

Town of Stettler

COUNCIL MEETING

JANUARY 15, 2019

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, JANUARY 15, 2019
6:30 P.M.
AGENDA

1. Agenda Additions
2. Agenda Approval
3. Confirmation of Minutes
 - (a) Minutes of the Regular Council Meeting of December 18, 2018 5-14
 - (b) Business Arising from the December 18, 2018 Council Minutes
4. Citizens Forum
5. Delegations
 - (a) 6:35 p.m. – Mark Nikota – Alberta Party, Drumheller-Stettler
6. Administration
 - (a) 2018 Budget Revenue/ Expense Statement - December 31, 2018 (Pre Audit) 15-16
 - (b) 2018 Capital Budget Summary - December 31, 2018 (Pre Audit) 17-21
 - (c) 2018 Bank Reconciliation – December 31, 2018 22
 - (d) CAO Report 23-27
 - (e) Meeting Dates
 - Tuesday, January 22 – 2019 Jiffy Lube Alberta Scotties – Welcome Banquet
 - Tuesday, February 5 – Council – 6:30pm
 - Thursday, February 7 – Brownlee LLP – Emerging Trends 2019 - Calgary
 - Monday, February 11 – 2019 Strategic Planning Workshop – 3:00pm
 - Tuesday, February 12 – COW – 4:30pm
 - Tuesday, February 19 – Council – 6:30pm
 - Tuesday, February 26 – 2019-2023 Capital Budget Deliberations – 3:00pm
 - Tuesday, March 5 – Council – 6:30pm
 - Tuesday, March 12 – Council – 4:30pm
 - Tuesday, March 19 – Council – 6:30pm
 - Tuesday, April 2 – Council – 6:30pm
 - Monday, April 8 – Regional Water – 1:00pm
 - Tuesday, April 9 – COW – 4:30pm
 - Tuesday, April 16 – Council – 6:30pm (2018 Financial Statement)
 - Tuesday, May 7 – Council – 6:30pm
 - Tuesday, May 14 – 2019 Tax Budget Council Deliberations – 3:00pm
 - Tuesday, May 14 – COW – 4:30pm

- Tuesday, May 21 – Council – 6:30pm (2019 Tax Budget and Tax Rate Bylaw)

(f) Accounts Payable in the amount of \$676,012.50 28-41
(\$261,475.24+\$12,562.32+\$97,085.12+\$44,448.26+\$120,433.10+
\$3811.37+\$58,817.53+\$77,379.56)

7. Council

(a) Meeting Reports

8. Minutes

9. Public Hearing

10. Bylaws

11. Correspondence

a) Alberta Gets Federal Disaster Mitigation Funding 42-43
b) AUMA MSI Update 44
c) Utilities Consumer Advocate Splashes into Water Utilities 45
d) Edmonton-Area Municipalities Struggle with Increased Recycling Costs 46-54
e) Partnerships in Injury Reduction Certificate of Recognition (COR) 55-58

12. Items Added

13. In-Camera Session

14. Adjournment

MINUTES OF THE REGULAR MEETING OF THE TOWN OF STETTLER COUNCIL
HELD ON TUESDAY, DECEMBER 18, 2018 IN THE MUNICIPAL OFFICE,
COUNCIL CHAMBERS

Present: Mayor Sean Nolls

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

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

Press (2)

Absent: Councillor A. Campbell

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

1/2. Agenda Additions/Approval:

Motion 18:12:15 Moved by Councillor Smith to approve the agenda as amended.

13a) In-Camera – FCSS – Third party Liability – Section 16 (1)(ii) - FOIP

MOTION CARRIED
Unanimous

3. Confirmation of Minutes:

(a) Minutes of the Regular Meeting of Council held December 4, 2018

Motion 18:12:16 Moved by Councillor Pfeiffer that the Minutes of the Regular Meeting of Council held on December 4, 2018 be approved as presented.

MOTION CARRIED
Unanimous

(b) Business Arising from the December 4, 2018 Meeting Minutes

None

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

5. Delegations: (a) None

6. Administration: (a) 2019 Interim Operating Budget

CAO G. Switenky highlighted Section 242 of the *Municipal Government Act, (MGA)* which requires Council to adopt an operating budget for each calendar year. Section 242 further states that a Council may adopt an interim operating budget for part of a calendar year. Since the **Town's 2019 Operating Budget** will not be adopted until April/May 2019, an interim operating budget is required to provide legal expenditure authority per Section 248 of the MGA.

The interim operating budget is not used to set definitive property tax rates; rather it is used as the authority to provide services, programs and overall corporate continuity. It is further used by Council to justify the setting

of all municipal utility rates for the subsequent year. An interim operating budget ceases to have any effect when the operating budget and tax/mill rate bylaw is adopted.

Council and Senior Administration held an Interim Operating Budget Session on December 11th, 2018 at which time Council reviewed the financial impacts on three consecutive years of organizational activities 2019–2021. Administration now requires Council to adopt an Interim Operating Budget for the year 2019.

The three-year Interim Operating Budget forecasts the following property tax increases for municipal purposes:

2019 2% (subject to further detailed review prior to setting the 2019 tax rate)
2020 2%
2021 2%

And also forecasts the following municipal utility Bylaw rate increases effective January 1, 2019:

- In Town Water Rate: +\$0.01 per m³ (\$2.79 to \$2.80)
- Flat Water fee: to remain at \$10.00 per month
- Flat Sewer fee: +\$0.25 per month (\$22.25 to \$22.50)
- Residential Garbage pick-up: +\$0.25 (\$23.25 to \$23.50)
- Residential Recycling pick-up: +\$0.25 (\$6.25 to \$6.50)

The 2019 interim operating budget estimates the combined amount available for capital expenditure purposes to be \$1,044,118 (General \$676,821 & Utility \$367,297).

Mayor Nolls summarized the discussion by adding that the 2019 Interim Operating Budget is a fiscally responsible budget in light of current economic times and the quality of services residents expect from the Town. The proposed utility increase signifies the actual cost to provide services to our ratepayers.

Motion 18:12:17

Moved by Councillor Smith that the Town of Stettler Council adopt, per Section 242(2) of the Municipal Government Act, the Draft 2019–2021 Operating Budget Estimates with expenditures totaling \$17,702,529 and Revenues totaling \$18,746,647 and Amount Available for Capital of \$1,044,118 for the year 2019 as an Interim Operating Budget for that part of 2019 prior to the Operating Budget being adopted by Council.

MOTION CARRIED
Unanimous

(b) Apple Fitness Agreement – Renewal

Mayor Nolls welcomed B. Robbins to the meeting.

Manager of Recreation B. Robbins advised Council that Apple Fitness is the current provider of fitness equipment for the SRC Fitness Centre. Apple Fitness was the chosen provider based on their references for integrity in the service program, quality of their commercial equipment and knowledge of fitness trends related to equipment. Necessary maintenance of the equipment over the past twelve (12) years has been minor and the service has been satisfactory in these cases.

Based on the current and predicative needs of the SRC Fitness Centre, a new three (3) year agreement has been negotiated. The proposed agreement increases the focus on managing upcoming repairs and service costs of the Fitness Centre's existing equipment and maintains the previously negotiated wholesale pricing.

In exchange for wholesale pricing and various discounts, the Town of Stettler will provide Apple Fitness with exclusive purchasing rights and the display of the Apple Product sign, "Apple Fitness is the Proud Equipment Supplier to the SRC Fitness Centre."

Motion 18:12:18

Moved by Councillor Pfeiffer that the Town of Stettler Council approves the Contract with Apple Fitness for three (3) years with the option to renew the agreement to an additional 3 or 5 years.

MOTION CARRIED
Unanimous

Mayor Nolls thanked B. Robbins for a very informative presentation.

(c) Water Treatment Plant – 2019 Chemical Bid Award

Mayor Nolls welcomed M. Robbins to the meeting.

Director of Operations M. Robbins advised Council that every year, the Town of Stettler sends/receives Chemical Supply Bids from suppliers for process chemicals used at the plant. The 2019 operating budget for chemicals used at the plant is set at \$165,000.

Motion 18:12:19

Moved by Councillor Fischer that the Town of Stettler award the 2019 Chemical Supply Bids to ClearTech, Brentag, and Chemtrade for the chemicals outlined in the handout.

Chemical Name	Estimated Quantity (kg)	2018 (\$/kg)	Cleartech \$/kg	Chemtrade \$/kg	Brentag \$/kg
Aluminum Sulphate Liquid	207000	0.362		0.362	
Citric	800	2.15	1.99		2.25
Copper Sulphate	1600	5.15	5.4		5.76
Sulphuric Acid (93%)	22000	0.566	0.604		
Powder Activated Carbon	4000	3.17	3.18		
Clearfloc AP1065	300	14.74	10.88		
Chlorine Gas	7256	1.34	1.53		4.32
Aqua Ammonia (29%)	5100	1.75			1.54
Hydrofluosilicic Acid (19.8%)	6300	1.52	1.54		2.24
Sodium Hydroxide (25%)	120000	0.342	0.42618		0.36
Sodium Hypochlorite (12%)	8856	0.89	0.88		1.18
Citric Acid (50%)	3900	1.4	1.42		2.16
Calcium Thiosulphate (20-30%)	3840	1.55	1.57		
Hydrogen Peroxide	31,000 L	n/a	1.90		2.03
Polydex Bacteriostatic Algaecide	4000	n/a	8.42		
Magnafloc LT 22S	300	n/a			6.37

MOTION CARRIED
Unanimous

Mayor Nolls thanked M. Robbins for her valuable insight.

B. Robbins and M. Robbins left the meeting at 6:40 p.m.

(d) CAO Report

Motion 18:12:20

Moved by Councillor Lawlor that the Town of Stettler accept the CAO Report as presented.

MOTION CARRIED
Unanimous

(e) 2018 Expense/Revenue Summary – November 30, 2018

Motion 18:12:21

Moved by Councillor Barros that the Town of Stettler Council accept the 2018 Expense/Revenue Summary as of November 30, 2018 as presented.

MOTION CARRIED
Unanimous

(f) 2018 Capital Budget Summary – November 30, 2018

Motion 18:12:22

Moved by Councillor Pfeiffer that the Town of Stettler Council accept the 2018 Capital Budget Summary as of November 30, 2018 as presented.

MOTION CARRIED
Unanimous

(g) 2018 Bank Reconciliation – November 30, 2018

Motion 18:12:23

Moved by Councillor Barros that the Town of Stettler Council accept the Bank Reconciliation as of November 30, 2018 as presented.

MOTION CARRIED
Unanimous

(h) Meeting Dates

- Tuesday, January 8 – COW – 4:30pm
- Thursday, January 10 – Red Deer Canada Winter Games Torch Relay – 11:30am – 1:30pm - SRC
- Tuesday, January 15 – Council – 6:30pm
- Tuesday, January 22 – 2019 Jiffy Lube Alberta Scotties – Welcome Banquet
- Tuesday, February 5 – Council – 6:30pm
- Thursday, February 7 – Brownlee LLP – Emerging Trends 2019 - Calgary
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- Tuesday, May 21 – Council – 6:30pm (2019 Tax Budget and Tax Rate Bylaw)

Motion 18:12:24

Moved by Councillor Fischer that the Town of Stettler cancel the Council Meeting scheduled for January 1, 2019.

MOTION CARRIED
Unanimous

- (l) Accounts Payable in the amount of \$313,766.05

Motion 18:12:25

Moved by Councillor Lawlor that Accounts Payable in the amounts of \$16,569.09 + \$51,207.91 + \$93,901.36 + \$125,944.36 + \$26,143.33 for the period ending December 14, 2018 for a total amount of \$313,766.05 having been paid, be accepted as presented.

MOTION CARRIED
Unanimous

7. Council:

Mayor and Councillors outlined highlights of meetings they attended.

(a) Mayor Nolls

- Dec 6 - Talk of the Town
- Dec 7 - SWMA
- Dec 7 - Stettler Fire Advisory Meeting
- Dec 7 - Signed cheques & reviewed 2019 Interim Budget
- Dec 11 - Taggish Luncheon
- Dec 11 - 2019 Interim Budget
- Dec 12 - Economic Development Meeting
- Dec 13 - Talk of the Town
- Dec 14 - Signed cheques & reviewed council agenda
- Dec 15 - Charity Check Stop
- Dec 17 - Steel Wheel Stampede Meeting

(b) Councillor Barros

- Dec 6 - Beautification Meeting
- Dec 7 - Stettler Fire Advisory Meeting
- Dec 11 - 2019 Interim Budget
- Dec 15 - Gear-Up Gala

(d) Councillor Fischer

- Dec 7 - Regional Waste Management Meeting
- Dec 7 - Regional Fire Commission Meeting
- Dec 7 - Campus Alberta-participated in interviews for the program coordinator position
- Dec 8 - Towed the Town of Stettler float in the Delburne Santa Clause Parade
- Dec 10 - Regional Water Commission Meeting
- Dec 11 - 2019 Interim Budget

(e) Councillor Lawlor

- Dec 8 - Public Library Fundraiser
- Dec 11 - 2019 Interim Budget
- Dec 12 - Economic Development Meeting
- Dec 17 - Stettler Library Manager Performance Review

(f) Councillor Pfeiffer

- Dec 7 - FCSS Christmas Party
- Dec 11 - Board of Trade Meeting

- Dec 11 - 2019 Interim Budget
- Dec 12 - Economic Development Meeting
- Dec 17 - FCSS Meeting

(g) Councillor Smith

- Dec 6 - Beautification Committee
- Dec 11 - 2019 Interim Budget
- Dec 17 - FCSS Meeting

8. Minutes:

(a) Regional Water Services Committee Meeting of December 10, 2018

Motion 18:12:26

Moved by Councillor Pfeiffer that the Town of Stettler Council accept the minutes, items 8(a) as presented.

