

Town of Stettler

COUNCIL MEETING

JULY 16, 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, JULY 16, 2019
6:30 P.M.
AGENDA**

1. **Agenda Additions**

2. **Agenda Approval**

3. **Confirmation of Minutes**

(a) Minutes of the Regular Council Meeting of July 2nd, 2019 5-8

(b) Business Arising from the July 2nd, 2019 Council Minutes

4. **Citizens Forum**

5. **Delegations**

(a) 6:35 p.m. - Ron Greidanus – Property Taxes 9 & Handout

(b) 6:50 p.m. - Stacey Benjamin – Stettler Board of Trade – Taste of the Heartland Sponsorship Support Verbal

6. **Administration**

(a) Subdivision 2019 – 01 Request for Decision 10-20

(b) 2019 Tax Public Auction Date – October 11, 2019 21-22

(c) 2019 Tax Public Auction Date for Designated Manufactured Homes – October 11, 2019 23-24

(d) 2019 Expense/Revenue Summary – June 30, 2019 25-26

(e) 2019 Capital Budget Summary – June 30, 2019 27-29

(f) Bank Reconciliation – June 30, 2019 30

(g) Meeting Dates

- Tuesday, July 16 – Phase 2 Orchard Tour – 7:30pm
- Thursday, July 18 – Saturday, July 20 – Communities in Bloom Judges Visit
- Tuesday, August 6 – Council – 6:30pm
- Tuesday, August 20 – Council – 6:30pm
- Tuesday, September 3 – Council – 6:30pm
- Monday, September 9 – Elected Officials Emergency Training – 9:00am
- Tuesday, September 10 – COW – 4:30pm
- Tuesday, September 17 – Council – 6:30pm
- Tuesday, September 24 -27 – AUMA Annual Conference

COUNCIL AGENDA
JULY 16, 2019
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- Tuesday, October 1 – Council – 6:30pm
- Tuesday, October 8 – COW – 4:30pm
- Tuesday, October 15 – Council – 6:30pm
- Tuesday, November 5 – Council – 6:30pm
- Tuesday, November 12 – COW – 4:30pm
- Tuesday, November 19 – Council – 6:30pm
- Tuesday, December 3 – Council – 6:30pm
- Tuesday, December 10 – COW – 4:30pm
- Tuesday, December 17 – Council – 6:30pm

(h) Accounts Payable in the amount of \$252,052.86 31-38
(\$14,727.20 + \$64,613.67 + \$137,066.55 + \$31,432.33 + \$4,213.11)

7. **Council**

(a) Meeting Reports

8. **Minutes**

(a) Stettler Waste Management Authority Meeting – June 21, 2019 39-41

9. **Public Hearing**

10. **Bylaws**

11. **Correspondence**

(a) PEI Bans Single-Use Plastic Bags 42-55

(b) Local Authorities Election Act – Information Bulletin 56-63

(c) City of Victoria's Plastic Bag Ban Overturned by B.C. Court 64-67

12. **Items Added**

13. **In-Camera Session**

14. **Adjournment**

MINUTES OF THE REGULAR MEETING OF THE TOWN OF STETTLER COUNCIL
HELD ON TUESDAY, JULY 2nd, 2019 IN THE MUNICIPAL OFFICE,
COUNCIL CHAMBERS

Present: Mayor Sean Nolls
Councillors A. Campbell, C. Barros, S. Pfeiffer & W. Smith
CAO G. Switenky
Assistant CAO S. Gerlitz

Absent: Councillors M. Fischer & G. Lawlor

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

1/2. Agenda Additions/Approval:

Motion 19:07:01 Moved by Councillor Smith to approve the agenda as presented.

MOTION CARRIED
Unanimous

3. Confirmation of Minutes:

(a) Minutes of the Regular Meeting of Council held June 18th, 2019

Motion 19:07:02 Moved by Councillor Barros that the Minutes of the Regular Meeting of Council held on June 18th, 2019 be approved as presented.

MOTION CARRIED
Unanimous

(b) Business Arising from the June 18th, 2019 Minutes

None

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

5. Delegations: (a) None

6. Administration: (a) CAO Reports – June 2019

Motion 19:07:03 Moved by Councillor Pfeiffer that the Town of Stettler Council accept the CAO Reports as presented.

(b) Bank Reconciliation – May 31st, 2019

Motion 19:07:04 Moved by Councillor Campbell that the Town of Stettler Council accept the Bank Reconciliation as presented.

(c) Meeting Dates

- Tuesday, July 16 – Council – 6:30pm
- Tuesday, July 16 – Phase 2 Orchard Tour – 7:30pm
- Thursday, July 18 – Saturday, July 20 – Communities in Bloom Judges Visit
- Tuesday, August 6 – Council – 6:30pm
- Tuesday, August 20 – Council – 6:30pm
- Tuesday, September 3 – Council – 6:30pm

- Monday, September 9 – Elected Officials Emergency Training – 9:00am
- Tuesday, September 10 – COW – 4:30pm
- Tuesday, September 17 – Council – 6:30pm
- Tuesday, September 24 -27 – AUMA Annual Conference
- Tuesday, October 1 – Council – 6:30pm
- Tuesday, October 8 – COW – 4:30pm
- Tuesday, October 15 – Council – 6:30pm
- Tuesday, November 5 – Council – 6:30pm
- Tuesday, November 12 – COW – 4:30pm
- Tuesday, November 19 – Council – 6:30pm
- Tuesday, December 3 – Council – 6:30pm
- Tuesday, December 10 – COW – 4:30pm
- Tuesday, December 17 – Council – 6:30pm

(e) Accounts Payable in the amount of \$633,870.03

Motion 19:07:05

Moved by Councillor Smith that Accounts Payable in the amount of \$633,870.03 (\$116,653.30 + \$144,870.75 + \$88,402.87 + \$93,341.79 + \$190,601.32) for the period ending July 2nd, 2019 for having been paid, be accepted as presented.

MOTION CARRIED
Unanimous

7. Council:

Councillors outlined highlights of meetings they attended.

(a) Mayor Nolls

- June 19 – Talk of the Town
- June 21 – SUMA
- June 24 – SURF Committee Meeting
- June 24 – Bylaw Discussion with Resident
- June 24 – Stettler Rotary Farmer's Appreciation Night
- June 26 – Economic Development Meeting
- June 26 – Talk of the Town
- June 28 – Graduation Ceremony
- July 1 – Greetings at Canada Day Celebration

(b) Councillor Barros

- June 21 – Fire Advisory Meeting
- June 22 – Hospital Foundation Gold Tournament
- June 24 – Stettler Rotary Farmer's Appreciation Night
- June 25 – Physician Recruitment Meeting
- June 27 – Heartland Beautification Meeting

(c) Councillor Campbell

- June 24 – Stettler Rotary Farmer's Appreciation Night
- June 28 – Ponoka Stampede Parade

(d) Councillor Fischer

Report to be presented at the next meeting.

(e) Councillor Lawlor

Report to be presented at the next meeting.

(f) Councillor Pfeiffer

- June 24 – Stettler Rotary Farmer's Appreciation Night

June 24 – FCSS Meeting
June 26 – Economic Development Meeting

(g) Councillor Smith

June 24 – FCSS Meeting
June 24 – Stettler Rotary Farmer's Appreciation Night

Motion 19:07:06

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

MOTION CARRIED
Unanimous

8. Minutes:

(a) Stettler District Ambulance Association Meeting – June 10

(b) Stettler Regional Emergency Management Advisory Meeting – June 11

Motion 19:07:07

Moved by Councillor Pfeiffer that the Town of Stettler approve the Minutes (a-b) for information.

MOTION CARRIED
Unanimous

9. Public Hearing:

(a) None

10. Bylaws:

(a) None

11. Correspondence:

(a) Central Alberta Regional Assessment Board Newsletter – June 2019

(b) Alberta Ombudsman Brochure

(c) AUMA – Federal Government's Proposed Ban on Single-Use Plastics

(d) Joan Baltimore Letter – Renaming Veterans Way to Alberta Avenue

(e) Tower Road Annexation Letter

Motion 19:07:08

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

MOTION CARRIED
Unanimous

12. Items Added:

(a) None

13. In-Camera Session:

(a) None

14. Adjournment:

Motion 19:07:08

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

MOTION CARRIED
Unanimous at 7:15 p.m.

