rebate - \$23,000
	Residential Garbage Revenue (Budget - \$623,438 / Actual \$512,816 - 82% - to end of Oct - 83%)				
	Recycling Revenue (Budget - \$168,870 / Actual - \$142,034 - 84% - to end of Oct - 83%)				
FCSS	\$157,148	\$157,148.00	\$0.00	100.00%	
Cemetery	\$23,600	\$17,179.20	\$6,420.80	72.79%	
Planning & Development	\$34,100	\$239,077.87	-\$204,977.87	701.11%	\$200,000 prov grant - idp/asp
	Building Permits (Budget - \$20,000 / Actual - \$23,469 - 117%)				
Economic Development - BOT	\$149,585	\$171,859.93	-\$22,274.93	114.89%	
Subdivision Land	\$200	\$100.00	\$100.00	50.00%	Subdivision Fees
Land, Housing & Rentals	\$273,780	\$263,303.59	\$10,476.41	96.17%	
	Health Unit - \$197,950				
	Ambulance Station - \$20,100				
	SRC - Library - Budget - \$42,000				
Recreation - General	\$3,000	\$2,777.42	\$222.58	92.58%	
Recreation Programs	\$3,500	\$3,845.15	-\$345.15	109.86%	N0 Ball / Soccer - ice in sept
Facilities	\$873,305	\$699,183.08	\$174,121.92	80.06%	County Partnership - \$430,433
Community Hall	\$35,000	\$4,165.46	\$30,834.54	11.90%	
Senior's Center	\$14,437	\$13,033.93	\$1,403.07	90.28%	
Parks	\$50,650	\$90,930.03	-\$40,280.03	179.53%	
	Lions Campground - Budget - \$50,000 / Actual - \$68,130 - 136%)				
Operating Contingency	\$100,146	\$0.00	\$100,146.00	0.00%	Over/under levy
Taxes / Penalties	\$8,595,184	\$8,584,677.97	\$10,506.03	99.88%	Incl Business Taxes / Penalties
Other Revenue	\$1,778,000	\$1,467,914.90	\$310,085.10	82.56%	
	Franchise Fee - GAS (Budget - \$936,000 / Actual - \$809,464 - 86% to end of Oct - 83%)				
	Franchise Fee - ELECTRIC (Budget - \$712,000 / Actual - \$554,622 - 78% - to end of Oct - 83%)				
	Return on Investments (Budget - \$130,000 / Actual - \$103,828 - 80%)				
<b>Total Revenue</b>	<b>\$18,589,875</b>	<b>\$16,646,759.63</b>	<b>\$1,943,115.37</b>	<b>89.55%</b>	

Expense	2020 Budget	Actual - Nov 30, 2020	Variance	%	Notes
Council & Legislative	\$208,300	\$151,056.38	\$57,243.62	72.52%	
Council Honorarium (Budget - \$152,300 / Actual - \$130,895 - 86%)					
Council per diem - Budget - \$27,000					
Council travel & subsistance - Budget - \$15,000 / Actual - \$3,233 - 22%)					
Council Membership Conferences (Budget - \$10,000 / Actual - \$7,048 - 70%)					
Administration	\$1,230,121	\$1,059,910.28	\$170,210.72	86.16%	COVID Expenses (supplies) - \$38,838.81
Police	\$1,140,831	\$929,020.59	\$211,810.41	81.43%	
RCMP - Contract Billings (Budget - \$956,072)					
Fire	\$889,028	\$481,109.71	\$407,918.29	54.12%	
Disaster Services	\$32,068	\$761.11	\$31,306.89	2.37%	
Bylaw Enforcement	\$185,808	\$150,308.22	\$35,499.78	80.89%	
Common Services	\$150,597	\$87,519.19	\$63,077.81	58.11%	Shop
Roads, Streets, Walks, Lights	\$2,108,345	\$1,488,233.19	\$620,111.81	70.59%	
Airport	\$46,974	\$12,888.97	\$34,085.03	27.44%	
Water Supply & Distribution	\$3,200,880	\$2,220,753.81	\$980,126.19	69.38%	
Sewer	\$642,607	\$474,317.79	\$168,289.21	73.81%	
Garbage Collection & Disposal	\$722,866	\$544,428.15	\$178,437.85	75.32%	
FCSS	\$196,435	\$196,435.00	\$0.00	100.00%	
Cemetery	\$64,668	\$36,045.32	\$28,622.68	55.74%	
Planning & Development	\$342,725	\$294,400.84	\$48,324.16	85.90%	
Comm Services -Handi Bus	\$25,000	\$25,000.00	\$0.00	100.00%	
Economic Development	\$532,150	\$363,611.75	\$168,538.25	68.33%	Ec Dev, BOT. HBC
Subdivison Land	\$55,270	\$45,755.82	\$9,514.18	82.79%	
Land, Housing & Rentals	\$43,900	\$17,274.97	\$26,625.03	39.35%	
Recreation - General	\$140,775	\$127,402.66	\$13,372.34	90.50%	
Recreation Programs	\$80,280	\$76,938.51	\$3,341.49	95.84%	
Facilities	\$2,455,770	\$1,598,695.34	\$857,074.66	65.10%	
Culture	\$345,812	\$352,697.64	-\$6,885.64	101.99%	Parkland, Library, Museum
Community Hall	\$119,029	\$68,521.08	\$50,507.92	57.57%	
Senior's Center	\$13,310	\$2,972.24	\$10,337.76	22.33%	
Parks	\$618,745	\$379,401.16	\$239,343.84	61.32%	
Operating Contingency	\$319,247	\$0.00	\$319,247.00	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 - \$549,247 (Water (\$63,562) + Utility \$365,150 (sewer, waste, recycling) + Total Available for Capital - \$247,659) + Contingency - Utility - \$0 / Salaries - \$0 = \$549,247					
Requisitions	\$2,678,334	\$1,620,632.69	\$1,057,701.31	60.51%	
ASFF (Budget - \$2,159,570 - Actual - \$1,174904.49 - 54%)					
ASFF Separate School (Budget - \$167,527 - Actual - \$95,410 - 57% )					
County of Stettler Senior Lodges (Budget - \$350,318 - Actual \$350,318 - 100% Actual)					
<b>Total Expense</b>	<b>\$18,589,875</b>	<b>\$12,806,092.41</b>	<b>\$5,783,782.59</b>	<b>68.89%</b>	
<b>Surplus / Deficit</b>	<b>\$0</b>	<b>\$3,840,667.22</b>	<b>-\$3,840,667.22</b>		