MOTION CARRIED
Unanimous

9. Public Hearing:

(a) None

10. Bylaws:

(a) Bylaw 2112-18 – Local Improvement – 49th Avenue / 67th Street

Mayor Nolls explained that Bylaw 2112-18 is a bylaw to amend Bylaw 2024-11 for a legal description change due to a subdivision lot re-alignment.

Motion 18:12:27

Moved by Councillor Smith that the Town of Stettler Council give first reading to Bylaw 2112-18 as presented.

MOTION CARRIED
Unanimous

Motion 18:12:28

Moved by Councillor Lawlor that the Town of Stettler Council give second reading to Bylaw 2112-18 as presented.

MOTION CARRIED
Unanimous

Motion 18:12:29

Moved by Councillor Barros that the Town of Stettler Council give permission for third and final reading to Bylaw 20112-18 as presented.

MOTION CARRIED
Unanimous

Motion 18:12:30

Moved by Councillor Fischer that the Town of Stettler Council give third and final reading to Bylaw 2112-18 as presented.

MOTION CARRIED
Unanimous

(b) Bylaw 2113-18 – 2019 Water Rates

Mayor Nolls explained that Bylaw 2113-18 is a bylaw to amend Bylaw 1856-02, being a bylaw relating to the water system of the Town of Stettler, including the fixing of rates, charges and conditions for the supply of potable water.

1. That Bylaw 1856-02 is amended as follows:

SCHEDULE "A" – WATER TARIFF

Delete Section 1 in its entirety and replace Section 1 to read as follows:

1. <u>Metered Rates</u>	<u>Jan 1/19</u>
In-Town Customer	\$2.80
- Variable Component Consumption per m ³	
In-Town Customer	\$10.00
- Fixed Component Flat Fee Per Month	
Hwy 12/21 Agreement	Rate as per Water Model
- Consumption per m ³ - Subject to Annual True-up	
Shirley McClellan Regional Water Services Commission	Rate as per Water Model
- Consumption per m ³ - Subject to Annual True-up	

Motion 18:12:31 Moved by Councillor Pfeiffer that the Town of Stettler Council give first reading to Bylaw 2113-18 as presented.

MOTION CARRIED
Unanimous

Motion 18:12:32 Moved by Councillor Smith that the Town of Stettler Council give second reading to Bylaw 2113-18 as presented.

MOTION CARRIED
Unanimous

Motion 18:12:33 Moved by Councillor Lawlor that the Town of Stettler Council give permission for third and final reading to Bylaw 2113-18 as presented.

MOTION CARRIED
Unanimous

Motion 18:12:34 Moved by Councillor Barros that the Town of Stettler Council give third and final reading to Bylaw 2113-18 as presented.

MOTION CARRIED
Unanimous

(c) 2114-18 re: 2019 Sewer Rates

Mayor Nolls explained that Bylaw 2114-18 is a bylaw to amend Bylaw 1604, being a bylaw to provide for the levying of sewer service rates and for the collection thereof.

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

1. Delete Sections 2(a) & 2(b) in their entirety and replace Sections 2(a) & 2(b) to read as follows:

2(a) Single Family Residential Dwellings – Flat Rate
\$22.50 per month.

2(b) All Other Sewer Services – 40% of water bill/month
or \$22.50 per month whichever is greater.

In the case of a property where no meter or other exact means exist to determine the quantity of water used, or where a meter ceases to operate, the Town shall make an estimate of such quantity for the purpose of determining the sewer charge.

Motion 18:12:35 Moved by Councillor Fischer that the Town of Stettler Council give first reading to Bylaw 2114-18 as presented.

MOTION CARRIED
Unanimous

Motion 18:12:36 Moved by Councillor Pfeiffer that the Town of Stettler Council give second reading to Bylaw 2114-18 as presented.

MOTION CARRIED
Unanimous

Motion 18:12:37 Moved by Councillor Smith that the Town of Stettler Council give permission for third and final reading to Bylaw 2114-18 as presented.

MOTION CARRIED
Unanimous

Motion 18:12:38 Moved by Councillor Lawlor that the Town of Stettler Council give third and final reading to Bylaw 2114-18 as presented.

MOTION CARRIED
Unanimous

(d) 2115-18 re: 2019 Waste Control/Garbage Rates

Mayor Nolls explained that Bylaw 2115-18 is a bylaw to amend Bylaw 1706-94.

1. That Schedule "A" of Bylaw 1706-94, the "Waste Control Bylaw" shall be and is hereby amended as follows:

(a) In Schedule "A", the Residential Premises Fee be changed from \$23.25 to \$23.50 per month.

Motion 18:12:39 Moved by Councillor Barros that the Town of Stettler Council give first reading to Bylaw 2115-18 as presented.

MOTION CARRIED
Unanimous

Motion 18:12:40 Moved by Councillor Fischer that the Town of Stettler Council give second reading to Bylaw 2115-18 as presented.

MOTION CARRIED

Unanimous

Motion 18:12:41 Moved by Councillor Pfeiffer that the Town of Stettler Council give permission for third and final reading to Bylaw 2115-18 as presented.

MOTION CARRIED
Unanimous

Motion 18:12:42 Moved by Councillor Smith that the Town of Stettler Council give third and final reading to Bylaw 2115-18 as presented.

MOTION CARRIED
Unanimous

(e) 2116-18 re: 2019 Recycling Rates

Mayor Nolls explained that Bylaw 2116-18 is a bylaw to amend Bylaw 1706-94.

That **Schedule "A"** of Bylaw 1706-94, the **"Waste Control Bylaw"** shall be and is hereby amended to change the following bi-weekly Curbside/Lane Recycling Fee:

(a) Bi-weekly Curbside/Lane Recycling Fee of \$6.50 per month

Motion 18:12:43 Moved by Councillor Lawlor that the Town of Stettler Council give first reading to Bylaw 2116-18 as presented.

MOTION CARRIED
Unanimous

Motion 18:12:44 Moved by Councillor Barros that the Town of Stettler Council give second reading to Bylaw 2116-18 as presented.

MOTION CARRIED
Unanimous

Motion 18:12:45 Moved by Councillor Fischer that the Town of Stettler Council give permission for third and final reading to Bylaw 2116-18 as presented.

MOTION CARRIED
Unanimous

Motion 18:12:46 Moved by Councillor Pfeiffer that the Town of Stettler Council give third and final reading to Bylaw 2116-18 as presented.

MOTION CARRIED
Unanimous

11. Correspondence:
- (a) Brownlee LLP – Emerging Trends in Municipal Law 2019–Thursday, February 7, 2019 – Calgary
 - (b) AUMA – Adding amounts to Tax Roll – tenant utility charges

Motion 18:12:47 Moved by Councillor Lawlor that correspondence item 11(a-b) be accepted for information.

MOTION CARRIED
Unanimous

12. Items Added: None

13. In-Camera Session: (a) FCSS - Third party Liability – Section 16(1)(ii) – FOIP

Motion 18:12:48

Moved by Councillor Smith that the Town of Stettler Council proceed into an In-Camera Session with the CAO and Assistant CAO present to discuss the In-Camera items.

MOTION CARRIED
Unanimous at 7:17 p.m.

Motion 18:12:49

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

MOTION CARRIED
Unanimous at 7:46 p.m.

14. Adjournment:

Motion 18:12:50

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

MOTION CARRIED
Unanimous at 7:46 p.m.

Mayor

Assistant CAO

2018 Budget Summary

dec 31, 2018 (Pre Audit)

Revenue	2018 Budget	Actual 31/12/2018	Variance	%	Notes
Administration	\$306,363	\$287,964.76	\$18,398.24	93.99%	
Clearview swimming pool - \$13,315)					
White Sands Contract - \$32,000)					
Inter Dept Utility Transfer - \$250,000)					
Police	\$587,187	\$512,251.52	\$74,935.48	87.24%	MSI Operating - \$53,680
Traffic Fines (Budget - \$80,000 / \$55,517 - 69% - 2017 Total Fines - \$62,341)					
Provincial Grant - \$347,208					
Community Resource Program - \$101,423					Clearview 50% / County 25%
Fire	\$391,754	\$344,916.53	\$46,837.47	88.04%	
Disaster Services	\$0	\$0.00	\$0.00	0.00%	
Bylaw Enforcement	\$110,650	\$132,746.42	-\$22,096.42	119.97%	Animal / Business License
Business Licenses (Budget - \$86,250 - Actual \$82,451 (97%) / Animal License - Budget \$23,200 - Actual \$44,195 (2019)					
Roads, Streets, Walks, Lights	\$272,400	\$82,531.86	\$189,868.14	30.30%	
Roads Frontage - Pavement (Budget - \$67,460)					
Airport	\$10,610	\$10,876.86	-\$266.86	102.52%	
Drainage	\$0	\$0.00	\$0.00	0.00%	
Water Supply & Distribution	\$3,037,542	\$2,975,080.65	\$62,461.35	97.94%	
Metered sale of water (Budget - \$2,057,770 / Actual - \$1,712,948.12 - 83%)					
Metered out of Town (Budget - \$819,410 / Actual - \$1,156,996 - 141%)					
Bulk water (Budget - \$40,000 / Actual \$26,369 - 66%)					
Sewer	\$948,010	\$847,101.82	\$100,908.18	89.36%	
Sewer Service Charges (Budget - \$880,000 / Actual \$811,801 - 92%)					
Garbage Collection & Disposal	\$801,615	\$722,701.28	\$78,913.72	90.16%	SWMA haul rebate - \$23,000
Residential Garbage Revenue (Budget - \$609,615 / Actual \$544,683 - 89%)					
Recycling Revenue (Budget - \$162,000 / Actual - \$150,441 - 93%)					
FCSS	\$157,148	\$157,148.00	\$0.00	100.00%	
Cemetery	\$19,400	\$24,092.48	-\$4,692.48	124.19%	
Planning & Development	\$44,500	\$45,439.17	-\$939.17	102.11%	
Building Permits (Budget - \$30,000 / Actual - \$26,789 - 89%)					
Economic Development - BOT	\$237,760	\$281,693.69	-\$43,933.69	118.48%	Pheasant Festival
Subdivision Land	\$2,000	\$24,089.99	-\$22,089.99	1204.50%	Subdivision Fees/land sale
Land, Housing & Rentals	\$268,612	\$264,519.95	\$4,092.05	98.48%	
Health Unit - \$190,582					
Ambulance Station - \$20,100					
SRC - Library - Budget - \$42,000					
Recreation - General	\$3,520	\$9,161.31	-\$5,641.31	260.26%	SCP Grant (labour)
Recreation Programs	\$22,300	\$21,421.92	\$878.08	96.06%	Ball / Soccer
Facilities	\$1,101,000	\$1,063,815.80	\$37,184.20	96.62%	County Partnership - \$474,500
Community Hall	\$52,000	\$37,064.30	\$14,935.70	71.28%	
Senior's Center	\$16,500	\$23,418.78	-\$6,918.78	141.93%	
Parks	\$90,650	\$109,825.35	-\$19,175.35	121.15%	
Lions Campground - Budget - \$90,000 / Actual - \$83,995 - 93%)					
Operating Contingency	\$0	\$669.31	-\$669.31	0.00%	
Taxes / Penalties	\$8,485,708	\$8,487,858.17	-\$2,150.17	100.03%	Incl Business Taxes / Penalties
Other Revenue	\$1,693,110	\$1,558,009.68	\$135,100.32	92.02%	
Franchise Fee - GAS (Budget - \$939,000 / Actual - \$796,450 - 85%)					
Franchise Fee - ELECTRIC (Budget - \$664,110 / Actual - \$615,038 - 93%)					
Return on Investments (Budget - \$90,000 / Actual - \$133,768 - 149%)					
Total Revenue	\$18,660,339	\$18,024,399.60	\$635,939.40	96.59%	