Mayor

Assistant CAO

Ronald Greidanus
Box 1581
Stettler, Alberta
TOC 2LO

June 10, 2019

Town of Stettler Council
Box 280
Stettler, Alberta
TOC 2LO

To the Attention of Town Council;

Please find enclosed copies of my property tax assessments. The amounts owing is becoming very onerous. Granted, the money required to pay these assessments will be paid from three different wallets and the funds are there to pay. However, it behooves me to point out that there is only one taxpayer: Me.

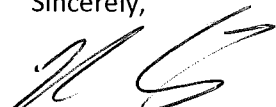
I am operating two successful business's in the Town of Stettler and I do derive some benefit from the Town. However, the success of my business's has nothing to do with the Town of Stettler. I got up on Sunday Morning, sipping my morning coffee, I was engaged in a little introspection and I asked myself, "Why do I get up so early and work so hard?" The answer is simple – to create a hope and a future for my children. My sweat and my strength are bent on creating a path and opportunity for them.

I do not get up early and work late to pay my property taxes. Using the blunt instrument of the law by the Town of Stettler to extract these dollars from my three wallets (one of which pays me enough to buy me a coffee at McDonald's when they are giving it away for free) is gaulling.

My advice for the town council is a 5% decrease in property taxes for 2020. People do not have any money. And the money they do have, doesn't get the mileage it once did. It is not lost on me that the Town Council has been working hard to keep Property tax increases as low as feasible. I'm not looking at the Town's realities. I'm looking at my own realities. I am seriously contemplating moving my business out of the Town of Stettler. In discussions with other business owners, my frustrations are not exclusive. There is NO co-relation between revenues and property taxes. Business's are liquidating funds to pay property taxes by laying off employees (not all, but some are).

My suggestion is that the Town approach other Town's and Municipalities and Lobby the minister of Municipal affairs from the province and figure something out to revamp the property tax regime from the ground up. What we have today isn't working. A 5% Cut is essential if the economy is to move towards viability.

Sincerely,



Ron Greidanus



Request For Decision

Subdivision Application #2019-01

Issue:

Application: To create two residential parcels
Subdivision Application: #2019-01
Applicant: Egil Lomeland
Legal: Lot 4, Block 2, Plan 9524114
Civic: 5608 – 57 Street

General:

The applicant is proposing to subdivide a 0.74 Ha (1.8 acre) parcel into two separate, equal sized parcels 0.37 Ha (0.9 acres) along Tower Road. The applicant is proposing to split the lot with a new north south boundary creating two (2) adjacent parcels east and west of one another.

The application for the proposed subdivision does not meet Section 80: R4 Residential Small Holdings District minimum parcel size of 0.40 Ha. The minimum parcel size is intended to create a low density acreage residential development. The area along 57 Street (Tower Road) has always been known for the large parcel, low density acreage style development.

The proposed subdivision does not provide means of legal access to the westerly parcel and would create future servicing challenges when municipal water and sewer services become available in the area. As this area was a part of the annexation in 2010, the parcel is not currently governed under an Area Structure Plan. Long term planning allows for more certainty and efficiency regarding road connections and utility right of ways. The overall area currently has an access to the rear of the quarter from 56 Avenue (Black Rock Drive) as well as an undeveloped Road Right of Way north of 5712 – 57 Street. It is administration’s position that a road right of way at this location would not be required or preferred in the future due to the close proximity of existing access points. Furthermore, the proposed westerly parcel’s accessory building is 8 meters from the north property line which would not allow for a sufficient right of way width of 20 meters.

Based on the proposed parcel size, the lack of legal access, the nature of the surrounding properties, and the absence of an Area Structure Plan, it is administration’s opinion that the proposed subdivision is not conducive to the existing neighborhood.

Legislation and Policy:

Administration has assessed this proposal against the Municipal Government Act, Subdivision and Development Regulations, Intermunicipal Development Plan, Municipal Development Plan, and the Land Use Bylaw.

Municipal Government Act:

Section 654 Approval of Application

- (1) A subdivision authority must not approve an application for subdivision approval unless
- (a) the land that is proposed to be subdivided is, in the opinion of the subdivision authority, suitable for the purpose for which the subdivision is intended,
 - (b) the proposed subdivision conforms to the provisions of any growth plan under Part 17.1, any statutory plan and, subject to subsection (2), any land use bylaw that affects the land proposed to be subdivided,
 - (c) the proposed subdivision complies with this Part and Part 17.1 and the regulations under those Parts, and
 - (d) all outstanding property taxes on the land proposed to be subdivided have been paid to the municipality where the land is located or arrangements satisfactory to the municipality have been made for their payment pursuant to Part 10.
- (1.1) Repealed 2018 c11 s13.
- (1.2) If the subdivision authority is of the opinion that there may be a conflict or inconsistency between statutory plans, section 638 applies in respect of the conflict or inconsistency.
- (2) A subdivision authority may approve an application for subdivision approval even though the proposed subdivision does not comply with the land use bylaw if, in its opinion,
- (a) the proposed subdivision would not
 - (i) unduly interfere with the amenities of the neighbourhood, or
 - (ii) materially interfere with or affect the use, enjoyment or value of neighbouring parcels of land,
- and
- (b) the proposed subdivision conforms with the use prescribed for that land in the land use bylaw.
- (3) A subdivision authority may approve or refuse an application for subdivision approval.

Subdivision and Development Regulations:

Part 1

Section 7 Relevant Considerations

In making a decision as to whether to approve an application for subdivision, the subdivision authority must consider, with respect to the land that is the subject of the application,

- (a) its topography,
- (b) its soil characteristics,
- (c) storm water collection and disposal,
- (d) any potential for the flooding, subsidence or erosion of the land,
- (e) its accessibility to a road,
- (f) the availability and adequacy of a water supply, sewage disposal system and solid waste disposal,
- (g) in the case of land not serviced by a licensed water distribution and wastewater collection system, whether the proposed subdivision boundaries, lot sizes and building sites comply with the requirements of the Private Sewage Disposal Systems Regulation (AR 229/97) in respect of lot size and distances between property lines, buildings, water sources and private sewage disposal systems as identified in section 4(4)(b) and (c),
- (h) the use of land in the vicinity of the land that is the subject of the application, and
- (i) any other matters that it considers necessary to determine whether the land that is the subject of the application is suitable for the purpose for which the subdivision is intended.

Part 2

Section 9 Road Access

Every proposed subdivision must provide to each lot to be created by it (a) direct access to a road, or (b) lawful means of access satisfactory to the subdivision authority.

Land Use Bylaw 2060-15:

Section 80: R4 Residential Small Holdings District

80.1 Purpose:

To provide an area for low density residential development in the form of detached dwellings and compatible uses, herein listed, which may be connected to the municipal water and sewer system, and which are capable of re-subdivision into residential parcels roughly equivalent to those required in the R1B District.

80.2 Uses:

Permitted Uses	Discretionary Uses
<i>Accessory Building Building Demolition Dwellings, Single Detached Home Occupation Public Use</i>	<i>Garden Suite Sign Utility Building</i>

80.3 Site Regulations:

In addition to the Regulations contained in Parts Seven, Eight and Nine, the following regulations shall apply to every development in this district.

<i>Site Coverage</i>	<i>10%.</i>
<i>Floor Area</i>	<i>100 square metres.</i>
<i>Minimum Parcel Area</i>	<i>0.40 hectares</i>
<i>Maximum Building Height</i>	<i>10.0 m</i>
<i>Front Yard Setback</i>	<i>10.0 m</i>
<i>Side Yard Setback</i>	<i>1.5 m except where it abuts a public roadway 3.0 m, or as required by the Alberta Building Code, whichever is greater.</i>
<i>Rear Yard Setback</i>	<i>15.0 m.</i>
<i>Parking</i>	<i>A two car parking area shall be provided to the rear, side or front of the dwelling. Notwithstanding, in the case of a dwelling fronting onto an arterial road, the parking area shall access from the lane where one is provided.</i>
<i>Accessory Buildings</i>	<i>Section 34 of this Bylaw.</i>
<i>Building Orientation</i>	<i>Notwithstanding the foregoing regulations, all buildings shall be oriented and located to facilitate re-subdivision into residential parcels, roughly equivalent to those required in the R1 District.</i>

Technical Review:

Referral Agencies:

- Telus – Will require an easement/right of way in order to protect future facilities to service the subdivision.
- Atco Electric – No concerns.
- AltaGas Utilities – No concerns.
- Alberta Transportation – No concerns.
- County of Stettler – No objections or concerns.
- Town of Stettler:

1. Operations – Should this be approved, it must be serviced by private access driveways. There is not sufficient room for a road right of way and the maintenance of a dead end lane is not manageable for public works personnel and equipment.
2. Transportation – Concerns regarding access plan to rear lot. Would prefer to see a private driveway maintained by the homeowner with Town approved culverts installed in each driveway. If a Road Right of Way is obtained for access, there would have to be suitable space for a grader to turn around.

