

Town of Stettler

COUNCIL MEETING

OCTOBER 20, 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, OCTOBER 20th, 2020
6:30 P.M.
AGENDA**

1. **Agenda Additions**
2. **Agenda Approval**
3. **Confirmation of Minutes**
 - (a) Minutes of the Regular Council Meeting of October 6th, 2020 5-10
 - (b) Business Arising from the October 6th, 2020 Council Minutes
 - (c) Minutes of the Committee of the Whole Meeting of October 13th, 2020 11-12
 - (d) Business Arising from the October 13th, 2020 Committee of the Whole Minutes
4. **Citizens Forum**
5. **Delegations**
6. **Administration**
 - (a) Parkland Regional Library – 2021 Budget Requisition 13-14
 - (b) Policy X-1 (d) - Stettler Recreation Centre Rental Rates 15-27
 - (c) 2020 Revenue/Expense Summary – September 30, 2020 28-29
 - (d) 2020 Capital Budget Summary – September 30, 2020 30-32
 - (e) CAO Reports 33-38
 - (f) Meeting Dates
 - **Tuesday, October 20 – Organizational Meeting – 6:30pm**
 - Tuesday, October 20 – Council – Following Organizational Meeting
 - Tuesday, November 3 – Council – 6:30pm
 - Tuesday, November 10 – COW – 4:30pm
 - Tuesday, November 17 – Council – 6:30pm
 - Tuesday, December 1 – Council – 6:30pm
 - **Monday, December 7 – Regional Water Meeting**
 - **Tuesday, December 8 – 2021 Interim Budget Deliberations – 3:30pm**
 - Tuesday, December 8 – COW – 4:30pm
 - Tuesday, December 15 – Council (2021 Interim Operating Budget) – 6:30pm
 - Tuesday, January 5 – Council – 6:30pm
 - **Monday, January 11 – 2021 Strategic Planning Workshop – 3pm**

**COUNCIL AGENDA
OCTOBER 20th, 2020
PAGE 2**

- Tuesday, January 12 – COW – 4:30pm
- Tuesday, January 19 – Council – 6:30pm
- **Monday, January 25 – 2021 Capital Budget Deliberations**

(g) Accounts Payable in the amount of \$308,791.43 (\$87,374.36 + \$206,793.98 + \$14,623.09)	39-50
7. <u>Council</u>	
(a) Meeting Reports	
8. <u>Minutes</u>	
(a) Parkland Regional Library Board – September 17 th , 2020	51-58
9. <u>Public Hearing</u>	
10. <u>Bylaws</u>	
11. <u>Correspondence</u>	
(a) IODE No Stone Left Alone Event	59
(b) Canadian Badlands Tourism – Canadian Badlands Tourism Retains Tourism Consultancy Twenty31 to Conduct Strategy to Develop a Vision for the Future of the Canadian Badlands	60
(c) MP Damien Kurek – Summer/Fall 2020 Parliamentary Report	61-64
(d) Red Deer River Municipal Users Group – October 2020 Newsletter	65-66
12. <u>Items Added</u>	
13. <u>In-Camera Session</u>	
14. <u>Adjournment</u>	

**MINUTES OF THE REGULAR MEETING OF THE TOWN OF STETTLER COUNCIL
HELD ON TUESDAY, OCTOBER 6th, 2020 IN THE MUNICIPAL OFFICE,
COUNCIL CHAMBERS**

Present:

Mayor S. Nolls

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

CAO G. Switenky
Assistant CAO S. Gerlitz
Director of Planning & Development L. Graham
Manager of Recreation & Culture B. Robbins
Director of the Stettler Regional Board of Trade S. Benjamin

Absent:

None

Media (1)

Call to Order:

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

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

13(a) Unsightly Property – FOIP – Section 16 – Third Party Business Interests

13(b) Health Professional Recruitment & Retention – Third Party Business Interests – FOIP – Section 16

Motion 20:10:01

Moved by Councillor Fischer to approve the agenda as amended.

MOTION CARRIED
Unanimous

3. **Confirmation of Minutes:**

(a) Minutes of the Regular Meeting of Council held September 15th, 2020

Motion 20:10:02

Moved by Councillor Lawlor that the Minutes of the Regular Meeting of Council held on September 15th, 2020 be approved as presented.

MOTION CARRIED
Unanimous

(b) Business Arising from the September 15th, 2020 Minutes

None

4. **Citizen's Forum:**

(a) None

5. **Delegations:**

(a) None

6. **Administration:**

(a) Stettler Recreation Centre – LiveBarn Installation

Mayor Nolls welcomed Manager of Recreation & Culture B. Robbins to the meeting.

B. Robbins began by providing a brief update on the opening of the Red Arena.

B. Robbins advised that LiveBarn is now installed at the Stettler Recreation Centre arenas. Users can subscribe for a low-cost monthly or annual service subscription that enables them to view every local game or competition, or

review their performance as an athlete.

B. Robbins presented his LiveBarn account in order to demonstrate the features of the subscription service.

Mayor Nolls thanked B. Robbins for his presentation.

B. Robbins left the meeting at 6:51 p.m.

(b) Commercial Market Analysis RFP

Mayor Nolls welcomed Director of Planning & Development L. Graham and Director of the Stettler Regional Board of Trade S. Benjamin to the meeting.

L. Graham advised that as per Council direction, an RFP was created and advertised on Alberta Purchasing Connection to conduct a Commercial Market Analysis for the Town of Stettler. A budget of \$36,000 was set aside as well as a grant from the Alberta Real Estate Foundation (AREF) of \$8,000, which was received to conduct the Commercial Market Analysis.

The following five (5) RFP's were received and reviewed. Prices do not include GST:

Submission by:	Evaluation Score: *%value based on the evaluation criteria provided in the RFP	Cost	Met RFP Criteria
Tate Economic Research Inc.	65	\$34,630	X
urbanMetrics inc.	97	\$35,050	X
FBM	87	\$39,960	X
Ivory Business Solutions Ltd.	N/A	\$41,580	
Three Sixty Collective	82	\$64,830	X

The evaluation of the proposals is weighted 40% on project understanding, methodology and approach. Our review of the proposals concluded that the content from the urbanMetrics inc. RFP provided the best value based on the proposal criteria. The following aspects of the proposal stood out in comparison to other proponents:

1. Methodology and Approach
2. Data Collection
3. Trade Area Delineation
4. Population and Employment Forecasting

urbanMetrics inc. provided a creative and innovative approach to data collection by way of cellular data to gather a full one-year period of travel behavior, gaining an understanding of current customer origins and local travel patterns. The trade area delineation determined through this data collection will be focused by the pre-defined geography of our main commercial districts. This is intended to represent the surrounding population which travel into Stettler as well as local customers who support our retail/service commercial industry. Further, the proposal from urbanMetrics inc. allows for the customization of business surveys to help gain an understanding of the local view of the current business environment in Stettler, including growth prospects for local businesses.

In collaboration with Metro Economics, urbanMetrics inc. will prepare population and employment forecasting for the Town of Stettler. These forecasts will be incorporated

into the commercial and industrial analyses. During the evaluation, it was noted that the population and employment forecasting aspect of the proposal was beyond the parameters; however, it would provide a greater level of detail regarding potential generators for commercial and industrial business, as well as identifying targeted employment growth opportunities.

Motion 20:10:03

Moved by Councillor Lawlor that the Town of Stettler Council award the Commercial Market Analysis to urbanMetrics inc. with the option to include value-added suggestions up to \$44,000 funded from the Planning Reserve Account (\$36,000) and the grant from the Alberta Real Estate Foundation (\$8,000).

MOTION CARRIED
Unanimous

Mayor Nolls thanked L. Graham and S. Benjamin for their presentation.

S. Benjamin left the meeting at 7:01 p.m.

- (c) Request for Input – Regional Fire Chief M. Dennis – Appraisal by October 9th, 2020

CAO Switenky advised that Regional Fire Chief M. Dennis's annual appraisal is approaching, and requested that Council submit any input before October 9th, 2020.

- (d) Request for Input – Director of Operations M. Robbins – Appraisal by October 9th, 2020

CAO Switenky advised that Director of Operations M. Robbins' annual appraisal is approaching, and requested that Council submit any input before October 9th, 2020.

- (e) Request for Input – Director of Parks & Leisure Services A. King – Appraisal by October 9th, 2020

CAO Switenky advised that Director of Parks & Leisure Services A. King annual appraisal is approaching, and requested that Council submit any input before October 9th, 2020.

- (f) Request for Input – Director of Planning & Development L. Graham – Appraisal by October 9th, 2020

CAO Switenky advised that Director of Planning & Development L. Graham's annual appraisal is approaching, and requested that Council submit any input before October 9th, 2020.

13. **In-Camera Session:**
- (a) Unsightly Property – FOIP – Section 16 – Third Party Business Interests
 - (b) Health Professional Recruitment & Retention – Third Party Business Interests – FOIP – Section 16

Motion 20:10:04

Moved by Councillor Smith that the Town of Stettler Council move into an In-Camera session with the CAO, Assistant CAO and Director of Planning & Development present.

MOTION CARRIED
Unanimous at 7:01 p.m.

Motion 20:10:05

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

MOTION CARRIED
Unanimous at 7:23 p.m.

L. Graham left the meeting at 7:23 p.m.

6. **Administration (cont'd):**

(e) Meeting Dates

- Tuesday, October 13 – COW – 4:30pm
- **Tuesday, October 20 – Organizational Meeting – 6:30pm**
- Tuesday, October 20 – Council – Following Organizational Meeting
- Tuesday, November 3 – Council – 6:30pm
- Tuesday, November 10 – COW – 4:30pm
- Tuesday, November 17 – Council 6:30pm
- Tuesday, December 1 – Council – 6:30pm
- **Monday, December 7 – Regional Water Meeting**
- **Tuesday, December 8 – 2021 Interim Budget Deliberations – 3:30pm**
- Tuesday, December 8 – COW – 4:30pm
- Tuesday, December 15 – Council (2021 Interim Operating Budget) – 6:30pm
- Tuesday, January 5 – Council – 6:30pm
- **Monday, January 11 – 2021 Strategic Planning Workshop – 3pm**
- Tuesday, January 12 – COW – 4:30pm
- Tuesday, January 19 – Council – 6:30pm
- **Monday, January 25 – 2021 Capital Budget Deliberations**

(f) Accounts Payable in the amount of \$1,402,323.48

Motion 20:10:06

Moved by Councillor Barros that the Accounts Payable in the amount of \$1,402,323.48 (\$316,813.04 + \$483.04 + \$101,684.61 + \$86,302.31 + \$371,080.19 + \$132,841.98 + \$218,490.84 + \$174,627.47) for the period ending September 1st, 2020 for having been paid, be accepted as presented.

MOTION CARRIED
Unanimous

7. **Council:**

Councillors outlined highlights of meetings they attended.

(a) Mayor Nolls

- September 16 – Talk of the Town
- September 16 – Economic Development Committee Meeting
- September 18 – Stettler Waste Management Authority Meeting
- September 18 – Stettler Fire Advisory Meeting
- September 23 – Talk of the Town
- September 24-25 – AUMA Virtual Conference
- September 25 – Signed Cheques at the Town Office
- September 28 – Physician Recruitment & Retention Committee
- September 30 – Moonlight Madness Planning Meeting

(b) Councillor Barros

September 16-17 – Decorated Smile Cookies for the Stettler Health Services Foundation
September 16 – Municipal Planning Commission Meeting
September 18 – Stettler Fire Advisory Meeting
September 23 – Stettler Learning Centre AGM
September 24-25 – AUMA Virtual Conference
September 28 – Stettler Health Professionals Recruitment & Retention Committee
October 1 – Heartland Beautification Meeting

(c) Councillor Campbell

September 16 – Municipal Planning Commission Meeting
September 17 – Red Deer River Municipal User Group Meeting
September 24-25 – AUMA Virtual Conference

(d) Councillor Fischer

September 16 – Municipal Planning Commission Meeting
September 18 – Stettler Waste Management Authority Meeting
September 18 – Stettler Fire Advisory Meeting
September 24-25 – AUMA Virtual Conference
September 25 – Municipal Planning Commission Meeting

(e) Councillor Lawlor

September 16 – Economic Development Committee Meeting
September 17 – Stettler Board of Trade Gala Awards Committee
September 23 – Moonlight Madness Planning Meeting
September 24-25 – AUMA Virtual Conference
September 25 – Municipal Planning Commission Meeting
September 30 – Moonlight Madness Planning Meeting
October 1 – Parkland Regional Library Presentation

(f) Councillor Pfeiffer

September 16 – Economic Development Committee Meeting
September 16 – Municipal Planning Commission Meeting
September 17 – Stettler Board of Trade Gala Awards Committee
September 21 – Stettler FCSS Meeting
September 23 – Moonlight Madness Planning Meeting
September 24-25 – AUMA Virtual Conference
September 25 – Municipal Planning Commission Meeting
September 29 – Stettler FCSS Meeting
September 30 – Moonlight Madness Planning Meeting

(g) Councillor Smith

September 21 – Stettler FCSS Meeting
September 21 – Stettler Museum Meeting
September 24-25 – AUMA Virtual Meeting
October 1 – Heartland Beautification Meeting

Motion 20:10:07

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

MOTION CARRIED
Unanimous

8. **Minutes:**

- (a) Stettler Waste Management Authority – September 18, 2020

Motion 20:10:08

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

MOTION CARRIED
Unanimous

9. **Public Hearing:**

- (a) None

10. **Bylaws:**

- (a) None

11. **Correspondence:**

- (a) Stettler Health Services Foundation – Smile Cookie Week
(b) Interim Alberta Police Advisory Board – Municipal Survey on RCMP Police Services in Alberta
(c) City of Red Deer – Alberta Health Services Consolidation of Emergency Dispatch Services

Discussion ensued regarding the letter from the City of Red Deer with respect to 911 – EMS Dispatch.

Town Council agreed to write a letter under Mayor Nolls' signature to the Honourable Tyler Shandro, Minister of Health, outlining the following concerns:

1. Lack of Consultation
2. Unknown Response Times
3. Potential Cost Increases for 911 Fire Dispatch

Motion 20:10:09

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

MOTION CARRIED
Unanimous

12. **Items Added:**

- (a) None

14. **Adjournment:**

Motion 20:10:10

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

MINUTES OF THE COMMITTEE OF THE WHOLE MEETING
OCTOBER 13, 2020

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

CAO G. Switenky
Assistant CAO S. Gerlitz
Director of Operations M. Robbins
Manager of Recreation and Culture B. Robbins

Absent: None

Call to Order: Mayor Nolls called the meeting to order at 4:30 p.m.

1. Agenda Additions/Deletions

None

2. Agenda Approval

Moved by Councillor Fischer that the agenda be approved as presented.

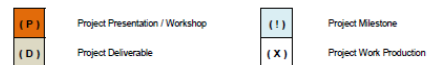
MOTION CARRIED
Unanimous

3. 4:35 p.m. – Manager of Recreation & Culture B. Robbins – Stettler Skatepark Update

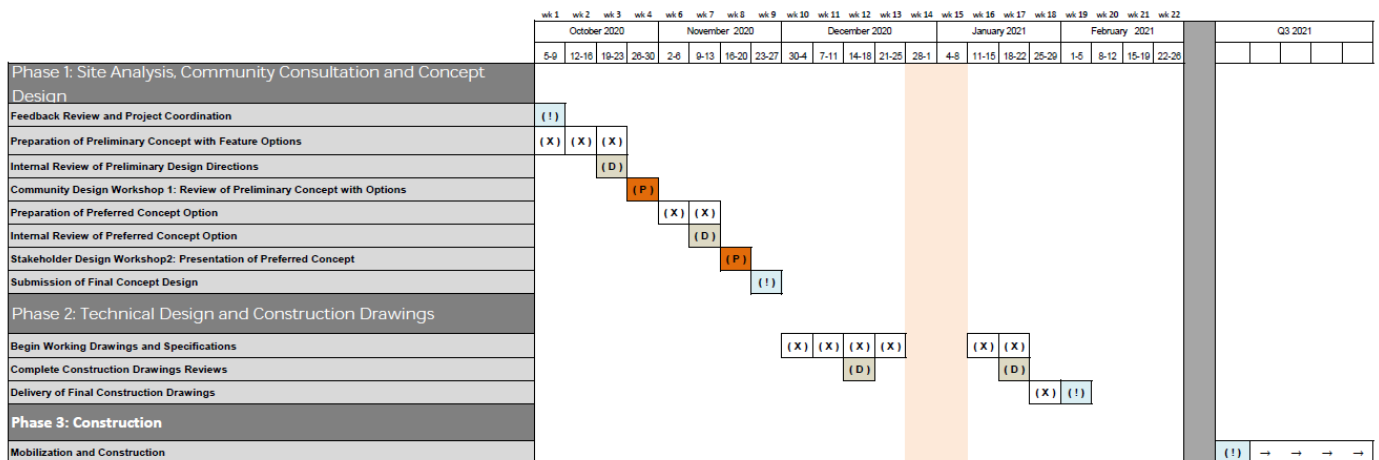
Mayor Nolls welcomed Manager of Recreation & Culture B. Robbins to the meeting.