Expense	2018 Budget	Actual 31/12/2018	Variance	%	Notes
Council & Legislative	\$206,390	\$196,428.03	\$9,961.97	95.17%	
Council Honorarium (Budget - \$146,690 / Actual - \$140,169 - 96%)					
Council per diem - Budget - \$27,000					
Council travel & subsistance - Budget - \$16,000/ Actual - \$16,403 - 103%)					
Council membership Conferences (Budget - \$14,000 / Actual - \$16,026 - 114%)					
Administration	\$1,153,405	\$1,071,914.74	\$81,490.26	92.93%	Admin, Office, Computer, Assess
Police	\$1,335,743	\$933,375.64	\$402,367.36	69.88%	
RCMP - Contract Billings (Budget - \$1,141,849)					
Fire	\$835,760	\$720,381.84	\$115,378.16	86.19%	
Disaster Services	\$17,219	\$1,037.85	\$16,181.15	6.03%	
Bylaw Enforcement	\$187,181	\$166,089.43	\$21,091.57	88.73%	
Common Services	\$146,907	\$140,341.92	\$6,565.08	95.53%	Shop
Roads, Streets, Walks, Lights	\$2,041,344	\$1,874,976.18	\$166,367.82	91.85%	
Airport	\$48,165	\$42,317.11	\$5,847.89	87.86%	
Water Supply & Distribution	\$2,861,228	\$2,538,566.62	\$322,661.38	88.72%	
Sewer	\$754,073	\$623,330.11	\$130,742.89	82.66%	
Garbage Collection & Disposal	\$717,620	\$577,522.41	\$140,097.59	80.48%	
FCSS	\$196,435	\$196,435.00	\$0.00	100.00%	
Cemetery	\$64,990	\$41,603.58	\$23,386.42	64.02%	
Planning & Development	\$357,885	\$282,296.80	\$75,588.20	78.88%	
Comm Services -Handi Bus	\$25,000	\$25,000.00	\$0.00	100.00%	
Economic Development	\$592,597	\$460,719.62	\$131,877.38	77.75%	Ec Dev, BOT. HBC
Subdivison Land	\$53,440	\$172,767.15	-\$119,327.15	323.29%	Unsightly Property
Land, Housing & Rentals (47343)	\$40,800	\$25,275.57	\$15,524.43	61.95%	
Recreation - General	\$136,550	\$119,934.21	\$16,615.79	87.83%	
Recreation Programs	\$73,190	\$71,499.97	\$1,690.03	97.69%	
Facilities	\$2,214,347	\$1,926,321.08	\$288,025.92	86.99%	
Culture	\$319,574	\$322,026.36	-\$2,452.36	100.77%	Parkland, Library, Museum
Community Hall	\$118,749	\$113,656.14	\$5,092.86	95.71%	
Senior's Center	\$13,870	\$10,916.95	\$2,953.05	78.71%	
Parks	\$645,870	\$507,280.85	\$138,589.15	78.54%	
Operating Contingency	\$864,825	\$786,905.00	\$77,920.00	90.99%	WTP Gross Recovery, Tran to Res
WTP gross recovery - (\$240,000) (JE made at end of year prior to Audit)					
Available for Capital from 2018 Operating Budget for 2018 Capital Budget - \$1,026,905 (Water \$176,314 + Utility \$277,932 (sewer, waste, recycling) + Total Available for Capital - \$570,579) + Contingency - Utility - \$30,000 / Salaries - \$50,000 = \$1,104,825					
Requisitions	\$2,637,182	\$2,637,202.38	-\$20.38	100.00%	
ASFF (Budget - \$2,145,576 - Actual - \$2,145,349 - 100%)					
ASFF Separate School (Budget - \$176,801 - Actual - \$177,028 - 100%)					
County of Stettler Senior Lodges (Budget - \$314,393 - Actual \$314,393 - 100% Actual)					
Total Expense	\$18,660,339	\$16,586,122.54	\$2,074,216.46	88.88%	
Surplus / Deficit	\$0	\$1,438,277.06	-\$1,438,277.06		

Town of Stettler
2018 Capital Budget Summary 31-Dec-18 Pre Audit

		Project	Actual Project Complete Cost / Council Tender Cost / Budget cost	2018 Budget Expense - Approved by Council	Difference from Budget to Actual	Actual - Project Expenses - December 31, 2018	Utility Surplus 2018 Interim Operating Budget (Rates) - \$454,246	Available for Capital 2018 Interim Operating Budget (taxes) - \$570,579	General Reserve 4-15-00-00-74-700	Total Other Reserves (for capital purposes)	Office Equip (Bal Dec31,17 - \$60,418.68)	2018 Operating Budget	Debenture / Local Improvement	Grants - MSI - \$928,623 + \$561,531 + \$53,680 = \$1,543,834	Grants - FGT (\$328,277)	Grants - BMTG (\$60 per cap x 5952 = \$357,120)	Other	Total	
EQT	6-12-03-00-30-630	Computer Replacement Program	14,000.00	14,000.00	0.00	\$14,000.00				14,000.00								14,000.00	
EQT	6-12-02-30-03-630	Council - Board Room Chairs - 2018 Carry Forward	0.00	11,000.00	11,000.00			0.00									0.00	Clearview	0.00
EQT	6-12-02-30-00-630	Office - Envelope Folding Machine	14,500.00	10,000.00	-4,500.00	\$14,500.00				14,500.00								14,500.00	
BLDG	6-12-00-20-01-620	Office - Front Door Replacement	11,768.30	15,000.00	3,231.70	\$11,768.30		5,884.15									5,884.15	Clearview	11,768.30
EQT	6-12-03-00-30-630	Computer - Server Replacement	18,008.84	10,000.00	-8,008.84	\$18,008.84				18,008.84									18,008.84
Op	2-23-02-00-02-561	Fire Miscellaneous Equipment	22,639.77	27,000.00	4,360.23	\$22,639.77						22,639.77							22,639.77
Res	6-23-99-91-00-764	2001 Fire Engine Replace-2026-\$1M	100,000.00	100,000.00	0.00		100,000.00												100,000.00
Op	2-32-09-00-01-244	Sidewalk replacement program (yearly)	122,032.04	130,000.00	7,967.96	\$122,032.04		47,032.04				75,000.00							122,032.04
Op	2-32-09-00-03-244	Pathway Rehab (2017 Council Direction / 2019 make part of Operational Budget) - April 3 - Motion 18:04:04	8,147.00	50,000.00	41,853.00	\$8,147.40						8,147.00							8,147.00
LIMP	6-32-09-60-00-660	Increase Amount	208,067.48	200,000.00	-8,067.48	\$208,067.48		208,067.48											208,067.48
LIMP	6-32-03-60-00-660	Space issue / engineering / contractor	96,866.79	100,000.00	3,133.21	\$96,866.79		96,866.79											96,866.79
Op	2-32-21-00-04-536	Pavement Patching - April 3 - Motion 18:04:04	115,308.14	90,000.00	-25,308.14	\$115,308.14	70,308.14		45,000.00	Slurry Seal Reserve - Bal 20171231 - \$48,942									115,308.14
ENG W/S/T	6-66-00-00-13-610	Land Development	8,655.35	1,000,000.00	991,344.65	\$8,655.35	0.00		8,655.35	Land Dev Reserve (Balance Dec 31, 2017 - \$1,142,453)									8,655.35
ENG C/T	6-32-21-10-22-610	51st Avenue - 57-59th Street Cement and Paving - April 3 - Motion 18:04:04 - 2018 Carry Forward - \$25,000 (Melissa - December 20)	373,734.50	765,000.00	391,265.50	\$373,734.50								373,734.50					373,734.50
Op	2-32-21-00-05-536	Safety Issue (location north/south road by creek)	1,657.10	6,500.00	4,842.90	\$1,657.10			1,657.10	Cemetery Road Reserve - Bal 20171231 - \$150,000									1,657.10
LIMP	6-56-00-60-00-660	Just about out of Plots on existing sidewalk	24,700.00	30,000.00	5,300.00	\$24,700.00			24,700.00	Perpetual Care Reserve - Bal20171231 - \$60,584.08									24,700.00
ENG W/S	6-41-11-10-20-610	Project Continues - 2nd Block	764,040.60	820,000.00	55,959.40	\$764,040.60								78,643.60	328,277.00	357,120.00			764,040.60
ENG W	6-41-14-10-01-610	Ongoing maintenance	0.00	50,000.00	50,000.00			0.00	0.00	Coat Reservoir Exterior									0.00
ENG W	6-41-11-10-21-610	Water supply to Repp (fire Control and Looping across the highway)	13,392.89	200,000.00	186,607.11	\$13,392.89	13,392.89			Cemetery Road Reserve (balance 2017/12/31 - \$150,000)									13,392.89
OP	2-41-15-00-00-554	Fire - currently using attachment to hydrant	0.00	15,000.00	15,000.00		0.00												0.00
ENG Lag	6-42-01-10-11-610	Ongoing maintenance	14,751.56	350,000.00	335,248.44	\$14,751.56										14,751.56			14,751.56

Account	Project	Description	Actual Project Complete Cost / Council Tender Cost / Budget cost	2018 Budget Expense - Approved by Council	Difference from Budget to Actual	Actual - Project Expenses - November 30, 2018	Utility Surplus 2018 Interim Operating Budget (Rates) - \$454,246	Available for Capital 2018 Interim Operating Budget (taxes) - \$570,579	General Reserve 4-15-00-00-74-700	Total Other Reserves (for capital purposes)	2018 Operating Budget	Debtenture / Local Improvement	Grants - MSI - \$928,623 + \$561,531 + \$53,680 = \$1,543,834	Grants - FGT (\$328,277)	Grants - BMTG (\$60 per cap x 5952 = \$357,120)	Other	Total	
ENG Lag	6-42-01-10-15-610	Ongoing maintenance Lagoon - Armor Banks of Cells 7, 8, 9 - 2018 Carry Forward - (Melissa - December 20)	0.00	125,000.00	125,000.00		0.00										0.00	
ENG S	6-42-00-10-20-610	Sewer Dump behind SCC is closed - temp at lagoon - more suitable location required New Sewer Dump - 2018 Carry Forward - (Melissa - December 20)	0.00	115,000.00	115,000.00		0.00										0.00	
ENG Storm	6-37-00-10-08-610	Esso Road Storm Management - 51Ave - 61st Street	75,000.00	75,000.00	0.00								75,000.00				75,000.00	
EQT	6-31-11-30-15-630	Equipment Backhoe - 2018 Carry Forward - \$6000 for new grave bucket (Melissa - December 20)	154,978.00	170,000.00	15,022.00	\$154,978.00	126,406.57									28,571.43	trade in	154,978.00
EQT	6-31-11-30-28-630	Trailer for new roller Asphalt Roller Trailer	15,094.65	20,000.00	4,905.35	\$15,094.65							15,094.65					15,094.65
EQT	6-31-11-30-23-630	Traffic Line Painter	10,707.50	12,500.00	1,792.50	\$10,707.50	10,707.50											10,707.50
EQT	6-32-10-10-01-610	Christmas Decorations	13,576.14	12,000.00	-1,576.14	\$13,576.14	13,576.14											13,576.14
EQT	6-31-11-30-01-630	Hydrovac Camera	15,645.00	15,000.00	-645.00	\$15,645.00	15,645.00											15,645.00
EQT	6-31-11-30-32-630	Tamper for Excavator	12,650.00	17,500.00	4,850.00	\$12,650.00							12,650.00					12,650.00
EQT	6-33-00-30-02-630	replace Airport Beacon - 2018 Carry Forward - (Melissa - December 20)	0.00	17,500.00	17,500.00			0.00										0.00
EQT	6-41-01-30-00-630	WTP - Safety Supplies (Drum Barrel Cart)	12,445.34	12,000.00	-445.34	\$12,445.34	12,445.34											12,445.34
BLDG	6-41-01-20-19-620	WTP - Membrane Autopsy - 2018 Carry Forward - (Melissa - December 20)	0.00	18,000.00	18,000.00			0.00										0.00
BLDG	6-41-01-20-20-620	WTP - Dual Chemical Feed Line - 2018 Carry Forward - (Melissa - December 20)	0.00	25,000.00	25,000.00					0.00								0.00
ENG W	6-41-01-10-01-610	WTP - Waste Pond Dredging - 2018 Carry Forward - (Melissa - December 20)	1,950.00	350,000.00	348,050.00	\$1,950.00	1,950.00											1,950.00
BLDG	6-41-01-20-21-620	WTP - 400mm Distribution Line Valve - 2018 Carry Forward - (Melissa - December 20)	0.00	250,000.00	250,000.00													0.00
Op	2-74-99-91-00-764	Arts and Culture Program - \$15,000 - not a priority in 2017 - reserve balance December 31, 2017 - \$47,000	15,000.00	15,000.00	0.00	\$15,000.00		15,000.00										15,000.00
EQT	6-74-14-30-03-630	Started 2017 - carry Forward \$180,000 (total project \$290,000) Community Hall - New MUA units with proper ducting and difusers. New LED lights. New ceiling tiles/ sound system review	110,000.00	110,000.00	0.00	\$11,020.45	110,000.00	JE Balance to Community Hall reserve Account at year end										110,000.00
BLDG	6-73-11-20-06-620	TAME Grant SRC Upgrade (Tame Grant) - LED Light Replacement - Lights Arena Old building and pool. Low Emissivity Ceiling - Motions - 18:05:04 and 18:05:05	474,692.45	375,936.00	-98,756.45	\$474,692.45			215,812.15		65,058.30					193,822.00	TAME Grant	474,692.45
EQT	6-73-11-30-13-630	replacing existing Concession Deep Fryer	1,663.67	10,000.00	8,336.33	\$1,663.67		1,663.67										1,663.67
EQT	6-73-11-30-09-630	heaters hanging from ceiling 5 Arena Space Heaters - Heat Exchangers have rusted through	9,725.00	20,000.00	10,275.00	\$9,725.00		9,725.00										9,725.00
EQT	6-73-11-30-08-630	SRC tech update - Hub and Studio Room sound systems, phone charging stations, blinds for Studio Room. Red and Blue arena sound system - Arena \$65,635 / HUB - \$5131 - Total - \$70,766	78,666.86	45,000.00	-33,666.86	\$78,666.86		48,666.86	30,000.00									78,666.86
EQT	6-73-11-30-14-630	Lee to explain Real Ice - New technology to take air bubbles out of water to make ice - Cancel Program - more research needs to be done - results are not beneficial at this time (allan - January 2, 2019)	0.00	46,000.00	46,000.00			0.00										0.00
EQT	6-73-11-30-02-630	Scheduling software update required (web based) - compatible with central office Upgrade Scheduling Software - To continue to provide online services to patrons and have support for software. Current version no longer supported.	17,200.14	19,646.21	2,446.07	\$17,200.14		17,200.14										17,200.14