Adjacent Landowners:

- Doug and Lisa Baltimore (5801-56 Avenue) – “We are concerned that in subdividing this property it would create a very busy area. It is noisy over there already. Also if there is a building built on this lot it may impede our view in that direction. Therefore we are against this subdivision.”
- Please note the Town received 2 verbal responses opposed to the subdivision; however, they are not included in the package as the requirement is for formal written submissions.

Technical Considerations:

- Water supply and sewage disposal – The Town does not have municipal water and sewer service in the area. Parcels are serviced by private water wells and PSDS (Private Sewage Disposal System). The subdivision creating 2 parcels would require an engineering review of the existing well and PSDS as well as new engineering for a new well and PSDS. Under the Water Act, a new well will require new water act approvals. Under the Safety Codes Regulations, the change in parcel size will require the existing field to be reviewed and likely replaced by way of holding tanks.

Recommendation:

The subdivision application #2019-01 is to create two residential parcels as shown on the Proposed Plan of Subdivision and has been evaluated in terms of Section 654 of the Municipal Government Act and the Subdivision and Development Regulations, and having considered adjacent landowner(s) submissions, referral agency comments, the Town of Stettler’s statutory planning documents, and other related municipal planning documents.

1. That the application is not consistent with the Subdivision and Development Regulations.
2. That the application is not consistent with the Land Use Bylaw.

Further, it is Staff recommendation that Council refuse this application for the following reasons:

1. That the application does not meet the minimum parcel size requirement under Land Use Bylaw 2060-15 Section 80: R4 Residential Small Holdings District.
2. That the application does not provide legal access to the proposed westerly parcel.

Alternatives:

Approve the application with conditions including but not limited to:

1. Re-align the proposed subdivision to create a private drive access to the westerly parcel from 57 Street (see attached option map)
2. Re-construct the drive way to the westerly parcel to be contained wholly within the newly

created parcel;

3. Provide engineering report and approvals on the water supply.
4. Provide engineering and approvals for all PSDS.
5. Subdivision to be affected by a Plan of Survey, pursuant to Section 657 of the Municipal Government Act.
6. All outstanding Property Taxes to be paid to the Town of Stettler as per Section 654 (1) (d) of the Municipal Government Act.

Authors:

Leann Graham, Director of Planning and Development

Town of Stettler

SCHEDULE 1 FORM A

APPLICATION FOR SUBDIVISION APPROVAL <input checked="" type="checkbox"/> By plan of subdivision <input type="checkbox"/> By other instrument Tick whichever applies	FOR OFFICE USE ONLY DATE of receipt of Form A as completed <u>May 29/19</u>
	FILE No. <u>2019-01</u>
	Receipt No. Fees submitted: <u>200.00</u>

THIS FORM IS TO BE COMPLETED IN FULL WHEREVER APPLICABLE BY THE REGISTERED OWNER OF THE LAND THE SUBJECT OF THE APPLICATION OR BY AN AUTHORIZED PERSON ACTING ON HIS BEHALF

1. Name of Registered owner of land to be subdivided Address and Phone No.
EGIL & ZINA LOMELAND 5608-5741 4037425071
Name in block capitals

2. Authorized person acting on behalf of registered owner Address and Phone No.

Name in block capitals

3. LEGAL DESCRIPTION AND AREA OF LAND TO BE SUBDIVIDED
 All / part of the S.E. ¼ sec. 7 twp. 39 range 19 west of 4 meridian
 Being all/parts of lot 4 block 2 Reg. Plan No. 9524114 C.O.T. No. 952251689
 Area of the above parcel of land to be subdivided 0.739 HA

4. LOCATION OF LAND TO BE SUBDIVIDED

a. The land is situated in the municipality of the Town of Stettler, or _____

b. Is the land situated immediately adjacent to the municipal boundary? Yes No _____
 If "yes" the adjoining municipality is COUNTY OF STETTLER

c. Is the land situated within 0.5 miles of the right-of-way of a Highway? Yes _____ No
 If "yes", the Highway is No. _____ the Secondary Road is No. _____

d. Is the land situated within 0.5 miles of a river, stream, watercourse, lake or other permanent body of water, or a canal or drainage ditch? Yes _____ No
 If "yes", state its name _____

e. Is the proposed parcel within 1.5 km of a sour gas facility? Yes _____ No

5. EXISTING AND PROPOSED USE OF LAND TO BE SUBDIVIDED
 Describe:

a. Existing use of land RESIDENTIAL

b. Proposed use of the land RESIDENTIAL

c. The existing designated use of the land as classified under a land use bylaw or a zoning bylaw T2R0Z

d. The long term designated use of the land if different from "c." _____

6. PHYSICAL CHARACTERISTICS OF LAND TO BE SUBDIVIDED

a. Describe the nature of the topography of the land (flat, rolling, steep, mixed) FLAT

b. Describe the nature of the vegetation and water on the land (brush, shrubs, tree stands, woodlots, etc – sloughs, creeks, etc.)
GRASS

7. EXISTING BUILDINGS ON THE LAND PROPOSED TO BE SUBDIVIDED.
 Describe any building, historical or otherwise, and any structures on the land and whether they are to be retained, demolished or removed:
RESIDENTIAL HOUSE, SEPERATE GARAGE RETAINED

8. WATER AND SEWER SERVICES
 If the proposed subdivision is to be served by other than a water distribution system and a wastewater collection system, describe the manner of providing water and sewage disposal
WELL & SEPTIC BED

9. REGISTERED OWNER OR PERSON ACTING ON HIS BEHALF
 I, EGIL LOMELAND herby certify that I: am the registered owner
(Full name in block capitals) am authorized to act on behalf of the registered owner
 and that the information given on this form is full and complete and is, to the best of my knowledge, a true statement of facts relating to his/her application for subdivision approval

Address PO BOX 580 STETTLER Signature [Signature]
 Phone No. 403 742 5071 Date May 29/19

10. FURTHER RELEVANT INFORMATION REQUIRED (Pursuant to Section 4(5) Part 1 of the Subdivision and Development Regulation:

a. Proposed land use classification (if amendment required)

b. Total number of parcel is being created 2

c. Size of parcel being created 0.3695 HA

d. Proposed use and size (acres) of remaining lands in title 0.3695 HA RESIDENTIAL

e. Proposed disposition of reserves: (Please indicate your preference)

Land dedication (location and areas to be shown on sketch)

Cash-in-lieu (see note)

Deferment (by caveat)

Not applicable (eg: existing title less than two acres, first parcel out of quarter section, reserves previously provided)

NOTE: In the event that the Subdivision Approving Authority (Stettler Town Council) rules in favour of taking money in place of municipal and school reserve or any of them, the registered owner will be notified by the authority to provide, at the owner's expense, appraisal of the land referred to in the subdivision application.

11. RIGHT OF ENTRY

The Current Government regulations require that land characteristics be taken into account when subdivision applications are dealt with. A visual inspection of the area proposed for subdivision is necessary to determine these characteristics. As the owner, or person in possession of the land proposed for subdivision, please indicate, below, your views regarding an authorized person of the Town of Stettler Subdivision Approving Authority entering upon your land to carry out a visual inspection.

I am in favour of an inspection of the property
or

I am opposed to an inspection of the property

12. PLEASE INDICATE

If the land that is the subject of the subdivision application is situated within 1,000 feet of land which is used or authorized for use as

	YES	NO
a. A landfill for the disposal of garbage refuse, or	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b. A sewage treatment plant or a sewage lagoon, or	<input type="checkbox"/>	<input checked="" type="checkbox"/>
c. A livestock feeding lot	<input type="checkbox"/>	<input checked="" type="checkbox"/>

13. AUTHORIZATION

If applicable, to act on behalf of the registered owner:

I (We) hereby authorize _____
to act on my (our) behalf on matters pertaining to this application for subdivision.