Project	Actual Project Complete Cost / Council Tender Cost / Budget cost	2020 Budget Expense - Approved by Council	Difference Between Actual and Budget Amount	Actual - Project Expenses - Nov 30, 2020	Utility (Water) Avail for Capital 2020 Interim Operating Budget (Rates) = (-\$63,562)	Utility (other) Avail for Capital 2020 Interim Operating Budget (Rates) = \$365,150	Available for Capital 2020 Interim Operating Budget (taxes) = \$247,659	General Reserve 4-15-00-00-74-700	Total Other Reserves (for capital purposes)	2020 Operating Budget / MSI Operating \$52,856 (\$53,391)	Debenture / 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					\$0.00	Office equip							\$0.00
ADM 6-12-03-00-31-630	Server Replacement (email, data , licensing)	\$35,042.00	\$35,042.00	\$0.00	\$35,042.00		\$154.00		\$34,888.00	Office equip							\$35,042.00
ADM 6-12-03-00-30-630	Softward Upgrade (e services/extender info)	\$25,670.00	\$25,670.00	\$0.00	\$20,695.10	\$20,670.00			\$5,000.00	Software Update							\$25,670.00
ADM 6-64-01-00-00-630	Communication - Website & Mobile APP	\$50,000.00	\$50,000.00	\$0.00	\$20,131.50	\$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	\$0.00	JE at end of year	\$0.00	\$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	\$0.00	JE at end of year	\$0.00	\$60,150.00										\$60,150.00
FIRE 6-23-00-30-00-630	Multipurpose Air Shelter Command - Regional	\$24,500.00	\$24,500.00	\$0.00			\$12,250.00							\$12,250.00	County		\$24,500.00
Op 232090001244 / 632091000610	Sidewalk replacement program (yearly)	\$130,000.00	\$130,000.00	\$0.00	\$129,476.32		\$55,000.00			\$75,000.00							\$130,000.00
Op 6-32-09-60-02-660	Pathway Program (Area 2c - Hwy 12 along Co-op/Stettler GM)	\$91,520.00	\$100,000.00	-\$8,480.00	\$23,085.00		\$0.00	\$24,520.00	\$67,000.00	Pathway							\$91,520.00
Op 2-32-09-00-03-244	Pathway Rehab (2017 Council Direction)	\$51,853.71	\$50,000.00	\$1,853.71	\$51,853.71						\$51,853.71						\$51,853.71
Op 2-32-21-00-03-536	Pavement Patching	\$147,950.00	\$150,000.00	-\$2,050.00	\$139,340.00		\$147,950.00	\$0.00									\$147,950.00
Op 6-32-21-00-13-610	44th Avenue Overlay from Hwy 56-65th Street	\$792,943.50	\$950,000.00	-\$157,056.50	\$635,857.90						\$52,856.00		\$422,967.50	\$317,120.00			\$792,943.50
Op 6-32-21-10-05-610	Mainstreet - 49th Avenue - 1/2 block south - COVID project deleted from 2020 Capital Budget - Budget for in 2021	\$14,977.19	\$380,000.00	-\$365,022.81	\$14,977.19						\$14,977.19						\$14,977.19
Op 6-32-21-10-14-610	"Okoppe" Parking Lot Upgrade (50th Avenue / 49th Street)	\$60,000.00	\$60,000.00	\$0.00		\$60,000.00											\$60,000.00
Op 6-56-00-10-00-610	Cemetery concrete runner sidewalk	\$30,000.00	\$30,000.00	\$0.00			\$30,000.00										\$30,000.00
Water 6-41-11-10-24-610	Watermain on 52ndST between 49-50ave	\$252,819.25	\$230,000.00	\$22,819.25	\$221,586.29							\$252,819.25					\$252,819.25
Water 6-41-11-10-06-610	Watermain on 61ST Grandview	\$373,238.98	\$273,000.00	\$100,238.98	\$46,678.92							\$373,238.98					\$373,238.98
Water 6-41-11-10-05-610	Install additional fire hydrants 46th street	\$30,000.00	\$30,000.00	\$0.00		\$15,000.00	\$15,000.00										\$30,000.00
Water 2-41-16-00-00-554	Abandon Water Wells 15, 16, 17	\$25,661.92	\$90,000.00	-\$64,338.08	\$25,661.92	\$25,661.92											\$25,661.92
Sewer 6-42-00-10-03-610	Sewermain on 61ST Grandview	\$373,238.98	\$273,000.00	\$100,238.98	\$11,723.48							\$373,238.98					\$373,238.98
Sewer 6-42-00-10-05-610	Lift station pump upgrades	\$300,000.00	\$300,000.00	\$0.00	\$757.50								\$260,000.00	\$40,000.00			\$300,000.00
Storm 6-42-00-00-15-610	Cattail removal Red Willow Creek	\$440,410.68	\$250,000.00	\$190,410.68	\$242,260.01	\$100,000.00	\$69,000.00		\$81,000.00	WTS Operations		\$190,410.68					\$440,410.68
Equip 6-31-11-00-50-650	One tonne truck	\$43,842.02	\$50,000.00	-\$6,157.98	\$43,842.02		\$0.00		\$43,842.02	Common Services							\$43,842.02
Equip 6-31-11-30-25-630	Grader (keep old one for winter)	\$272,696.25	\$280,000.00	-\$7,303.75	\$272,696.25	\$272,696.25											\$272,696.25
WTP 6-41-01-20-13-620	WTP - Chlorine Analyzer	\$20,000.00	\$20,000.00	\$0.00		\$20,000.00											\$20,000.00
WTP 6-41-01-20-00-620	WTP - Make up air unit replacement	\$20,000.00	\$20,000.00	\$0.00		\$20,000.00											\$20,000.00
WTP 6-41-01-20-19-620	WTP - Membranes (build reserves)	\$50,000.00	\$50,000.00	\$0.00		\$50,000.00											\$50,000.00
WTP 6-41-01-20-11-620	WTP - Chlorine gas replacement	\$50,000.00	\$50,000.00	\$0.00		\$50,000.00											\$50,000.00
WTP 6-41-01-20-26-620	WTP - Fluoride meter	\$12,935.00	\$12,000.00	\$935.00	\$12,935.00	\$12,935.00											\$12,935.00
WTP 2-41-01-00-06-252	WTP - Storage pond additional shading	\$15,000.00	\$15,000.00	\$0.00	\$2,000.00	\$15,000.00											\$15,000.00
WTP 6-41-01-20-09-620	WTP - Potable water pump	\$50,000.00	\$50,000.00	\$0.00		\$50,000.00											\$50,000.00
Park 6-77-81-60-00-660	Skateboard Park - Phase 2	\$126,000.00	\$126,000.00	\$0.00	\$5,000.00	\$63,100.45								\$62,899.55	Association		\$126,000.00
Park 6-77-02-30-07-630	Baseball diamond utility vehicle (mule)	\$32,000.00	\$32,000.00	\$0.00			\$0.00		\$32,000.00	Common Services							\$32,000.00
SRC 6-73-11-30-03-630	Scissor lift	\$8,731.77	\$12,000.00	-\$3,268.23	\$8,731.77	\$8,731.77											\$8,731.77
SRC 2-73-13-03-04-252	Door Accessibility	\$24,500.00	\$24,500.00	\$0.00		\$24,500.00											\$24,500.00
SRC Fitness 6-73-12-30-00-630	Pec Deck Machine	\$6,550.00	\$6,550.00	\$0.00			\$6,550.00										\$6,550.00
SRC - Arena 6-73-11-20-05-620	Tube Heaters	\$62,500.00	\$62,500.00	\$0.00		\$62,500.00											\$62,500.00
SRC - Pool 6-73-13-00-30-630	Controller Replacement	\$25,630.00	\$28,150.00	-\$2,520.00	\$25,630.00		\$25,630.00										\$25,630.00
Culture 2-74-99-91-00-764	Culture Projects (PAC - \$9000 - wireless mic system)	\$15,000.00	\$15,000.00	\$0.00	JE at end of year		\$15,000.00										\$15,000.00
<b>Total 2020 Capital Budget</b>		<b>\$4,245,361.25</b>	<b>\$4,445,062.00</b>	<b>-\$199,700.75</b>	<b>\$1,989,961.88</b>	<b>\$217,935.00</b>	<b>\$850,810.39</b>	<b>\$388,734.00</b>	<b>\$24,520.00</b>	<b>\$263,730.02</b>	<b>\$194,686.90</b>	<b>\$0.00</b>	<b>\$1,189,707.89</b>	<b>\$682,967.50</b>	<b>\$357,120.00</b>	<b>\$75,149.55</b>	<b>\$4,245,361.25</b>
<b>Council Motion - 20:02:03 - Feb 4, 2020</b>		<b>\$4,445,062.00</b>	<b>46.87%</b>				<b>\$549,247.00</b>	<b>\$1,457,479.39</b>				<b>-\$118,580.89</b>	<b>-\$354,690.50</b>	<b>\$0.00</b>			<b>\$4,245,361.25</b>
<b>Total 2020 Capital Budget</b>		<b>\$4,445,062.00</b>						<b>-\$908,232.39</b>									<b>\$199,700.75</b>
<b>Difference (Actual vs Council Budget)</b>		<b>-\$199,700.75</b>															