EQT	6-73-12-30-00-630	To go with paddle board - classes and rentals	10 Kayaks - To provide additional recreational water activities to the aquatic centre	5,960.00	10,000.00	4,040.00	5,960.00	5,960.00												5,960.00
BLDG	6-73-12-20-16-620	Software and maintenance updates	Pool Controls	32,350.00	41,000.00	8,650.00	\$32,350.00			32,350.00										32,350.00
LIMP	6-77-82-60-00-660		Flag Poles at Sports Parks - Flags are needed for hosting provincials - April 3 - Motion 18:04:06	28,983.45	30,000.00	1,016.55	\$28,983.45	28,983.45												28,983.45
ENG	6-77-03-10-00-610		Campground Overlay - Alligator cracking occurring, which means base failure, - Cancel Program - can be done with own forces during regular patching - Melissa - \$\$\$ would be better spent on Pavement patching for 2018)	0.00	60,000.00	60,000.00		0.00												0.00
EQT	6-77-02-30-05-630	Replace 1980 - JD1140 - used at ball diamonds	Parks Tractor	61,000.00	100,000.00	39,000.00	\$61,000.00	61,000.00												61,000.00
WTP		Addition - April 17 - Motion 18:04:28 - Water Reservoir Replacement Pump	Water Reservoir Replacement Pump	30,187.00	30,187.00	0.00	-\$11,842.74	30,187.00												30,187.00
Water / Sewer		Addition - May 15 - Motion 18:05:20 - Water and Sewer Replacement	4203-50A Ave - Motion 18:05:20 - 2018 Carry Forward - \$140,000 to 2019 to complete (Melissa - January 7, 2019)	7,335.00	233,400.00	226,065.00	\$7,335.00	7,335.00											0.00	7,335.00
SRC	6-73-11-20-09-620	Addition - June 19, Motion 18:06:25	SRC Header Replacement	26,319.56	26,000.00	-319.56	\$26,319.56	26,319.56												26,319.56
Parks	6-77-05-20-00-620	Addition August 7 - Motion 18:08:05	West Stettler Park - Safety Concern - bridges	18,061.80	20,000.00	1,938.20	\$18,061.80	18,061.80												18,061.80
Reg Approval - Red Willow Creek		Addition - April 3 - motion 18:04:07 - Red Willow Creek - Fieldhouse Design	Engineering - Regulatory Approval - Fieldhouse Concept	75,097.44	90,000.00	14,902.56	\$75,097.44	75,097.44												75,097.44
Total 2018 Capital Budget				3,236,559.36	6,510,169.21	3,273,609.85	\$2,920,550.47	587,051.02	590,430.94	245,812.15	158,871.29	170,845.07	0.00	569,874.31	328,277.00	357,120.00	228,277.58			3,236,559.36
Council Motion - 18:02:04 - Feb 6, 2018				\$6,110,582.21	90%			1,024,825.00	1,177,481.96											6,510,169.21
Additions - April 17 - Motion - 18:04:28				\$30,187.00					WTP Pump Replacement											-152,656.96
Addition - May 15 - Motion - 18:05:20				\$233,400.00					W/S 4203-50A ave											
Addition - April 3 - Motion 18:04:07				\$90,000.00					Regulatory Approval - Red Willow Creek											
Addition - June 19 - Motion 18:06:25				\$26,000.00					SRC Header Repairs											
Addition - August 7 - Motion 18:08:05				\$20,000.00					West Stettler Park - Bridge Safety Concerns											
Total 2018 Capital Budget				\$6,510,169.21					Water	249,799.46										
Difference (Actual vs Council Budget)				-\$3,273,610																

For Information / Discussion Purposes

2017 Carry Forward

		2017 Carry Forward - Projects not Completed	Brought forward from 2017 Budget Carry Forward	2017 Approved Amount (with tender amount updates)	Actual - Project Expenses - December 31, 2018	Utility Available for Capital Reserve	Tax Available for Capital Reserve	Transfer From General Reserves	Transfer From Other Reserves	2018 Operating Budget	Debtenture / Local Improve	Grants - MSI - \$928,623 + \$561,531 + \$53,680 = \$1,543,834	Grants - FGT (\$328,277)	Grants - BMTG (\$60 per cap x 5952 = \$357,120)	Other	Total
ENG W/S	6-41-11-10-19-610	Motion 17:03:04 - Sewer / Water Main 51 Ave - 57 to 59 Street (Total Budget \$970,000 (450,000+520,000) Contract Price - \$737,042 - \$232,958 under budget - 2017 Carry Forward - Melissa 20/12/17 - \$25,000 Engineering and final work. - 2018 Carry Forward - Warranty Expires in 2019 - carry forward balance (25,000-8587.35=16,412.65) - Melissa January 7, 2019	\$8,587.35	25,000.00	\$8,587.35						CAP-8973			8,587.35		8,587.35
ENG W/S	641111012610 / 642001014610	Motion 17:02:27 - Sewer / Water - 50 Ave back alley between 55-56 Street - (Total Budget \$500,000 (250,000+250,000) \$78,217 Under Budget - 2017 Carry Forward - Melissa 20/12/17 - \$10,000 Engineering and final work. - 2018 Carry Forward - Warranty Expires in 2019 - carry forward balance - Melissa January 7, 2019	\$0.00	10,000.00							CAP-8974			0.00		0.00
ENG T	6-32-09-60-00-660	Pathway System Improvements (AG Society - \$200,000) - Reserve balance December 31, 2016 - \$167,982.00 Motion - 17:06:13 - June 20, 2017 - 2017 Carry Forward - Melissa 20/12/17 - \$41,014.73 - 2018 Carry Forward - need to relandscape boulevard in 2019 - carry forward \$10,000 - Melissa January 7, 2019	\$0.00	41,014.73					0.00							0.00
BLDG	6-41-01-20-16-620	WTP - Slide Gate Valve Replacement - 2017 Carry Forward - Melissa 20/12/17 - \$50,000	\$44,500.00	50,000.00	44,500.00	44,500.00										44,500.00
BLDG	6-41-01-20-01-620	WTP - Intake Ladders and Extension Platform - 2017 Carry Forward - Melissa 20/12/17 - \$14,000	\$14,000.00	14,000.00	14,000.00	14,000.00										14,000.00
EQT	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	\$7,450.00	40,000.00	7,450.00	3,725.00									3,725.00	County 7,450.00
EQT	6-56-00-30-00-630	Cemetery Vacuum Mower - 2017 Carry Forward - Lee - 20/12/17 - \$24,000 - 2018 Carry Forward - carry forward balance - Allan January 2, 2019	\$0.00	24,000.00			0.00									0.00
LIMP	6-77-12-00-60-660	Downtown Park-Jimmy's sign & east wall - 2017 Carry Forward - Lee - 20/12/17 - \$12,969.45 (\$15,000-\$2,030.55)	\$5,052.30	12,969.45	\$5,052.30		5,052.30									5,052.30
EQT	6-74-14-30-02-630	Community Hall - HVAC - 2017 Carry Forward - Lee - 20/12/17 - \$180,000	\$180,000.00	180,000.00	\$31,520.00		130,000.00		50,000.00							180,000.00
EQT	6-73-11-20-00-630	SRC Upgrades - Phase 2 - Ice Plant - Motion 17:04:17 - April 18, 2017 \$Total Contract \$1,294,565.00 - Budget \$919,100 = \$375,465 over budget Motion 17:04:17 - 2017 Carry Forward Balance - Lee - 20/12/17 - \$1,294,565 \$1,138,224.65 = \$156,340.35	\$182,388.67	156,340.35	\$182,388.67					182,388.67						182,388.67

EQT	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	\$54,188.57	88,895.30	\$54,188.57	54,188.57																	54,188.57
OP	2-32-21-00-05-536	61 Street - Highway 12 (esso corner) - 2017 Carry Forward Balance - Melissa - 20/12/17 - \$120,500 - \$6835.50 = \$7000	\$0.00	7,000.00			0.00																0.00
ENG S	6-42-01-10-13-610	Lagoon - Cell Rehabilitation - 2017 Carry Forward - Melissa 20/12/17 - \$75,000 - Enginnering and final work - 2018 Carry Forward - carry forward balance - warranty expires in 2019 (75,000-15,062 = 59,938) - Melissa January 7, 2019	\$15,061.78	75,000.00	\$15,061.78	15,061.78																	15,061.78
Total 2017 Carry Forward			\$511,228.67	\$724,219.83	\$362,748.67	131,475.35	135,052.30	0.00	50,000.00			182,388.67	0.00	0.00	0.00	8,587.35	3,725.00					511,228.67	

Prior Years Carry Forward																						
LIMP	6-32-09-60-00-660	Pathway Root Barrier - \$12,481.15 (Carry Forward \$7518.85 to 2017 Capital Budget - Campground pathway done in 2016 - Highway 12 poplars remain in 2017 - Lee - Dec 2, 2016) - 2017 Carry Forward Balance - Lee - 20/12/17 - \$7,518.85	\$0.00	\$7,518.85		0.00																0.00
EQT	6-31-11-30-15-630	Backhoe Jack Hammer - Budget - \$13000 (carry Frd - 2017 - Melissa Dec 5, 2016) - 2017 Carry Forward Balance - Melissa - 20/12/17 - \$15,000 - bachhoe hammer not required but hammer maybe required for excavator - 2018 No Additional equipment required but sewer camera is required - Melissa	\$11,700.00	\$15,000.00	\$11,700.00	11,700.00																11,700.00
OP	2-61-02-00-03-239 2-61-02-00-06-239	IDP & South East ASP - Carry Forward to 2017 Capital Budget - Melissa Dec 5, 2016 - Budget \$50,000 transfer to Planning Reserve) - 2017 Carry Forward Balance - Melissa - 20/12/17 - \$50,000 - IDP and ASP to be done in 2018 - 2018 Update - IDP and ASP to be done in 2019	\$0.00	\$50,000.00						0.00	SE ASP Plan Reserve											0.00
BLDG	6-73-11-20-08-620	Carry Forward to 2017 Capital Budget - Lee Dec 2, 2016 - 2017 Carry Forward Balance - Lee - 20/12/17 - \$7,000 - 2018 - Additional Cameras not required - Allan - January 2,	\$0.00	\$7,000.00		0.00																0.00
EQT	6-24-00-30-00-630	Siren - Budget \$2500 - carry forward to 2017 - Mark - Nov 25, 2016 - 2017 Carry Forward - Mark - 20/12/2017 - 2018 Update - parts for siren not available - Mark considering other options	\$0.00	\$2,500.00						0.00	Disaster											0.00
Total Prior Years Carry Forward			\$11,700.00	\$82,018.85	\$11,700.00	0.00	11,700.00	0.00	0.00			0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	11,700.00
Total 2018 Capital Budget (inc Carry Forwards)			\$3,759,488.03	\$7,316,407.89	\$3,294,999.14	718,526.37	737,183.24	245,812.15	208,871.29			353,233.74	0.00	569,874.31	328,277.00	365,707.35	232,002.58					11,700.00
					Total Water	294,299.46	1,455,709.61		454,683.44				Total Grants Avail for 2018	1,790,571.00	404,996.00	415,398.00						
									Total Reserves	1,910,393.05			Balance Forward to 2019	1,220,696.69	76,719.00	49,690.65						

2018 projects ongoing

Lagoon - Legal Services Aeration Bld			\$33,898.13																			0.00
Water - 54 Ave - Local Improvement			-\$5,999.94																			0.00
2018 projects ongoing		\$0.00		\$27,898.19																		0.00
2018 Statement of Capital Activity - january 31, 2018				\$3,322,897.33																		

**TOWN OF STETTLER
BANK RECONCILIATION
AS OF DECEMBER 31, 2018**

Net Balance at End of Previous Month	\$	7,641,564.79
ADD: General Receipts (summarized below)		1,178,032.11
Interest Earned (Prime 3.95% less 1.65% = 2.30%)		15,588.02
Investments Matured		-
SUBTOTAL		8,835,184.92
LESS: General Disbursements		1,388,041.33
Payroll		276,788.98
Investments		-
Debenture Payments		180,091.14
Returned Cheques		1,712.57
Bank Charges		1,222.49
SUBTOTAL		1,847,856.51
NET BALANCE AT END OF CURRENT MONTH (General Ledger)	\$	6,987,328.41
Balance at End of Month - Bank		7,045,779.11
ADD: Outstanding Deposits		7,823.83
LESS: Outstanding Cheques		66,274.53
NET BALANCE AT END OF CURRENT MONTH (Bank)	\$	6,987,328.41
INVESTMENTS:		
ATB Financial - 1 Year Non-Redeemable GIC (2.73%) Maturing Sept.25/19		2,000,000.00
SUBTOTAL		2,000,000.00
TOTAL CASH ON HAND AND ON DEPOSIT	\$	8,987,328.41