Signature of owner or person in possession of land

Proposed Subdivision 2019-01

5608 – 57 Street





Alternative Option Subdivision 2019-01

5608 – 57 Street



MEMORANDUM

To: Steven Gerlitz

From: Wanda Whitten

Date: July 9, 2019

Re: Tax Public Auction Date

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

Date	Action
March 26/18	Prepared Tax Arrears List and sent notification to owners
July 16/19	Council to set Reserve Bid and sale conditions
Aug. 16/19	Send ad to Alberta Gazette (send in 10 working days before ad)
Aug. 31/19	Advertise Public Auction in the Alberta Gazette
Aug. 29/19	Send copy of ad to registered property owners and all parties having an interest in the property
Sept. 26/19	Advertise Public Auction in the Stettler Independent
Oct. 11/19	Public Auction at the Town Office at 1:00 p.m.

- Section 418 of the MGA states that the Public Auction must be held between April 1, 2019 and March 31, 2020.
- Under Section 419 of the MGA Council must set a reserve bid that is as close as reasonably possible to the market value of the parcel and any conditions that apply to the sale.
- The tax recovery process can be stopped by payment of all tax arrears prior to the sale.
- The Town may apply for ownership of the property if it is not sold at the public auction.
- After the Town takes title to the property the property owner can regain title to the property if all taxes are paid before the Town sells the property.
- The following property will go to the Public Auction on October 11, 2019 unless taxes are paid prior to the sale:

Lot/Block/Plan	Civic Address	Land	Improvements	Total
21-1-5128KS	6113-50A Avenue	68,660	89,170	157,830
N1/2 13-16-RN54A	4705A-50 Street	31,080	110,820	141,900
3-39-2442AE	5016-45 Street	66,900	42,210	109,110
13A-4-6105NY	4005-58 Street	75,350	169,550	244,900

Recommendation:

That the Town of Stettler Council set the 2019 Tax Public Auction date as October 11, 2019 and approve using the 2019 assessment values as the reserve bids for all 2019 tax sale properties and that the terms for the sale be cash or certified cheque.

Town/tax/taxrecovery/timelinememo.doc

MEMORANDUM

To: Steven Gerlitz

From: Wanda Whitten

Date: July 9, 2019

Re: Tax Public Auction Date for Designated Manufactured Homes

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

Date	Action
March 28/18	Prepared Tax Arrears List
July 16/19	Council to set Reserve Bid and sale conditions
Aug. 29/19	Send copy of ad to registered property owners, owner of M/H Park and all parties having an interest in the property
Sept. 26/19	Advertise Public Auction in the Stettler Independent
Oct. 11/19	Public Auction at the Town Office at 1:00 p.m.

- Section 436.09 of the MGA states that the Public Auction must be held between April 1, 2019 and March 31, 2020.
- Under Section 436.1 of the MGA Council must set a reserve bid that is as close as reasonably possible to the market value of the designated manufactured home and any conditions that apply to the sale.
- The tax recovery process can be stopped by payment of all tax arrears prior to the sale.
- The Town may apply for ownership of the designated manufactured home if it is not sold at the public auction.
- After the Town takes title to the designated manufactured home the property owner can regain title to the designated manufactured home if all taxes are paid before the Town sells the property.

- The following designated manufactured homes will go to the Public Auction on October 11, 2019 unless the taxes are paid prior to the sale:

Civic Address	Land	Improvements	Total
#50 – 6017 – 52 Avenue	0	24,380	24,380
#57 – 6017 – 52 Avenue	0	6,680	6,680
#61 – 6017 – 52 Avenue	0	23,440	23,440
#64 – 6017 – 52 Avenue	0	16,410	16,410
#15 – 4822 – 58 Street	0	13,470	13,470

Recommendation

That the Town of Stettler Council set the 2019 Tax Public Auction date as October 11, 2019 and approve using the 2019 assessment values as the reserve bids for all designated manufactured home Tax Public Auction properties and that the terms of sale be cash or certified cheque.

Town/tax/taxrecovery/mhtimelinememo

Revenue	2019 Budget	Actual - June 30, 2019	Variance	%	Notes
Administration	\$315,332	\$144,308.66	\$171,023.34	45.76%	
Clearview swimming pool - \$13,315)					
White Sands Contract - \$32,000)					
Inter Dept Utility Transfer - \$250,000)					
Police	\$563,249	\$108,060.05	\$455,188.95	19.19%	MSI Operating - \$53,680
Traffic Fines (Budget - \$70,000)					
Provincial Grant - \$347,208					
Community Resource Program - \$86,069					Clearview 50% / County 25%
Fire	\$389,354	\$122,650.95	\$266,703.05	31.50%	regional payment from county
Disaster Services	\$0		\$0.00	0.00%	
Bylaw Enforcement	\$110,150	\$103,425.00	\$6,725.00	93.89%	Animal / Business License
Business Licenses (Budget - \$86,250 - Actual \$83,350 / Animal License - Budget \$21,700 - Actual \$19,625					
Roads, Streets, Walks, Lights	\$270,515	\$63,444.72	\$207,070.28	23.45%	
Roads Frontage - Pavement (Budget - \$62,075)					
Airport	\$10,880	\$9,134.00	\$1,746.00	83.95%	
Drainage	\$0	\$0.00	\$0.00	0.00%	
Water Supply & Distribution	\$3,135,812	\$1,288,141.64	\$1,847,670.36	41.08%	
Metered sale of water (Budget - \$1,948,772 / Actual - \$719,824 - 37%)					
Metered out of Town (Budget - \$1,064,900 / Actual - \$498,896 - 47%)					
Bulk water (Budget - \$40,000 / Actual \$12,739 - 32%)					
Sewer	\$941,490	\$395,713.55	\$545,776.45	42.03%	
Sewer Service Charges (Budget - \$880,000 / Actual \$364,831 - 41%)					
Garbage Collection & Disposal	\$817,205	\$334,844.96	\$482,360.04	40.97%	SWMA haul rebate - \$23,000
Residential Garbage Revenue (Budget - \$617,580 / Actual \$265,595 - 43%)					
Recycling Revenue (Budget - \$168,480 / Actual - \$55,892.59 - 33%)					
FCSS	\$157,148	\$82,874.00	\$74,274.00	52.74%	
Cemetery	\$23,600	\$5,334.05	\$18,265.95	22.60%	
Planning & Development	\$69,500	\$22,190.04	\$47,309.96	31.93%	
Building Permits (Budget - \$30,000 / Actual - \$16,002 - 53%)					
Economic Development - BOT	\$197,050	\$189,192.82	\$7,857.18	96.01%	
Subdivison Land	\$2,000	\$14,553.00	-\$12,553.00	727.65%	Utility Development Agreement
Land, Housing & Rentals	\$283,095	\$140,049.46	\$143,045.54	49.47%	
Health Unit - \$194,265					
Ambulance Station - \$20,100					
SRC - Library - Budget - \$40,000 + \$2,000 GST)					
Recreation - General	\$3,520	\$1,311.65	\$2,208.35	37.26%	
Recreation Programs	\$22,200	\$13,473.39	\$8,726.61	60.69%	Ball / Soccer
Facilities	\$1,192,700	\$312,767.04	\$879,932.96	26.22%	County Partnership - \$471,600
Community Hall	\$53,000	\$16,688.10	\$36,311.90	31.49%	
Senior's Center	\$17,400	\$18,063.42	-\$663.42	103.81%	
Parks	\$115,650	\$29,430.15	\$86,219.85	25.45%	
Lions Campground - Budget - \$90,000 / Actual - \$26,430 - 29%)					
Operating Contingency	\$0	\$0.00	\$0.00	0.00%	
Taxes / Penalties	\$8,746,825	\$8,717,565.47	\$29,259.53	99.67%	Incl Business Taxes / Penalties
Other Revenue	\$1,717,000	\$785,878.49	\$931,121.51	45.77%	
Franchise Fee - GAS (Budget - \$918,000 / Actual - \$499,827 - 54%)					
Franchise Fee - ELECTRIC (Budget - \$679,000 / Actual - \$237,592 - 35%)					
Return on Investments (Budget - \$120,000 / Actual - \$48,460 - 40%)					
Total Revenue	\$19,154,675	\$12,919,094.61	\$6,235,580.39	67.45%	