B. Robbins presented an update on Phase 2 of the Stettler Skatepark, including a tentative timeline for the project.

Stettler Phase 2 Skatepark
Town of Stettler



Project Schedule (5 October 2020)



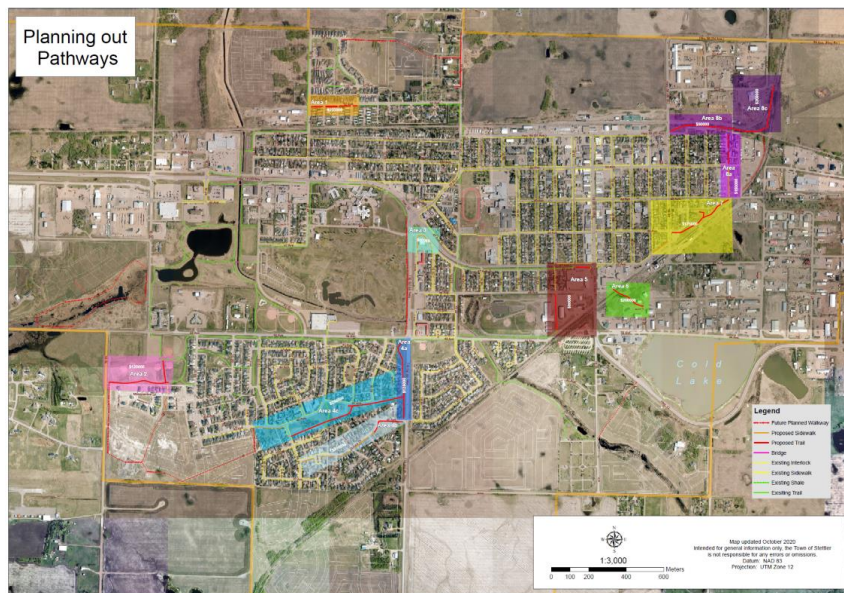
Mayor Nolls thanked B. Robbins for his presentation.

B. Robbins left the meeting at 4:40 p.m.

4. 4:45 p.m. – Director of Operations M. Robbins – Pathway Three-Year Rehabilitation Plan

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

M. Robbins provided an update on the Town's Three-Year Pathway Rehabilitation Plan and outlined the rehabilitated areas on a map.



Mayor Nolls thanked M. Robbins for her presentation.

M. Robbins left the meeting at 5:17 p.m.

5. Adjournment

Moved by Councillor Campbell that the Committee of Whole Meeting be adjourned.

MOTION CARRIED
Unanimous at 5:17 p.m.

Mayor

Assistant CAO

MEMORANDUM

To: Greg Switenky, CAO

From: Steven Gerlitz, Asst. CAO

Date: October 20, 2020

Re: Parkland Regional Library – 2021 Budget Requisition

Recommendation

That the Town of Stettler approve the Parkland Regional Library 2021 Budget with a requisition of \$8.55 per capita – Total Requisition - \$50,889.60 (5952 x \$8.55)

Background Information

We are in receipt of the Parkland Regional Library’s budget for 2021 (1 year budget), with a 2021 per capita requisition of **\$8.55 - (2020 - \$8.55 - 0% increase)**

The updated municipal requisitions are as follows:

- 2008 - \$6.11
- 2009 - \$6.58
- 2010 - \$6.77
- 2011 - \$6.97
- 2012 - \$7.07 (\$7.29 & \$7.18 previous)
- 2013 - \$7.28 (\$7.53 & \$7.67 previous)
- 2014 - \$7.50 (\$7.62 & \$7.91 previous)
- 2015 - \$7.73 (\$7.87 previous)
- 2016 - \$7.88 (\$8.08 & \$8.27 previous)
- 2017 - \$8.04 - 2% increase
- 2018 - \$8.12 – 5% increase
- 2019 - \$8.25 – 1.66% increase
- 2020 - \$8.55 – 4% increase
- 2021 - \$8.55 – 0% increase**
- 2022 - \$8.72– 2% increase
- 2023 - \$8.90 – 2% increase
- 2024 - \$9.07 – 2% increase

Year	Per Capita	Population	Requisition	Diff	%
2004			\$21,060.78		
2005			\$28,377.18	\$7,316.40	35%
2006			\$28,377.18	\$0.00	0%
2007			\$29,526.90	\$1,149.72	4%
2008			\$33,103.98	\$3,577.08	12%
2009	\$6.58	5843	\$38,446.94	\$5,342.96	16%
2010	\$6.77	5843	\$39,557.11	\$1,110.17	3%
2011	\$6.97	5843	\$40,725.71	\$1,168.60	3%
2012	\$7.07	5843	\$41,310.01	\$584.30	1%
2013	\$7.28	5748	\$41,845.44	\$535.43	1%
2014	\$7.50	5748	\$43,110.00	\$1,264.56	3%
2015	\$7.73	5748	\$44,432.04	\$1,322.04	3%
2016	\$7.88	5748	\$45,294.24	\$862.20	2%
2017	\$8.04	5748	\$46,213.92	\$919.68	2%
2018	\$8.12	5952	\$48,330.24	\$2,116.32	5%
2019	\$8.25	5952	\$49,104.00	\$773.76	2%
2020	\$8.55	5952	\$50,889.60	\$1,785.60	4%
2021	\$8.55	5952	\$50,889.60	\$0.00	0%
2022	\$8.72	5952	\$51,907.39	\$1,017.79	2%
2023	\$8.90	5952	\$52,945.54	\$1,038.15	2%
2024	\$9.07	5952	\$54,004.45	\$1,058.91	2%

The Parkland Regional Library Board is required to have their current year budget approved by participating members each year. The Parkland Regional Library Board requests that council approves the 2021 budget and notifies PRL In writing before November 4th so that any concerns can be addressed at the PRL Board meeting on November 12th .

Financial Implications

2021 Budget - \$50,889.60 - 0% Increase

Alternatives to the Recommendation

That the Town of Stettler send a letter under Mayor Nolls signature indicating that the Town does not approve the Parkland Regional Library 2021 Budget for the following reasons:

-
-

Points to Ponder

- The provincial operating grant for systems is estimated using 2016 population figures and calculated at the current rate of \$4.70 per capita (line 1.1).
- The First Nations Grant is assumed to continue using 2016 population figures, the grant is calculated at \$10.25 per capita (line 1.2).
- It is assumed the rural library service grant will also be issued at \$5.55 per capita using 2016 population figures (line 1.4).
- Materials Allotment is being calculated at \$1.13 per capita (line 2.2).
- Freight has been reduced with PLSB's change to government courier services, PRLS will now have shipments dropped here at headquarters (line 2.7).
- Postage Reimbursement expense has declined with the use of Polaris and PRLS standards for libraries for ship to patron requests (line 2.13).
- The Audit expense line (3.1) has increased due to our LAPP triannual audit requirement.
- Insurance increased slightly due to adding cyber insurance to Parkland's Policy (line 3.7).
- Publicity/Trade show expenses were reduced based on five-year averages (line 3.10).
- Trustee expenses have increased by \$2,000 to accommodate the Advocacy Committee meetings (line 3.16).
- Provincial grants amount to approximately 45.5% of PRLS' total income.

Communication

- Kara Hamilton – Office Administrator
- Greg Switenky – CAO

Documentation

- Parkland Regional Library - Proposed Budget 2021

MEMORANDUM

To: Greg Switenky, CAO
From: Brad Robbins, Manager Rec & Culture
Date: October 16, 2020
Re: Policy X-1 (d) – SRC Rental Rates

Recommendation

That the Town of Stettler Council approve the changes to Policy X-1 (d) – Stettler Recreation Centre Rental Rates – Schedule A & G (Pool/Fitness Admissions).

Background:

Staff have identified a gap in the current admission structure at the Stettler Recreation Centre. Staff are proposing the addition of a six (6) month pass.

Child (3-8 years of age)	\$145.25
Student (9-17 years of age)	\$197.00
Adult	\$218.00
Senior	\$197.00
Family	\$557.00

A six month pass will provide additional flexibility for our patrons when making their choice of passes while at the same time aligning with the facilities busy time (approx. 6 months) in late fall to early spring when it is harder to get outside for fitness activity.

Of note, while Schedule G is specific to the Fitness Centre, the fee's and fee structure are the same as in Schedule A. When you purchase a pass you have access to both the Swimming Pool and Fitness Centre.

Policy is set to be brought back as a whole for full review in 2022 by Council.

Budget Implications:

Minimal if any budget implications. The change may result in increased 6 month vs year long membership due to better alignment with a user's desired time of year in the building. At the same time it may shrink the number of 3 month memberships for the similar reason. Any increase would be as a result of new pass holders having another option that better meets their SRC usage needs.

POOL/FITNESS Admissions

Schedule A

Pass Costs, Pool Rentals, Birthday

ADMISSIONS

	<u>General</u>	<u>10 Times</u>	<u>1 Month</u>	<u>3 Month</u>	<u>6 Month</u>	<u>1 Year</u>
Child (3-8 years of age)	\$ 3.50	\$ 31.50	\$ 35.00	\$ 84.00	\$145.25	\$ 245.00
Student (9-17 years of age)	\$ 4.75	\$ 42.75	\$ 47.50	\$114.00	\$197.00	\$ 332.50
Adult	\$ 5.25	\$ 47.25	\$ 52.50	\$126.00	\$218.00	\$ 367.50
Senior	\$ 4.75	\$ 42.75	\$ 47.50	\$114.00	\$197.00	\$ 332.50
Family	\$ 15.00	\$ 135.00	\$ 150.00	\$360.00	\$557.00	\$ 787.50

Pool Rentals:

The cost to rent the lane pool only is \$80.00 for one hour.

The cost to rent the Leisure pool/Slide/Hot tub is \$100.00 for one hour.

The cost to rent the Lane pool/Leisure pool/Slide/Hot tub is \$115.00 for one hour.

If there are more than 50 people attending then there will be an increase of \$35.00 per 20 people. This increase is to cover the cost of additional lifeguards.

Birthday Party Packages:

OPTION #1 –

Private Pool Time

COST: \$135.00

Includes 1 hour private pool time

Plus 1 hour party room

Maximum 50

OPTION #2 - 2 hr

open swim

COST: \$65.00

For 15 people

\$15 /every 5 people over

Party Room in Leisure Centre

Town of Stettler Sponsored Groups

Other Groups

No Charge

\$20/hour

Seating Capacity – as posted in room

Fitness Centre

Schedule G

ADMISSIONS

	<u>General</u>	<u>10 Times</u>	<u>1 Month</u>	<u>3 Month</u>	<u>6 Month</u>	<u>1 Year</u>
Child	\$ 3.50 (3-8 years of age)	\$ 31.50	\$ 35.00	\$ 84.00	\$145.25	\$ 245.00
Student	\$ 4.75 (9-17 years of age)	\$ 42.75	\$ 47.50	\$114.00	\$197.00	\$ 332.50
Adult	\$ 5.25	\$ 47.25	\$ 52.50	\$126.00	\$218.00	\$ 367.50
Senior	\$ 4.75	\$ 42.75	\$ 47.50	\$114.00	\$197.00	\$ 332.50
Family	\$ 15.00	\$ 135.00	\$ 150.00	\$360.00	\$557.00	\$ 787.50

Additional Services:

AFLCA Recertification Courses – 8 hour course for already certified instructors or fitness leaders
- Price: \$75.00 +GST

Fitness Certification Courses- 16 hour Fitness Leadership Training - Price: \$125.00 +GST

Personal Interest Seminars- 2-4 hour Fitness Trend and Topics - Price: \$40.00 + GST

Assessment & Training- Pre and post one hour fitness assessment and 10 hours of one-on-one personal training - Price: 10 sessions \$350.00 +GST

Assessment- Full body fitness assessment - Price: \$45.00 + GST

Fitness Consultation – 1 hour Consultation - Price: \$55.00 + GST

Assessment and Program-full fitness assessment, 3 One-on-one personal training sessions and a 1 month fitness program - Price: \$150.00 + GST

Partner Training-2 person training, each getting a pre and post one hour fitness assessment. Includes 10 2-on-one personal training sessions - Price: \$500.00 + GST

Small Group Training - Group training will receive a brief body composition assessment as well as 10 hours of small group training for groups of 3. Add a full body assessment for an additional \$40.00 per person. (May add additional people to a maximum of 6 for \$200.00 per person) - Price: \$600.00 + GST

Corporate Packages: When paid by a corporation a 20% discount to membership prices (minimum 5 employees)

TOWN OF STETTLER

<u>Prepared by:</u>	Parks & Leisure Services	<u>Number:</u>	X-1 (d)
<u>Adopted by:</u>	Town Council	<u>Original Policy:</u>	2006 07 04
		<u>Previous Policy:</u>	2018 03 06
		<u>Current Policy:</u>	2020 10 20

Title: **Stettler Recreation Centre Rental Rates**

Purpose: To establish rental rates for the Stettler Recreation Centre. (This policy will replace all other previous policies from the Recreation Centre and the Centennial Swimming pool).

Policy Statement: Stettler Recreation Centre rates are established annually to comply with Town Council's desire for adults to pay 100% and children/youth to pay 50% of an appropriate and/or proportionate share of budgeted/recoverable expenses attributed to user groups.

Philosophy of Facilities:

Cost recovery: The Town of Stettler strives to provide all facilities at no extra cost to taxpayers. This user pay system has provided excellent facilities available to Stettler Town and County users at reasonable rates.

Grant: In order to make facilities affordable to minor sports 50% of the fee is waived.

Joint Use Agreement Town and County: The County of Stettler contribution is applied directly against overall costs in the rate structure equation for the respective facilities.

Joint Use Agreement Town and Clearview School Division: Free exchange of facilities during off hours. (As per yearly agreement.)

KidSport: Has been initiated in Stettler to make sure that none of the fees charged become a barrier to lower income families.

Sponsorships: Will be applied to rates under additional revenue in the rate structure equation.

Public Factor: Public facilities have general availability/usage that is not related to the specific user groups. Some of this excess capacity, seasonality, as well as publicly shared common areas shall be taken into consideration when determining an appropriate and/or proportionate share of budgeted expense to be recovered in the calculation of each fee.

Swimming Pool: Because the utilities of pools are higher it is more difficult to recover the costs. Fees are based on what the market will bear. (It is the goal with a combined fitness pass that the value per user will increase usage and divide the cost among a larger group.)

Fitness Centre: For competitive purposes, rates are sensitive to what the market will bear.

Meeting Rooms: For competitive purposes, rates are sensitive to what the market will bear.

Rate Calculations:

The following Stettler Recreation Centre Rate Schedules are established annually by Administration to comply with the Policy Statement and the Philosophy of Facilities.

Pass Costs, Pool Rentals, Birthday/Swimming/Skating Parties	Schedule A
Swimming Lessons & Swim Club Fees	Schedule B
Meeting Rooms	Schedule C
Arenas (Regular ice, summer ice, non ice, hockey academy)	Schedule D
Advertising	Schedule E
Storage Office space	Schedule F
Fitness Centre	Schedule G

POOL/FITNESS Admissions

Schedule A

Pass Costs, Pool Rentals, Birthday

ADMISSIONS

	<u>General</u>	<u>10 Times</u>	<u>1 Month</u>	<u>3 Month</u>	<u>6 Month</u>	<u>1 Year</u>
Child (3-8 years of age)	\$ 3.50	\$ 31.50	\$ 35.00	\$ 84.00	\$145.25	\$ 245.00
Student (9-17 years of age)	\$ 4.75	\$ 42.75	\$ 47.50	\$114.00	\$197.00	\$ 332.50
Adult	\$ 5.25	\$ 47.25	\$ 52.50	\$126.00	\$218.00	\$ 367.50
Senior	\$ 4.75	\$ 42.75	\$ 47.50	\$114.00	\$197.00	\$ 332.50
Family	\$ 15.00	\$ 135.00	\$ 150.00	\$360.00	\$557.00	\$ 787.50

Pool Rentals:

The cost to rent the lane pool only is \$80.00 for one hour.

The cost to rent the Leisure pool/Slide/Hot tub is \$100.00 for one hour.

The cost to rent the Lane pool/Leisure pool/Slide/Hot tub is \$115.00 for one hour.

If there are more than 50 people attending then there will be an increase of \$35.00 per 20 people. This increase is to cover the cost of additional lifeguards.

Birthday Party Packages:

OPTION #1 –

Private Pool Time

COST: \$135.00

Includes 1 hour private pool time

Plus 1 hour party room

Maximum 50

OPTION #2 - 2 hr

open swim

COST: \$65.00

For 15 people

\$15 /every 5 people over

Party Room in Leisure Centre

Town of Stettler Sponsored Groups

Other Groups

No Charge

\$20/hour

Seating Capacity – as posted in room

Swimming Lessons & Swim Club Fees

Schedule B

Red Cross Lesson Fees - Feb 1, 2009

\$40.00 - Red Cross Lessons/Preschool/Parent & Tot and Red Cross Swim 1-6

\$47.50 - Red Cross Swim 7-12

\$20.00 for 1/2 hour – badge grabbers

\$20.00 for ½ hour private lesson

Swim Club Fees: To be reviewed annually to comply with Town Council's policy that states adults pay 100% and children 50% of budgeted expenses for cost recovery of Town facilities.

The Town of Stettler will charge \$55.00 per hour for Swimming Pool Rental Fees to the Stettler Swimming Club effective Feb 1, 2009. (This rate applies to the 25 metre lane pool only and the surrounding deck space).

Base Rental Rate shall include the cost of one (1) guard as required to guard a maximum of 39 swimmers.