THIS STATEMENT SUBMITTED TO COUNCIL THIS 15th DAY OF JANUARY 2019

MAYOR

ASSISTANT CAO

GENERAL RECEIPTS SUMMARY		
Tax	AR	318,387
Utility	AR	288,115
SMRWSC	Water	127,135
Hiway 12/21	Water	24,599
Alta Gas	Franchise	90,661
ATCO	Franchise	62,526
Alberta Transportation	Asphalt reimbursement	24,810
Alberta Transportation	Emergency Response	11,685
AHS	AHS Rental	15,959
County of Stettler	Fire Agreement	24,373
Library	Salary Repay	23,871
BOT	Salary Repay	0
Receiver General	GST Refund	36,345
		0
		0
Other		129,566
	Total	1,178,032

TO: Town of Stettler Council

DATE: 2019 01 15

FROM: Greg Switenky
CAO

CHIEF ADMINISTRATIVE OFFICER'S REPORT – JANUARY 2019

ADMINISTRATION – CAO – Greg Switenky

1. Meetings: Town Council, Stettler Waste Management Authority, Stettler Regional Fire Advisory Committee, Joint Health and Safety Committee, Department Head and Staff information sharing sessions.
2. 2019 – 2021 Interim Operating Budget Presentation and Workshop.
3. RDC community engagement hosted by Stettler Adult Learning.
4. Participate in SRC public Wi-Fi upgrade working group.
5. Festival of Lights Gala Fundraiser.
6. Christmas luncheon(s) with ATCO, Tagish Engineering, and the MLA.
7. Staff Christmas appreciation lunch and supplier donation table/fundraiser. Raising \$740 for the Stettler Hospice Society, and \$1,225 plus food for the Stettler Food Bank.
8. Family vacation time off.
9. Ongoing liaison and information sharing with County Administration; working on community matters and strengthening collaborative working relationships.
10. Ongoing internal orientation, guidance and communication of new Council Roles & Responsibilities within our organization.
11. Continuous engagement with Senior Department Heads regarding situational solutions to arising issues/requests, emergent problems and troubleshooting Council Member/ratepayer concerns.

ADMINISTRATION – ASSISTANT CAO - Steven Gerlitz

1. Meetings attended included: Council, Department Head, Staff, Staff Safety Meeting. MLA Lunch, and Staff Christmas Appreciation Lunch.
2. Projects worked on included:
 - 2018 Revenue/Expense Budget Summary (December 31, 2018 – Pre Audit)
 - 2018 Capital Budget Summary - (December 31, 2018 – Pre Audit)
 - 2018 MSI, BMTG, FGT summary - (December 31, 2018 – Pre Audit)

- 2018 Reserves Summary – (December 31, 2018 – Pre Audit)
- 2018 Cash Flow Statement – (December 31, 2018 – Pre Audit)
- 2019 Capital Budget
- Automated Waste Bins Rollout (ongoing)
- Compost Bins / Recycling
- Council & Committee of the Whole Agenda prep
- Council Minutes
- AP Invoices and sign checks
- Ratepayer issues and concerns
- 2019 Jiffy Lube Alberta Scotties – Lots of work - Thank you Greg for everything!!!!!!



TRANSPORTATION – Ivan Wilford

- Sign repairs and installations
- Graves and cremations
- Plow snow, roads, parking lots, sidewalks
- Hauled snow from uptown area, and did a round of residential snow removal
- Equipment clean up
- Sanded lanes
- Repaired barricade legs
- Helped with water leak
- Crosswalk light battery replacement
- Helped with outdoor rinks
- Lots of staff sick or on holidays during this month

WATER – Grant McQuay

1. Regular rounds, readings, locates and Bacterial sampling/Chlorine residual & turbidity testing.
2. Meter replacement program
3. Outdoor rinks
4. Dead end line Hydrant Flushing
5. Dead end line Hydrant Winterizing.
6. Weekly cleaning of sanitary tank at Water Transfer Station
7. Pushing up cattails at wetlands.
8. Facility maintenance.
9. Monitoring wells and weir measurements
10. Year-end.

11. Snow removal around facilities and sidewalks.

WATER TREATMENT PLANT SUPERVISOR – Chris Saunders

1. Raw water pump 1001 motor shorted out and was sent out to be rewound. Should be back in service early in January.
2. The 2019 Chemical Bids came in and were approved by the Town Council. Letters were sent out to vendors.
3. Routine maintenance completed for the month.
4. Water Treatment Plant action item plan in place. Gradually replace very high overhead lighting with new lower, long life, wall mounted LED lighting mitigating the danger involved with changing out burnt out overhead lights.
5. Ongoing research and quote-gathering for upcoming projects.

DIRECTOR OF OPERATIONS – Melissa Robbins

1. Meetings:
 - Department Head
 - Joint Health and Safety
 - Regional Water Meeting
 - Developer Meeting
 - Clearview – Bus Transportation Needs Assessment
 - Vacation – Dec. 21-Jan. 2
2. Projects:
 - Capital Budget Preparation
 - Design of 2019 Capital Projects

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

1. Meetings: Canada winter games, C.A.R.A., AARFP board of directors, Scotties organizational, mid-management, department head, joint planning, staff meetings, joint safety, and safety.
2. Projects: Skate with Santa, stuff the truck, tree pruning and chipping, outdoor rink maintenance, putting Christmas decorations away, and winter operations.
3. I was away for a couple of weeks over the Christmas break and pleased to be back. I hope we all have a successful and productive 2019.

DEVELOPMENT & PLANNING OFFICER – LEANN GRAHAM

1. Building Permit Activity to Date

	2017 Permits to December 31, 2017	2018 Permits to December 31, 2018
Institutional	\$2,215,490.00	\$310,659.00
Industrial	\$801,168.00	\$172,400.00
Commercial	\$754,000.00	\$2,325,567.00
Residential	\$1,923,866.00	\$2,411,006.00
Total	\$5,704,524.00	\$5,219,632.00

2. Projects:

- AE Kennedy Maintenance
- Stettler Motel Compliance Order
- 5815-50A Avenue Court Injunction Application
- Economic Development Initiative
- Employee Policy re Drugs and Alcohol
- Staff Christmas Luncheon
- Foremost Site Planning
- Bylaw Property Inspections and Enforcement
- Planning & Development Inquiries

3. Meetings:

- Compliance Property Inspections
- Economic Development Initiative Developer's Round Table
- Landowner Meetings
- Bylaw Inspection Meetings
- Development Inquiry Meetings
- Staff and Department Head

REGIONAL FIRE CHIEF – Mark Dennis

1. Training

- Alta Gas Utilities Operations Presentation

2. Fire Department Operations

- Fire Advisory meeting
- COS Public budget presentation
- Year end
- Repair engine 13 heater
- TOS capital budget
- Fire Inspection/fire code technical - Smitty's restaurant & Stettler provincial building

3. Regional Fire Department Incident Summary

- Total calls- 7. 2 motor vehicle incidents, 2 alarm calls, and 3 medical first response



Greg Switenky
CAO

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	ONL000117
Cheque Date	First	Last		ONL000118

Sorted By: Vendor ID

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Corporate Payment Systems	ONL000117	2018-12-21	\$12,180.13

	Invoice Description	Invoice Number	Invoice Amount

	BOT Corp Visa	2018.12.05.BOT	\$2,772.64
	P&D Ec Dev Meeting/Xmas Party	2018.12.05.164	\$426.22
	Office Job Posting Parks Carb	2018.12.05.221	\$277.59
	SVWS Corp Visa	2018.12.05.SVW	\$78.10
	Fire Memberships Fire Jnt Leve	2018.12.05.292	\$2,340.76
	SRC Conference & Parking	2018.12.05.343	\$196.33
	Trans Backup Monitor #145/Seal	2018.12.05.623	\$439.32
	Fire Joint HP Anchor System	2018.12.05.655	\$1,176.21
	Roads/Shop Staff Xmas/Cat Food	2018.12.05.727	\$247.47
	Water Trans/Dispensor/Sewer	2018.12.05.748	\$165.74
	Public Relations Emperor's Bir	2018.12.05.758	\$45.70
	Safety Admin External Auditor	2018.12.05.762	\$945.87
	Public Relation/Eng Admin char	2018.12.05.763	\$67.78
	Other Events SRC Tape Comm Hal	2018.12.05.764	\$173.39
	Fitness Area Xmas Decorations	2018.12.05.768	\$315.65
	WTP Janitor Supplies/Glue/Ligh	2018.12.05.832	\$200.91
	GIS Training/Memberships/Suppl	2018.12.05.854	\$1,542.73
	P&L Postage Stamps/Xmas Dec	2018.12.05.981	\$767.72

United Farmers of Alberta	ONL000118	2018-12-21	\$382.19
	Invoice Description	Invoice Number	Invoice Amount

	Water Trans Electric Grease Gu	304297031	\$356.99
	SRC Drill Bits	304296983	\$25.20

	Total Cheques		\$12,562.32
			=====

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	ONL000119
Cheque Date	First	Last		ONL000119

Sorted By: Vendor ID

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Enmax Energy Corporation	ONL000119	2018-12-31	\$77,379.56

Invoice Description	Invoice Number	Invoice Amount	
Nov Power Bill	18-2813026	\$77,379.56	

	Total Cheques		\$77,379.56
			=====

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	ONL000120
Cheque Date	First	Last		ONL000122

Sorted By: Vendor ID

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Rogers	ONL000120	2019-01-11	\$54.60

Invoice Description		Invoice Number	Invoice Amount

Fire Jnt 12.19-01.18 Data Plan		1963281600	\$54.60

Telus Communications	ONL000121	2019-01-11	\$2,701.60

Invoice Description		Invoice Number	Invoice Amount

Telus Comm Dec 22 to Jan 21,19		2018.12.23	\$2,701.60

Telus Mobility Inc.	ONL000122	2019-01-11	\$1,055.17

Invoice Description		Invoice Number	Invoice Amount

Telus Mobility Dec 22-Jan 21		2018.12.21	\$1,055.17

		Total Cheques	\$3,811.37

			=====

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	73395
Cheque Date	First	Last		73414

Sorted By: Vendor ID

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Acklands - Grainger Inc.	73395	2018-12-21	\$608.59

Invoice Description		Invoice Number	Invoice Amount

WTP Rail Guard Manhole		9021333324	\$460.25
Pool Safety Supplies Mens Boot		9024998370	\$148.34

Bagshaw Electric Ltd.	73396	2018-12-21	\$2,165.19

Invoice Description		Invoice Number	Invoice Amount

WTP Sump Contactor		20923A	\$1,148.37
Lagoon Replace Thermostat bldg		20924A	\$119.18
SRC Replace 3-phase breaker		20882A	\$619.51
SRC 72 lights for Gym & Hallwa		292425	\$253.26
Comm Hall out side lights		292447	\$24.87

Big Hill Services Ltd.	73397	2018-12-21	\$1,319.27

Invoice Description		Invoice Number	Invoice Amount

SRC Safety Netting		23803	\$1,319.27

Commercial Truck Equipment Cor	73398	2018-12-21	\$2,683.12

Invoice Description		Invoice Number	Invoice Amount

Fire Repairs on 2008 Pierce Tr		0004478654	\$1,237.55
Fire Repairs on 2016 Pierce Tr		0004478656	\$1,445.57

County of Stettler	73399	2018-12-21	\$7,226.25

Invoice Description		Invoice Number	Invoice Amount

Emergency Response 18-177		IVC029893	\$2,152.50
Emergency Response 18-171		IVC029892	\$1,076.25
Emergency Response 18-192		IVC029895	\$3,997.50

ECA Review	73400	2018-12-21	\$347.29

Invoice Description		Invoice Number	Invoice Amount

Office Advertising		1842857A	\$347.29

Stettler Home Hardware	73411	2018-12-21	\$27.00

Invoice Description		Invoice Number	Invoice Amount

Office Bottled Water		114979	\$15.75
Shop Bottled Water		114890	\$11.25

James Marshall Trucking Ltd.	73401	2018-12-21	\$11,766.29

Invoice Description		Invoice Number	Invoice Amount

Water Trans Crushed Gravel		33974	\$11,766.29

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Kathy's Printing Service	73402	2018-12-21	\$5,117.70

Invoice Description	Invoice Number	Invoice Amount	
3000 Town Life Magazines	4311	\$4,121.25	
Roads SRC Wtr Trns Time Sheets	4320	\$996.45	
Motion Canada	73403	2018-12-21	\$47,312.71

Invoice Description	Invoice Number	Invoice Amount	
Fire Joint 6 - Uniforms & Frei	AB39-315046	\$21,856.02	
Fire Joint 7 - Uniforms&Freigh	AB39-315047	\$25,456.69	
MPE Engineering Ltd	73404	2018-12-21	\$17,090.70

Invoice Description	Invoice Number	Invoice Amount	
Drainage-Red Willow Creek Eng	4360-000-00-06	\$17,090.70	
Naveen Powerwash Inc.	73405	2018-12-21	\$661.50

Invoice Description	Invoice Number	Invoice Amount	
SRC Clean Hood in Concession	1640	\$661.50	
Ornamental Bronze Limited	73406	2018-12-21	\$438.90