Expense	2019 Budget	Actual - June 30, 2019	Variance	%	Notes
Council & Legislative	\$209,100	\$104,786.47	\$104,313.53	50.11%	
	Council Honorarium (Budget - \$148,400 / Actual - \$75,799 - 51%)				
	Council per diem - Budget - \$27,000				
	Council travel & subsistance - Budget - \$16,000 / Actual - \$12,689 - 79%				
	Council membership Conferences (Budget - \$15,000 / Actual - \$11,009 - 73%)				
Administration	\$1,160,197	\$583,992.62	\$576,204.38	50.34%	Admin, Office, Computer, Assess
Police	\$1,266,458	\$237,306.99	\$1,029,151.01	18.74%	
	RCMP - Contract Billings (Budget - \$1,071,838)				
Fire	\$854,865	\$282,032.70	\$572,832.30	32.99%	
Disaster Services	\$20,218	\$477.30	\$19,740.70	2.36%	
Bylaw Enforcement	\$181,377	\$83,176.45	\$98,200.55	45.86%	
Common Services	\$146,230	\$54,921.26	\$91,308.74	37.56%	Shop
Roads, Streets, Walks, Lights	\$2,099,381	\$689,217.32	\$1,410,163.68	32.83%	
Airport	\$50,703	\$10,654.82	\$40,048.18	21.01%	
Water Supply & Distribution	\$3,040,843	\$1,183,523.82	\$1,857,319.18	38.92%	
Sewer	\$714,907	\$316,386.87	\$398,520.13	44.26%	
Garbage Collection & Disposal	\$741,935	\$210,702.15	\$531,232.85	28.40%	
FCSS	\$196,435	\$98,217.50	\$98,217.50	50.00%	
Cemetery	\$81,428	\$15,299.14	\$66,128.86	18.79%	
Planning & Development	\$386,605	\$110,703.18	\$275,901.82	28.63%	
Comm Services -Handi Bus	\$25,000	\$25,000.00	\$0.00	100.00%	
Economic Development	\$585,067	\$309,650.05	\$275,416.95	52.93%	Ec Dev, BOT. HBC
Subdivison Land	\$53,920	\$27,104.45	\$26,815.55	50.27%	Unsigntly Property
Land, Housing & Rentals (47343)	\$57,460	\$29,423.88	\$28,036.12	51.21%	
Recreation - General	\$136,160	\$57,880.13	\$78,279.87	42.51%	
Recreation Programs	\$80,480	\$63,770.58	\$16,709.42	79.24%	
Facilities	\$2,268,823	\$986,184.57	\$1,282,638.43	43.47%	
Culture	\$338,846	\$186,509.54	\$152,336.46	55.04%	Parkland, Library, Museum
Community Hall	\$122,459	\$42,003.18	\$80,455.82	34.30%	
Senior's Center	\$13,990	\$2,979.03	\$11,010.97	21.29%	
Parks	\$653,443	\$213,738.49	\$439,704.51	32.71%	
Operating Contingency	\$921,350	\$0.00	\$921,350.00	0.00%	WTP Gross Recovery, Tran to Res
	WTP gross recovery - (\$235,000) (JE made at end of year prior to Audit)				
	Available for Capital from 2019 Operating Budget for 2019 Capital Budget - \$1,076,350 (Water \$94,969 + Utility \$301,853 (sewer, waste, recycling) + Total Available for Capital - \$679,528) + Contingency - Utility - \$30,000 / Salaries - \$50,000 = \$1,156,350				
Requisitions	\$2,746,995	\$1,410,606.18	\$1,336,388.82	51.35%	
	ASFF (Budget - \$2,231,163 - Actual - \$1,072,674 - 48%)				
	ASFF Separate School (Budget - \$184,109 / Actual - \$88,514.02 - 48%)				
	County of Stettler Senior Lodges (Budget - \$331,308 - Actual \$248,481 - 75% Actual)				
Total Expense	\$19,154,675	\$7,336,248.67	\$11,818,426.33	38.30%	
Surplus / Deficit	\$0	\$5,582,845.94	-\$5,582,845.94		