Extra Guard Fees - Required life guarding of the Stettler Aquatic Centre (SAC) during the times the Stettler Aquatic Centre (SAC) is rented by the Stettler Swim Club will be undertaken by qualified Town staff in accordance with Provincial Regulations and Town of Stettler Policy as follows:

Number of Guards Number of Swimmers

1	1-49
2	50-99
3	100-
4	-

Amount of swimmers for any Special Event will be given to the Aquatic Manager 2 weeks prior to event to ensure staffing.

Stettler Swim Club Individual Pool Additional Costs

Lane Pool \$55.00/hr

Leisure Pool/Hot tub/Slide \$47.50/hr

Per Lane \$11.00/hr/lane

Meeting Rooms

Schedule C

Senior Centre

Seniors	\$2.00 Drop-In
Other Groups	\$225.00/day
Damage Deposit	\$100.00
Seating Capacity – 375	

Meeting/Board Room Rentals

Town of Stettler Sponsored Groups	No Charge
Local Non-Profit	\$10/hr or \$55/day
Other Groups	\$20/hr or \$75/day

Seating Capacity - as posted in room

Studio Room Rentals

Town of Stettler Sponsored Groups	No Charge
Local Non-Profit	\$20/hour to maximum \$75
Other Groups	\$40/hour to maximum \$120
Seating Capacity - as posted in room	

Arenas

Schedule D

Ice rental rates X-1(b)(i)

Hourly rentals: Tournament, Competitions, Commercial League, etc.

Year	2018	2019	2020	2021	2022
Adults, Junior B and Minor AA/AAA (Per Hour + GST)	\$ 140.00	\$ 145.00	\$ 150.00	\$ 155.00	\$ 160.00
Minor Hockey and Figure Skating (Per Hour + GST - 50% of Adult Rate)	\$ 70.00	\$ 72.50	\$ 75.00	\$ 77.50	\$ 80.00
Middle School Hockey Academy (Per Hour + GST)	\$ 52.00	\$ 53.00	\$ 54.00	\$ 55.00	\$ 56.00
Men`s Hockey teams (per Hour + GST) - Deposit of \$500 / team before scheduling of current season must be paid by October 31)	\$ 140.00	\$ 145.00	\$ 150.00	\$ 155.00	\$ 160.00

It is recommended that all teams in category (a) carry \$1,000,000.00 comprehensive liability insurance.

Notice of cancellation of ice time must be given 1 week in advance to avoid charges

When booking large blocks of ice, a deposit of \$500.00 is required. There will be no tentative bookings for all day events and deposit will be forfeited if not used.

Summer Ice Rental Rates – August & September

5 days - \$9,620 + GST Included in these rates are)
 6 days - \$9,886 + GST use of two meeting rooms as long as)
 7 days - \$10,685 GST they are cleaned following usage.)

\$307.50 per week for other surface with no ice.

Hourly rate \$140 per/hour + GST - \$145 – 2019, \$150 – 2020, \$155 – 2021 & \$160 - 2022

First come first served basis for weekly block bookings.

The Town reserves the right to place restrictions on the length of time the ice is in the arena.

A schedule must be presented one week prior to ice usage for Town staff and public posting.

NON ICE DAY RENTAL RATES

Town of Stettler Group NO charge
 Local Non Commercial Blue - \$348.50+GST Red - \$266.50+GST Deposit \$300/arena
 Town Commercial Blue - \$482.00+GST Red - \$323.00+GST Deposit \$350/arena
 Other Groups Blue - \$641.00+GST Red - \$400.00+GST Deposit \$500/arena
 Town Crew Clean-up Fee \$400/arena if required

Graduation Ceremonies 5 day charge \$1,000.00+GST

Red Arena – if available – indoor practice fee due to inclement weather

- If booked 72 hours in advance - \$20.50/hour +GST
- If booked less than 72 hours in advance - \$41/hour +GST
- Staff will be arranged to open and close.

Persons renting the arena floor space during the off season for a three day or more event shall be allowed the use of the arena floor space on the day before and/or the day after the event, at a reduced daily rental rate equal to one-half the normal daily rental rate. This provision is established to accommodate extra time that the renter may need to set up and/or disassemble any structures or displays necessary for the event but is not intended for the purpose of running the event itself. The renter will be responsible for advising the Parks & Leisure Services Department if either of these extra days is required when booking the facility. Glass Removal – If the removal of the glass is required the Town will remove it and replace it at cost.

Advertising

Schedule E

PUBLIC SKATING is provided FREE to the public – sponsored by Local Business at \$200 per season plus GST

BOARD ADVERTISING - rates will be as follows for Red and Blue Arenas

Cost	3 X 8 foot = \$410.00 + GST
	3 X 7 foot = \$385.00 + GST
	3 X 6 foot = \$360.00 + GST
	3 X 4 foot = \$335.00 + GST

- Advertiser to pick up material and deliver it back to the Parks & Leisure Services Office for installation.
- Contract can be renewed yearly.
- First come first serve basis. Local businesses will be given preference.
- The Director of Parks & Leisure Services and the Town Manager has authority to add or delete advertising space on a one year trial basis in the Recreation Centre. Rates will vary depending upon location, size, etc. and to be consistent with figures in #1 & #2 above.

ZAMBONI ADVERTISING - rates will be as follows:

- The cost for each slot shall be \$308.00 per year which shall be paid annually.
- The advertising shall be on the zamboni in the form of a magnetic sign

Storage Space

Schedule F

Storage Room Rental Rates – for community groups to use storage rooms and rent various items.

Locker Name	Size	Cost	User Group	Code
Portable Storage A	12'x4'	\$156.00	Middle School HA	1PSA
Portable Storage B	12'x4'	\$156.00	Middle School HA	1PSB
Portable Storage C	12'x4'	\$156.00	Minor Hockey	1PSC
Portable Storage D	12'x4'	\$156.00	High school	1PSD
Portable Storage E	1'4x4	\$19.50	High school	1PSE
Portable Storage F	12'x4'	\$156.00	High school	1PSF
Portable Storage G	4'x15.6'	\$202.80	Middle School HA	1PSG
Bleacher Lightning Office	10'x32'	\$500.00	Lightning Office	1BLO
Bleacher FS Office	12'x10'	\$492.00	Figure Skaters	1BFSO
Bleacher Storage 1	4'x8'	\$128.00	Mavericks	1BS1
Bleacher Storage 2	4'x8'	\$128.00	Kennedy	1BS2
Bleacher Storage 3	4'x8'	\$128.00	Minor Hockey	1BS3
Bleacher Storage 4	4'x8'	\$128.00	Minor Hockey	1BS4
Bleacher Storage 5	4'x8'	\$128.00	Minor Hockey	1BS5
Bleacher Storage 6	4'x8'	\$128.00	Silver Sevens	1BS6
Bleacher Storage 7	3.6'x8'	\$115.20	Figure Skaters	1BS7
Bleacher Storage 8	3.6'x8'	\$115.20	Minor Hockey	1BS8
Bleacher Storage 9	3.6'x8'	\$115.20	Minor Hockey	1BS9
Bleacher Storage 10	3.6'x8'	\$115.20	Minor Hockey	1BS10
Bleacher Storage 11	3.6'x8'	\$115.20	Minor Hockey	1BS11
Bleacher Storage 12	3.6'x8'	\$115.20	Minor Hockey	1BS12
Bleacher Storage 13	10'x10'	\$400.00	Minor Hockey	1BM13
Bleacher Storage 14	11'x3'	\$132.00	TKS	1BS14
Bleacher Storage 15	6'x3'	\$72.00	Rockers	1BS15
Bleacher Storage 16	6'x3'	\$72.00	Figure Skaters	1BS16
Bleacher Storage 17	6'x4'	\$96.00	Figure Skaters	1BS17
Front Vestibule Storage	5'x12'	\$240.00	Soccer	1FVS
Upstairs Storage Cage A	6'x13'	\$312.00	Ball	2SCA
Upstairs Storage Cage B	10'x13'	\$520.00	Minor Hockey	2SCB
Upstairs Storage Cage C	6'x13'	\$312.00	Football	2SCC
Pool Storage	8'x12'	\$384.00	Swim Club	1PSSC
Minor Hockey Office	10'3"x18'1"	\$932.15	Minor Hockey Office	2MHO

Price Base: Office Storage: \$4.10 per square foot
 Bleacher storage: \$4.00 per square foot
 Portable storage: \$3.25 per square foot

Minor Sports will receive a 50% grant from the Town of Stettler off the above prices

Fitness Centre

Schedule G

ADMISSIONS

	<u>General</u>	<u>10 Times</u>	<u>1 Month</u>	<u>3 Month</u>	<u>6 Month</u>	<u>1 Year</u>
Child	\$ 3.50	\$ 31.50	\$ 35.00	\$ 84.00	\$145.25	\$ 245.00
	(3-8 years of age)					
Student	\$ 4.75	\$ 42.75	\$ 47.50	\$114.00	\$197.00	\$ 332.50
	(9-17 years of age)					
Adult	\$ 5.25	\$ 47.25	\$ 52.50	\$126.00	\$218.00	\$ 367.50
Senior	\$ 4.75	\$ 42.75	\$ 47.50	\$114.00	\$197.00	\$ 332.50
Family	\$ 15.00	\$ 135.00	\$ 150.00	\$360.00	\$557.00	\$ 787.50

Additional Services:

AFLCA Recertification Courses – 8 hour course for already certified instructors or fitness leaders
- Price: \$75.00 +GST

Fitness Certification Courses- 16 hour Fitness Leadership Training - Price: \$125.00 +GST

Personal Interest Seminars- 2-4 hour Fitness Trend and Topics - Price: \$40.00 + GST

Assessment & Training- Pre and post one hour fitness assessment and 10 hours of one-on-one personal training - Price: 10 sessions \$350.00 +GST

Assessment- Full body fitness assessment - Price: \$45.00 + GST

Fitness Consultation – 1 hour Consultation - Price: \$55.00 + GST

Assessment and Program-full fitness assessment, 3 One-on-one personal training sessions and a 1 month fitness program - Price: \$150.00 + GST

Partner Training-2 person training, each getting a pre and post one hour fitness assessment. Includes 10 2-on-one personal training sessions - Price: \$500.00 + GST

Small Group Training - Group training will receive a brief body composition assessment as well as 10 hours of small group training for groups of 3. Add a full body assessment for an additional \$40.00 per person. (May add additional people to a maximum of 6 for \$200.00 per person) - Price: \$600.00 + GST

Corporate Packages: When paid by a corporation a 20% discount to membership prices (minimum 5 employees)

Revenue	2020 Budget	Actual - Sept 30, 2020	Variance	%	Notes
Administration	\$317,333	\$210,181.64	\$107,151.36	66.23%	
	Clearview swimming pool - \$13,313 / White Sands Contract - \$32000 / Inter Department Transfer - \$250,000				
Police	\$520,024	\$208,585.48	\$311,438.52	40.11%	MSI Operating - \$52,856
	Traffic Fines (Budget - \$60,000 / \$21,735 - 36%)				
	Provincial Grant - \$347,000 / Community SRO - \$54,825 (Clearview 50% SRO / County 25% SRO - received 1/2 grant)				
Fire	\$402,577	\$208,379.97	\$194,197.03	51.76%	
Disaster Services	\$0	\$0.00	\$0.00	0.00%	
Bylaw Enforcement	\$109,950	\$117,484.05	-\$7,534.05	106.85%	Animal / Business License
	Business Licenses (Budget - \$86,250 - Actual \$95,784 (111%) / Animal License - Budget \$21,700 - Actual \$20,750				
Roads, Streets, Walks, Lights	\$269,535	\$63,510.97	\$206,024.03	23.56%	
	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	\$1,934,804.90	\$1,202,513.10	61.67%	
	Metered sale of water (Budget - \$1,879,608 / Actual - \$1,196,858 - 64% (to end of Aug 31 - 66%))				
	Metered out of Town (Budget - \$1,070,000 / Actual - \$643,668 - 60% - to end of Aug 31 - 67%)				
	Bulk water (Budget - \$15,000 / Actual \$20,477 - 137%)				
Sewer	\$905,963	\$602,848.96	\$303,114.04	66.54%	
	Sewer Service Charges (Budget - \$855,943 / Actual \$582,656 - 68% - to end of Aug 31 - 66%)				
Garbage Collection & Disposal	\$824,660	\$547,716.86	\$276,943.14	66.42%	SWMA haul rebate - \$23,000
	Residential Garbage Revenue (Budget - \$623,438 / Actual \$410,381 - 66% - to end of Aug 31 - 66%)				
	Recycling Revenue (Budget - \$168,870 / Actual - \$113,447 - 67% - to end of Aug 31 - 66%)				
FCSS	\$157,148	\$117,863.00	\$39,285.00	75.00%	
Cemetery	\$23,600	\$15,100.00	\$8,500.00	63.98%	
Planning & Development	\$34,100	\$233,928.77	-\$199,828.77	686.01%	\$200,000 prov grant - idp/asp
	Building Permits (Budget - \$20,000 / Actual - \$21,171 - 106%)				
Economic Development - BOT	\$149,585	\$116,815.86	\$32,769.14	78.09%	
Subdivision Land	\$200	\$0.00	\$200.00	0.00%	Subdivision Fees
Land, Housing & Rentals	\$273,780	\$228,635.02	\$45,144.98	83.51%	
	Health Unit - \$197,950				
	Ambulance Station - \$20,100				
	SRC - Library - Budget - \$42,000				
Recreation - General	\$3,000	\$2,699.42	\$300.58	89.98%	
Recreation Programs	\$3,500	\$3,338.46	\$161.54	95.38%	N0 Ball / Soccer - ice in sept
Facilities	\$873,305	\$181,338.14	\$691,966.86	20.76%	County Partnership - \$431,500
Community Hall	\$35,000	\$3,490.46	\$31,509.54	9.97%	
Senior's Center	\$14,437	\$11,205.19	\$3,231.81	77.61%	
Parks	\$50,650	\$62,680.15	-\$12,030.15	123.75%	
	Lions Campground - Budget - \$50,000 / Actual - \$61,480 - 123%)				
Operating Contingency	\$100,146	\$0.00	\$100,146.00	0.00%	Over/under levy
Taxes / Penalties	\$8,595,184	\$8,548,062.12	\$47,121.88	99.45%	Incl Business Taxes / Penalties
Other Revenue	\$1,778,000	\$1,153,920.50	\$624,079.50	64.90%	
	Franchise Fee - GAS (Budget - \$936,000 / Actual - \$621,492 - 66% to end of August - 66%)				
	Franchise Fee - ELECTRIC (Budget - \$712,000 / Actual - \$444,824 - 62% - to end of Aug - 66%)				
	Return on Investments (Budget - \$130,000 / Actual - \$79,708 - 61%)				
Total Revenue	\$18,589,875	\$14,582,845.98	\$4,007,029.02	78.45%	

Expense	2020 Budget	Actual - Sept 30, 2020	Variance	%	Notes
Council & Legislative	\$208,300	\$125,484.19	\$82,815.81	60.24%	
Council Honorarium (Budget - \$152,300 / Actual - \$109,278 - 72%)					
Council per diem - Budget - \$27,000					
Council travel & subsistence - Budget - \$15,000 / Actual - \$2,658 - 18%					
Council Membership Conferences (Budget - \$10,000 / Actual - \$7,048 - 70%)					
Administration	\$1,230,121	\$896,343.33	\$333,777.67	72.87%	COVID Expenses (supplies) - \$30,744.54
Police	\$1,140,831	\$666,738.84	\$474,092.16	58.44%	
RCMP - Contract Billings (Budget - \$956,072)					
Fire	\$889,028	\$399,133.03	\$489,894.97	44.90%	
Disaster Services	\$32,068	\$692.25	\$31,375.75	2.16%	
Bylaw Enforcement	\$185,808	\$121,191.80	\$64,616.20	65.22%	
Common Services	\$150,597	\$71,599.61	\$78,997.39	47.54%	Shop
Roads, Streets, Walks, Lights	\$2,108,345	\$984,134.87	\$1,124,210.13	46.68%	
Airport	\$46,974	\$11,327.85	\$35,646.15	24.12%	
Water Supply & Distribution	\$3,200,880	\$1,777,430.53	\$1,423,449.47	55.53%	
Sewer	\$642,607	\$409,945.09	\$232,661.91	63.79%	
Garbage Collection & Disposal	\$722,866	\$396,704.59	\$326,161.41	54.88%	
FCSS	\$196,435	\$147,326.25	\$49,108.75	75.00%	
Cemetery	\$64,668	\$29,340.79	\$35,327.21	45.37%	
Planning & Development	\$342,725	\$230,764.84	\$111,960.16	67.33%	
Comm Services -Handi Bus	\$25,000	\$25,000.00	\$0.00	100.00%	
Economic Development	\$532,150	\$260,992.42	\$271,157.58	49.04%	Ec Dev, BOT. HBC
Subdivison Land	\$55,270	\$36,359.07	\$18,910.93	65.78%	
Land, Housing & Rentals	\$43,900	\$13,516.86	\$30,383.14	30.79%	
Recreation - General	\$140,775	\$108,805.81	\$31,969.19	77.29%	
Recreation Programs	\$80,280	\$71,995.20	\$8,284.80	89.68%	
Facilities	\$2,455,770	\$1,302,012.32	\$1,153,757.68	53.02%	
Culture	\$345,812	\$275,844.30	\$69,967.70	79.77%	Parkland, Library, Museum
Community Hall	\$119,029	\$56,687.05	\$62,341.95	47.62%	
Senior's Center	\$13,310	\$2,392.63	\$10,917.37	17.98%	
Parks	\$618,745	\$324,795.70	\$293,949.30	52.49%	
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	\$1,558,096.36	\$1,120,237.64	58.17%	
ASFF (Budget - \$2,159,570 - Actual - \$1,199,948 - 56%)					
ASFF Separate School (Budget - \$167,527 - Actual - \$95,410 - 57%)					
County of Stettler Senior Lodges (Budget - \$350,318 - Actual \$262,739 - 75% Actual)					
Total Expense	\$18,589,875	\$10,304,655.58	\$8,285,219.42	55.43%	
Surplus / Deficit	\$0	\$4,278,190.40	-\$4,278,190.40		