Invoice Description	Invoice Number	Invoice Amount	
Cemetery Niche Wreath	90088	\$438.90	
Praxair Distribution	73407	2018-12-21	\$124.90

Invoice Description	Invoice Number	Invoice Amount	
Pool Clyinder Rental	85750482	\$124.90	
Raw Tools Ltd.	73408	2018-12-21	\$64.50

Invoice Description	Invoice Number	Invoice Amount	
Shop Air tool grease gun	25628	\$64.50	
Schwartz Home Building Centre	73409	2018-12-21	\$6,976.42

Invoice Description	Invoice Number	Invoice Amount	
Fire Tools	712757	\$4,791.12	
Fire Rescue Tools	712758	\$2,021.24	
Shop Knee pads	710955	\$33.06	
Trans Drill Bits	712345	\$12.27	
P&L Christmas Display Material	710177	\$56.69	
P&L LIght the night display ma	711692	\$81.93	
Shadowhawk Inc.	73410	2018-12-21	\$26,121.38

Invoice Description	Invoice Number	Invoice Amount	
Fire Holmatro Demo Incline Cut	SH7424	\$8,610.00	
Fire Holmatro Telescopic Ram	SH7425	\$6,226.50	
Fire Rescue Unit Holmatro SR20	SH7426	\$11,284.88	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount																								
Wally's Backhoe Services Ltd.	73412	2018-12-21	\$121,278.25																								
<table border="1"> <thead> <tr> <th>Invoice Description</th> <th>Invoice Number</th> <th>Invoice Amount</th> </tr> </thead> <tbody> <tr> <td>TS79 57st Storm Repl Holdback</td> <td>TS79-PP#3</td> <td>\$19,822.49</td> </tr> <tr> <td>TS86 51Ave Wtr & Sntry Repl</td> <td>PPC#3-TS86</td> <td>\$101,455.76</td> </tr> </tbody> </table>				Invoice Description	Invoice Number	Invoice Amount	TS79 57st Storm Repl Holdback	TS79-PP#3	\$19,822.49	TS86 51Ave Wtr & Sntry Repl	PPC#3-TS86	\$101,455.76															
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TS86 51Ave Wtr & Sntry Repl	PPC#3-TS86	\$101,455.76																									
WFR Wholesale Fire & Rescue Lt	73413	2018-12-21	\$9,924.55																								
<table border="1"> <thead> <tr> <th>Invoice Description</th> <th>Invoice Number</th> <th>Invoice Amount</th> </tr> </thead> <tbody> <tr> <td>Fire 6000psi Cylinders w/AC100</td> <td>BL-114310</td> <td>\$3,421.01</td> </tr> <tr> <td>Fire PPV Electric Fan</td> <td>BL-114126</td> <td>\$4,062.78</td> </tr> <tr> <td>Fire TFT Vortex Nozzle/Bore ti</td> <td>BL-114311</td> <td>\$2,873.64</td> </tr> </tbody> </table>				Invoice Description	Invoice Number	Invoice Amount	Fire 6000psi Cylinders w/AC100	BL-114310	\$3,421.01	Fire PPV Electric Fan	BL-114126	\$4,062.78	Fire TFT Vortex Nozzle/Bore ti	BL-114311	\$2,873.64												
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Fire PPV Electric Fan	BL-114126	\$4,062.78																									
Fire TFT Vortex Nozzle/Bore ti	BL-114311	\$2,873.64																									
Woody's Automotive Ltd.	73414	2018-12-21	\$220.73																								
<table border="1"> <thead> <tr> <th>Invoice Description</th> <th>Invoice Number</th> <th>Invoice Amount</th> </tr> </thead> <tbody> <tr> <td>Shop Ujoint #48</td> <td>630404</td> <td>\$37.86</td> </tr> <tr> <td>Shop Rubber Gloves</td> <td>630739</td> <td>\$30.17</td> </tr> <tr> <td>Shop fuel pressure tester</td> <td>630533</td> <td>\$67.19</td> </tr> <tr> <td>Trans Fan belt #39</td> <td>630632</td> <td>\$29.97</td> </tr> <tr> <td>Trans Head light bulbs #145</td> <td>630823</td> <td>\$35.99</td> </tr> <tr> <td>WTP Spark Plug #151</td> <td>630216</td> <td>\$12.15</td> </tr> <tr> <td>WTP Injector ORings #151</td> <td>631037</td> <td>\$7.40</td> </tr> </tbody> </table>				Invoice Description	Invoice Number	Invoice Amount	Shop Ujoint #48	630404	\$37.86	Shop Rubber Gloves	630739	\$30.17	Shop fuel pressure tester	630533	\$67.19	Trans Fan belt #39	630632	\$29.97	Trans Head light bulbs #145	630823	\$35.99	WTP Spark Plug #151	630216	\$12.15	WTP Injector ORings #151	631037	\$7.40
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WTP Spark Plug #151	630216	\$12.15																									
WTP Injector ORings #151	631037	\$7.40																									
Total Cheques			\$261,475.24																								

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	73415
Cheque Date	First	Last		73417

Sorted By: Vendor ID

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
=====			
Brown, William	73415	2019-01-04	\$267.60

Invoice Description		Invoice Number	Invoice Amount

Council Service Recognition		2018.12.31	\$267.60
=====			
Stettler Independent	73417	2019-01-04	\$68.25

Invoice Description		Invoice Number	Invoice Amount

P&L SRC Subscription		2019	\$68.25
=====			
Receiver General for Canada	73416	2019-01-04	\$44,112.41

Invoice Description		Invoice Number	Invoice Amount

Town Tax Remittance		PP26-18	\$35,662.37
Tox Tax Remittance		PP26-18.	\$7,481.59
BOT Tax Remittance		PP26-18.BOT	\$968.45

		Total Cheques	\$44,448.26
			=====

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	73418
Cheque Date	First	Last		73425

Sorted By: Vendor ID

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Campbell, Al	73418	2019-01-11	\$85.00

Invoice Description	Invoice Number	Invoice Amount	
Council Travel & Subsistence	2018.12.10	\$85.00	

dB Sepcial Instruments	73419	2019-01-11	\$240.98

Invoice Description	Invoice Number	Invoice Amount	
Safety 2018 Calibration Audiom	05794	\$240.98	

Kneeland, Karen	73420	2019-01-11	\$357.00

Invoice Description	Invoice Number	Invoice Amount	
Cemetery Plot Refund	2019.01.07	\$357.00	

Pochylko, Cherie	73421	2019-01-11	\$267.75

Invoice Description	Invoice Number	Invoice Amount	
Cemetery Plot Refund	2019.01.07	\$267.75	

Receiver General for Canada	73422	2019-01-11	\$56,536.50

Invoice Description	Invoice Number	Invoice Amount	
Town Tax Remittance	PP01-19.	\$7,596.26	
Tonw Tax Remittance	PP01-19	\$47,896.54	
BOT Tax Remittance	PP01-19.BOT	\$1,043.70	

Stettler & District Food Bank	73423	2019-01-11	\$1,095.00

Invoice Description	Invoice Number	Invoice Amount	
Admin EE Rec Event Donation	2019.01.07	\$1,095.00	

Symes, Julie	73424	2019-01-11	\$182.43

Invoice Description	Invoice Number	Invoice Amount	
Water Meter Damage Repair	2019.01.07	\$182.43	

Yellow Pages	73425	2019-01-11	\$52.87

Invoice Description	Invoice Number	Invoice Amount	
Office Dec Directory Advriisig	18-6734296	\$52.87	

Total Cheques			\$58,817.53

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	First
Cheque Date	2018-12-24	2018-12-24		Last

Sorted By: Vendor ID

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Action Plumbing & Excavating	EFT0000897	2018-12-24	\$8,388.96

Invoice Description Invoice Number Invoice Amount			

Shop Gas line for pressure was	W30507		\$2,869.76
Shop Chimney&gas line pressur	W30535		\$2,747.75
Water Washable Filters	I022300		\$16.88
Sewer Repair @ 0511-56 st	W30468		\$2,047.50
SRC Delta Handheld Shower arm	I022516		\$53.72
SRC Flush Values	I022517		\$317.83
Pool Facility Flush valves	I022529		\$335.52

Associated Engineering AB Ltd.	EFT0000898	2018-12-24	\$1,081.50

Invoice Description Invoice Number Invoice Amount			

WTP Eng Services Advisory Plan	376553		\$1,081.50

Automated Aquatics Canada Ltd.	EFT0000899	2018-12-24	\$214.85

Invoice Description Invoice Number Invoice Amount			

Pool Facility Chemicals & Frei	0000085060		\$214.85

Bounty Onsite Inc.	EFT0000900	2018-12-24	\$4,419.80

Invoice Description Invoice Number Invoice Amount			

Shop Soap Foam	001-074894		\$118.71
Shop Decal for waste oil tank	001-076142		\$29.72
Trans Winter Gloves	001-074444		\$50.90
WTP Fuel Injector #151	001-076484		\$42.83
Water Trans Marking Paint/Rags	001-075527		\$105.40
Water Trans Tools for Dig Trai	001-074357		\$62.73
Water Trans Cable Ties	001-075041		\$7.77
SRC Janitor Supplies	001-073970		\$688.97
SRC Janitor Supplies	001-074363		\$264.73
SRC Janitor Supplies	001-075060		\$488.55
SRC Janitor Supplies	001-075259		\$479.85
SRC Janitor Supplies	001-075691		\$129.15
SRC Janitor Supplies	001-075714		\$605.26
SRC Janitor Supplies	001-075907		\$510.22
SRC Building Supplies	001-075928		\$25.53
SRC Janitor Supplies	001-076209		\$745.06
SRC Hazard Tape	001-075096		\$13.97
SRC Tools	001-076309		\$10.24
Fitness Area Supplies	001-076458		\$40.21

Brenda's Country Catering	EFT0000901	2018-12-24	\$275.63

Invoice Description Invoice Number Invoice Amount			

Fire Jnt Advisory Meeting Meal	3127		\$275.63

Brownlee LLP	EFT0000902	2018-12-24	\$3,680.35

Invoice Description Invoice Number Invoice Amount			

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
P&D Drug & Alcohol Policy	472944		\$3,680.35
Center Ice Concession	EFT0000903	2018-12-24	\$96.00
Invoice Description	Invoice Number	Invoice Amount	
HBC Meeting Meal	020		\$96.00
Chapman Riebeek	EFT0000904	2018-12-24	\$3,597.76
Invoice Description	Invoice Number	Invoice Amount	
Bylaw Nov Legal Services	344233		\$3,597.76
Cheri's Ultimate Cleaning Serv	EFT0000905	2018-12-24	\$878.85
Invoice Description	Invoice Number	Invoice Amount	
Fire Joint Jul to Dec Janitor	859500		\$878.85
ClearTech Industries Inc.	EFT0000906	2018-12-24	\$8,359.30
Invoice Description	Invoice Number	Invoice Amount	
WTP Chemicals	769772		\$8,238.15
WTP Chemicals	772733		\$3,376.15
Communications Group	EFT0000907	2018-12-24	\$13,977.25
Invoice Description	Invoice Number	Invoice Amount	
Fire Joint Motorola Radio & Ac	336004392		\$13,977.25
GT Hydraulic & Bearing	EFT0000908	2018-12-24	\$1,234.93
Invoice Description	Invoice Number	Invoice Amount	
Trans Assorted Filters	000-308059		\$29.76
Misc Dept Repair Parts	000-307910		\$1,205.17
Guillevin International Co.	EFT0000909	2018-12-24	\$21,595.53
Invoice Description	Invoice Number	Invoice Amount	
Fire & County Flow Testing Equ	0407-473795		\$5,483.88
Fire Joint 2 Red Helmets	0407-473797		\$882.00
Fire & County Working Air Cart	0407-472696		\$8,767.50
Fire Jnt & Regional Batteries/	0407-473998		\$1,005.82
Fire Bracket for SCBA Unit	0407-474061		\$5,416.43
Fire Joint Parker super O	0407-473771		\$39.90
Hach Sales & Service Ltd.	EFT0000910	2018-12-24	\$760.20
Invoice Description	Invoice Number	Invoice Amount	
WTP Filter hold glass	183404		\$760.20
Heartland Stationers (2014) Lt	EFT0000911	2018-12-24	\$2,203.49
Invoice Description	Invoice Number	Invoice Amount	
Office Stationery	12865		\$1,100.82
Office Stationery	12918		\$11.55
Office Stationery	12990		\$43.10
Office Stationery	13105		\$73.50
Shop Stationery	13104		\$30.35
Trans USB Drivers	12879		\$54.39