GL Code	Project	Actual Project Complete Cost / Council Tender Cost / Budget cost	2019 Budget Expense - Approved by Council	Difference (Actual / Budget)	Actual - Project Expenses - June 30, 2019	Utility (Water) Avail for Capital 2019 Interim Operating Budget (Rates) - \$94,969	Utility (other) Avail for Capital 2019 Interim Operating Budget (Rates) - \$301,853	Available for Capital 2019 Interim Operating Budget (taxes) - \$679,528	General Reserve 4-15-00-00-74-700	Total Other Reserves (for capital purposes)	2019 Operating Budget	Debenture / Local Improvement	Grants - MSI (\$1,018,614 + \$52,513 = \$1,071,127)	Grants - FGT (\$328,277)	Grants - BMTG (\$60 per cap x 5952 = \$357,120)	Other	Total
ADM 6-12-03-00-30-630	Computer Replacement Program	\$12,113.00	\$14,000	\$1,887	\$12,113.00					12,113.00	Office equip						12,113.00
ADM 6-12-03-00-30-630	Computer Server Replacement	\$24,000.00	\$24,000	\$0						24,000.00	Office equip						24,000.00
FIRE 6-23-99-91-00-764	2001 Fire Engine Replace-2026-\$1M	\$100,000.00	\$100,000	\$0				100,000.00									100,000.00
FIRE 6-23-00-00-30-630	2 way radio system Replacement AFRRCs (Alberta 1st Responder Communication System) in 2021	\$60,150.00	\$60,150	\$0				60,150.00									60,150.00
FIRE 6-23-00-30-00-630	Decontamination Containment System Air Shelter (total regional expense \$18,000)	\$18,000.00	\$18,000	\$0		2,992.00			6,008.00		Disaster				9,000.00	County	18,000.00
OP 2-32-09-00-01-244	Sidewalk replacement program (yearly)	\$130,000.00	\$130,000	\$0	-\$2,570.20			\$55,000		\$75,000							130,000.00
OP 2-32-09-00-03-244	Pathway Rehab (2017 Council Direction)	\$30,500.00	\$50,000	\$19,500						\$30,500							30,500.00
OP 6-32-09-60-00-660	Pathway Expansion	\$46,000.00	\$100,000	\$54,000	\$1,200.00			\$46,000									46,000.00
OP 2-32-21-00-03-536	Pavement Patching	\$150,000.00	\$150,000	\$0				\$150,000									150,000.00
Roads 6-32-21-10-22-610	51st Avenue - 59-61st Street Cement and Paving	\$439,000.00	\$450,000	\$11,000	\$6,616.79					\$52,513			\$29,367	\$357,120.00			439,000.00
Roads 6-32-21-10-05-610	49th Ave Overlay	\$186,000.00	\$300,000	\$114,000	\$4,500.00								\$186,000				186,000.00
Roads 6-32-21-10-01-610	Downtown StreetScape Concept Planning	\$20,000.00	\$20,000	\$0				\$20,000									20,000.00
Water 6-41-11-10-22-610	Watermain replacement on 52nd Street between 48-49 Avenues	\$221,369.75	\$280,000	\$58,630	\$10,351.78							\$221,370					221,369.75
Water 6-41-11-10-23-610	Watermain replacement west of 57A Street between 46-47 Avenues	\$229,465.78	\$220,000	-\$9,466	\$6,710.83							\$229,466					229,465.78
Water 6-41-14-20-01-620	Water Reservoir Pump Upgrades	\$150,000.00	\$150,000	\$0								\$150,000					150,000.00
Water 6-41-11-30-02-630	Water Meter Reader	\$14,500.00	\$14,500	\$0	\$3,100.00	\$14,500.00											14,500.00
Water 2-41-15-00-00-554	Heart Haven / Health Unit Fire Hydrant	\$7,000.00	\$7,000	\$0		\$7,000.00											7,000.00
Sanitary 6-42-00-10-22-610	Sanitary main replacement west of 57A Street between 46-47 Avenues	\$229,465.79	\$220,000	-\$9,466	\$6,710.83							\$229,466					229,465.79
Sanitary 6-42-00-20-00-620	Lift Stations A & B Furnaces	\$30,000.00	\$30,000	\$0		\$30,000.00											30,000.00
Sanitary 6-42-01-10-11-610	Lagoon Cell C - Desludging	\$300,000.00	\$300,000	\$0	\$402.00							\$300,000					300,000.00
Storm 6-37-00-10-07-610	Storm Replacement northeast of lift station A (57 Street)	\$100,000.00	\$100,000	\$0								\$100,000					100,000.00
Equip 6-31-11-50-00-650	3/4 Tonne Truck	\$40,000.00	\$40,000	\$0		\$40,000.00											40,000.00
Equip 6-31-11-50-02-650	Tandem	\$170,000.00	\$170,000	\$0								\$170,000					170,000.00
Equip 6-31-11-30-06-630	Snow Blower	\$180,000.00	\$180,000	\$0								\$180,000					180,000.00
Equip 6-31-11-30-18-630	Vehicle Scanner	\$10,976.39	\$12,000	\$1,024	\$10,976.39		\$10,976.39										10,976.39
Equip 6-32-10-10-01-610	Christmas Decorations	\$12,000.00	\$12,000	\$0				\$12,000									12,000.00
Cem 6-56-00-60-01-660	Cemetery Columbarium	\$20,000.00	\$20,000	\$0	\$1,800.00			\$20,000									20,000.00
WTP 6-41-01-20-22-620	WTP - MCC Room Air Conditioning	\$10,000.00	\$10,000	\$0		\$10,000.00											10,000.00
WTP 6-41-01-20-23-620	WTP - Aeration for Low Lift	\$50,000.00	\$50,000	\$0	\$18,886.28	\$50,000.00											50,000.00
WTP 6-41-01-20-10-620	WTP - Cathodic Protection Distribution Line	\$100,000.00	\$100,000	\$0		\$100,000.00											100,000.00
WTP 6-41-01-20-24-620	WTP - Primary Coagulant	\$80,000.00	\$80,000	\$0	\$44,801.87	\$80,000.00											80,000.00
WTP 6-41-01-20-25-620	WTP - Modify Heating System	\$15,000.00	\$15,000	\$0	\$3,337.00	\$15,000.00											15,000.00
SRC 6-73-11-20-02-620	SRC - New Flooring - Dressing rooms	\$180,400.00	\$165,000	-\$15,400				\$180,400									180,400.00
SRC 2-73-11-02-03-239	SRC - Red Arena - Re-vamp player boxes (glass, boards and gates)	\$16,500.00	\$16,500	\$0				\$16,500									16,500.00
POOL 2-73-13-03-03-252	Pool - Roof	\$20,000.00	\$20,000	\$0				\$20,000									20,000.00
POOL 2-73-13-03-04-252	Pool - Change rooms doors and frames (Allan - April 26 - Project deleted - can be done at a later date - replace handicapped lift a priority right now - budget \$6000)	\$5,032.31	\$15,000	\$9,968	\$5,032.31			\$5,032.31									5,032.31
PARKS 6-77-02-60-00-660	Parks - Off leash dog park transition area	\$8,000.00	\$8,000	\$0				\$8,000									8,000.00
PARKS 6-77-02-60-00-660	Parks - Off leash dog park - lighting	\$12,000.00	\$12,000	\$0				\$12,000									12,000.00
PARKS 2-77-05-00-02-239	Parks - West Stettler Park - Imp (2019 Strategic Plan)	\$25,000.00	\$25,000	\$0				\$25,000									25,000.00
PARKS 6-77-81-10-00-610	Outdoor Rink - board package	\$60,000.00	\$60,000	\$0			\$60,000.00										60,000.00
Hall 6-74-14-30-02-630	Community Hall - HVAC	\$271,000.00	\$271,000	\$0	\$61,994.67				\$271,000		Community Hall & Culture Reserve						271,000.00
Planning 2-61-02-00-05-239	North ASP	\$25,000.00	\$25,000	\$0					\$25,000		Planning Reserve						25,000.00
Planning 2-69-03-00-00-252	Bus Garage Update (roofing)	\$15,000.00	\$15,000	\$0	\$14,426.88	\$15,000.00											15,000.00
Culture 2-74-99-91-00-764	Arts and Culture	\$15,000.00	\$15,000	\$0				\$15,000									15,000.00
Council Motion - 19:03:04 - March 5, 2019 (Capital Budget)			\$4,074,150														
Addition 6-73-12-30-00-630	Add: - Motion 19:03:04 - March 5 - SRC - Stepper	\$6,895.00	\$8,000	\$1,105	\$6,895.00			\$6,895									6,895.00
Addition 6-77-87-60-00-660	Add: Council Motion -19:03:19 - March 19 (Legacy Track)	\$150,000.00	\$150,000	\$0				\$150,000									150,000.00
		\$3,995,368	\$4,232,150	\$236,782	\$217,285.43	\$346,500.00	\$88,968	\$751,977	\$150,000	\$338,121	\$158,013	\$0	\$1,580,301	\$215,367	\$357,120	\$9,000	\$3,995,368.02
			5%			\$1,076,350.00	27	\$1,187,446					-\$509,174	\$112,910	\$0		\$3,995,368

2018 Carry Forward

2018 Carry Forward - Projects not Completed			Brought forward from 2018 Budget Carry Forward	2018 Approved Amount (with tender amount updates)	Difference from Budget to Actual	Actual - Project Expenses - June 30, 2019	Utility (Water) Available for Capital Budget	Utility (other) Available for Capital Budget	Available for Capital (taxes)	Transfer From General Reserves	Transfer From Other Reserves	Operating Budget	Debenture / Local Improve	Grants - MSI (\$1,018,614 + \$52,513 = \$1,071,127)	Grants - FGT (\$328,277)	Grants - BMTG (\$60 per cap x 5952 = \$357,120)	Other	Total	
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)	25,000.00	\$25,000.00										25,000.00				25,000.00	
ENG W/S	6-41-11-10-20-610	Water & Sewer replacement - 51Ave 59-61 Street - April 3 - Motion 18:04:03 - 2018 Carry Forward - \$25,000 (Melissa - December 20)	25,000.00	\$25,000.00		\$1,899.45								25,000.00				25,000.00	
ENG W	6-41-14-10-01-610	Water Reservoir Exterior and Insulation - 2018 Carry Forward - (Melissa - December 20)	50,000.00	50,000.00			10,000.00				40,000.00							50,000.00	
OP	2-41-15-00-00-554	Fire Hydrant Nozzle Replacement - 2018 Carry Forward - (Melissa - December 20)	15,000.00	15,000.00			15,000.00											15,000.00	
ENG Lag	6-42-01-10-11-610	Lagoon - Desludging Cells A,B, C, D - 2018 Carry Forward - (Melissa - December 20) - carry total balance (\$350,000-\$14,751.56 = \$335,248.44)	334,720.44	334,720.44	0.00									334,720.44				334,720.44	
ENG Lag	6-42-01-10-15-610	Lagoon - Armor Banks of Cells 7, 8, 9 - 2018 Carry Forward - (Melissa - December 20)	125,000.00	125,000.00	0.00			125,000.00										125,000.00	
ENG S	6-42-00-10-20-610	New Sewer Dump - 2018 Carry Forward - (Melissa - December 20)	115,000.00	115,000.00	0.00			115,000.00										115,000.00	
ENG S	6-32-03-60-00-660	Snow Dump Expansion	7,000.00	7,000.00		\$1,149.74		7,000.00										7,000.00	
EQT	6-33-00-30-02-630	Airport Beacon - 2018 Carry Forward - (Melissa - December 20)	17,500.00	17,500.00	0.00				17,500.00									17,500.00	
BLDG	6-41-01-20-19-620	WTP - Membrane Autopsy - 2018 Carry Forward - (Melissa - December 20)	18,000.00	18,000.00	0.00	\$520.17	18,000.00											18,000.00	
ENG W	6-41-01-10-01-610	WTP - Waste Pond Dredging - 2018 Carry Forward - (Melissa - December 20)	350,000.00	350,000.00	0.00		\$350,000.00											350,000.00	
BLDG	6-41-01-20-21-620	WTP - 400mm Distribution Line Valve - 2018 Carry Forward - (Melissa - December 20)	250,000.00	250,000.00	0.00				250,000.00									250,000.00	
BLDG	6-41-01-20-20-620	WTP - Dual Chemical Feed Line - 2018 Carry Forward - (Melissa - December 20)	25,000.00	25,000.00	0.00	\$8,152.97					25,000.00							25,000.00	
EQT	6-31-11-30-15-630	Backhoe - 2018 Carry Forward - \$6000 for new grave bucket (Melissa - December 20)	4,200.00	6,000.00	1,800.00	\$4,200.00		4,200.00										4,200.00	
EQT	6-12-02-30-03-630	Council - Board Room Chairs - 2018 Carry Forward	11,000.00	11,000.00	0.00				5,500.00								5,500.00	Clearview	
Water / Sewer	6-41-11-10-08-610	4203-50A Ave - Motion 18:05:20 - 2018 Carry Forward - \$140,000 to 2019 to complete (Melissa - January 7, 2019)	140,000.00	140,000.00	0.00									140,000.00				140,000.00	
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	24,000.00	24,000.00	0.00				24,000.00									24,000.00	
Total 2018 Carry Forward			\$1,536,420.44	\$1,538,220.44		\$15,922.33	\$393,000.00	\$251,200.00	\$47,000.00	\$250,000.00	\$65,000.00	\$0.00	\$0.00	\$524,720.44	\$0.00	\$0.00	\$5,500.00	\$0.00	\$1,536,420.44