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 - Sept 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			\$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	\$8,465.00	\$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)	\$119,712.00	\$130,000.00	-\$10,288.00	\$38,911.54		\$44,712.00			\$75,000.00							\$119,712.00	
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	\$1,335.00	\$0.00		\$24,520.00	\$67,000.00	Pathway							\$91,520.00	
Op 2-32-09-00-03-244	Pathway Rehab (2017 Council Direction)	\$51,800.00	\$50,000.00	\$1,800.00	\$69.66					\$51,800.00							\$51,800.00	
Op 2-32-21-00-03-536	Pavement Patching	\$147,950.00	\$150,000.00	-\$2,050.00	\$1,200.00	\$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	\$205,023.02					\$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	\$15,433.11							\$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	\$19,441.72							\$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	\$90,000.00	\$90,000.00	\$0.00		\$15,000.00	\$75,000.00										\$90,000.00	
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	\$27,702.98	\$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)	\$274,100.00	\$280,000.00	-\$5,900.00	\$15,400.00	\$274,100.00											\$274,100.00	
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 Fitnes 6-73-12-30-00-630	Pec Deck Machine	\$6,550.00	\$6,550.00	\$0.00			\$6,550.00										\$6,550.00	
SRC - Arer 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	
Total 2020 Capital Budget		\$4,300,761.37	\$4,445,062.00	-\$144,300.63	\$478,710.49	\$232,935.00	\$901,552.22	\$378,446.00	\$24,520.00	\$263,730.02		\$194,633.19	\$0.00	\$1,189,707.89	\$682,967.50	\$357,120.00	\$75,149.55	\$4,300,761.37
Council Motion - 20:02:03 - Feb 4, 2020		\$4,445,062.00	11.13%				\$549,247.00	\$1,512,933.22										\$4,300,761.37
Total 2020 Capital Budget		\$4,445,062.00						-\$963,686.22										\$144,300.63
Difference (Actual vs Council Budget)		-\$144,300.63																

		2019 Carry Forward																
		Brought forward from 2019 Budget Carry Forward	2019 Approved Amount (with tender amount updates)	Difference Between Actual and Budget Amount	Actual - Project Expenses - Sept 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)	\$141.75	\$0.00		\$575.10							\$141.75						\$141.75
6-32-21-10-01-610	Downtown Streetscape Concept Planning - (Melissa Dec 30/19 - carry forward balance - \$20,000-\$8728.79= \$11,271.21)	\$11,271.21	\$11,271.21		\$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)	\$177,310.73	\$170,000.00											\$177,310.73				\$177,310.73
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		\$7,387.20					\$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		\$109,888.01									\$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)	\$5,000.00	\$5,000.00		\$562.95	\$5,000.00												\$5,000.00

6-33-00-10-01-630	Airport - GPS Approach - 2017 Carry Forward - Melissa 20/12/17 - \$40,000 - 2018 Carry Forward - carry forward balance (40,000-7,450 = 32,550) - Melissa January 7, 2019 - (Melissa Dec 30/19 - carry forward balance (joint Airport Grant - runway lighting) \$32,550 - 0 = \$32,550)	\$32,550.00	\$32,550.00			\$16,275.00										\$16,275.00	County	\$32,550.00	
6-41-11-30-03-630	SCADA Water Communication System - 2017 Carry Forward Balance - Melissa - 20/12/17 - \$120,500 - \$31,604.70 = \$88,895.30 - 2018 Carry Forward - carry forward balance to 2019 (88,895.30-54,188.57 = 34,706.73) - Melissa January 7, 2019 - (Melissa Dec 30/19 - carry forward balance (joint Airport Grant - runway lighting) \$34,706.73 - \$2201.72 = \$32,505.01)	\$32,505.01	\$32,505.01			\$32,505.01													\$32,505.01
64111019610 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
64111012610 / 642001014610 - CAP- 8974	Water Main - Sewer Water - 51st Avenue 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		\$6,520.00						\$2,800.00									\$2,800.00
6-42-01-10-12-610	Lagoon Engineering (legal)	\$21,753.73		\$21,753.73						\$21,753.73									\$21,753.73
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)	\$4,674.86		\$4,674.86						\$4,674.86									\$4,674.86
	Council - Board Room Chairs - 2018 Carry Forward - Steve - Working with Clearview to find suitable chair - or stick with old ones - Stay with Old Ones (January 7, 2020)	\$0.00	\$0.00	\$0.00			\$0.00												\$0.00
	Total 2019 Carry Forward	\$2,035,748.78	\$1,994,322.25	\$758,830.01	\$543,158.49	\$190,193.01	\$149,343.09	\$229,500.64	\$147,917.94		\$33,635.80	\$0.00	\$725,724.81	\$0.00	\$0.00	\$16,275.00	\$0.00	\$2,035,748.78	
	Total 2020 Capital (Inc 2019 Carry Forward)	\$6,336,510.15	\$6,439,384.25	\$1,237,540.50	\$776,093.49	\$1,091,745.23	\$527,789.09	\$254,020.64	\$411,647.96		\$228,268.99	\$0.00	\$1,915,432.70	\$682,967.50	\$357,120.00	\$91,424.55	\$0.00	\$0.00	
				19.53%			\$2,395,627.81		\$665,668.60				Total Grants Available	\$1,928,174.04	\$894,411.47	\$450,889.22			
							Total Reserves	\$3,061,296.41					Balance - Dec 31, 2020	\$12,741.34	\$211,443.97	\$93,769.22			

TO: Town of Stettler Council

DATE: 2020 10 20

FROM: Greg Switenky
CAO

CHIEF ADMINISTRATIVE OFFICER'S REPORT – SEPTEMBER 2020

ADMINISTRATION – CAO – GREG SWITENKY

1. Meetings: Town Council, Committee of the Whole, Stettler Waste Management Authority, Joint Health & Safety Committee, Office Staff (localized) information sharing.
2. Ongoing organizational COVID-19 continuity planning under Alberta's Re-Launch Phases and Strategies.
3. Record podcast with 13 Ways respecting the Stettler Regional Board of Trade and Community Development's evolution, autonomy, funding support, community acceptance, and success.
4. Adopt Intermunicipal Collaborative Framework (ICF) with the County of Stettler.
4. Attended local bear-pit session with Minister Tracy Allard, (new) Minister of Municipal Affairs, and representatives from regional Counties & MD's to hear her approach towards the financial impacts associated with the initial provincial Oil & Gas Assessment Review recommendations.
5. Valued and successful AUMA virtual convention held in Council Chambers. Announcement of Municipal Operating Support Transfer (MOST) is welcome funding to support 2020 revenue losses and added expenditure impacts due to COVID-19.
6. Initial planning session for the 2020 Moonlight Madness promotion and Tree Lighting celebration. New this year (to support social distancing) will be the closure of Main Street to traffic during the evening. Stettler's annual kick-off to the Holiday Season will be held on Friday November 27th.
8. Celebrated my 58th Birthday!
9. Ongoing liaison and information sharing with County Administration; working on community matters and strengthening collaborative working relationships.
10. Continuous engagement with Senior Department Heads regarding situational solutions to arising issues/requests, emergent problems and troubleshooting Council Member/ratepayer concerns.

ADMINISTRATION – ASSISTANT CAO – STEVEN GERLITZ

Meetings attended included: Council, Staff, Department Head, Safety Audit Pre-Zoom Meeting, Eservices Setup Meeting, Numerous Town Hall Meetings (listening), Dr. Hinshaw Daily COVID Updates (listening), AUMA Virtual Conference

2. Projects worked on included:

- COVID planning, info and research
- MSP Grant Application - Highway 12 West Intersection
- 2020 Cash Flow Statement follow up – September 30, 2020 - 2020 Regional Water Summary – September 30, 2020
- 2020 Capital Budget Summary – September 30, 2020
- 2020 Operating Budget Summary – September 30, 2020
- 2020 Reserves Update – September 30, 2020
- 2020 Grant Updates – September 30, 2020
- 2023-2032 – Regional Water Model Program Update
- Garbage and Recycling Inquiries
- Compost Bins Inquiries
- Council Agenda prep
- Council Minutes
- AP Invoices and sign checks
- Ratepayer issues and concerns
- CAO Vacation Coverage

TRANSPORTATION – IVAN WILFORD

- Dug cremations and graves
- Street sweeping
- Lane grading
- Turned compost piles at the transfer station
- Cleaned off the catch basins after every rain
- Clean up in shop
- Asphalt patching
- Repaired storm line at 60 street and 44 Avenue
- Made a sidewalk/pathway tree pruning list for parks
- Mixed salt sand for the winter
- Replaced culvert on the road to the moto-cross track
- Finished cleaning out and hauling away wood and concrete bins at the shop
- Completed sidewalk trip grinding from this year's list
- Cleaned out ditch and landscaped at 41 Avenue and 50 street
- Replaced culvert and cleaned out the ditch on the west side of bills farm supply
- Black dirt and landscaped the ditch along new GM pathway HWY#12
- Picked up 90 meters of culvert at Ponoka
- Watered new grass seeded areas
- Installed culvert and clean outs at 4302 44 Avenue
- Line painted on 44 Avenue
- Graded at the wet lands and lagoons

WATER – GRANT MCQUAY

- 1) Rounds, readings, locates and meters.
- 2) Hydrant repairs/replace.
- 3) Curbstop repair/replace.
- 4) Water main valve repairs.
- 5) Lagoon/Lift Station sampling.
- 6) Water leak repairs.
- 7) Weekly cleaning of WTS sanitary tank and CL17 analyzer bottles changed out.
- 8) Dig site maintenance.
- 9) Sewer service repair.
- 10) Weekly water distribution sampling for bacti and chlorine residuals.
- 11) Weekly testing for lift station emergency system.
- 12) Filled and put Lagoons B and C back into operation. Cleaned out manhole #4 and replaced stop blocks in manholes #2,3 & 4.
- 13) Microcystin sampling
- 14) Took out overflow at lagoons, surveyed roads and made a plan to repair/raise berm's in 2021.
- 15) Continued Flushing, winterizing and inspecting hydrants

WATER TREATMENT PLANT SUPERVISOR – CHRIS SAUNDERS

1. We have switched over to feeding raw water from the reservoir once again after dosing the reservoir with Polydex algacide. We are feeding potassium permanganate at a much lower dose as well with no ill effects on the particles. Samples have been sent off to Cleartech for water analysis. Cleartech has volunteered their lab services to see if they can help us with the particle problems we observed when feeding a larger dose of potassium permanganate trying to keep algae from blooming in the reservoir.
2. The new LED lighting has been installed at the low lift building. The lighting is up high on the walls out of the way and the hazard of the low hanging inadequate lighting has been dealt with.
3. The yearly start up boiler maintenance and inspection was completed and the boiler is now in service.
4. The yearly chlorine injection maintenance has been carried out by Clear Water Controls.
5. The 12/21 UPS behaved itself the last time we switched over to Genset power so hopefully the UPS hard reset that we performed has solved the problem.
6. Looking into motorized control for the low lift pumphouse inlet valves so that they will close automatically on high inlet water level which occurs each year during river ice breakout. With the climate change this can be a worse problem than in years past as we have seen here this year and up at Fort McMurray. As it is now by the time the operator gets down to the Water Treatment Plant, if the high alarm comes in during the night, the level can already be high enough to flood out the bottom level of the low lift building with the electrical outlets under water. This will coincide with the new SWP initiative put out by the Alberta government.

7. Regular September maintenance has been carried out.

DIRECTOR OF OPERATIONS – MELISSA ROBBINS

Meetings:

- Town Life planning
- Virtual AUMA
- Moonlight Madness Planning
- Department Head – COVID Update
- AltaGAS 2021 Upgrade Project Planning Session
- Misc. landowners concerns – drainage, leaky services, sewer back-ups, etc.

Projects:

- Wastewater System License to Operate Renewal with AB Env.
- 44 Avenue Reconstruction – paving completed.
- 61 Street Water Replacements – replacements started
- 52 Street Water main replacement – project completed.
- Engine Retarder Brake Signs on all four access into town
- Water Well Abandonment – wells 14, 15 and 16
- Hub Parking Lot Lighting Options

DIRECTOR OF PLANNING & DEVELOPMENT – LEANN GRAHAM

1. Building Permit Activity to Date

	2019 Permits to August 31, 2019	2020 Permits to August 31, 2020
Institutional	\$947,004.00	\$176,100.00
Industrial	\$1,123,040.00	\$1,320,470.00
Commercial	\$3,007,924.00	\$122,000.00
Residential	\$965,390.00	\$2,584,344.00
Total	\$6,043,358.00	\$4,202,914.00

2. Projects:

- 4915-50 Street Enforcement Property
- ECACS Development
- IDP & SE ASP RFP
- Encumbrance Caveat Discharge
- Seniors Development Proposal
- AHS COVID testing site location review
- Corporate Identity Initiative
 - o Website & App Development

- Visual Brand and Logo
- Economic Development Committee Initiative
- North West ASP
- AE Kennedy Maintenance
- Bylaw Property Inspections and Enforcement
- Planning & Development Inquiries

3. Meetings:

- JHSC Meeting
- Virtual City Hall Meeting
- MPC Meeting
- NW ASP Meeting
- IDP & SE ASP Meeting
- Seniors Development Proposal Meeting
- Corporate Identity Meetings
- Economic Development Meetings
- Website Development Meeting
- Moonlight Madness Meeting
- Commercial Market Analysis Meetings
- Compliance Property Meetings
- Bylaw Inspection Meetings
- Development Inquiry Meetings
- Council and Committee Meetings
- Staff and Department Head

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

1. **Meetings:** Arena task group meetings (ARPA), Heartland beautification, after council, (AARFP) board retreat, Department head, pre audit, arena connect, and facility panel planning.
2. **Projects:** Ice making in the Red arena, tree pruning, concern and complaint sheets, winterizing the spray park and campground, working on the 3 year operational budget, and regular arena operations.
3. With winter approaching we are shifting gears to more tree maintenance as the Elm ban is over until the spring. Looking forward to things returning more to normal and seeing you all in the parks, trails, and the arena.

REGIONAL FIRE CHIEF – MARK DENNIS

1. Training
 - Trained on the following this month - Forcible entry, Incident size up, Emergency Breathing Support System (SCBA) in the Maze at TOS.
2. Fire Department Operations
 - Finished annual pump service and testing all fire stations
 - Completed communication tower antenna replacement (Lowden Lake and Stettler sites)
 - Schedule repair of over head door
 - Squad 17 Regional Chief Suburban is back in service

**CAO REPORT
SEPTEMBER 2020
PAGE 6**

- Network upgrade at the Stettler fire station completed by Jarrett Kushner ongoing (nearly complete)
 - Structure Fire Investigation-Working on fire investigation reports on going.
 - Working on apparatus exhaust modification to connect Niederman exhaust hose to remaining apparatus at station 1
 - Stettler fire station roof replacement has started
 - Repaired pump from wildfire unit in Byemoor
 - Working completing shelves in storage room
 - Operating and Capital budget
1. Regional Fire Department Incident Summary
- Total calls 17 - 9 motor vehicle incidents, 5 alarm calls, 1 vehicle fire, 2 medical first response



Greg Switenky
CAO

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	74699
Cheque Date	First	Last		74733

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Alberta Land Titles	74699	2020-10-16	\$85.00

Invoice Description	Invoice Number	Invoice Amount	
Admin/Bylaw/P&D Searches	2020.09.30	\$85.00	

Avid Auto Specialties Inc.	74700	2020-10-16	\$315.00

Invoice Description	Invoice Number	Invoice Amount	
Fire Repair Engine 12	2960	\$315.00	

Bagshaw Electric Ltd.	74701	2020-10-16	\$280.77

Invoice Description	Invoice Number	Invoice Amount	
Airport Building lamps	IC015655	\$109.62	
SRC Heat Tape Red Rink	IC015954	\$171.15	

Bemoco Land Surveying Ltd.	74702	2020-10-16	\$1,575.00

Invoice Description	Invoice Number	Invoice Amount	
Subdland Dev Lot Survey	49658	\$787.50	
Water Property line stake out	49659	\$787.50	

Big Hill Services Ltd.	74703	2020-10-16	\$1,913.56

Invoice Description	Invoice Number	Invoice Amount	
SRC Covid-19 Guard Material	27122	\$1,913.56	

Bobcat of Red Deer	74704	2020-10-16	\$1,211.47

Invoice Description	Invoice Number	Invoice Amount	
Parks/Trans Filters #117 #157	P05645	\$1,211.47	

Bond-O Security	74705	2020-10-16	\$126.00

Invoice Description	Invoice Number	Invoice Amount	
Office FOB Battery change out	BONDOIN118535	\$126.00	