		2019 Carry Forward / OTHER																
		Brought forward from 2019 Budget Carry Forward	2019 Approved Amount (with tender amount updates)	Difference Between Actual and Budget Amount	Actual - Project Expenses - Nov 30, 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)	\$11,324.70	\$0.00		\$11,324.70							\$11,324.70						\$11,324.70
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		\$10,249.74			\$11,271.21										\$11,271.21
6-41-11-10-22-610 - CAP-11501	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)	\$15,875.67	\$15,875.67		\$15,875.67									\$15,875.67				\$15,875.67
6-41-11-10-23-610 - CAP-11502	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		\$4,889.99									\$16,110.98				\$16,110.98
6-41-14-20-01-620 - CAP-11503	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 - CAP-11502	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		\$3,333.56									\$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		\$15,433.03	\$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)	\$40,006.25	\$39,526.25		\$40,006.25	\$40,006.25												\$40,006.25
6-31-11-50-02-650 - CAP-11506	Tandem - (Melissa Dec 30/19 - carry forward balance - \$170,000-0=\$170,000)	\$177,506.98	\$170,000.00		\$177,506.98									\$177,506.98				\$177,506.98
6-31-11-30-06-630 - CAP-11507	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				\$159,700.00
6-41-01-20-25-620	WTP - MCC Room Air Conditioning - (Melissa Dec 30/19 - carry forward balance - \$10,000 - \$675.96 = \$9324.04)	\$9,324.04	\$9,324.04		\$3,881.58	\$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	Northwest ASP - (Melissa Dec 30/19 - carry forward balance - \$25,000 - 0 = \$25,000)	\$25,000.00	\$25,000.00		\$22,359.38					\$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
642011011610 & 642011013610	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		\$110,942.09									\$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		\$283,007.64	\$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		\$20,377.70				\$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)	\$12,362.95	\$5,000.00		\$12,362.95	\$12,362.95												\$12,362.95

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
641111019610 CAP-8973	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 - CAP- 8974	Medium Density Sewer Water - 2017 Carry Forward - 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	\$46,237.54					\$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
6-41-11-10-12-610	Water - 50th Avenue	\$3,500.00		\$3,500.00							\$3,500.00								\$3,500.00
6-41-11-10-18-610	Water - 52nd Avenue LI	\$1,300.00		\$1,300.00							\$1,300.00								\$1,300.00
6-41-11-10-19-610	Water - 51st Avenue LI	\$2,800.00		\$9,120.00							\$2,800.00								\$2,800.00
6-42-01-10-12-610	Lagoon Engineering (legal)	\$47,972.98		\$47,972.98							\$47,972.98								\$47,972.98
6-42-01-10-13-610	Sewer - Lagoon Cell 6	\$745.00		\$745.00							\$745.00								\$745.00
6-73-11-30-13-630	Concession Equipment (grill replacement) 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)	\$4,674.86		\$4,674.86							\$4,674.86								\$4,674.86
		\$0.00	\$0.00	\$0.00			\$0.00												\$0.00
2020 MSP	MSP - 44Ave Phase 2 - Hwy 56 to Hwy 12	\$611,241.25	\$611,241.26	\$0.00												\$611,241.25	MSP	\$611,241.25	
2020 MSP	MSP - Type 4 Intersection (Hwy 12 - South side only)	\$458,640.00	\$458,640.00	\$0.00							\$362,372.25					\$96,267.75	MSP	\$458,640.00	
	<b>Total 2019 Carry Forward</b>	\$3,150,591.43	\$3,064,203.51	\$1,003,732.10	\$550,521.44	\$190,193.01	\$149,343.09	\$229,500.64	\$147,917.94		\$433,410.25	\$0.00	\$725,921.06	\$0.00	\$0.00	\$723,784.00	\$0.00	\$3,150,591.43	
	<b>Total 2020 Capital (Inc 2019 Carry Frd / Other)</b>	\$7,395,952.68	\$7,509,265.51	\$2,993,693.98	\$768,456.44	\$1,041,003.40	\$538,077.09	\$254,020.64	\$411,647.96		\$628,097.15	\$0.00	\$1,915,628.95	\$682,967.50	\$357,120.00	\$798,933.55	\$0.00	\$0.00	
				40.48%			\$2,347,536.93		\$665,668.60		Total Grants Available		\$1,928,174.04	\$894,411.47	\$450,889.22				
							Total Reserves		\$3,013,205.53		Balance - Dec 31, 2020		\$12,545.09	\$211,443.97	\$93,769.22				

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

Net Balance at End of Previous Month	\$	11,892,569.44
ADD: General Receipts (summarized below)		2,552,170.27
Interest Earned (Prime 2.45% less 1.65% = 0.80%)		7,967.76
Investments Matured		-
SUBTOTAL		14,452,707.47
LESS: General Disbursements		1,182,607.98
Payroll		287,458.41
Investments		-
Debenture Payments		-
Returned Cheques		257.02
Bank Charges		1,160.25
SUBTOTAL		1,471,483.66
<b>NET BALANCE AT END OF CURRENT MONTH (General Ledger)</b>	<b>\$</b>	<b>12,981,223.81</b>
Balance at End of Month - Bank		13,131,404.48
ADD: Outstanding Deposits		1,076.04
LESS: Outstanding Cheques		151,256.71
<b>NET BALANCE AT END OF CURRENT MONTH (Bank)</b>	<b>\$</b>	<b>12,981,223.81</b>

THIS STATEMENT SUBMITTED TO COUNCIL THIS 15th DAY OF NOV 2020

\_\_\_\_\_  
MAYOR

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

	A	B	C
2	<b>GENERAL RECEIPTS SUMMARY</b>		
3	Tax	AR	343,059
4	Utility	AR	260,071
5	ATCO	Franchise	58,034
6	AltaGas	Franchise	78,948
7	County of Stettler	Fire Invoice	40,432
8	County of Stettler	County Transfer	430,433
9	Library	Salary Reversal	25,697
10	BOT	Salary Reversal	24,457
11	Gov't of AB	GST	91,370
12	Hwy 12/21	Water	27,971
13	Shirley Mclellan	Water	116,118
14	Gov't of AB	FCSS Grant	13,095
15	Gov't of AB	MSP Grant	100,000
16	Gov't of AB	Most Grant	607,693
17	Gov't of AB	MPAG, POG	196,488
18	SRC	Summer Ice	13,706
19	SVWS	Salary Reversal	10,918
20	AE Kennedy	Rent	16,572
21	Other		97,108
22		Total	2,552,170

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID GENERAL	GENERAL
Vendor Name	First	Last	Cheque Number 74804	74811
Cheque Date	First	Last		