Prior Years Carry Forward

Prior Years Carry Forward		Brought forward from Budget Carry Forward	Previous Approved Amount (with tender amount updates)	Actual - Project Expenses - June 30, 2019	Utility (Water) Available for Capital Budget	Utility (other) Available for Capital Budget	Available for Capital (taxes)	Transfer From General Reserves	Transfer From Other Reserves	Operating Budget	Debenture / Local Improve	Grants - MSI (\$1,018,614 + \$52,513 = \$1,071,127)	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 Enginnering and final work. - 2018 Carry Forward - Warranty Expires in 2019 - carry forward balance (25,000-8587.35=16,412.65) - Melissa January 7, 2019	\$16,413.00	16,413.00							CAP-8973			16,413.00		16,413.00	
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 Enginnering and final work. - 2018 Carry Forward - Warranty Expires in 2019 - carry forward balance - Melissa January 7, 2019	\$10,000.00	10,000.00							CAP-8974			10,000.00		10,000.00	
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	\$10,000.00	10,000.00					10,000.00	Walking Pathway Reserve (bal \$67,982)						10,000.00	
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	\$32,550.00	32,550.00		16,275.00									16,275.00	County	32,550.00
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	\$59,950.00	59,950.00		59,950.00									0.00	AMWWP	59,950.00
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	\$34,706.73	34,706.73	\$2,201.72	34,706.73											34,706.73
Creek	Red Willow Creek	Red Willow Creek Study (from 2018)	\$181.00		\$181.00	181.00											181.00
Lagoon	6-42-01-10-12-610	Lagoon - Legal	\$3,750.60	0.00	\$3,750.60	3,750.60											3,750.60
Total Previous Years Carry Forward		\$167,551.33	\$163,619.73	\$6,133.32	\$0.00	\$114,863.33	\$0.00	\$0.00	\$10,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$26,413.00	\$16,275.00	\$0.00	\$167,551.33
Total 2019 Capital Budget (Inc Carry Forward)		\$5,699,339.79	\$5,933,990.17	\$239,341.08	739,500.00	455,031.72	798,977.31	400,000.00	413,121.00	158,013.00	0.00	2,105,021.76	215,367.00	383,533.00	30,775.00		5,699,339.79
				4%			1,993,509.03		813,121.00	Total Grants Available 2019		2,382,410.67	404,996.20	409,068.92		0.00	
							Total Reserves		2,806,630.03	Balance		277,388.91	189,629.20	25,535.92			

**TOWN OF STETTLER
BANK RECONCILIATION
AS OF JUNE 30, 2019**

Net Balance at End of Previous Month	\$	5,763,398.33
ADD: General Receipts (summarized below)		6,117,290.48
Interest Earned (Prime 3.95% less 1.65% = 2.30%)		11,434.28
Investments Matured		-
SUBTOTAL		11,892,123.09
LESS: General Disbursements		1,534,688.92
Payroll		306,213.51
Investments		-
Debenture Payments		102,215.59
Returned Cheques		1,543.23
Bank Charges		1,094.59
SUBTOTAL		1,945,755.84
NET BALANCE AT END OF CURRENT MONTH (General Ledger)	\$	9,946,367.25
Balance at End of Month - Bank		9,899,805.15
ADD: Outstanding Deposits		152,209.05
LESS: Outstanding Cheques		105,646.95
		9,946,367.25
NET BALANCE AT END OF CURRENT MONTH (Bank)	\$	9,946,367.25
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	\$	11,946,367.25

THIS STATEMENT SUBMITTED TO COUNCIL THIS 16TH DAY OF JUL 2019

MAYOR

ASSISTANT CAO

GENERAL RECEIPTS SUMMARY		
Tax	AR	5,272,934
Utility	AR	269,359
HYC	Awesome Auction	51,950
Hiway 12/21	Water	98,616
Alta Gas	Franchise	67,324
ATCO	Franchise	66,000
AB Trans		20,375
County of Stettler	Reveivable	103,119
GST	May GST	16,577
AB Health Serv	AE Kennedy Rental	16,266
Library	Salary Reversal	14,448
Library	Rental	10,500
Other		109,822
	Total	6,117,290

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	73824
Cheque Date	First	Last		73828

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
=====			
Bixby, Jaydee	73824	2019-07-05	\$800.00

Invoice Description		Invoice Number	Invoice Amount

Other Events Jul 10th Entertai		2019	\$800.00
=====			
Parkland Regional Library	73825	2019-07-05	\$12,889.80

Invoice Description		Invoice Number	Invoice Amount

Library 3rd Qtr Requisition		190219	\$12,889.80
=====			
Quokka Systems Consulting	73826	2019-07-05	\$103.95

Invoice Description		Invoice Number	Invoice Amount

Parks Lions Campground Advert		24066-2019	\$103.95
=====			
Tru-Fence	73827	2019-07-05	\$278.25

Invoice Description		Invoice Number	Invoice Amount

Parks Repair Chainlink Fence		2097	\$278.25
=====			
Woodhill Instrumentation	73828	2019-07-05	\$655.20

Invoice Description		Invoice Number	Invoice Amount

WTP Calibrate Pall inlet Valve		22229	\$655.20

		Total Cheques	\$14,727.20
			=====

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	73829
Cheque Date	First	Last		

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Receiver General for Canada	73829	2019-07-05	\$64,613.67

Invoice Description	Invoice Number	Invoice Amount	
Town Tax Remittance	PP14-19	\$50,750.23	
Town Tax Remittance	PP14-19.	\$11,577.48	
BOT Tax Remittance	PP14-19.BOT	\$1,805.78	
SVWS Tax Remittance	PP14-19.SVWS	\$480.18	
	Total Cheques		\$64,613.67
			=====

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	73831
Cheque Date	First	Last		73852

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Canada Post Corporation	73831	2019-07-12	\$1,991.02

Invoice Description		Invoice Number	Invoice Amount

Water Billing & SVWS Postage		9691821088	\$1,991.02

Caro Analytical Services	73832	2019-07-12	\$157.50

Invoice Description		Invoice Number	Invoice Amount

WTP Water Analysis		IC1909657	\$157.50

Diverse Signs N Designs Inc.	73833	2019-07-12	\$495.90

Invoice Description		Invoice Number	Invoice Amount

Sewer 5 flushing sewer signs		5796	\$162.87
P&L HBC Banner		5653	\$215.93
P&L 4 - Block Pary Signs		5749	\$117.10