Brennan Auto Body Repair Ltd.	74706	2020-10-16	\$1,224.77

Invoice Description	Invoice Number	Invoice Amount	
Fire 2013 Red Chev Suburban	23341	\$1,224.77	

Bunzl Cleaning & Hygiene	74707	2020-10-16	\$1,130.20

Invoice Description	Invoice Number	Invoice Amount	
SRC Covid-19 Disinfectant	122066	\$563.72	
SRC Covid-19 Disinfectant	122359	\$566.48	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Campbell, Al	74708	2020-10-16	\$100.00
Invoice Description	Invoice Number	Invoice Amount	
Council Travel & Subsistence	2020.09.17	\$100.00	
Canada Post Corporation	74709	2020-10-16	\$1,604.43
Invoice Description	Invoice Number	Invoice Amount	
Water Bills Postage	9745539481	\$1,604.43	
Caro Analytical Services	74710	2020-10-16	\$355.95
Invoice Description	Invoice Number	Invoice Amount	
WTP Water Analysis	IC2015894	\$187.95	
WTP Water Analysis	IC2017326	\$168.00	
Colp, Sheila	74711	2020-10-16	\$1,368.88
Invoice Description	Invoice Number	Invoice Amount	
Sewer Reimburse Landowner	2020.10.02	\$1,368.88	
Corspraying	74712	2020-10-16	\$1,417.50
Invoice Description	Invoice Number	Invoice Amount	
Pest & Weeds Control Contract	202019	\$1,417.50	
East Central Alberta Heritage	74713	2020-10-16	\$210.00
Invoice Description	Invoice Number	Invoice Amount	
Sewer CN CP Crossing 2019&2020	C20-23	\$210.00	
F-6 Electric	74714	2020-10-16	\$1,834.35
Invoice Description	Invoice Number	Invoice Amount	
Water Trsf Stn /Water Dispenso	2026	\$1,834.35	
Fastimes Towing	74715	2020-10-16	\$84.00
Invoice Description	Invoice Number	Invoice Amount	
Park Tow unit#75 to the shop	3063	\$84.00	
Frontier Power Products Ltd.	74716	2020-10-16	\$122.93
Invoice Description	Invoice Number	Invoice Amount	
WTP 4 Coolant Filters	352015	\$122.93	
Hansel's Excavating Ltd.	74717	2020-10-16	\$2,504.26
Invoice Description	Invoice Number	Invoice Amount	
Drainage Hydrovac 50st/41st	7378	\$1,252.13	
Water Hydrovac 5701-46 ave	7377	\$1,252.13	
Heartland Glass Ltd.	74718	2020-10-16	\$199.35
Invoice Description	Invoice Number	Invoice Amount	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Wtr Trns Stn Repair Lock	105807		\$117.55
SRC Dead Bolt repair DR #8	105793		\$81.80
Iron Anvil Welding Ltd.	74719	2020-10-16	\$19.11
Invoice Description	Invoice Number	Invoice Amount	
Water Trans Metal unit #26	10130		\$19.11
Legacy Monuments Ltd.	74720	2020-10-16	\$535.50
Invoice Description	Invoice Number	Invoice Amount	
Cemetery Memorial Tree Park	TREE PARK 2020		\$535.50
Maruk, Steve	74721	2020-10-16	\$596.67
Invoice Description	Invoice Number	Invoice Amount	
Fire Joint Training Sept 17-22	2020.09.30		\$596.67
Newton, Jacqui (Petty Cash)	74722	2020-10-16	\$46.93
Invoice Description	Invoice Number	Invoice Amount	
SRC Covid-19 Supplies, Water	2020.10.05		\$46.93
Ornamental Bronze Limited	74723	2020-10-16	\$373.80
Invoice Description	Invoice Number	Invoice Amount	
Cemetery Columbarium Wreath	95304		\$373.80
Purolator Courier Ltd.	74724	2020-10-16	\$448.41
Invoice Description	Invoice Number	Invoice Amount	
Fire Jnt/WTP/Water/P&D/Eng	445584739		\$448.41
Receiver General for Canada	74725	2020-10-16	\$45,566.18
Invoice Description	Invoice Number	Invoice Amount	
Town Tax Remittance	PP21-20		\$36,218.44
Town Tax Remittance	PP21-20.		\$4,046.78
BOT Tax Remittance	PP21-20.BOT		\$1,496.12
SVWS Tax Remittance	PP21-20.SVWS		\$1,121.06
Library Tax Remittance	PP21-20.LIBRAR		\$2,683.78
Stettler Flooring	74726	2020-10-16	\$29.87
Invoice Description	Invoice Number	Invoice Amount	
SRC Arena Painting Supplies	66108		\$29.87
Sutton Septic Service	74727	2020-10-16	\$315.00
Invoice Description	Invoice Number	Invoice Amount	
WTP Septic Tank Pump Out	432M		\$315.00
Tanner, Justin	74728	2020-10-16	\$958.75
Invoice Description	Invoice Number	Invoice Amount	
Fire Joint Aerial Apparatus	2020.10.05		\$958.75

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Tarin Resources Services Ltd.	74729	2020-10-16	\$7,350.00
Invoice Description	Invoice Number	Invoice Amount	
P&D Orthophoto Production	16237	\$7,350.00	
Town of Stettler - Petty Cash	74730	2020-10-16	\$238.95
Invoice Description	Invoice Number	Invoice Amount	
Office Coffee Supplies/Lotto	2020.10.06	\$238.95	
Tru-Fence	74731	2020-10-16	\$12,390.00
Invoice Description	Invoice Number	Invoice Amount	
Water Reinstall Fences 50A Ave	2681	\$12,390.00	
Woody's Automotive Ltd.	74732	2020-10-16	\$503.16
Invoice Description	Invoice Number	Invoice Amount	
Shop Towels	691382	\$57.94	
Shop Power Steering Hose#48	689984	\$89.21	
Shop Power steering fluid #48	689992	\$9.73	
Shop Drill Bit	692477	\$7.19	
Trans Trail brakeaway unit#116	689974	\$18.22	
WTP Machine Parts	691279	\$70.74	
Water Tie rodend unit #135	691016	\$87.32	
Water mud flap/1st aid kit #26	693015	\$134.60	
SRC Scrubber Neutralizer/Batte	690125	\$28.21	
Zazula Process Equipment Ltd.	74733	2020-10-16	\$338.61
Invoice Description	Invoice Number	Invoice Amount	
WTP Zazula Pulsation Dampner	IN103337	\$338.61	
	Total Cheques		\$87,374.36

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	EFT0002802
Cheque Date	First	Last		EFT0002855

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Acklands - Grainger Inc.	EFT0002802	2020-10-20	\$239.40

Invoice Description	Invoice Number	Invoice Amount	
Pool Facility Janitor supplies	9653850538	\$239.40	

Alberta Animal Services	EFT0002803	2020-10-20	\$13,957.81

Invoice Description	Invoice Number	Invoice Amount	
Bylaw Sept Enforcement	11861	\$13,957.81	

Alberta One-Call Corporation	EFT0002804	2020-10-20	\$195.30

Invoice Description	Invoice Number	Invoice Amount	
Water Trans Sept 1st Calls	IN162095	\$195.30	

Angus, Lara	EFT0002805	2020-10-20	\$41.27

Invoice Description	Invoice Number	Invoice Amount	
Admin AUMA Conference Snacks	2020.09.30	\$41.27	

APEX Supplementary Pension Pla	EFT0002806	2020-10-20	\$369.92

Invoice Description	Invoice Number	Invoice Amount	
Supplementary Pension Plan Tr	PP21-20	\$369.92	

Apple Fitness Store Ltd.	EFT0002807	2020-10-20	\$2,270.38

Invoice Description	Invoice Number	Invoice Amount	
Fitness Area Equip Maintenance	IN00008341	\$676.02	
Fitness Area Equip Maintenance	IN00008418	\$1,594.36	

Black Press Group Ltd.	EFT0002808	2020-10-20	\$512.26

Invoice Description	Invoice Number	Invoice Amount	
Plan & Dev Dev Permit Ads	33969572	\$512.26	

Bond-O Communications Ltd.	EFT0002809	2020-10-20	\$611.63

Invoice Description	Invoice Number	Invoice Amount	
Water 2way radio/antenna #26	BONDOIN127216	\$611.63	

Border Paving Ltd.	EFT0002810	2020-10-20	\$5,207.61

Invoice Description	Invoice Number	Invoice Amount	
Roads Hotmix Asphalt	67563	\$1,127.29	
Roads Hotmix Asphalt	67612	\$916.60	
Roads Hotmix Asphalt	67650	\$2,242.97	
Roads Hotmix Asphalt	67743	\$920.75	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount																																	
Bounty Onsite Inc.	EFT0002811	2020-10-20	\$3,017.65																																	
<table border="1"> <thead> <tr> <th>Invoice Description</th> <th>Invoice Number</th> <th>Invoice Amount</th> </tr> </thead> <tbody> <tr> <td>Admin SRC Covid-19 Supplies</td> <td>001-102155</td> <td>\$927.16</td> </tr> <tr> <td>Admin Covid-19 Supplies</td> <td>001-102406</td> <td>\$295.30</td> </tr> <tr> <td>Trans Janitor & Marking Suppli</td> <td>001-102360</td> <td>\$473.24</td> </tr> <tr> <td>Trans Tools</td> <td>001-102403</td> <td>\$105.44</td> </tr> <tr> <td>Water Hydrant Winterizing AF</td> <td>001-102118</td> <td>\$269.28</td> </tr> <tr> <td>Water Hydrant Winterizing AF</td> <td>001-102689</td> <td>\$230.58</td> </tr> <tr> <td>Water Trans 2 pairs of Gloves</td> <td>001-102766</td> <td>\$22.00</td> </tr> <tr> <td>P&L Parks Safety Supplies</td> <td>001-102302</td> <td>\$96.79</td> </tr> <tr> <td>SRC Jantior Supplies</td> <td>001-103051</td> <td>\$505.73</td> </tr> <tr> <td>SRC 18 pairs of Safety Glasses</td> <td>001-102244</td> <td>\$92.13</td> </tr> </tbody> </table>				Invoice Description	Invoice Number	Invoice Amount	Admin SRC Covid-19 Supplies	001-102155	\$927.16	Admin Covid-19 Supplies	001-102406	\$295.30	Trans Janitor & Marking Suppli	001-102360	\$473.24	Trans Tools	001-102403	\$105.44	Water Hydrant Winterizing AF	001-102118	\$269.28	Water Hydrant Winterizing AF	001-102689	\$230.58	Water Trans 2 pairs of Gloves	001-102766	\$22.00	P&L Parks Safety Supplies	001-102302	\$96.79	SRC Jantior Supplies	001-103051	\$505.73	SRC 18 pairs of Safety Glasses	001-102244	\$92.13
Invoice Description	Invoice Number	Invoice Amount																																		
Admin SRC Covid-19 Supplies	001-102155	\$927.16																																		
Admin Covid-19 Supplies	001-102406	\$295.30																																		
Trans Janitor & Marking Suppli	001-102360	\$473.24																																		
Trans Tools	001-102403	\$105.44																																		
Water Hydrant Winterizing AF	001-102118	\$269.28																																		
Water Hydrant Winterizing AF	001-102689	\$230.58																																		
Water Trans 2 pairs of Gloves	001-102766	\$22.00																																		
P&L Parks Safety Supplies	001-102302	\$96.79																																		
SRC Jantior Supplies	001-103051	\$505.73																																		
SRC 18 pairs of Safety Glasses	001-102244	\$92.13																																		
Brenntag Canada Inc.	EFT0002812	2020-10-20	\$3,063.06																																	
<table border="1"> <thead> <tr> <th>Invoice Description</th> <th>Invoice Number</th> <th>Invoice Amount</th> </tr> </thead> <tbody> <tr> <td>WTP Chemicals & Drum Deposit</td> <td>46251426</td> <td>\$3,066.00</td> </tr> </tbody> </table>				Invoice Description	Invoice Number	Invoice Amount	WTP Chemicals & Drum Deposit	46251426	\$3,066.00																											
Invoice Description	Invoice Number	Invoice Amount																																		
WTP Chemicals & Drum Deposit	46251426	\$3,066.00																																		
Brownlee LLP	EFT0002813	2020-10-20	\$21,699.32																																	
<table border="1"> <thead> <tr> <th>Invoice Description</th> <th>Invoice Number</th> <th>Invoice Amount</th> </tr> </thead> <tbody> <tr> <td>Sewer Lagoon Legal Services</td> <td>499060</td> <td>\$15,308.02</td> </tr> <tr> <td>Sewer Lagoon Legal Services</td> <td>500419</td> <td>\$2,296.98</td> </tr> <tr> <td>Sewer Lagoon Legal Services</td> <td>5014958</td> <td>\$3,007.57</td> </tr> <tr> <td>Sewer Lagoon Legal Services</td> <td>503691</td> <td>\$1,086.75</td> </tr> </tbody> </table>				Invoice Description	Invoice Number	Invoice Amount	Sewer Lagoon Legal Services	499060	\$15,308.02	Sewer Lagoon Legal Services	500419	\$2,296.98	Sewer Lagoon Legal Services	5014958	\$3,007.57	Sewer Lagoon Legal Services	503691	\$1,086.75																		
Invoice Description	Invoice Number	Invoice Amount																																		
Sewer Lagoon Legal Services	499060	\$15,308.02																																		
Sewer Lagoon Legal Services	500419	\$2,296.98																																		
Sewer Lagoon Legal Services	5014958	\$3,007.57																																		
Sewer Lagoon Legal Services	503691	\$1,086.75																																		
C & S Disposal	EFT0002814	2020-10-20	\$25,511.04																																	
<table border="1"> <thead> <tr> <th>Invoice Description</th> <th>Invoice Number</th> <th>Invoice Amount</th> </tr> </thead> <tbody> <tr> <td>Sep Waste/Recycling Collecting</td> <td>395</td> <td>\$25,511.04</td> </tr> </tbody> </table>				Invoice Description	Invoice Number	Invoice Amount	Sep Waste/Recycling Collecting	395	\$25,511.04																											
Invoice Description	Invoice Number	Invoice Amount																																		
Sep Waste/Recycling Collecting	395	\$25,511.04																																		
Canadian Tire #671	EFT0002815	2020-10-20	\$316.00																																	
<table border="1"> <thead> <tr> <th>Invoice Description</th> <th>Invoice Number</th> <th>Invoice Amount</th> </tr> </thead> <tbody> <tr> <td>SRC Concession Lexan Install</td> <td>4307</td> <td>\$32.51</td> </tr> <tr> <td>SRC Tools Dewalt Angle Grinder</td> <td>4326</td> <td>\$283.49</td> </tr> </tbody> </table>				Invoice Description	Invoice Number	Invoice Amount	SRC Concession Lexan Install	4307	\$32.51	SRC Tools Dewalt Angle Grinder	4326	\$283.49																								
Invoice Description	Invoice Number	Invoice Amount																																		
SRC Concession Lexan Install	4307	\$32.51																																		
SRC Tools Dewalt Angle Grinder	4326	\$283.49																																		
Canadian Union of Public Emplo	EFT0002816	2020-10-20	\$687.50																																	
<table border="1"> <thead> <tr> <th>Invoice Description</th> <th>Invoice Number</th> <th>Invoice Amount</th> </tr> </thead> <tbody> <tr> <td>Union Dues</td> <td>PP21-20</td> <td>\$687.50</td> </tr> </tbody> </table>				Invoice Description	Invoice Number	Invoice Amount	Union Dues	PP21-20	\$687.50																											
Invoice Description	Invoice Number	Invoice Amount																																		
Union Dues	PP21-20	\$687.50																																		
Cas Tech Inc.	EFT0002817	2020-10-20	\$835.80																																	
<table border="1"> <thead> <tr> <th>Invoice Description</th> <th>Invoice Number</th> <th>Invoice Amount</th> </tr> </thead> <tbody> <tr> <td>Computer 4 new monitors</td> <td>1134</td> <td>\$835.80</td> </tr> </tbody> </table>				Invoice Description	Invoice Number	Invoice Amount	Computer 4 new monitors	1134	\$835.80																											
Invoice Description	Invoice Number	Invoice Amount																																		
Computer 4 new monitors	1134	\$835.80																																		
CentralSquare Canada Software	EFT0002818	2020-10-20	\$4,910.07																																	
<table border="1"> <thead> <tr> <th>Invoice Description</th> <th>Invoice Number</th> <th>Invoice Amount</th> </tr> </thead> <tbody> <tr> <td>Computer eServices</td> <td>293306</td> <td>\$1,185.19</td> </tr> <tr> <td>Computer Extender</td> <td>293365</td> <td>\$338.63</td> </tr> <tr> <td>Computer eServices</td> <td>293366</td> <td>\$3,386.25</td> </tr> </tbody> </table>				Invoice Description	Invoice Number	Invoice Amount	Computer eServices	293306	\$1,185.19	Computer Extender	293365	\$338.63	Computer eServices	293366	\$3,386.25																					
Invoice Description	Invoice Number	Invoice Amount																																		
Computer eServices	293306	\$1,185.19																																		
Computer Extender	293365	\$338.63																																		
Computer eServices	293366	\$3,386.25																																		