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Water TRans Printer Toner	12844		\$438.64
SRC Stationery	12787		\$47.20
SRC Stationery	12852		\$20.90
SRC Stationery	13052		\$47.20
SRC Stationery	13096		\$307.49
Office Stationery	13097		\$28.35
=====			
Heartland Auto Supply	EFT0000912	2018-12-24	\$232.66
=====			
Invoice Description	Invoice Number	Invoice Amount	
-----	-----	-----	
Fire Joint AA Batteries	001-402916	\$26.46	
Shop Supples & Grinder whl too	001-402176	\$116.97	
Shop Socket & Spark Plug #151	001-402206	\$20.16	
Trans Shims for cyl #54	001-403191	\$33.81	
Water Trans Seal picks & Plier	001-402081	\$24.60	
Parks Fuel Filter #33	001-402638	\$10.66	
=====			
IJD Inspections Ltd.	EFT0000913	2018-12-24	\$394.30
=====			
Invoice Description	Invoice Number	Invoice Amount	
-----	-----	-----	
P&D Building Permits	ST2018-11	\$394.30	
=====			
Jen Express	EFT0000914	2018-12-24	\$209.66
=====			
Invoice Description	Invoice Number	Invoice Amount	
-----	-----	-----	
Trans Freight	14383	\$209.66	
=====			
King, Allan	EFT0000915	2018-12-24	\$240.44
=====			
Invoice Description	Invoice Number	Invoice Amount	
-----	-----	-----	
SRC CUPE Clothing Allowance	2018.12.14	\$240.44	
=====			
Loomis Express	EFT0000916	2018-12-24	\$259.53
=====			
Invoice Description	Invoice Number	Invoice Amount	
-----	-----	-----	
Trans & WTP Freight	8069186	\$150.34	
WTP Freight	8029822	\$44.33	
Water Trans Freight	8042402	\$64.86	
=====			
McCallum, Neil	EFT0000917	2018-12-24	\$31.49
=====			
Invoice Description	Invoice Number	Invoice Amount	
-----	-----	-----	
Water Trans Boot Spikces Flood	2018.12.18	\$31.49	
=====			
McQuay, Grant	EFT0000918	2018-12-24	\$250.00
=====			
Invoice Description	Invoice Number	Invoice Amount	
-----	-----	-----	
Water Trans CUPE Clothing Allo	2018.12.13	\$250.00	
=====			
Mutual Propane Ltd.	EFT0000919	2018-12-24	\$1,033.03
=====			
Invoice Description	Invoice Number	Invoice Amount	
-----	-----	-----	
Lagoon Propane Heating	A-13123	\$1,033.03	
=====			
Park, Younjae	EFT0000920	2018-12-24	\$71.51
=====			
Invoice Description	Invoice Number	Invoice Amount	
-----	-----	-----	
WTP CUPE Clothing Allowance	2018.12.13	\$71.51	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Rural Municipalities of Albert	EFT0000921	2018-12-24	\$8,598.01

Invoice Description	Invoice Number	Invoice Amount	
Trans Signs Materials & Freigh	1121-50010384	\$5,348.27	
Trans Grader blades & hardware	1525231	\$2,259.25	
Trans Grader Blades (Rental Un	1524625	\$990.49	

Rocky Mountain Phoenix	EFT0000922	2018-12-24	\$4,028.86

Invoice Description	Invoice Number	Invoice Amount	
Fire Airtronic Pump Heater	IN0114303	\$4,028.86	

Spencer, Rob	EFT0000923	2018-12-24	\$18.02

Invoice Description	Invoice Number	Invoice Amount	
HBC Orchard Irrigation parts	2018.12.18	\$18.02	

Stettler Building Supplies Ltd	EFT0000924	2018-12-24	\$113.06

Invoice Description	Invoice Number	Invoice Amount	
SRC Building Materials	AA8432	\$36.74	
SRC Work Light	AA8518	\$76.32	

Stettler & District Handibus	EFT0000925	2018-12-24	\$220.39

Invoice Description	Invoice Number	Invoice Amount	
Bus Garage Nov Utilities	2827	\$220.39	

Tagish Engineering Ltd.	EFT0000926	2018-12-24	\$8,659.03

Invoice Description	Invoice Number	Invoice Amount	
TS92- Snow Dump Expansion	16641	\$3,324.83	
TS86 - 51st Ave Water & Sanita	16639	\$5,334.20	

Topple, Chris	EFT0000927	2018-12-24	\$120.70

Invoice Description	Invoice Number	Invoice Amount	
Roads CUPE Clothing Allowance	2018.12.14	\$120.70	

Yost, Dustin	EFT0000928	2018-12-24	\$40.03

Invoice Description	Invoice Number	Invoice Amount	
SRC CUPE Clothing Allowance	2018.12.12	\$40.03	

Yost, Dustin & Maria Cristine	EFT0000929	2018-12-24	\$1,800.00

Invoice Description	Invoice Number	Invoice Amount	
Comm Hall Dec Hall Janitor	2018.12.01	\$1,800.00	

Total Cheques			\$97,085.12
			=====

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	First
Cheque Date	2019-01-08	2019-01-08		Last

Sorted By: Vendor ID

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
APEX Supplementary Pension Pla	EFT0000930	2019-01-08	\$374.85

Invoice Description	Invoice Number	Invoice Amount	
Supplementary Pension Plan Tr	PP26-18	\$374.85	

Barnes, Roger	EFT0000931	2019-01-08	\$25.00

Invoice Description	Invoice Number	Invoice Amount	
SRC Jan Telephone Allowance	2019.01.01	\$25.00	

Canadian Union of Public Emplo	EFT0000932	2019-01-08	\$770.00

Invoice Description	Invoice Number	Invoice Amount	
Union Dues	PP26-18	\$770.00	

Dahl, Steven	EFT0000933	2019-01-08	\$150.00

Invoice Description	Invoice Number	Invoice Amount	
Shop 1st Tool Allowance Instal	2019.01.01	\$150.00	

Dodd, Sonia	EFT0000934	2019-01-08	\$25.00

Invoice Description	Invoice Number	Invoice Amount	
Pool Jan Telephone Allowance	2019.01.01	\$25.00	

Federation of Canadian Municip	EFT0000935	2019-01-08	\$1,340.93

Invoice Description	Invoice Number	Invoice Amount	
Admin G.Switenky Membership	INV-15225-Y4R3	\$1,340.93	

Stettler FCSS	EFT0000936	2019-01-08	\$49,108.75

Invoice Description	Invoice Number	Invoice Amount	
2019 1st Qtr Requisition	2019.01.01	\$49,108.75	

Gerlitz, Steven	EFT0000937	2019-01-08	\$100.00

Invoice Description	Invoice Number	Invoice Amount	
Admn/Office Jan Phone & Travel	2019.01.01	\$100.00	

Graham, Leann	EFT0000938	2019-01-08	\$175.00

Invoice Description	Invoice Number	Invoice Amount	
P&D Jan Phone&Travel Allowance	2019.01.01	\$175.00	

Howe, Graham	EFT0000939	2019-01-08	\$25.00

Invoice Description	Invoice Number	Invoice Amount	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
SRC/Cemetery Jan Phone Allow		2019.01.01	\$25.00
Neopost Canada Ltd.	EFT0000940	2019-01-08	\$1,229.06
=====			
Invoice Description		Invoice Number	Invoice Amount
Office 2019 Postage Meter Cont		2405642	\$1,229.06
Neptune Technology Group (Cana	EFT0000941	2019-01-08	\$4,914.00
=====			
Invoice Description		Invoice Number	Invoice Amount
Water Billing Software Agreeme		90024927	\$4,914.00
Robbins, Brad	EFT0000942	2019-01-08	\$100.00
=====			
Invoice Description		Invoice Number	Invoice Amount
P&L Jan Travel Allowance		2019.01.01	\$100.00
Stenlund, Wayne	EFT0000943	2019-01-08	\$300.00
=====			
Invoice Description		Invoice Number	Invoice Amount
Shop 1st Tool Allowance Instal		2019.01.01	\$300.00
Stettler Public Library	EFT0000944	2019-01-08	\$61,425.51
=====			
Invoice Description		Invoice Number	Invoice Amount
iLibrary Grant 1st Qtr Requisi		2019.01.01	\$61,425.51
Switenky, Greg	EFT0000945	2019-01-08	\$370.00
=====			
Invoice Description		Invoice Number	Invoice Amount
Admin/Office Jan Phone&Travel		2019.01.01	\$370.00
=====			
Total Cheques			\$120,433.10
=====			



© Dec 17, 2018

Alberta gets federal disaster mitigation funding

More than two dozen Alberta communities are getting new and replacement flood mapping to support emergency response and long-term planning.

The federal government is providing \$8.7 million through the National Disaster Mitigation Program for 18 projects. They include new or replacement flood mapping for Drumheller, Medicine Hat, Siksika Nation, Red Deer, and more than 100 kilometres of the North Saskatchewan River, including Edmonton.

The province is contributing more than \$5 million to the projects as part of the cost-sharing agreement.

"Our government is committed to investing in flood resilience to better protect Albertans where they live and work. The provincial and federal funding for flood mapping and community risk assessments will help us build safer communities over the long term and ensure Alberta is better prepared for severe weather events in the future."

- Shannon Phillips, Minister of Environment and Parks

"The Government of Canada, in partnership with provinces and territories, is committed to reducing the impacts of flooding on Canadians by investing in projects that allow communities to identify, plan for, and reduce flood risks. Investing in programming like the National Disaster Mitigation Program is an important part of the Government of Canada's strategy to address the soaring costs of natural disasters. The projects announced today will help the province of Alberta better prepare for and respond to floods."

- Randy Boissonnault, Member of Parliament for Edmonton Centre, on behalf of the Minister of Public Safety and Emergency Preparedness

Provincial and federal funding will also be used to assess the potential for debris floods near Canmore, stormwater vulnerabilities in Calgary and flood risks in smaller communities such as Manning, Stettler, Lacombe and the Municipal District of Crownsnest Pass.

Projects to improve forecasting and warning systems and improve access and interaction with provincial flood-inundation maps also received funding.

Alberta has launched 13 river hazard studies since 2015, including those that are wholly funded by the province. In total, these studies will produce new and replacement flood mapping for over 1,300 kilometres of river through more than 30 communities. Many of these studies are nearing completion.

Since 2013, the Alberta government has invested more than \$700 million in community-level resilience projects, erosion control, upstream storage, flood mapping, flood forecasting and emergency preparedness, and watershed health to improve flood and drought resilience across the province.

Related information

Flood Hazard Identification Program

Alberta NDMP Projects (Public Safety Canada)

Media inquiries

✉ media@gov.ab.ca

☎ 780-422-4905



MSI Update

December 19, 2018

AUMA recently received an inquiry from a member looking for an update on AUMA's progress in working with Municipal Affairs on a replacement program for MSI.

Although we did respond to the inquiry directly, we thought all AUMA members might benefit from the information.

Current MSI program continues until 2021:

The current MSI deal lasts for three more years (2019, 2020, and 2021). The Provincial Government has committed to meeting its \$11.3 billion MSI/BMTG commitment by the end of 2021 and they have shown this in their last spring budget. As a result, municipalities should be receiving close to the same amounts of MSI and BMTG grant funds in the next three years as in the past years.

MSI replacement program update:

As announced in late November, Calgary and Edmonton have reached a funding agreement through the [City Charters Fiscal Framework Act](#), and many aspects of that agreement align with AUMA's position that municipalities need predictable funding that will grow with the needs of Alberta's communities.

With respect to a program for all Alberta municipalities, AUMA and RMA have been actively involved in negotiating an agreement with the Provincial Government for a new program for all our members that is on par with the arrangement made with Calgary and Edmonton. All three parties are working to have this agreement for the new funding program to be completed by January 31, 2019. This new funding program would take effect in the 2022-2023 provincial budget year.

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AUMA / AMSC 300-8616 51 Ave, Edmonton, AB, T6E 6E6

Main line: 780-433-4431

Toll-free within Alberta: 310-AUMA (2862)



Utilities Consumer Advocate splashes into water utilities

December 19, 2018

As of December 1, 2018, the Utilities Consumer Advocate (UCA) is providing education and mediation services around water utilities. This is the result of [Bill 14: An Act to Empower Utility Consumers](#), which received Royal Assent on June 11, 2018.

UCA held a consultation

On November 19, AUMA attended an early consultation on implementing the Act and found UCA still requires more information about how water utilities work in municipalities. We have encouraged them to reach out to municipalities across Alberta to gather more information.

AUMA encouraged more consultation

AUMA emphasized that municipalities use full-cost recovery accounting as encouraged by Municipal Affairs, which requires us to pass on the cost of services to residents. Water rates vary from community to community due to different local costs and lack of sufficient and consistent provincial infrastructure programs.

UCA has committed to working with municipalities

UCA was receptive to the information and indicated they will reach out to municipalities for copies of their water utility bylaws and other information. They have also committed to further consultations with municipalities in early 2019 to ease the transition and address municipal concerns.

AUMA would like to thank the team from the City of Fort Saskatchewan for joining the first round of consultations and providing some great insights into the work they have done locally.

If you receive a phone call from UCA, or have questions or concerns, please feel free to reach out to Ryan Osterberg with our Policy and Advocacy team at rosterberg@auma.ca.

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Edmonton-area municipalities struggle with increased recycling costs



The recycling market has become more saturated, forcing municipalities to change what they collect

Stephanie Dubois · CBC News ·

Posted: Jan 06, 2019 7:00 AM MT | Last Updated: January 6



Edmonton-area municipalities are trying to control increasing recycling costs sparked by China's decision to ban specific plastics and paper. (Manuel Carillos/CBC)

Edmonton-area municipalities are struggling to manage increased recycling costs a year after a decision made by the Chinese government changed the industry.

Government officials in China [announced](#) more than a year ago the country would no longer be the world's dumping ground for plastic and paper as of Jan. 1, 2018.

The decision was devastating news for Edmonton and surrounding municipalities that relied on China as their primary market to ship a portion of their recyclable materials from blue bins so the material could be recycled into other products.