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Atlas Copco Compressors Canada	74804	2020-12-04	\$3,545.68
-----			
Invoice Description		Invoice Number	Invoice Amount
-----			
WTP Compressor Parts		1120017392	\$3,545.68
-----			
Caro Analytical Services	74805	2020-12-04	\$157.50
-----			
Invoice Description		Invoice Number	Invoice Amount
-----			
WTP Water Analysis		IC2021048	\$157.50
-----			
ESRI Canada	74806	2020-12-04	\$1,071.00
-----			
Invoice Description		Invoice Number	Invoice Amount
-----			
GIC ArcGIS Desktop Annual		90156255	\$1,071.00
-----			
Leading Edge Metal Works Ltd.	74807	2020-12-04	\$99.75
-----			
Invoice Description		Invoice Number	Invoice Amount
-----			
Trans Metal for snow gate inst		1676	\$99.75
-----			
Noratek Solutions INC.	74808	2020-12-04	\$1,197.00
-----			
Invoice Description		Invoice Number	Invoice Amount
-----			
Fire Joint Reporter Annual Lic		C31711	\$1,197.00
-----			
Praxair Distribution	74809	2020-12-04	\$348.23
-----			
Invoice Description		Invoice Number	Invoice Amount
-----			
Pool Facility Cylinder Rental		60193923	\$348.23
-----			
Raw Tools Ltd.	74810	2020-12-04	\$661.45
-----			
Invoice Description		Invoice Number	Invoice Amount
-----			
Trans Impact Wrench		39605	\$661.45
-----			
Rosland, Chase	74811	2020-12-04	\$35.92
-----			
Invoice Description		Invoice Number	Invoice Amount
-----			
SRC/Cemetery Nov Phone Allow		2020.11.18	\$10.92
SRC/Cemetery Dec Phone Allow		2020.12.01	\$25.00
-----			
		Total Cheques	\$7,116.53
			-----
			=====



Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	74812
Cheque Date	First	Last		

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Receiver General for Canada	74812	2020-12-04	\$43,767.46
-----			
Invoice Description	Invoice Number	Invoice Amount	
Town Tax Remittance	PP25-20.	\$33,598.08	
Town Tax Remittance	PP25-20..	\$5,330.43	
BOT Tax Remittance	PP25-20.BOT	\$1,500.46	
SVWS Tax Remittance	PP25-20.SVWS	\$713.82	
Library Tax Remittance	PP25-20.LIBRAR	\$2,624.67	
		-----	
	Total Cheques	\$43,767.46	
		=====	

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	74813
Cheque Date	First	Last		74821

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Cal-Trac Contracting Ltd.	74813	2020-12-11	\$4,410.00
-----			
Invoice Description	Invoice Number	Invoice Amount	
-----			
Snow Removal Rental Grader	303799	\$4,410.00	
-----			
Canada Post Corporation	74814	2020-12-11	\$1,593.10
-----			
Invoice Description	Invoice Number	Invoice Amount	
-----			
Water Billing Postage	9753032939	\$1,593.10	
-----			
Haul-All Equipment Ltd.	74815	2020-12-11	\$20,160.00
-----			
Invoice Description	Invoice Number	Invoice Amount	
-----			
Cemetery/Parks/Sidewalks Waste	W1944	\$20,160.00	
-----			
Just Safety Supplies & Service	74816	2020-12-11	\$2,005.24
-----			
Invoice Description	Invoice Number	Invoice Amount	
-----			
Sewer 8-Hi Viz Safety Clothing	6300	\$880.85	
Sewer 3 pairs of Winter Boots	6305	\$941.85	
Roads 2 Hi Viz Jackets & 6 Glo	6299	\$182.54	
-----			
Norm Grexton Inc.	74817	2020-12-11	\$2,053.80
-----			
Invoice Description	Invoice Number	Invoice Amount	
-----			
Sewer 4 - pails of Waste Go	20710	\$2,053.80	
-----			
Rairdan Services Inc.	74818	2020-12-11	\$18.84
-----			
Invoice Description	Invoice Number	Invoice Amount	
-----			
HBC Community Screen Advertisi	W000196	\$18.84	
-----			
T & T Lee Enterprises Inc.	74819	2020-12-11	\$12,358.50
-----			
Invoice Description	Invoice Number	Invoice Amount	
-----			
WTP 3" & 6" Double Check Valve	9910	\$12,358.50	
-----			
UPS Canada	74820	2020-12-11	\$20.34
-----			
Invoice Description	Invoice Number	Invoice Amount	
-----			
Shop Freight Throttle Control	5193068973	\$20.34	
-----			
WFR Wholesale Fire & Rescue Lt	74821	2020-12-11	\$3,428.60
-----			
Invoice Description	Invoice Number	Invoice Amount	
-----			
Fire 13 pails of Ansul Foam	INV/2020/2963	\$3,428.60	

System: 2020-12-10 4:25:56 PM  
User Date: 2020-12-10

Town Of Stettler  
CHEQUE DISTRIBUTION REPORT  
Payables Management

Page: 2  
User ID: Veronica

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
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			-----
	Total Cheques		\$46,048.42
			=====

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	EFT0002985
Cheque Date	First	Last		EFT0003007

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Barnes, Roger	EFT0002985	2020-12-08	\$133.26
-----			
Invoice Description		Invoice Number	Invoice Amount
-----			
SRC Dec Phone Allowance		2020.12.01	\$25.00
SRC CUPE Clothing Allowance		2020.11.28	\$108.26
-----			
Benoit, Curtis	EFT0002986	2020-12-08	\$168.00
-----			
Invoice Description		Invoice Number	Invoice Amount
-----			
Roads CUPE Clothing Allowance		2020.11.23	\$168.00
-----			
Stettler Regional Board of Tra	EFT0002987	2020-12-08	\$4,350.00
-----			
Invoice Description		Invoice Number	Invoice Amount
-----			
2020 Employee Recognition		1594	\$4,350.00
-----			
Burmac Mechanical 2000	EFT0002988	2020-12-08	\$839.81
-----			
Invoice Description		Invoice Number	Invoice Amount
-----			
Sewer Camera Sewer 4127-62 St		B47287	\$839.81
-----			
Central Sharpening	EFT0002989	2020-12-08	\$63.00
-----			
Invoice Description		Invoice Number	Invoice Amount
-----			
SRC Sharpen Zamboni Blades		28626	\$63.00
-----			
Chemical International	EFT0002990	2020-12-08	\$1,902.60
-----			
Invoice Description		Invoice Number	Invoice Amount
-----			
SRC Covid-19 Sanitizing Suppli		110161	\$687.75
SRC Covid-19 Sanitizing Wipes		110218	\$1,214.85
-----			
Cheri's Ultimate Cleaning Serv	EFT0002991	2020-12-08	\$2,346.75
-----			
Invoice Description		Invoice Number	Invoice Amount
-----			
Shop Sep to Nov Janitor Servic		441988	\$2,346.75
-----			
Dahl, Steven	EFT0002992	2020-12-08	\$300.00
-----			
Invoice Description		Invoice Number	Invoice Amount
-----			
Shop CUPE Clothing Allowance		2020.11.25	\$250.00
Shop Dec Tool Allowance		2020.12.01	\$50.00
-----			
Dodd, Sonia	EFT0002993	2020-12-08	\$25.00
-----			
Invoice Description		Invoice Number	Invoice Amount
-----			
Pool Dec Phone Allowance		2020.12.01	\$25.00