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Chemtrade West Limited Partner	EFT0002819	2020-10-20	\$17,957.90
Invoice Description	Invoice Number	Invoice Amount	
WTP Chemicals	92919610	\$8,858.06	
WTP Chemicals	92971079	\$9,099.84	
Clear Water Controls Inc.	EFT0002820	2020-10-20	\$4,294.72
Invoice Description	Invoice Number	Invoice Amount	
WTP C12 Injectors Yearly	12055	\$4,294.72	
Contact Safety Service Ltd.	EFT0002821	2020-10-20	\$1,352.46
Invoice Description	Invoice Number	Invoice Amount	
Fire Joint Recharge Fire Extin	9980	\$126.79	
WTP Service Fire Extinguishers	10034	\$881.69	
WTP Escape air servicing	10004	\$700.09	
County of Stettler	EFT0002822	2020-10-20	\$3,371.43
Invoice Description	Invoice Number	Invoice Amount	
2020 Transfer Station Taxes	2020.437100	\$246.43	
2020 Water Lift Taxes	2020.684501	\$50.00	
Emergency Reponse 19-124	IVC031056	\$3,075.00	
Dean's Machine Inc.	EFT0002823	2020-10-20	\$439.79
Invoice Description	Invoice Number	Invoice Amount	
Shop Shim Stock/Bushing#42C	43881	\$151.04	
Trans Buildup Shaft/Sprocket	44091	\$288.75	
Digital Connection Office Syst	EFT0002824	2020-10-20	\$150.86
Invoice Description	Invoice Number	Invoice Amount	
Office Photocopies 08.30-09.29	279755	\$150.86	
Digitex Canada Inc.	EFT0002825	2020-10-20	\$122.51
Invoice Description	Invoice Number	Invoice Amount	
P&L Photocopies 09.04 to 10.03	IN688638	\$122.51	
ESC Automation	EFT0002826	2020-10-20	\$1,750.88
Invoice Description	Invoice Number	Invoice Amount	
Pool Software Maintenance	SCPAY0103799	\$1,750.88	
Gateway Mechanical Services In	EFT0002827	2020-10-20	\$1,177.27
Invoice Description	Invoice Number	Invoice Amount	
SRC Red Rink Startup	623801	\$1,177.27	
GT Hydraulic & Bearing	EFT0002828	2020-10-20	\$2,192.87
Invoice Description	Invoice Number	Invoice Amount	
Shop Chain unit #40	000-339990	\$1,009.22	
Trans Inspection unit #2	999-024825	\$832.36	45

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Parks/Trans/Water Ass Filters	000-340115		\$327.88
SRC Belt	000-340668		\$16.70
SRC HVAC Unit Belt Studio Rm	000-340674		\$6.71
=====			
Hach Sales & Service Ltd.	EFT0002829	2020-10-20	\$7,664.75
=====			
Invoice Description	Invoice Number	Invoice Amount	
-----	-----	-----	
WTP Lab Supplies & Freight	231707	\$2,176.92	
WTP Lab Supplies & Freight	232564	\$67.73	
WTP AMC Analyzer Servicing	232012	\$4,578.00	
WTP Lab Supplies	232179	\$842.10	
=====			
Heartland Stationers (2014) Lt	EFT0002830	2020-10-20	\$367.59
=====			
Invoice Description	Invoice Number	Invoice Amount	
-----	-----	-----	
Office Stationery	20475	\$27.45	
Office Stationery	20521	\$19.50	
Office Stationery	20629	\$13.59	
Office Stationery	20632	\$71.98	
P&L Stationery	20584	\$194.28	
Water 3 Flashdrives	20673	\$40.79	
=====			
Heartland Registry Services	EFT0002831	2020-10-20	\$20.50
=====			
Invoice Description	Invoice Number	Invoice Amount	
-----	-----	-----	
Admin Discharge Financing	SVR00007377	\$10.25	
Admin Discharge Financing	SR100011603	\$10.25	
=====			
Hi Way 9 Express Ltd.	EFT0002832	2020-10-20	\$201.39
=====			
Invoice Description	Invoice Number	Invoice Amount	
-----	-----	-----	
Fire Joint Freight	12190222	\$37.34	
Shop Feight	31801965	\$29.60	
Trans Freight	31763071	\$134.45	
=====			
Stettler Home Hardware	EFT0002833	2020-10-20	\$367.17
=====			
Invoice Description	Invoice Number	Invoice Amount	
-----	-----	-----	
Office Covid-19 Supplies	122143	\$21.99	
Office 3 water refills	122061	\$15.75	
Office 3 water refills	122223	\$15.75	
Trans Draw Catches repair case	122130	\$7.34	
Water Trans 2 Water Refills	121983	\$7.50	
Water Trans shop cat food	122030	\$18.36	
Water Trans 2 water refills	122227	\$7.50	
SRC Staff Room Water Cooler	122008	\$173.24	
SRC Staff Room Water Cooler	122027	\$36.75	
SRC Step Ladder	122209	\$62.99	
=====			
Industrial Machine Inc.	EFT0002834	2020-10-20	\$56.33
=====			
Invoice Description	Invoice Number	Invoice Amount	
-----	-----	-----	
SRC Filter gaskets/O rigns #38	36998A	\$56.33	
=====			
Joe Johnson Equipment	EFT0002835	2020-10-20	\$2,763.40
=====			
Invoice Description	Invoice Number	Invoice Amount	
-----	-----	-----	
Trans Roller part unit #42C	P34664	\$463.80	
Trans Brooms/Skids shoe #6	P34719	\$2,299.60	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
KaizenLAB Inc.	EFT0002836	2020-10-20	\$1,020.29

Invoice Description		Invoice Number	Invoice Amount

WTP Lift Station Sampling		INV0052502	\$590.42
Water Trans Lagoon Sampling		INV0052723	\$429.87
=====			
Keiths Refrigeration	EFT0002837	2020-10-20	\$1,919.31

Invoice Description		Invoice Number	Invoice Amount

SRC REpair studio room HVAC		20299	\$605.86
SRC A.H.U. Repair		20305	\$1,061.45
Comm Hall Service Ice Machine		20295	\$252.00
=====			
Lakeland College	EFT0002838	2020-10-20	\$375.00

Invoice Description		Invoice Number	Invoice Amount

Fire Joint Aerial Apparatus Co		0000023358	\$375.00
=====			
Lawlor, Gord	EFT0002839	2020-10-20	\$79.00

Invoice Description		Invoice Number	Invoice Amount

Council Parkland Regional Libr		2020.10.06	\$79.00
=====			
Loomis Express	EFT0002840	2020-10-20	\$82.00

Invoice Description		Invoice Number	Invoice Amount

WTP Freight		9131887	\$82.00
=====			
Municipal Property Consultants	EFT0002841	2020-10-20	\$6,803.08

Invoice Description		Invoice Number	Invoice Amount

Oct Assessor		17137	\$6,803.08
=====			
New West Freightliner	EFT0002842	2020-10-20	\$394.20

Invoice Description		Invoice Number	Invoice Amount

Trans Front Shocks unit #2		478932R	\$143.83
Water Drag Link unit #3		478490R	\$250.37
=====			
OK Tire Stettler	EFT0002843	2020-10-20	\$105.00

Invoice Description		Invoice Number	Invoice Amount

Trans Balance front tires #2		IN067350	\$105.00
=====			
Park, Younjae	EFT0002844	2020-10-20	\$141.74

Invoice Description		Invoice Number	Invoice Amount

WTP CUPE Clothing Allowance		2020.09.30	\$141.74
=====			
Rollies Vac Systems	EFT0002845	2020-10-20	\$336.00

Invoice Description		Invoice Number	Invoice Amount

Landfill Pumpout		20839	\$336.00

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Standage, Maddie	EFT0002846	2020-10-20	\$90.70
Invoice Description	Invoice Number	Invoice Amount	
P & D AULP Course Text Books	2020.10.07	\$90.70	
Stettler Building Supplies Ltd	EFT0002847	2020-10-20	\$527.92
Invoice Description	Invoice Number	Invoice Amount	
Shop Spikes	AD9002	\$11.28	
SRC Trim for front office	AD9453	\$12.64	
Parks Memorial Bench Boards	AE0364	\$504.00	
Stettler Equipment Sales & Ren	EFT0002848	2020-10-20	\$228.59
Invoice Description	Invoice Number	Invoice Amount	
Drainage Bobcat Excavator Rent	123767	\$228.59	
Stettler Motors (1998) Ltd.	EFT0002849	2020-10-20	\$179.18
Invoice Description	Invoice Number	Invoice Amount	
Trans Front Diff cover #76	220917	\$179.18	
Stettler Telephone Answering S	EFT0002850	2020-10-20	\$120.75
Invoice Description	Invoice Number	Invoice Amount	
WTP Oct Working Alone Monitori	131	\$120.75	
Trinus Technologies Inc	EFT0002851	2020-10-20	\$37,296.11
Invoice Description	Invoice Number	Invoice Amount	
Computer Lenovo Server Replace	3480960	\$36,550.08	
Computer Anti Virus/emails	R57152-29074	\$746.03	
Valley Green Landscaping	EFT0002852	2020-10-20	\$27,352.50
Invoice Description	Invoice Number	Invoice Amount	
HBC Materials & Labour Planter	03132	\$16,642.50	
Water Landscape repair 3914-64	03109	\$3,150.00	
Sidewalk Landscape by pathway	03108	\$4,830.00	
Water Landscape 5914A-51 Ave	03107	\$2,730.00	
Wet Water Industries Ltd.	EFT0002853	2020-10-20	\$76.89
Invoice Description	Invoice Number	Invoice Amount	
Fire Joint Nov Wtr Treat Equip	AR25182	\$76.89	
Wilson, Elizabeth	EFT0002854	2020-10-20	\$1,853.70
Invoice Description	Invoice Number	Invoice Amount	
Fire Jnt Travel & Subsistence	2020.09.23	\$1,853.70	
WTS Manufacturing & Sales Inc.	EFT0002855	2020-10-20	\$114.18
Invoice Description	Invoice Number	Invoice Amount	
Water Trans Metal unit #26	1712	\$114.18	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
-------------	---------------	-------------	---------------

	Total Cheques		\$206,793.98
			=====

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID GENERAL	GENERAL
Vendor Name	First	Last	Cheque Number ONL000350	ONL000354
Cheque Date	First	Last		

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Access Gas Services Inc.	ONL000350	2020-10-16	\$9,888.46

	Invoice Description	Invoice Number	Invoice Amount

	Joint Office Sept Gas Bill	202009-3693	\$393.79
	Fire Joint Sept Gas Bill	202009-3687	\$153.93
	Town Shop Sept Gas Bill	202009-3694	\$101.50
	Airport Sept Gas Bill	202009-3686	\$68.32
	WTP Sept Gas Bill	202009-3689	\$1,606.47
	Water Trans Sept Gas Bill	202009-3684	\$68.53
	Sewer 1 Sept Gas Bill	202009-3685	\$75.80
	Sewer 2 Sept Gas Bill	202009-3692	\$89.19
	SRC & Pool Sept Gas Bill	202009-3691	\$6,980.06
	Comm Hall Sept Gas Bill	202009-3690	\$150.26
	Parks Lions Sept Gas Bill	202009-3688	\$120.91
	Gear Up Sept Gas Bill	202009-3679	\$79.70

Shaw Cablesystems GP	ONL000351	2020-10-16	\$109.15

	Invoice Description	Invoice Number	Invoice Amount

	Fitness Are Nov Wifi	2020.10.01	\$109.15

Telus Communications	ONL000352	2020-10-16	\$2,992.73

	Invoice Description	Invoice Number	Invoice Amount

	Telus Sep 22 to Oct 21	2020.09.23	\$2,992.73

Telus Mobility Inc.	ONL000353	2020-10-16	\$1,109.22

	Invoice Description	Invoice Number	Invoice Amount

	Telus Mobility Sep 22 to Oct 2	2020.09.21	\$1,109.22

United Farmers of Alberta	ONL000354	2020-10-16	\$523.53

	Invoice Description	Invoice Number	Invoice Amount

	Street Clean Hose Flexogen	SOINV1006864	\$45.14
	Trans Grass Seed	SOINV0969714	\$294.00
	Water Hydrant painting supplie	SOINV0886782	\$7.96
	Water Hitch Pin #175	SOINV0985666	\$6.81
	Sewer Heater Hose/reducer	SOINV0948848	\$135.96
	Sewer Reducer/Adapt	SOINV0954115	\$4.81
	SRC Tie Cables	SOINV0897987	\$28.85

	Total Cheques		\$14,623.09
=====			

**PRL Board Meeting Minutes
September 17, 2020**

The regular meeting of the Parkland Regional Library System Board was called to order at 1:05 p.m. on Thursday September 17, 2020 in the Front Office Room, Lacombe.

Present: Debra Smith (Board Chair), Gord Lawlor

Present via Zoom: Jason Alderson, Jackie Almberg, Connie Beringer, Jared Booth, Jacqueline Boulet-Boden, Amanda Derksen, Darlene Dushanek, Colleen Ebden, Kevin Ferguson, Jeanny Fisher, Elaine Fossen, Dwayne Fulton, Sandy Gamble, Bruce Gartside, Megan Hanson, Jeanette Herle, Trudy Kilner, Cora Knutson, Lonnie Kozlinski, Dana Kreil, Stephen Levy, Daryl Lougheed, Philip Massier, Leah Nelson, Ray Olfert, Rick Pankiw, Terilyn Paulgaard, Norma Penney, Rosella Peterman, Bill Rock, Heather Ryan, Sharolyn Sanchez, Janine Stannard, Patricia Toone, Cindy Trautman, Sharon Williamson Bill Windsor, Bonita Wood, Ann Zacharias

With Regrets: Doreen Blumhagen, Blair Morton, Les Stulberg, Sonia Temple, Doug Weir

Absent: Wendy Aschenbrenner, Glen Carrit, Clark German, Barb Gilliat, Agnes Hoveland, Josephine McKenzie, Corby Parsons, Chris Ross, Shannon Wilcox

Staff: Ron Sheppard, Donna Williams, Tim Spark, Colleen Schalm, Kara Hamilton, Haley Amendt

Smith welcomed everyone, and a roll call was done for all the members attending via Zoom.

Call to Order

Meeting called to order at 1:05 p.m. by Smith.

According to section 31 (1) of the Alberta Libraries Act,
Board member disqualification:

31(1) A person is disqualified from remaining a member of a board if the person fails to attend, without being authorized by a resolution of the board to do so, 3 consecutive regular meetings of the board.

As part of PRL's compliance procedures, board members who send regrets should be officially excused at the start of each meeting.

Motion by Ray Olfert to excuse Doreen Blumhagen, Blair Morton, Les Stulberg, Sonia Temple, and Doug Weir from attendance at the board meeting on September 17, 2020 and remain members of the Parkland board in good standing.

CARRIED UNANIMOUSLY
PRL 24/2020

1.1 Agenda

1.1.2 Adoption of the Agenda

Motion by Stephen Levy to accept the agenda as presented.

CARRIED UNANIMOUSLY

PRL 25/2020

1.2. Approval of Minutes

Motion by Gord Lawlor to approve the minutes of the September 17, 2020 meeting as presented.

CARRIED UNANIMOUSLY

PRL 26/2020

1.3. Business arising from the minutes of May 28, 2020 meeting

Smith asked if there was any business arising from the minutes. There was none.

2.6. Business Arising from the Consent Agenda

Smith asked if there was any business arising from the consent agenda. There was none.

Motion by Bruce Gartside to approve the consent agenda as presented.

CARRIED UNANIMOUSLY

PRL 27/2020

3.1. Advocacy Committee Activity

Smith turned the meeting over to Gord Lawlor for the Advocacy Committee report. Lawlor introduced the Advocacy Committee members to the board and thanked all of them for their hard work and contributions over the last year.

In his report, Lawlor emphasized the important role libraries have played during the pandemic. Most libraries continued to offer services of some form to the public and Parkland spent additional money to provide eContent. Face masks are also being distributed to patrons through libraries with the *Masks for Albertans* initiative.

eBook circulations have gone up 43%, while eAudiobook and eMagazine circulations have increased by 25% each since before the pandemic. Learning resource use has also seen dramatic increases, as more students are accessing online learning instead of attending school. Solaro, an Alberta Curriculum learning support database, has been accessed 2.5 times more often. And, in August alone, there were 80,778 library Wi-Fi sessions! That's 80% of the overall 103,016 Wi-Fi sessions since the pandemic started.

Deb Smith added that studies show that whenever the economy declines, library use increases. This is not a time that we can reduce investment in libraries. During this economically challenging time our libraries are more important than ever to our residents.

Lawlor emphasized that board members must all recognize the vital need for supporting libraries financially with their own councils at the municipal level.

Motion by Jason Alderson to receive for information

CARRIED UNANIMOUSLY
PRL 28/2020

3.2. Approval of PRL Budget 2021

Sheppard reviewed the 2021 Budget. It presents a zero percent increase to the municipalities for their requisition. It was noted that the municipalities don't want a lot of explanation with the proposed budget, just the bottom line.

Points within the budget to note include:

- The provincial operating grant for systems is estimated using 2016 population figures and calculated at the current rate of \$4.70 per capita
- The First Nations Grant is assumed to continue using 2016 population figures, the grant is calculated at \$10.25 per capita
- It is assumed the rural library service grant will also be issued at \$5.55 per capita using 2016 population figures
- Materials Allotment is being calculated at \$1.13 per capita
- Freight has been reduced with PLSB's change to government courier services, PRLS will now have shipments dropped here at headquarters
- Postage Reimbursement expense has declined with the use of Polaris and PRLS standards for libraries for ship to patron requests
- The Audit expense line (3.1) has increased due to our LAPP triannual audit requirement.
- Insurance increased slightly due to adding cyber insurance to Parkland's Policy
- Publicity/Trade show expenses reduced based on five-year averages
- Trustee expenses have increased by \$2,000 to accommodate the Advocacy Committee meetings
- Provincial grants amount to approximately 45.5% of PRLS' total income.