Municipalities and recycling contractors have only now started to see the impact of China's decision.

China's ban forced Edmonton-area waste management officials to look for new international markets for cardboard and paper.

But the recyclables markets in other countries have become increasingly competitive following China's decision.

"It has increased the competition across the board," said Mike Robertson, contract manager for Edmonton's Materials Recovery Facility.

Municipalities in the Edmonton region have been forced to either ban certain items from blue bins or pay more to sort through the contents.

- [Alberta municipalities explore options for eliminating recyclable products](#)
- [Canadian municipalities struggling to find place for recyclables](#)

International companies have become more selective about recyclable materials, demanding a more "clean" product from places like Edmonton, said Robertson.

China's decision to no longer accept some recycled materials is forcing municipalities in the Edmonton region to make changes. 1:19

That means workers at Edmonton's sorting facility now need to carefully comb through items found in blue recycling bags to ensure materials like paper and plastic do not mix.

If the pile of recyclable goods becomes contaminated with another type of material, it becomes harder for Edmonton's recycling contractor, Suez, to sell the recyclable goods to international markets.



The recycling facility at the Edmonton Waste Management Centre processes paper, newspaper, boxes, tin cans, glass jars and bottles, and plastic containers and bags.

But fine-tuning the sorting process takes time and money.

"We've reduced our throughput from about 20 tonnes per hour down to 13 tonnes per hour," said Robertson. "It's been effective in addressing the need, which is to make sure that our material quality is as good as possible so we can still market the material. But what it means for us is now that we're running slower. We have to run four more hours per week because there's more labour required."

- [Edmonton plans to roll out green bins](#)
- [Edmonton could set four-bag garbage limit by 2020](#)

Labour costs and sorting times are manageable for now, said Robertson. But the increase in manpower could mean an increase in labour costs.

Recycling costs

Smaller communities outside Edmonton face a similar situation. Leduc is already in negotiations with its recycling contractor, GFL Environmental, to try to manage increasing processing costs at the sorting facility.

"We're looking at a 30- to 40-per-cent increase in our processing fees for GSL to go through and sort our blue bags," said Shawn Olson, City of Leduc's director of engineering. "We expect the cost for recycling to go up."

Olson wouldn't disclose the dollar impact to the city, citing contract privacy and ongoing negotiations.

- [Many Canadians are recycling wrong, and it's costing us millions](#)
- [Your lifestyle is making blue box recycling unsustainable](#)

He said most municipalities in the Edmonton region face increased sorting costs as a direct result of China's decision.

"The issue that's coming forward is our contracts were all based on them sending recyclable materials to China," Olson said. "As the recyclable materials are not longer being collected [in China], there are additional costs the vendors are picking up that then get passed down to the municipalities that pay them."

GFL Environmental and Suez did not respond to repeated interview requests by CBC.

Any extra recycling costs would get passed on to Leduc residents in the form of increases in their waste collection fees for recycling and garbage, Olson said. But that is a discussion for later this year, when user fees for 2020 will be part of Leduc's budget deliberations.

Market changes

Spruce Grove, St. Albert and Strathcona County are also feeling the strains of China's decision through their recycling contractor GFL, officials said.

The recycling market is changing every day following China's decision, said Christina Seidel, executive director of the Recycling Council of Alberta.

"I think if municipalities want to keep the level of service that they have, they have to realize it's going to cost them more," she said. "That is the reality."

“I think if municipalities want to keep the level of service that they have, they have to realize it's going to cost them more.”

- Christina Seidel, Recycling Council of Alberta

"Because the markets have changed and because we need to support the domestic markets that we have, that is going to cost us a little bit more money."

Some of the region's municipalities are trying to control costs by limiting what can be tossed into blue recycling bins.

As a direct result of China's decision, Strathcona County, St. Albert and Spruce Grove have within the last six months banned certain items from blue bags to keep sorting costs low.

Strathcona County residents can no longer add single-use plastics like coffee cups, Styrofoam takeout containers or film plastics to their blue bags. Homeowners in St. Albert and Spruce Grove have also been told to keep those items out of their blue bags.

Strathcona County and St. Albert have gone as far as refusing to pick up contaminated bags and affixing stickers that list the contaminated items onto blue bags as part of the recent changes.

All plastic packaging and products have symbols with numbers on them.



The numbers range from one to seven. The numbers identify the type of plastic used for the product.



For people in Leduc, a ban on plastics numbered three to seven will be coming later this year to help cut down recycling costs, said Olson.

The City of St. Albert affixes stickers to blue bags that contain items not allowed as part of its recycling program. (Manuel Carillos/CBC)

Reduce and reuse

But where do items such as clamshell containers that hold fruits or baked goods go if they can't be recycled?

Municipalities are asking residents to reduce and reuse as much as possible, but not all items are eligible.

- **Industry wants zero plastic packaging in Canada's landfills by 2040**
- **In your blue box, not all plastics are created equal**

There's a possibility that some items banned from recycling bags now end up in landfills.

"Many of the items we collect have to be made into something new," said Olivia Kwok, supervisor of waste and diversion programs with the City of St. Albert. "So if there is no market for the items to be made into new products, unfortunately it does get into the garbage."

It will be hard to know if plastic products that were previously allowed in recycling bins are now being thrown away until a waste audit is done later this year, said Kwok.

Producer responsibility

One solution to the region's recycling woes, Seidel said, could be an extended producer responsibility (EPR) program, which makes the producer responsible for a portion of the financial costs of a product's life cycle.

Most provinces in Canada have EPR programs, though Alberta has not yet implemented one.

Seidel sees EPR as something that can alleviate some financial pressures on municipalities, which are forced to spend time and money to find places to send their plastic, cardboard or paper recyclables.

The provincial government would need to introduce an EPR program, something the Alberta Urban Municipalities Association (AUMA) has already started to lobby for.



Blue bags on a residential street in St. Albert with stickers on them because they contain items banned by the municipality. (Manuel Carrillos/CBC)

Seidel said municipalities should not be forced to pony up for recycling costs.

"At the end of the day, it's going to be the municipalities that realize they should not be the ones holding the bag, not just on cost but on the responsibility of making sure this material is properly handled," she said.

"They shouldn't be the ones that are held at ransom and have to find markets for materials that are very difficult to handle. That really should be the industry, and that's where the EPR comes in."

Seidel said the days of blue bins being catch-alls for Albertans are over.

"We've made it almost too easy on all residents in the past. In reality, the most important thing is to make recycling effective."

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Visitez Radio-Canada.ca

January-2-19

Greg Switenky
Town of Stettler
5031-50 Street
Stettler, AB T0C 2L0

Subject: Certificate of Recognition

Dear Greg:

I am pleased to enclose the Partnerships in Injury Reduction Certificate of Recognition (COR) for the Town of Stettler. Congratulations on a job well done, this is a significant accomplishment!

Note that the COR is valid for three years, and in order to maintain it, an internal audit must be conducted and pass quality assurance review by AMHSA in each of the next two years. In three years, an external audit must be conducted and pass quality assurance review, and the municipality must score at least 80% on the audit in order to attain a new Certificate of Recognition.

If you have any questions about the Certificate of Recognition or the Partnerships in Injury Reduction (PIR) program, please contact me at Shannon@amhsa.net or call 780.417.3900, or toll-free 1.800.267.9764.

Yours truly,



Shannon Thomas
Acting Executive Director

Encl.

Partnerships

IN INJURY/REDUCTION


Certificate of Recognition

This certificate recognizes that

TOWN OF STETTLER

In keeping with the principles of *Partnerships* has:

- developed and implemented an occupational health and safety program and,
- met the standard for *Partnerships* through an independent evaluation of their health and safety program.


Alan
Alberta Municipal Health and Safety Association
Certifying Partner

Certificate # 20181116-9151
WCB Industry Code(s): 95101


Ian Hooper
Government of Alberta

Expiry Date: November 16, 2021



What happens if an Alberta Occupational Health and Safety (OHS) Officer issues a compliance order before a COR request is approved?

The COR audit is used to evaluate an employer's health and safety management system. Although the COR audit does not assess compliance with legislation, COR-holders must meet their designated responsibilities under Alberta's Occupational Health and Safety Legislation.

When Partnerships in Injury Reduction (Partnerships) of Alberta Labour receives a request from a Certifying Partner (CP) to process a COR certification, re-certification or maintenance audit, Partnerships will check the employer's compliance history to see if the employer has any open compliance orders or demands issued by Alberta OHS Officers. If so, the audit will be held by Partnerships for up to four months from the date on which the audit request was received, until all outstanding items are closed. Should any orders or demands remain open longer than four months, Partnerships may reject the audit and require a new audit be conducted.

What is an On-Site Audit Review (OSAR)?

Partnerships conducts about 100 OSARs each year to validate the key findings of external COR auditors and to ensure appropriate audit processes are followed. The OSAR process is conducted in addition to the regular quality assurance review that the CP completes on every COR audit report.

An employer whose external auditor is selected for the OSAR process must participate in the process. The On-Site Audit Reviewer will spend no more than one day at the employer's worksite. The OSAR will review the auditor's process and sample some of the key documentation that was reviewed as part of the audit. Because auditors are certified by their CP, Partnerships provides the OSAR findings directly to their CP who then reviews the results with the auditor.

What happens if an OSAR also identifies systemic deficiencies in my OHS management system?

The intention and focus of the OSAR process is to evaluate the work of external auditors. However, in some cases OSARs have identified systemic deficiencies in employers' OHS management systems which were not identified by the original auditors. If this occurs, Partnerships will advise the employer and the employer must correct the identified deficiencies. This situation is considered a trigger for the Employer Review process, and Partnerships may require the employer to complete an action plan. Partnerships may also ask the employer's CP to provide assistance to the employer.

What is the Employer Review process?

Employer Reviews are designed to address situations where COR holders are identified to have systemic deficiencies in their COR-certified health and safety management systems. The Employer Review process was implemented on July 1, 2011 with the support of industry and safety associations, employers, labour organizations, the Workers' Compensation Board – Alberta (WCB), and other stakeholders. The provisions of Employer Review apply to all COR holders.

How are COR holders selected for the Employer Review process?

When a COR holder is identified for a potential Employer Review by one or more of the following triggers, an assessment is completed by Partnerships in order to determine whether the trigger indicates that the COR holder has systemic deficiencies in their OHS management system.

Partnerships initiate the process if a COR holder experiences any of the following triggers:

- has a workplace fatality, serious injury or other reportable incident,
- is issued multiple stop-work orders within a 12-month period for imminent danger by Alberta OHS,

- is identified by an Alberta OHS Officer or a Partnerships Consultant to have indicators of significant deficiencies in their OHS management system,
- is issued an Administrative Penalty by Alberta OHS,
- is identified by the On-Site Audit Review (OSAR) process to have systemic deficiencies in their OHS management system, and/or
- has knowingly misrepresented the reporting of worker injuries as required by the Workers' Compensation Act, as reported to Partnerships by the WCB.

Should systemic deficiencies be identified, the COR holder must complete an action plan with Partnerships and during the process, the COR holder's eligibility for any PIR refunds from WCB is temporarily placed on-hold.

What are the steps to complete an Employer Review action plan?

The action plan process includes the following steps:

1. Partnerships will schedule a meeting with the COR holder's most senior Alberta representative and health and safety personnel to identify areas where system improvements must be made.
2. An action plan is developed with the COR holder, detailing system improvements to be completed within a set timeframe (typically between 6 to 12 months), and must be approved by Partnerships.
3. Partnerships will follow-up with the COR holder within the established timeframe to verify completion of the action plan items undertaken.
4. Once the action plan items have been successfully completed, Partnerships will close the assignment and advise the WCB to remove the temporary hold on the COR holder's eligibility for PIR refunds.

What happens if an employer does not complete the requirements of the Employer Review process?

The COR holder must successfully complete the action plan to avoid cancellation of their COR and loss of any associated PIR refunds being held.

What happens if a COR holder is charged under OHS and/or WCB Legislation?

COR-holders are eligible for PIR Refunds from the WCB, however they must comply with all provisions of the *Alberta Workers' Compensation Act*, the *Alberta Occupational Health & Safety Act*, and, the *Canada Labour Code* where applicable. In the event of a violation of the legislation, the WCB reserves the right to terminate participation in PIR and collect previously paid refunds.

If a COR holder is charged under the legislation, a hold will be placed on the next PIR refund to be issued (and subsequent refunds if necessary) until the WCB is holding an amount equal to the refund the COR holder received for the year in which the incident occurred. This amount will remain on-hold with the WCB until the outcome of the charges is known.

- If a COR holder is convicted (either found guilty or pleads guilty), the PIR refund on-hold is forfeited to the WCB.
- If a COR holder is found not guilty or if the charges are withdrawn or dismissed, then the PIR refund on-hold is released.
- If the charges are stayed by the Crown Prosecutor, the WCB would release the PIR refund on-hold. However if the Crown reactivates the stayed charges within a one-year period and if the COR holder is subsequently convicted, then refund would be required to be repaid to the WCB.

For more information

For more information on Partnerships in Injury Reduction, On-Site Audit Review, the Employer Review process and/or the Proactive Strategic Programs, call the OHS Contact Centre at (780) 415-8690 (toll free 1-866-415-8690), visit our website at work.alberta.ca, or contact your Certifying Partner.