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Gerlitz, Steven	EFT0002994	2020-12-08	\$100.00
Invoice Description	Invoice Number	Invoice Amount	
Admin/Office Dec Phone/Trvl Al	2020.12.01	\$100.00	
Graham, Leann	EFT0002995	2020-12-08	\$175.00
Invoice Description	Invoice Number	Invoice Amount	
P&D Dec Phone/Trvl Allowance	2020.12.01	\$175.00	
Gyro Ag Ltd.	EFT0002996	2020-12-08	\$85.58
Invoice Description	Invoice Number	Invoice Amount	
Shop 2 boxes of ear plugs	1629	\$85.58	
Municipal Property Consultants	EFT0002997	2020-12-08	\$6,803.08
Invoice Description	Invoice Number	Invoice Amount	
Dec 2020 Assessor	17139	\$6,803.08	
QM Contracting	EFT0002998	2020-12-08	\$1,575.00
Invoice Description	Invoice Number	Invoice Amount	
Nov Water Meter Reader	931380	\$1,575.00	
Robbins, Brad	EFT0002999	2020-12-08	\$100.00
Invoice Description	Invoice Number	Invoice Amount	
P&L Dec Travel Allowance	2020.12.01	\$100.00	
Rocky Mountain Phoenix	EFT0003000	2020-12-08	\$6,008.10
Invoice Description	Invoice Number	Invoice Amount	
Fire Joint 8 Helmet Shields	IN0126623	\$4,620.00	
Fire Joint 8 Helmets	IN0126624	\$1,388.10	
Rowles, Marty	EFT0003001	2020-12-08	\$250.00
Invoice Description	Invoice Number	Invoice Amount	
SRC CUPE Clothing Allowance	2020.11.29	\$250.00	
Standage, Maddie	EFT0003002	2020-12-08	\$150.00
Invoice Description	Invoice Number	Invoice Amount	
P&D Dec Travel Allowance	2020.12.01	\$150.00	
Stenlund, Wayne	EFT0003003	2020-12-08	\$25.00
Invoice Description	Invoice Number	Invoice Amount	
Shop Dec Tool Allowance	2020.12.01	\$25.00	
Switenky, Greg	EFT0003004	2020-12-08	\$370.00
Invoice Description	Invoice Number	Invoice Amount	
Admin/Office Dec Phone/Trvl Al	2020.12.01	\$370.00	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Trinus Technologies Inc	EFT0003005	2020-12-08	\$3,344.78
=====			
	Invoice Description	Invoice Number	Invoice Amount
	Computer Anti Virus/emails	R58773-29730	\$746.03
	Computer Tech Support	R354-29570	\$2,598.75
=====			
Ventnor, Coralee	EFT0003006	2020-12-08	\$175.00
=====			
	Invoice Description	Invoice Number	Invoice Amount
	SRC CUPE Clothing Allowance	2020.11.29	\$175.00
=====			
Wally's Backhoe Services Ltd.	EFT0003007	2020-12-08	\$114,101.23
=====			
	Invoice Description	Invoice Number	Invoice Amount
	TS100 Red Willow Creek Cleanin	PPC#2 TS100	\$114,101.23
=====			
	Total Cheques		\$143,391.19
=====			

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	EFT0003008
Cheque Date	First	Last		EFT0003036

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
===== Accu-Flo Meter Service Ltd.	EFT0003008	2020-12-15	\$1,033.20
Invoice Description	Invoice Number	Invoice Amount	
----- Water Trans 1.5 Meter	94387	\$1,033.20	
===== APEX Supplementary Pension Pla	EFT0003009	2020-12-15	\$369.92
Invoice Description	Invoice Number	Invoice Amount	
----- Supplementary Pension Plan	PP25-20	\$369.92	
===== Apple Fitness Store Ltd.	EFT0003010	2020-12-15	\$814.80
Invoice Description	Invoice Number	Invoice Amount	
----- Fitness Covid-19 Disinfectant	IN00010676	\$814.80	
===== Automated Aquatics Canada Ltd.	EFT0003011	2020-12-15	\$3,804.78
Invoice Description	Invoice Number	Invoice Amount	
----- Pool - Facility CO2 Feeder	0000096335	\$3,470.25	
Pool Solenoid Valve	0000096308	\$334.53	
===== Stettler Regional Board of Tra	EFT0003012	2020-12-15	\$23,200.00
Invoice Description	Invoice Number	Invoice Amount	
----- Misc Dept Heartland Dollars	1591	\$23,200.00	
===== Border Paving Ltd.	EFT0003013	2020-12-15	\$82,003.36
Invoice Description	Invoice Number	Invoice Amount	
----- TS101 2020 Paving Program	TS101-PP#3	\$82,003.36	
===== Brenntag Canada Inc.	EFT0003014	2020-12-15	\$4,871.37
Invoice Description	Invoice Number	Invoice Amount	
----- WTP Chemicals & Drum Deposit	46284836	\$3,066.00	
WTP Chemicals & Drum Deposit	46285526	\$2,829.12	
===== Brownlee LLP	EFT0003015	2020-12-15	\$697.84
Invoice Description	Invoice Number	Invoice Amount	
----- Sewer Legal Services Lagoon	507461	\$697.84	
===== Canadian Red Cross	EFT0003016	2020-12-15	\$82.00
Invoice Description	Invoice Number	Invoice Amount	
----- Fitness Training Certification	CRC-289507	\$2.00	
P&L Training Fees	CRC-289512	\$40.00	
Fitness and P&L Training	CRC-289518	\$40.00	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Canadian Union of Public Emplo	EFT0003017	2020-12-15	\$687.50
Invoice Description	Invoice Number	Invoice Amount	
Union Dues	PP25-20	\$687.50	
Cas Tech Inc.	EFT0003018	2020-12-15	\$1,102.50
Invoice Description	Invoice Number	Invoice Amount	
Computer Lexmark Toner	1345	\$1,102.50	
CentralSquare Canada Software	EFT0003019	2020-12-15	\$225.75
Invoice Description	Invoice Number	Invoice Amount	
Computer eServices Consulting	300010	\$225.75	
Digital Connection Office Syst	EFT0003020	2020-12-15	\$434.71
Invoice Description	Invoice Number	Invoice Amount	
Office & Water Bill Photocopie	291779	\$434.71	
Digitex Canada Inc.	EFT0003021	2020-12-15	\$119.15
Invoice Description	Invoice Number	Invoice Amount	
P&L Nov 4 to Dec 3 Photocopies	IN703421	\$119.15	
ESC Automation	EFT0003022	2020-12-15	\$1,750.88
Invoice Description	Invoice Number	Invoice Amount	
Pool Software Maintenance	SCPAY0106159	\$1,750.88	
Federation of Canadian Municip	EFT0003023	2020-12-15	\$1,778.42
Invoice Description	Invoice Number	Invoice Amount	
FCM 2021-2022 Membership	INV-26629-J4W5	\$1,778.42	
Fix, Grace	EFT0003024	2020-12-15	\$62.73
Invoice Description	Invoice Number	Invoice Amount	
HBC Sandwich Boards Paint	2020.12.03	\$62.73	
Jeremy Verhoven Trucking	EFT0003025	2020-12-15	\$7,780.50
Invoice Description	Invoice Number	Invoice Amount	
Snow Removal Hired Dump Truck	1642	\$7,780.50	
Loomis Express	EFT0003026	2020-12-15	\$299.78
Invoice Description	Invoice Number	Invoice Amount	
WTP & Water Trans Freight	9207970	\$76.47	
Shop Freight	9218354	\$52.28	
WTP Freight	9239779	\$171.03	
New Line Skateparks Inc.	EFT0003027	2020-12-15	\$5,250.00
Invoice Description	Invoice Number	Invoice Amount	



Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Skateboard Park Phase 2 50%	CAD2146		\$5,250.00
Rocky Mountain Phoenix	EFT0003028	2020-12-15	\$404.46
Invoice Description	Invoice Number	Invoice Amount	
Fire Joint Airpower XR2 Winter	IN0126719	\$404.46	
Rollies Vac Systems	EFT0003029	2020-12-15	\$336.00
Invoice Description	Invoice Number	Invoice Amount	
Landfill Pumpout	21035	\$336.00	
Stettler Telephone Answering S	EFT0003030	2020-12-15	\$120.75
Invoice Description	Invoice Number	Invoice Amount	
WTP Dec Working Alone Monitor	133	\$120.75	
Stingray Radio Inc.	EFT0003031	2020-12-15	\$682.50
Invoice Description	Invoice Number	Invoice Amount	
Misc Dept Nov Advertising	359187-11	\$682.50	
Tagish Engineering Ltd.	EFT0003032	2020-12-15	\$35,321.40
Invoice Description	Invoice Number	Invoice Amount	
TS101 2020 Paving Program	18129	\$5,164.24	
TS102 44th Ave Road Repairs	18130	\$2,593.90	
TS97 61st St Laneway Replace	18126	\$13,286.64	
TS100 - Red Willow Creek Clean	18128	\$12,893.13	
TS99 52nd ST Watermain Replace	18127	\$1,210.55	
TS96 2019 Desludging Lagoons	18125	\$172.94	
TNT Work & Rescue	EFT0003033	2020-12-15	\$6,570.08
Invoice Description	Invoice Number	Invoice Amount	
Fire Joint Training Materials/	1382	\$2,240.99	
Fire Joint Training Materials	1427	\$2,011.42	
Fire Joint Training Materials	1428	\$2,317.67	
Urban Dirtworks Inc.	EFT0003034	2020-12-15	\$262,103.05
Invoice Description	Invoice Number	Invoice Amount	
TS93 57A St Lane Infrastructur	PP#5-2020	\$16,151.21	
TS97 61St Laneway Replacement	PP#2-TS97	\$245,951.84	
Wally's Backhoe Services Ltd.	EFT0003035	2020-12-15	\$20,486.16
Invoice Description	Invoice Number	Invoice Amount	
TS99 52 St Water Main Holdback	PP#2 TS99	\$20,486.16	
WTS Manufacturing & Sales Inc.	EFT0003036	2020-12-15	\$136.50
Invoice Description	Invoice Number	Invoice Amount	
Water Dispenser replace flange	1766	\$136.50	
Total Cheques			81 \$462,530.09

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	ONL000370
Cheque Date	First	Last		ONL000370

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
=====			
Telus Mobility Inc.	ONL000370	2020-12-11	\$1,094.02
-----			
Invoice Description	Invoice Number	Invoice Amount	
-----			
Telus Mobility Nov 22 - Dec 21	2020.11.21	\$1,094.02	
			-----
Total Cheques			\$1,094.02
			=====

**MINUTES OF THE TOWN OF STETTLER EMERGENCY MANAGEMENT ADVISORY COMMITTEE MEETING HELD ON TUESDAY, NOVEMBER 24, 2020 AT 3:03 P.M. AT THE TOWN OF STETTLER ADMINISTRATION BUILDING, STETTLER, ALBERTA**

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**PRESENT:** Greg Switenky, CAO  
Sean Nolls, Mayor  
Scott Pfeiffer  
Cheryl Barros  
Malcolm Fischer (joined the meeting at 3:09 p.m.)  
Al Campbell  
Gord Lawlor

Lee Hardman, Director of Emergency Management  
Chad Jackson, Deputy Director of Emergency Management  
Marlene Hanson, Recording Secretary

**ABSENT:** Clint Sime, Deputy Director of Emergency Management  
Wayne Smith

**CALL TO ORDER**

The meeting was called to order at 3:03 p.m. Tuesday, November 24, 2020 by Lee Hardman.

**INTRODUCTIONS**

Introductions were completed.

**ADOPTION OF AGENDA**

**Moved by Cheryl Barros**

"that the November 24, 2020 agenda for the Town of Stettler Emergency Management Advisory Committee Meeting be approved, as presented." Carried

**NEW BUSINESS**

**Stettler Regional Emergency Management Plan (SREMP):**

- Mandatory Meetings are as follows:
  - Agency Meetings are individual meetings held with each Municipality involved, consisting of the Director and Deputy Directors of Emergency Management, that Municipality's CAO, and key unique stakeholders for that Municipality (Ambulance, Fire, Police, Public Health Inspector, FCSS, School Divisions, unique stakeholders, etc.). Attendance is as per each Municipality's Bylaw which identifies the composition of the Emergency Management Agency Meeting.
  - Advisory Committee Meetings are individual meetings with each Municipality involved, consisting of the Director and Deputy Directors of Emergency Management, Municipality's CAO, Municipality's appointed Emergency Management Council Members as identified in each Municipality's Bylaw.
  - Regional Agency Meetings are a meeting with all participating Municipalities, consisting of each Municipality's staff members, key stakeholders (Ambulance, Fire, Police, etc.) and Emergency Management Personnel.
  - Regional Advisory Committee Meeting is a meeting of all the Municipality's appointed Emergency Management Council Members appointed by each Municipality.
- Plan is being updated; hired a consultant and the Plan will be placed on CEMP (online provincial wide program) for easier editing and availability for viewing by each participating Municipality and the Central Region Field Officer.
- Hoping the first draft of the SREMP is available next month for consideration and consultation.

- The plan will have additional sections being: social services, animal evacuation, business continuity and reentry plans.
- One person from each participating Municipality has access to the plan on CEMP.

Malcolm Fischer joined the meeting at 3:09 p.m.

Hazard Identification and Risk Assessment (HIRA):

- The Audit identified that Hazard Identification and Risk Assessments have not been completed.
- Were to be completed by October 31, 2020.
- Town staff and Fire Chief Mark Dennis have scheduled December 1, 2020 to complete this section.
- Responses will be completed for some of the top hazards (hazards are situations that could result in high injury or fatality rates).
- The document is reviewed yearly.

Alberta Hazard Incident Management Team (AHIMT):

- Six county staff members have taken training and are members of the central AHIMT, having approximately 100 ICS trained members involved throughout the central region, who can respond to any event if assistance is requested.
- The team does yearly training.
- Plan is that AHIMT will become province wide and then across country.
- Greg Switenky thanked the County for allowing member to train.
- Should any Town member wish to take the training, notify Lee Hardman.

Emergency Management Training:

- Basic Emergency Management and ICS 100 training courses were offered last year as the courses are a mandatory requirement for all staff. All staff members are fully trained.
- ICS 200 training is scheduled to be offered in 2021. ICS 200 has been made a mandatory requirement for County of Stettler staff (The online course is not recognized, therefore, a 2 day course is required).
- ICS 300 can be offered (has been made a mandatory requirement for County of Stettler supervisory staff).
- ICS 400 can be offered if there is enough interest, in order to host a course or courses can be taken at other centers that are hosting.
- Councillors are required to have the Municipal Elected Officials Course. Can be taken online – notify Lee Hardman.
- Zoom classes were just approved.
- A regional table top exercise based on the Emergency Response Plan is planned for after all training has taken place (may be toward the end of next year), then the following year an exercise with actors may be planned.