At the end of the budget documents is the Budget Supplement where planned reserve transfers are detailed. The largest planned purchase is for computer hardware from the Technology Reserve estimated to be valued at \$197,400.

After some discussion the 2021 proposed budget was put to a vote.

Motion by Philip Massier to approve the Parkland 2021 Budget as presented.

CARRIED
1 OPPOSED
PRL 29/2020

3.3. PRL Governance Policy Revisions

Sheppard reviewed the proposed changes to the Parkland Governance and Outlet Policies. Over the last few months Parkland has had to undertake a significant number of policy revisions:

- At the recommendation of our auditor, Parkland's Finance policy has required three updates. The recommended updates are detailed in the accompanying management letter from MNP. The policy revisions follow and are detailed in red.

- Staff also believe that Parkland needs a “Request for Reconsideration of Library Materials” policy in case someone challenges a book or other item held in Parkland’s in-house collection. There are also a number of housekeeping changes included in Parkland’s Governance policies.
- A number of Parkland’s Outlet Policies had to be updated to reflect changes in Employment Standards. There were also a number of housekeeping changes, including an updated Records Retention Schedule, with some updated timelines and the option to keep records in an electronic format.
- Travel costs for outlet library staff are quite high. Parkland staff are suggesting that a flat-rate reimbursement be applied rather than a per kilometer reimbursement.

At the request of the Executive Committee at the June 25th meeting, Parkland staff have developed an inclusivity statement to add to the PRL Policy manual.

An addition to section 2.3, Motions at Board Meetings was also changed with some clarification to procedures regarding recording votes.

The inclusivity statement is all the more important at this time given the highly divisive issues currently effecting politics and society.

Also, Parkland has always been fortunate to have long-term staff. Following the compensation review that was conducted in 2017, a “Cost of Living and Compensation” policy was developed.

One issue the policy does not address specifically, is what happens when staff reach the end of the salary grid. In order to manage staff expectation, the following amendment should be considered.

When staff reach the last step of their line on the salary grid, they will only be eligible for an increase in salary equal to the percentage increase of the Consumer Price Index (CPI). Salaries are to never exceed the amount of the final step of their salary line.

The Director’s salary is negotiated separately and is not included within the salary grid.

At their last Executive Committee meeting held on August 20th, some members were concerned that the name of the Unrestricted Operating Fund was confusing. The Unrestricted Operating Fund functions as one of Parkland’s reserves. At the request of the Executive Committee, they recommend the name be changed to the *Unrestricted Reserve* so the name is consistent with the other reserves found in Parkland’s Finance Policy.

Sheppard asked if there were any questions or anything the board wanted changed. There was none.

Motion by Heather Ryan to approve the changes to Parkland’s Governance and Outlet Library Policies as presented.

CARRIED UNANIMOUSLY
PRL 30/2020

3.4. 2021 Board Meeting Dates and Times

Deb Smith reviewed the board meeting dates and times survey that was sent out to the board previous to the meeting.

In June, Parkland received a letter from Lacombe County requesting that the Parkland Board review the date of its board meetings. The dates upon which the board holds its meetings frequently conflict with when Lacombe County holds its council meetings.

Parkland has always had difficulty accommodating the different schedules of the many individuals on the board. The restriction on gatherings imposed by the government due to COVID-19 have only added another layer of complexity to organizing board meetings.

To try and accrue data from as many board members as possible, a survey was sent out on August 7th which closed on September 9th. There were 42 respondents.

Based on the raw data, the majority of board members want to have virtual board meetings on Thursday mornings. At the board's direction, staff will take the information provided and create a proposed schedule of meetings for the consideration of the board at their November meeting.

3.5.1. Director's Report

3.5.2. Library Services Report

3.5.3. IT Report

Colleen Schalm stated that there was a correction needed in the Library Services Report. For the library card design contest winners, the names were incorrect in the report. Sophia from Innisfail was the first-place winner and Arianne from Rocky Mountain House was the second and third place winner.

Smith asked if there were any questions regarding the Director's, Library Services or the IT reports. There were none.

Motion by Ray Olfert to receive the Director's, Library Services and IT reports for information.

CARRIED
PRL 31/2020

3.6. Parkland Community Update

Sedgewick and District Municipal Library is sending books to the elementary school teachers with a craft that corresponds with the book. Their library board is considering holding a small contest in relation to the activity.

Stettler Public Library's Summer Reading Program was held outside. They have also eliminated late fees. Despite this, their revenues have barely gone down.

Sylvan Lake Municipal Library has also eliminated late fees.

Olds Municipal Library will be purchasing "meeScan" for their patrons, a self-check-out application that library patrons can use with their smartphone or tablet.

Clive Public Library has done some amazing work in creating a green space that sits between the library and the next building. It is very close to being completed.

Lougheed and District Public library's donation jar brings in more money than late fees ever did.

4. Adjournment

Motion by Kevin Ferguson to adjourn the meeting at 2:14 p.m.

CARRIED
PRL 32/2020

Meeting adjourned at 2:14 p.m.

Chair

DRAFT



PRLS BOARD TALK

Highlights of the Parkland Regional Library Board Meeting

SEPTEMBER 17, 2020

Advocacy Committee Report

Money is tight for every level of government - urban, rural, towns, counties - and we must ring the bell about what our library system can do for the Alberta Government in cost reductions.

Rural libraries can be a distribution point for services and products from government agencies - and other organizations, too. Face masks are being distributed to patrons through libraries through the *Masks for Albertans* initiative.

When the pandemic hit, many service organizations had to shut down operations. Libraries across the region developed innovative service models in order to continue delivering services. Parkland Regional Library enabled all member libraries to provide digital services, at a bare minimum, through library Wi-Fi hotspots and the eLibrary.

eBook circulations have gone up 43%, while eAudiobook and eMagazine circulations have increased by 25% each since before the pandemic. Learning resource use has also seen dramatic increases, as more students are accessing online learning instead of attending school. Solaro, an Alberta Curriculum learning support database, has been accessed 2.5 times more often. And, in August alone, there were 80,778 library Wi-Fi sessions! That's 80% of the overall 103,016 Wi-Fi sessions since the pandemic started.

This is going to be our new normal. The System will have to continue providing increased digital content and all of

our libraries are going to have to maintain their new service delivery models - such as virtual programming, curbside pickup, and *Take and Make activity kits* - in addition to traditional services.

Studies show that whenever the economy declines, library use increases. This is not a time that we can reduce investment in libraries. During this economically challenging time our libraries are more important than ever to our residents.

Budget 2021

PRL's 2021 budget was approved by the board and will be sent out to the municipalities next week. There will be no increase in the per capita requisition for 2021.

Building Update

Parkland's building will be complete slightly ahead of schedule (by the end of September). We may start trying to move non-essential items in early but can't move operations over until after the SuperNet connection is completed. The SuperNet move is scheduled for October 18th (a Sunday) to reduce downtime of the network. Staff are already working on moving our utilities over to the new building and working with our insurance company to have our new building assessed.

Provincial Operating Grants

For the current fiscal year, the Government of Alberta issued library operating grants in two installments. The first 50% installment was issued in the spring. The second installment is currently being disbursed to libraries. Parkland received its second portion of the operating grant and rural library services grant on September 10th. This payment was in the amount of \$709,784 and includes the rural library service grant which we will begin dispersing to libraries immediately.

Board Meeting Dates for 2021

Parkland has always had difficulty accommodating the different schedules of the many individuals on the board. The restriction on gatherings imposed by the government due to COVID-19 have only added another layer of complexity to organizing board meetings.

To try and accrue data from as many board members as possible, a survey was sent out on August 7th which closed on September 9th. There were 42 respondents.

The survey had three questions. The responses and totals are below:

1. Do you prefer attending Parkland board meetings virtually or in person?
 - Virtually -25
 - In-person -17
2. At what time of day would you generally prefer board meetings to be held?
 - Morning -21
 - Afternoon -17
 - Evening -4
3. On what day of the week would you prefer board meetings be scheduled?
 - Monday -12
 - Tuesday -6
 - Wednesday -9
 - Thursday -15
 - Friday -0
 - Saturday -0
 - Sunday -0

Most respondents favored virtual meetings, and even some who preferred in-person meetings would be happy with meeting virtually. 17 preferred in-person meetings.

A slight majority preferred morning board meetings over afternoon with very few interested in attending evening meetings. Thursday was the preferred day of the week to hold meetings with Monday as the runner up.

Based on the raw data, the majority of board members want to have virtual board meetings on Thursday mornings.

At board direction, staff will take the information provided and create a proposed schedule of meetings for the consideration of the board at their November meeting.

Community News from Trustees

Sedgewick and District Municipal Library is sending books to the elementary school teachers with a craft that corresponds with the book. Their library board is considering holding a small contest in relation to the activity.

Stettler Public Library's Summer Reading Program was held outside. They have also eliminated late fees. Despite this, their revenues have barely gone down.

Sylvan Lake Municipal Library has also eliminated late fees.

Olds Municipal Library will be purchasing "meeScan" for their patrons, a self-checkout application that library patrons can use with their smart phone or tablet.

Clive Public Library has done some amazing work in creating a green space that sits between the library and the next building. It is very close to being completed.

Lougheed and District Public library's donation jar brings in more money than late fees ever did.

Board Member Present

Deb Smith, Gord Lawlor

Board Members Present via Zoom

Jason Alderson, Jackie AlMBERG, Connie Beringer, Jared Booth, Jacqueline Boulet-Boden, Amanda Derksen, Darlene Dushanek, Colleen Ebden, Kevin Ferguson, Jeanny Fisher, Elaine Fossen, Dwayne Fulton, Sandy Gamble, Bruce Gartside, Megan Hanson, Jeanette Herle, Trudy Kilner, Cora Knutson, Lonnie Kozlinski, Dana Kreil, Stephen Levy, Daryl Lougheed, Philip Massier, Leah Nelson, Ray Olfert, Rick Pankiw, Terilyn Paulgaard, Norma Penney, Rosella Peterman, Bill Rock, Heather Ryan, Sharolyn Sanchez, Janine Stannard, Patricia Toone, Cindy Trautman, Sharon Williamson Bill Windsor, Bonita Wood, Ann Zacharias

With Regrets

Doreen Blumhagen, Blair Morton, Les Stulberg, Sonia Temple, Doug Weir

Absent

Wendy Aschenbrenner, Glen Carrit, Clark German, Barb Gilliat, Agnes Hoveland, Josephine McKenzie, Corby Parsons, Chris Ross, Shannon Wilcox

PRLS Staff

Ron Sheppard, Tim Spark, Donna Williams, Colleen Schalm, Kara Hamilton, Haley Amendt

**Next Meeting: November 12,
2020, 1:00 PM.**

For more information or if you want a copy of the draft minutes from this board meeting, please contact PRL.

IODE NO STONE LEFT ALONE – 2020

Thank you to all of the volunteers that made this year's 'No Stone Left Alone' event possible!



Canadian Badlands Tourism retains tourism consultancy Twenty31 to conduct strategy to develop a vision for the future of the Canadian Badlands

COVID-19 has had a devastating impact on tourism across Canada and around the world. With tourism coming to a halt, destinations and tourism organizations have had to adapt to new regulations including border closures, business closures, and adaptation to new rules for business operations. Many city and regional tourism organizations have lost significant funding and have terminated their staff, while others have struggled to make the case for community and regional government support for tourism.

Canadian Badlands Tourism finds itself with similar challenges. Questions from the multiple communities that fund the membership-based corporation are arising around the go-forward strategy and there is a risk that those communities will withdraw their funding and support. The organization did not renew its contract with its Management and Admin staff and is now being led by a group of engaged stakeholders. There is an urgent need to retain the membership base in the coming weeks to shore up the funds required to develop a new vision and mandate for the organization to support the future tourism recovery of the Canadian Badlands region.

In support of this initiative, the Board of Directors of the Canadian Badlands Tourism Corporation has retained Twenty31 Consulting to develop a vision and a mandate for the future of tourism.

This project will be over two phases. The first phase will be an evaluation of members and key stakeholders' financial and human capital support for the viability of the organization and, pending a green light to move forward with the organization, the development of a new vision and mandate.

Earlier this year, Twenty31 Consulting conducted the 10 Year Tourism Strategy for the Province of Alberta where the team developed a strong understanding of the challenges and opportunities facing Alberta's tourism industry including those within the Canadian Badlands and adjacent regions.

The project will begin with engagement workshops with key stakeholders in the next coming weeks.

For more information, please contact:

Donna Biggar

President – Canadian Badlands

About Twenty31 Consulting (www.twenty31.org)

Twenty31 partners with leaders of destinations, tourism organizations, developers and investors to help them navigate the next decade, creating a unique competitive position and developing a strategic blueprint for their future.

We are a Canadian based independent consultancy focused solely on defining the business of tourism while uniquely recognizing the massive change and incredible opportunity on the horizon for organizations willing to take those calculated risks to achieve competitive advantage. We understand the power of tourism to create wealth for regions and shareholders, but we also see tourism as a channel for global goodwill and understanding - a basic human right to learn and understand through first-hand experience.



Damien Kurek

Member of Parliament for Battle River—Crowfoot

Main Office

780-608-4600
4945—50 Street
Camrose, AB T4V 1P9

Satellite Office

403-577-0715
4809—50th Street
Consort, AB T0C 1B0

Parliament Hill Office

613-947-4608
Confed. Bldg, Rm 585
Ottawa, ON K1A 0A6

Dear Constituent,

As summer comes to an end, there is still much uncertainty in the communities we call home, the province of Alberta, our Country, and around the world. Even in the midst of these challenging times, I have been encouraged by the resilience and ingenuity of folks all across our constituency. Rising to the challenge regardless of the circumstance.

The reality of COVID-19 is especially affecting students this fall, as classrooms look different and new routines define our days.

With fall also comes harvest time for farmers. Battle River-Crowfoot's farmers will complete yet another season of producing high-quality commodities that are a staple around the world. As a fifth-generation farmer, I wish everyone in our agricultural community a safe, productive, and bountiful harvest.

As many of you have been following, things have been busy on the political front. I spent much of the summer traveling back and forth between the constituency and Battle River-Crowfoot in my role as a member of the Ethics Committee.

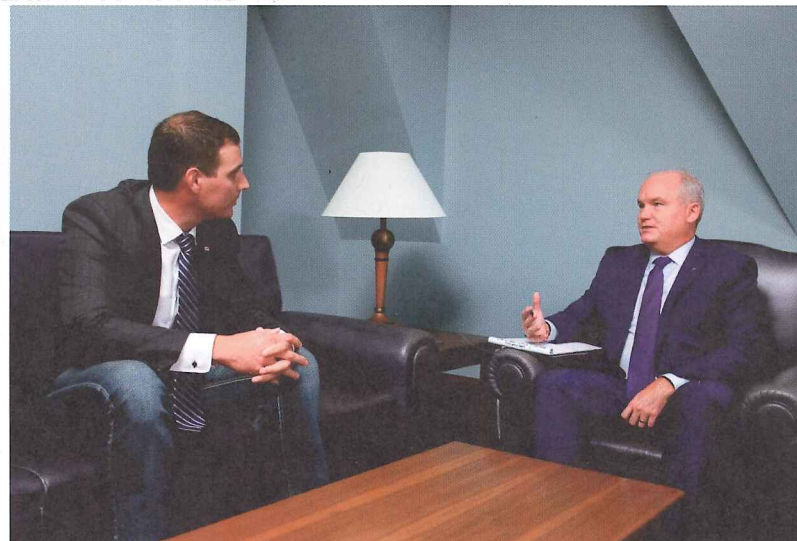
The depth and breadth of the scandals of the Liberal Government has rocked Parliament as more troubling details are revealed each day. I can assure you, I have been utilizing all means available to me to hold the Liberals to account. The WE Scandal, shady procurement practices, paying off Liberal insiders, are just a few of the scandals that have come to light.

In the midst of several concurrent investigations into the Prime Ministers conduct, Justin Trudeau prorogued Parliament. Although a perfectly legitimate legislative tool, for a Prime Minister to use it to shut down investigations into his own conduct is unprecedented and dangerous. I can assure you that Canada's Conservatives will not be deterred by these attempts to escape accountability.

The Government has revealed that they will bring forward a new Speech from the Throne on September 23rd. The Official Opposition is also pressuring the Government to release a budget, since they have not done so this year, even with record spending. Unfortunately, what we are hearing does not sound positive for either a plan for recovery, or a plan to get Canada's finances in check.

Although Parliament has been suspended with the prorogation, I have still been hard at work ensuring your concerns are being heard in Ottawa. Additionally, with reopening's taking place I have been travelling and meeting with constituents and attending events.

Also, I wanted to thank the more than 700



The week after Erin O'Toole was elected Leader of Canada's Conservatives and the Official Opposition, I was able to sit down with to discuss a number of issues. Erin hasn't wasted any time getting to work! I appreciated being able to discuss a series of topics and to have the opportunity to advocate for solutions to the concerns constituents share with me.

people that responded to the survey in my last Parliamentary Report. Your feedback has been invaluable in ensuring I am focused on the right issues.

Finally, the Conservative Party has elected a new Leader of the Opposition, Erin O'Toole. He has already been hard at work and has a message to share with you on page 2.

It is an honour to serve you as your Member of Parliament.

Sincerely,

“With the change of seasons, many folks are facing uncertain times. Whether related to work, school, or family. I stand with you, I’m fighting for you, and believe that the best is yet to come for Alberta, and our region.”

Have a special occasion to celebrate? A Birthday? Graduation? Anniversary? Significant milestone? Business achievement? I would be happy to send you or a loved one a personalized certificate. Email damien.kurek@parl.gc.ca for details.



Introducing Erin O'Toole

| A MESSAGE FROM ERIN

I'm Erin O'Toole and I'm honoured to have been elected Leader of Canada's Conservatives and of the Official Opposition.

My entire adult life I have tried to serve Canada and its people – in uniform, as a volunteer and as a Member of Parliament. I love this country, but I am very worried about the course Prime Minister Trudeau and his Liberal government have put us on.

From coast to coast, Canadians are losing their jobs, their homes and their hope. I know how many of you are more concerned about the future than ever before. I share your concerns and I am here to fight for you and your family.

Our Conservative team is a strong, diverse group that reflects Canada. But Canadians haven't always seen themselves in our party. I'm going to change that.

In the coming weeks and months, our Conservative team, including your local Member of Parliament, Damien Kurek, will be working to put Canada on the right path and fulfill the vision I have of a stronger, prosperous and more united Canada.

I very much look forward to what the Future brings.



MEET THE HON. ERIN O'TOOLE

Erin O'Toole was born in Montreal. He enrolled in the RCAF when he was 18 and attended the Royal Military College. He did basic training in Chilliwack, BC; got his wings in Winnipeg, MB; and served out of Halifax, NS. Erin participated in search and rescue missions as a tactical navigator. He is bilingual.

After 12 years of service, Erin retired from the military and spent the next decade working in the private sector as a corporate lawyer. He is a founding member of the Board of Directors for the True Patriot Love Foundation, a charity that serves veterans and military families across Canada.

He has been elected three times to his riding of Durham and served as Minister of Veterans Affairs in 2015, a beleaguered file he successfully turned around within 10 months at the end of the Harper government.

For the last two years, Erin served as Shadow Minister of Foreign Affairs and played an integral role in the development of a special committee on Canada-China relations.



COVID-19 Update

Note: Programs and services change often. For up to date info, use the online benefit tool found at www.canada.ca/coronavirusbenefits.



SUPPORT FOR WORKERS

As the CERB is transitioned out at the beginning of October, a new program called Canada Recovery Benefit (CRB) will provide \$400 per week for up to 26 weeks, to workers who are self-employed or are not eligible for EI and who still require income support and who are available and looking for work. This program will be administered through EI.



SUPPORT FOR STUDENTS

The Canada Emergency Student Benefit provides \$1,250 per month for eligible students or \$2000 per month for eligible students with dependents or disabilities. The benefit was available from May to August, and the deadline to apply for retroactive payments is Sept 30th.



SUPPORT FOR BUSINESSES

- The Canada Emergency Wage Subsidy (CEWS) has been extended. Eligible businesses can claim a modified subsidy until Nov 21.
- CEBA continues to see expanded eligibility criteria, including those who don't have business accounts. Visit your bank for details.



FOR YOUR COMMUNITY

- Canada's Emergency Community Support Fund is a new program that allocates funds to local organizations. Find out more details and apply at:
 - redcross.ca/communityorganizations
 - communityfoundations.ca
 - unitedway.ca/blog/ecsf/



KNOW YOUR PROVINCIAL CONTACTS.

- Visit www.alberta.ca/COVID-19 for up to date provincial response information
- Contact your local MLA with provincial concerns (visit www.assembly.ab.ca for your MLA's contact info)
- Call 811 for all health inquiries
- Alberta Government General COVID-19 Hotline: 310-0000
- Income Support Contact Centre: 1-866-644-5135
- Alberta Business Support Contact: bizconnect@gov.ab.ca
- Relaunch Info: www.alberta.ca/alberta-relaunch-strategy

Are you in need of Mental Health Support? Don't be afraid to ask for help.

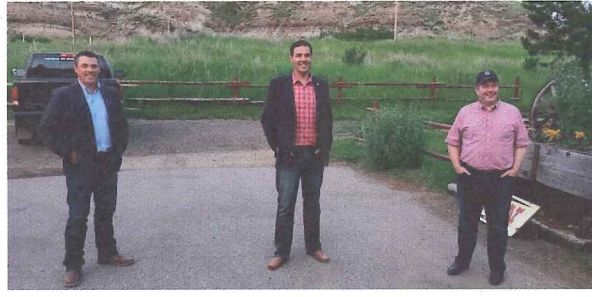
- ⇒ Canada Suicide Prevention Service: 1-833-303-456-4556
- ⇒ Kids Help Phone: 1-800-668-6868
- ⇒ AB 211 for Local Support Referrals: Call 211 or text "Info" to 211



Around Battle River-Crowfoot



Discussed concerns with Michelle Hauser and Glenys Smith about COVID-19's effect on local museums like the Camrose Heritage Railway Station and Park.



Had to opportunity to address a number of Issues with MLA Nate Horner and Alberta Premier Jason Kenney in the Drumheller Valley.



Had a great visit with members of the Fire Department in Bashaw during a car wash fundraiser. I passed along my thanks to them, and all emergency services personal Who work diligently to keep us safe, secure, and healthy.



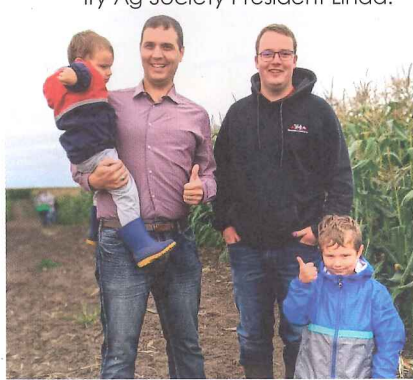
Open Farm Days in Oyen with Big Country Ag Society President Linda.



My family was pleased to be able to join with the Community of Lougheed to celebrate their local Ag Societies 100th anniversary!



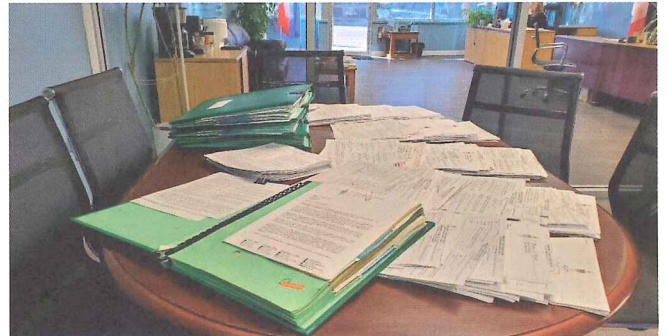
Toured the Sherwood Park Fish and Game Association and heard about their conservation work, along with concerns about the Liberal Gun Grab.



At Vermeer's Dairy seeing their Sweet Corn U-Pick.



At the Conclusion of a Canada Day "Drive Through " across Battle River- Crowfoot, here I'm with MLA Jackie Lovely.



Replying to the 700+ survey responses from my last Householder.

Your concerns are my concerns, please fill out and return the response card below.

Need assistance with a Federal program? Can't get a hold of a Federal Government department? Need assistance and don't know where to turn? You can reach out to my office, my staff and I are ready to assist you!

Summer / Fall 2020 Response Card

I read every response and value your feedback

Name: _____

Address: _____

Town/City: _____ Postal Code: _____

E-mail: _____

Phone #: _____

The Official Opposition is gearing up for the return of Parliament, what three issues would you rank as being most important to you?

1. _____
2. _____
3. _____

Our region, Alberta, and Canada are facing significant challenges. I would value your feedback on both the challenges we face, and the solutions you would suggest?

New Leader of the Opposition Erin O'Toole is hard at work, what message would you like me to pass on to him?

RETURN SURVEY POSTAGE FREE BY CUTTING OUT, FOLDING, & TAPING/STAPLING CARD. NO ENVELOPE NEEDED.

Information collected is always handled with care and treated confidentially



Keeping You Updated

In addition to these Parliamentary Reports, I use a number of other tools to reach out to the people of Battle River—Crowfoot. For example, every two weeks I write a News Column that I send to the 14 weekly newspapers across Battle River-Crowfoot to ensure you are kept up to date with what is happening in Ottawa. I also post regularly to social media and attend as many community events as possible.

Occasionally I also write pieces for publishing in other news sources. When Prime Minister Trudeau prorogued Parliament it was important to make sure the message of this Liberal Government's abuse of power was known from coast to coast.

Below is a column I wrote for the Post Millennial that I wanted to also share with constituents. The Post Millennial is an independent online newspaper.

Trudeau's self-serving corruption is not the leadership Canadians deserve.

At a time when Canada needed leadership, Justin Trudeau turned his back on Canadians and told them that maintaining power at all costs is his primary objective. This could not have been made more clear than, when on August 18, 2020, Prime Minister Justin Trudeau made the request to have Parliament be prorogued, which was accepted by the Governor General.

The Liberal Government have become embroiled in a number of scandals, most notably, with the awarding of the \$912 million Canada Summer Student Grant to the WE Organization. Trudeau and the Liberals have done everything they can to delay all proceedings in which he can be held accountable. The shutdown of Parliament could easily be perceived to be part of the coverup.

Prorogation is not in and of itself a bad thing; it is a tool that has been used by successive Prime Ministers for various reasons. However, to use proroguing to stop investigations into one's ethical conduct is an outrageous abuse of executive power.

Further, with the Governor General under scrutiny for her behavior, the timing is suspect. In fact, if the Prime Minister needed a legislative reset, he should have done just that by asking

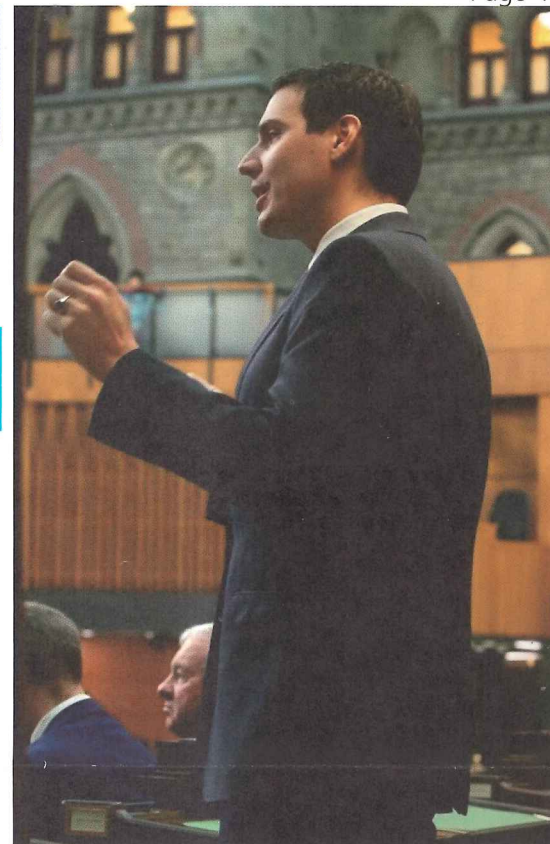
for prorogation the day, or week, of the new Throne Speech. This would have allowed committees and accountability to be maintained.

When watching the PM's press conference regarding his reasoning for proroguing Parliament, he came across as a dictator drunk with power, daring his rivals to challenge him. The abuse of power, the division he intentionally spurs, and the myriad of scandals this Prime Minister has unfurled on our country is unprecedented in good times but, to use a global pandemic to dismantle democracy is unbelievable. Proroguing Parliament denies Canadians the ability to hold their government to account. It is clear Justin Trudeau does not value our democracy.

Prior to the prorogation, I was proud of the work the Ethics Committee was doing to shine light on this WE scandal, and I witnessed successive Liberal MPs take instruction from the PMO and use procedural tricks and bold-faced deception to hide the actions of their leaders. Every Liberal willing to stand for this corruption will pay the price.

It is clear that Justin Trudeau's self-serving actions during a global pandemic initiated this most recent scandal. Instead of providing supports for Canadians who are suffering and trying to scrape by, Justin Trudeau is giving out hand outs to his friends and racking up ethics violations.

Further, we have seen a systematic dismantling of our democratic institutions, spending with-



out regard for the future, and unilateral policy decisions that have targeted law-abiding firearms owners. Unfortunately for Canadians, it's Justin Trudeau's party and you're not invited.

The WE Scandal has claimed one Liberal so far, now-former Finance Minister Bill Morneau. The Prime Minister seems to think he can blame everything on Bill Morneau, unceremoniously oust him while claiming this was a mutual agreement and for the betterment of Canada. The incompetency and corruption of the Liberals runs much deeper than he would like you to think.

Canadians know Justin Trudeau is on unstable footing; by proroguing Parliament, Justin Trudeau may think he can get away from the scrutiny, but be assured he won't. Canadians expect better, Canadians deserve better, and Canadians need better.

Link to Online Version: <https://thepostmillennial.com/trudeaus-self-serving-corruption-is-not-the-leadership-canadians-deserve>

RETURN SURVEY POSTAGE FREE BY FOLDING CARD. NO ENVELOPE NEEDED



To: **Damien C. Kurek**

M.P. for Battle River-Crowfoot
4945—50 Street (Main Office)
Camrose, Alberta
T4V 1P9

FOLD

TAPE

Red Deer River MUNICIPAL USERS GROUP

OCTOBER 2020 NEWSLETTER – COUNCIL BRIEFING

PENDING

RDRMUG

MEETING(S)

**Regular and Exec.
Comm. Meetings**

November 19, 2020

*Badlands Community
Facility, Drumheller*

**Committee Meetings
Call of the Chairs**

If anyone requires RDRMUG
information please contact
the Executive Director at:

execdir@rdmug.ca

403-740-3185

or visit

www.rdrmug.ca

Useful Information
Links:

[Alberta Water Portal](#)

[Red Deer River Watershed
Alliance](#)

[Alberta Water Council](#)

[Alberta WaterSMART](#)

[Canadian Water Resources
Association](#)

MEETING HIGHLIGHTS – September 17, 2020

- **Regular Meeting:**
15 Members attended in person, 10 via ZOOM
[Click here](#) for DRAFT minutes
- **Guest Presenter:**
Mr. Ivan Friesen, Manager, Eastern
Irrigation District. [Click here](#) for presentation
- **Executive Committee Meeting:**
10 Attended in person, 3 via ZOOM
[Click here](#) for DRAFT minutes
- **Special Committee Future Actions-Priorities-
Challenges**
Met September 9, 2020 – City of Red Deer, Civic Yard
[Click here](#) for meeting summary

RDRMUG Handbook:

WATER – A STRATEGIC NATURAL ASSET

[Click here](#) to review Handbook

The DRAFT copy of the new handbook that provides an updated history, mandate and background information for members, their Councils/Administration and other stakeholders within the Red Deer River Basin.

This document is in DRAFT form and if anyone wishes to include any additions or suggest other changes please contact execdir@rdmug.ca

Congratulations to Josée Methot – recently appointed as Executive Director of the Red Deer River Watershed Alliance (RDRWA). Josée has served as the Watershed Planning Manager for RDRWA for the past six years. We look forward to a continued cooperative association with Josée and the Watershed Alliance.

HISTORIC EXPANSION FOR ALBERTA IRRIGATION:

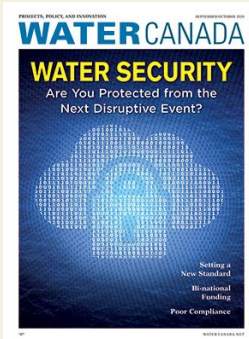
Alberta's government, together with the Canada Infrastructure Bank (cib) and eight irrigation districts, is modernizing irrigation infrastructure to create jobs, expand agriculture production and diversify value-added food processing: [Click Here](#) for Alberta Government News Release

A SLAM DUNK FOR GROWTH:

Alberta, Feds To Pour \$815m Into 'Historic' Irrigation Expansion: [Click Here](#) For Calgary Herald Article

Editor Note: Thanks to Councillor G. Bates, Town of Innisfail for contributing these articles.

WATER CANADA MAGAZINE – September/October Highlight Articles:



- **Safe Drinking Water for Everyone:** Using innovative solutions for water infrastructure to provide safe drinking water for all Canadians. [Click here](#)
- **Protecting Water Resources:** Understanding the importance of security and emergency management for water across Canada. [Click here](#)
- **Keeping Employees Safe:** The value of remote monitoring for water operators during COVID-19 and beyond. [Click here](#)

[click here](#) for full magazine

ALBERTA WATER COUNCIL

Reviewing the Implementation Process of the Water for Life Strategy's Goals and Key Directions

Water is not only a resource, it is a life source. We all share the responsibility to ensure a healthy, secure and sustainable water supply for our communities, environment and economy. The *Water for Life* strategy outlines the Government of Alberta's commitments to manage and safeguard Alberta's water resources since its release in 2003.

[Click here](#) for more information

RDRMUG Projects and Reports:

- **Source Water Quality Primer**
[Click here](#) for document
- **A Toolkit for Protecting Source Water Quality in the Red Deer River Water Shed**
[Click here](#) for document
- **Integrating Source Water Protection and Water Conservation into Municipal Planning**
[Click here](#) for document
- **RDRMUG Handbook (DRAFT)**
[Click here](#) for document
[Click here](#) for Executive Summary