Alberta Emergency Management Agency (AEMA) Audit:

- Field Officer completed our audit and passed, however, SREMP requires an update and the Hazard Identification Risk Assessment section was identified as it requires completing with October 31, 2020 being set as the deadline date.
- Each municipality has set their CEMP program to share with the other members of SREMP in order for each municipality to be able to view each other's information.

**ROUND TABLE**

- Sean Nolls – Sounds like the details are under control. (Lee Hardman identified that Level ICS 200 is for staff, however, Councillors can take if they desire.)
- Greg Switenky – Council to be mindful of definition of 'emergency' in regard to the SREMP (evacuations, etc.), requiring the set-up of an EOC. Being part of this SREMP

has many advantages due all municipalizes being members. Noted that the COVID-19 EOC opening was a very beneficial – like a training exercise.)

- (Lee Hardman – Drumheller's Council declared a 'State of Local Emergency', today. Funding reimbursement would be determined through an application to Disaster Recovery being submitted to the Province.)
- Gord Lawlor – Is involved with Victim Services (Lee Hardman noted that when an EOC is operational, it would be the responsibility of the RCMP to request Victim Services assistance.)(Greg Switenky identified that it may be beneficial to invite Victim Services to the Agency Meeting - Gord will supply contact information.)

**CORRESPONDENCE** (None)

**INFORMATION ITEMS**

**EOC Update:**

- Activated the Emergency Operations Center (EOC) in March, 2020 (for approximately a month then moved to a virtual center and in the middle of June closed the EOC totally). Are now working by a virtual means.
- The location of the EOC is at the County Public Works Facility. Plan is for a generator to be wired in at this location.
- The Town Office Council Chambers is listed as the Town of Stettler EOC.
- Donalda Fire Hall is the SREMP back-up EOC.
- Used a hotline phone number call center which worked well and may be used in future events.
- Business Continuity participation in the EOC was new and found to be very beneficial being a link to the business services, therefore, may be used in future events.
- If COVID numbers increase, taxing the health center, then the EOC would be reopened to assist by locating and opening additional centers (hospital/morgue, etc.) in order to assist Alberta Health Services.

**NEXT MEETING**

The next Meeting of the Town of Stettler Emergency Management Advisory Committee will be held in 2021 at the call of the Director of Emergency Management. (Group can request another meeting if they desire.)

**ADJOURNMENT**

The Town of Stettler Emergency Management Advisory Committee Meeting adjourned at 3:41 p.m.

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Director of Emergency Management  
(Lee Hardman)

---

Deputy Director of Emergency  
Management

**Post-Secondary & Workplace  
Meeting Minutes, November 18, 2020**

**Meeting Attendance:** Erin Wilkie, Peggy Vockeroth, Kelsey Wilson, Carol Dyck, Cheryl Barros, Greg Hayden, David Goodwin, Justin Tanner, Malcolm Fischer, Stacey Benjamin, Diane Palmer

**Welcome**

**Correspondence**

- Introduction - Kelsey Wilson - new to the SLC as an administration assistant. Monday-Friday 11am-4pm
- Congratulations Malcolm on your Citizen Of The Year Award!
- 2020 Christmas Hamper applications are available at the FCSS if there is anyone that you know in need.
- Andrea lee was here a few weeks ago to give us all naloxone training. Our staff all agreed that this was a great training experience. FCSS is providing this training free of charge as well as naloxone emergency kits to take home.

**Review of minutes from last meeting**

No questions or comments

**Financials - Erin Wilkie**

- Huge thank you to Dee Muncy for all the effort that she has put in for the organization.
- Grant has decreased due to our rent being paid directly through CAC
- Facility enhancement grant has covered all renos. We are currently looking into some sound blocking options in the ceiling as there have been some noise concerns in the classrooms. These changes will be done throughout the christmas break.
- Justin Tanner - There are options to have your wages subsidized if your revenues have dropped because of Covid-19.
- You may notice utilities are a bit higher from the overlap of the move.
- Equipment Maintenance - this was laptop upgrades
- Equipment purchases - Door Security system - cost being split with Advanced Education.
- Janitorial - We were given extra to cover the days when PN's are in, as well as extra sneeze guards and masks.

**Post Secondary and Workplace Report - Peggy Vockeroth**

- The HCA program is now \$8100k and will be starting in Stettler September 2021. 16 students will be accepted for the stettler cohort and 8 students in Hanna. Changes to the curriculum resulted in a 6 month program. Minimum admission is now Grade 11. GED is not accepted.
- PN Program - Stettler to host Spet.2022 (applications open October 2021).
- HCAW - Norquest College - starts in January 2021 (5 courses)focus on new immigrants/permanent residents - Free
- Apprenticeship & Industry Training (AIT) Exam Prep - Free offering under CAC (4 courses). Stettler has had 1 learner successfully complete all four courses. This learner overcame

some barriers, went into our Essential Skills, New Futures, then the Apprenticeship Program.. She still needs to take her Apprenticeship entrance exams.

## **New Business**

### Community Survey Results

- Survey was sent out to over 65 contacts, with 21 completing the survey. The survey showed the top 5 programs requested within the community are: Health Sciences (Health Care Aide; Practical Nurse); Trades (Welding/Carpentry/Pipefitting etc.); Social Work, Community Support Worker (Cert./Diploma, Degree) which includes Addictions, Counseling, Mental Health, Trauma Informed; Renewable Energy (solar, wind, methane reduction), Business/Education (Mgmt Skills, Office Admin, Bookkeeping, Early Learning, & Childcare Education Assist). Those that responded requested self guided learning (flexible work schedule, practical and short term options).
- The two main reasons for not pursuing college or university is programs/courses have been financial issues and distance.
- Top 3 industries: Professional/Scientific, Agriculture, Forestry
- Approx. 50% of those who responded said they didn't feel people in our community would pursue post-secondary education, but more of an emphasis on foundational skills, workplace essential skills, adult upgrading, trades are required.
- There were a lot of requests for Digital Skills/Video Conference platforms, google, etc.

Erin Wilkie - SLC - Right now we are rolling with things as they come along. We are all under a huge learning curve with the shift of new roles and new employees. January we should know more about what 2021 will look like.

- Conversational Spanish - started Nov.12th running every Thursday night from 7:00-8:30pm at the United Church until Dec.17th.
- GED Prep will be ending Dec.17th. We have 2 enrolled. No one registered yet for January.
- Kae-Lynn with Triple R Coaching will be here this afternoon for a practice run through of her November program that she is offering right now.
- Conversation Cafe has been postponed due to the lack of attendance. We will try again in January
- New futures - we have two registered this month. Will be offered again in December.
- January we plan to offer Digital Drop in, Car Seat Safety, Welding, Will & Estate Planning.
  
- Peggy & Erin Roadshow! We will be touring around the community bringing awareness about what it is we do here. We have met with the Outreach and FCSS. The Outreach School was surprised to learn all the options that we have here.  
Erin - explained the positives around the ladder effect by getting their feet wet here at the Learning Centre, moving to upgrading course then to post secondary gaining their confidence as they go.

There was also talk about having a meeting here with the Outreach school to discuss how we can work together.

Face to face meetings are now a thing of the past. But they prove to be much more effective

Greg - Having more handouts and materials with details about programs for people to look at.

Dave - Face to face is great, what if you go to the schools? Calm courses, mechanics, woodworkings would be a great place to FTF with students and teachers.

Justin - People to contact would be the school counselor - Lorene Mcmillin. Maybe attend a principles board meeting.

### **Next Meetings:**

Board Meeting/Strategic Planning - January 27th, 2021 12:00 - 3:00 p.m.

Post-Secondary & Workplace Meeting - May 26, 2021 12:00 - 1:00 p.m.



**BYLAW 2136-20**

A BYLAW OF THE TOWN OF STETTLER, PROVINCE OF ALBERTA TO AUTHORIZE THE RESIDENTIAL WASTE COLLECTION FEES AND CHARGES.

WHEREAS Waste Fees and Charges are established under Bylaw 2123-19, "Waste Control Bylaw."

WHEREAS pursuant to the provisions of the *Municipal Government Act*, R.S.A. 2000, c. M-26, as amended, or repealed and replaced from time to time.

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

1. The Residential Waste Collection Fee is \$23.75 per month.
2. That Bylaw 2126-19 be repealed.
3. That this Bylaw shall take force and effect on January 1, 2021.

READ a first time this 15<sup>th</sup> day of December, A.D. 2020.

Read a second time this 15<sup>th</sup> day of December, A.D. 2020.

Read a third and finally passed this 15<sup>th</sup> day of December, A.D. 2020.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Assistant CAO

**BYLAW 2137-20**

A BYLAW OF THE TOWN OF STETLER, PROVINCE OF ALBERTA TO AUTHORIZE THE RESIDENTIAL RECYCLING COLLECTION FEE AND CHARGES.

WHEREAS Recycling Fees and Charges are established under Bylaw 2123-19: "Waste Control Bylaw."

WHEREAS pursuant to the provisions of the *Municipal Government Act*, R.S.A. 2000, c. M-26, as amended, or repealed and replaced from time to time.

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

1. The Bi-weekly Curbside/Lane Recycling Fee of \$6.50 per month.
2. That Bylaw 2116-18 be repealed.
3. That this Bylaw shall take force and effect on January 1, 2021.

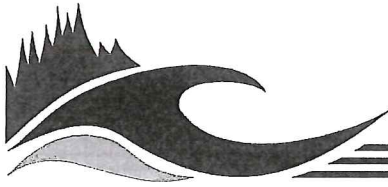
READ a first time this 15<sup>th</sup> day of December, A.D. 2020.

Read a second time this 15<sup>th</sup> day of December, A.D. 2020.

Read a third and finally passed this 15<sup>th</sup> day of December, A.D. 2020.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Assistant CAO



COPY

City of **Cold Lake**

**OFFICE OF THE MAYOR**

December 3, 2020

Via Email [health.minister@gov.ab.ca](mailto:health.minister@gov.ab.ca)

Government of Alberta  
Office of the Minister of Health  
423 Legislature Bldg. 10800-97<sup>th</sup> Avenue  
Edmonton, AB T5K 2B6

Attention: Honourable Tyler Shandro, Minister of Health

Dear Minister Shandro:

At the City of Cold Lake's regular Council meeting, held on November 24, 2020, City Council debated concerns being raised by our residents relating to access to the Government of Canada's "COVID-19 Alert" mobile application.

In the Cold Lake context, these concerns are exacerbated due to our proximity to the Province of Saskatchewan, the City of Cold Lake's position as an economic hub in the northeast, and the presence of CFB Cold Lake. Many Saskatchewan residents are using the federal COVID-19 contact/exposure alert application and come to our community to shop and access healthcare services. It is our hope that a solution may be found that would allow the Government of Alberta to enable the federal government's application, or to harmonize the Alberta tracing application with the federal one.

We understand that the "ABTraceTogether" was launched in May 2020 and the Government of Canada developed its "COVID-19 Alert" at a later date, and that this has caused concerns relating to provincial coordination and potential confusion between different applications.

Our Council feels that the Government of Alberta deserves much credit in its quick response, development, and deployment of its tracing application. Since inter-provincial travel and trade is critical to our economy and will be a large factor in our post COVID recovery, however, it is our hope that a Canada-wide solution can be implemented as soon as reasonably possible.

Although the federal government's application may have been late, it has the unique advantage of being able to trace contacts across the country. Our residents feel there are significant benefits a Canada-wide approach can bring to help safely strengthen interprovincial travel and trade.

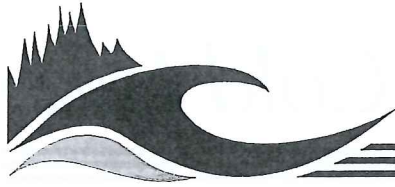
In response to our residents' concerns, Council passed the following resolution:

*Moved by Councillor Vining that Council consider a letter to the Government of Alberta urging it to open access to the federal COVID-19 mobile app in Alberta.*

**WHEREAS** Canada is in the midst of a global pandemic relating to the COVID-19 virus, during which health experts have expressed the need to be able to trace people who may have been exposed to the virus in an effort to break the cycle of infection; and

5513 - 48 Avenue, Cold Lake, AB T9M 1A1  
Telephone (780) 594-4494 Fax (780) 594-3480  
[www.coldlake.com](http://www.coldlake.com)





**OFFICE OF THE MAYOR**

-2-

***WHEREAS** the Government of Canada has developed a nation-wide mobile application to assist with tracing efforts in response to the COVID-19 pandemic; and*

***WHEREAS** as on November 4, 2020, eight (8) provinces and territories have opened the app for access within their jurisdictions and over 5 million Canadians have now downloaded the application.*

***NOW THEREFORE BE IT RESOLVED** that the Council of the City of Cold Lake urges the Government of Alberta to enable the Government of Canada "COVID-19 Alert" application for Albertans.*

And that a copy of this resolution be sent to the Honourable Jason Kenny Premier of Alberta, MLA David Hansen, opposition health critic MLA David Shepherd, the Alberta Urban Municipalities Association, and all municipalities within the Province of Alberta.

The City feels that the more Albertans who voluntarily download and use a tracing application capable of operating across all provinces, the quicker Albertans can react to information and assist with curbing the spread of the COVID-19 virus, which will assist in quicker economic recovery efforts.

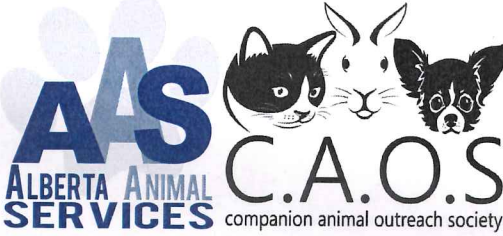
The City of Cold Lake appreciates your leadership in these uncertain times and stands ready to assist in any way called upon.

And we remain,

Respectfully yours,

Craig Copeland,  
Mayor

cc: Council  
Chief Administrative Officer K. Nagoya  
The Honourable Jason Kenny, Premier of Alberta  
The Honourable David Hanson, MLA Bonnyville-ColdLake-St. Paul Constituency  
The Honourable David Shepherd, MLA Opposition Health Critic  
Alberta Urban Municipalities Association (AUMA)  
and all Municipalities within the Province of Alberta



**Wish you a Merry  
Christmas and a  
Happy New year!!**

**Together we helped over  
800 pets in need!**

**Found loving homes for  
over 600 dogs and cats!  
We look forward to  
another successful year!**



*To: THE TOWN OF STETTLER  
FROM ALL OF US TO YOU, WE HOPE  
EVERYONE HAS A VERY MERRY CHRISTMAS  
+ A SAFE + HAPPY NEW YEAR!!*

*Karin*

*Brody*

*Alexa*

*Jamie*

*Sasha*

*Dwane*

*Kevin*

*Erin*