Elsasser, Ross	73834	2019-07-12	\$11,550.00

Invoice Description		Invoice Number	Invoice Amount

Canada Day Firewords		1902	\$11,550.00

Fastimes Towing	73835	2019-07-12	\$212.63

Invoice Description		Invoice Number	Invoice Amount

Bylaw Move Shed to Shop Yard		2214	\$212.63

Frere, Lewis	73836	2019-07-12	\$400.00

Invoice Description		Invoice Number	Invoice Amount

Jul 17th Park Entertainment		2019.06.04	\$400.00

GFOA Alberta Chapter	73837	2019-07-12	\$134.40

Invoice Description		Invoice Number	Invoice Amount

Admin GFOA Memberships		4260	\$134.40

Kathy's Printing Service	73838	2019-07-12	\$397.95

Invoice Description		Invoice Number	Invoice Amount

Office 1500 Assessment Notice		4671	\$282.45
HBC Green Tips		4655	\$52.50
P&L Music in the park ad		4658	\$63.00

L&K Land Management INC.	73839	2019-07-12	\$437.30

Invoice Description		Invoice Number	Invoice Amount

Refund Credit Balance on Tax		2019.07.04	\$437.30

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Landman Reule Law Office	73840	2019-07-12	\$1,743.48
Invoice Description	Invoice Number	Invoice Amount	
Refund Overpayment on Tax	2019.07.04	\$1,743.48	
Petroleum Tank Management Ass.	73841	2019-07-12	\$65.00
Invoice Description	Invoice Number	Invoice Amount	
Shop Fuel Tank Registration	190022820301	\$65.00	
Shanahan's	73842	2019-07-12	\$131.25
Invoice Description	Invoice Number	Invoice Amount	
SRC Partition parts	1950927	\$131.25	
Stettler Agri-Centre	73843	2019-07-12	\$1,067.68
Invoice Description	Invoice Number	Invoice Amount	
Parks/Trans/Water repair parts	1374S	\$870.33	
Trans Plow bolts unit #117	1682S	\$11.75	
Parks Weedeater String	1791S	\$136.48	
Parks Replacement Chains	1793S	\$49.12	
Stingray Radio Inc.	73844	2019-07-12	\$787.50
Invoice Description	Invoice Number	Invoice Amount	
Misc Dept Advertising	301847-6	\$682.50	
HBC Walk N Roll Advertising	324545-2	\$105.00	
Student Works Painting	73845	2019-07-12	\$1,549.80
Invoice Description	Invoice Number	Invoice Amount	
Bus Garage Contracted Painter	2019.05.03.2	\$1,549.80	
Sunderman Trucking Ltd.	73846	2019-07-12	\$3,937.50
Invoice Description	Invoice Number	Invoice Amount	
Parks Ball Diamond shale	12754	\$3,937.50	
Superior Truck Equipment Inc.	73847	2019-07-12	\$2,565.80
Invoice Description	Invoice Number	Invoice Amount	
Equip Hydrovac Actuator #162	8092S	\$1,134.23	
Hydrovac Eye bolts for door	8267S	\$221.97	
Hydrovac Fan coupler #162	8488S	\$1,209.60	
Today's Sweet Cakery	73848	2019-07-12	\$210.00
Invoice Description	Invoice Number	Invoice Amount	
Canada Day Cupcakes	2019.07.01	\$210.00	
W.R. Meadows of Western Canada	73849	2019-07-12	\$3,206.62
Invoice Description	Invoice Number	Invoice Amount	
Office/Health Unit/Traffic/SRC	120006841	\$3,206.62	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Wilford, Dallas	73850	2019-07-12	\$250.00

Invoice Description	Invoice Number	Invoice Amount	
SRC CUPE Clothing Allowance	2019.06.25	\$250.00	

Yellow Pages	73851	2019-07-12	\$55.44

Invoice Description	Invoice Number	Invoice Amount	
Office Jun Directory Advertisi	19-7269846	\$55.44	

Aspen Ford Sales Ltd.	73852	2019-07-12	\$85.56

Invoice Description	Invoice Number	Invoice Amount	
Park Transmission Band #8	314604	\$85.56	

		Total Cheques	\$31,432.33

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	First
Cheque Date	2019-07-09	2019-07-09		Last

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
APEX Supplementary Pension Pla	EFT0001456	2019-07-09	\$374.85

Invoice Description	Invoice Number	Invoice Amount	
Supplementary Pension Plan Tr	PP14-19	\$374.85	

Barnes, Roger	EFT0001457	2019-07-09	\$25.00

Invoice Description	Invoice Number	Invoice Amount	
SRC July Phone Allowance	2019.07.01	\$25.00	

Canadian Union of Public Emplo	EFT0001458	2019-07-09	\$880.00

Invoice Description	Invoice Number	Invoice Amount	
Union Dues	PP14-19	\$880.00	

Dodd, Sonia	EFT0001459	2019-07-09	\$25.00

Invoice Description	Invoice Number	Invoice Amount	
Pool Facility July Phone Allow	2019.07.01	\$25.00	

Stettler FCSS	EFT0001460	2019-07-09	\$49,108.75

Invoice Description	Invoice Number	Invoice Amount	
FCSS 3rd Qtr 2019 Requisition	2019.07.01	\$49,108.75	

Gerlitz, Steven	EFT0001461	2019-07-09	\$100.00

Invoice Description	Invoice Number	Invoice Amount	
Admin/Office Jul Phone & Trvl	2019.07.01	\$100.00	

Graham, Leann	EFT0001462	2019-07-09	\$175.00

Invoice Description	Invoice Number	Invoice Amount	
P&D July Phone & Trvl Allowanc	2019.07.01	\$175.00	

Howe, Graham	EFT0001463	2019-07-09	\$25.00

Invoice Description	Invoice Number	Invoice Amount	
Cemetery/SRC July Phone Allow	2019.07.01	\$25.00	

Oakcreek Golf & Turf Inc.	EFT0001464	2019-07-09	\$19,601.56

Invoice Description	Invoice Number	Invoice Amount	
Cemetery Zmaster 8000 Mower	2208210	\$19,601.56	

QM Contracting	EFT0001465	2019-07-09	\$1,575.00

Invoice Description	Invoice Number	Invoice Amount	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Water Billing Jun Meter Reader	931368		\$1,575.00
Robbins, Brad	EFT0001466	2019-07-09	\$200.00

Invoice Description	Invoice Number	Invoice Amount	
P&L Jul Travel Allowance	2019.07.01	\$100.00	
P&L June Travel Allowance	2019.06.01	\$100.00	
Stettler Public Library	EFT0001467	2019-07-09	\$61,425.51

Invoice Description	Invoice Number	Invoice Amount	
Library 3rd Qtr Requisition	2019.3	\$61,425.51	
Switenky, Greg	EFT0001468	2019-07-09	\$370.00

Invoice Description	Invoice Number	Invoice Amount	
Admin/Office Jul Phone & Trvl	2019.07.01	\$370.00	
Tagish Engineering Ltd.	EFT0001469	2019-07-09	\$3,180.88

Invoice Description	Invoice Number	Invoice Amount	
TS95-2019 Road Construction Pr	17010	\$1,457.19	
TS94-52nd Street Water Main Re	17009	\$802.31	
TS93-57A St Lane Infrastructur	17008	\$921.38	
Total Cheques			\$137,066.55

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	ONL000185
Cheque Date	First	Last		ONL000188

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Rogers	ONL000185	2019-07-12	\$54.60

Invoice Description		Invoice Number	Invoice Amount

Fire Joint 06.19-07.18 Data Pl		2029319581	\$54.60

Shaw Cable	ONL000186	2019-07-12	\$73.50

Invoice Description		Invoice Number	Invoice Amount

Comm Hall 07.17-08.16 Wifi		2019.06.17	\$73.50

Telus Communications	ONL000187	2019-07-12	\$2,830.50

Invoice Description		Invoice Number	Invoice Amount

Telus Jun 22 to Jul 21		2019.06.23	\$2,830.50

Telus Mobility Inc.	ONL000188	2019-07-12	\$1,254.51

Invoice Description		Invoice Number	Invoice Amount

Telus Mobility Jun 22 - Jul 21		2019.06.21	\$1,254.51

		Total Cheques	\$4,213.11

			=====

**MINUTES OF THE REGULAR STETTLER WASTE MANAGEMENT AUTHORITY MEETING
HELD ON FRIDAY, JUNE 21, 2019 AT 10:00 A.M., IN THE COUNCIL CHAMBERS OF THE
COUNTY OF STETTLER NO. 6 ADMINISTRATION BUILDING, STETTLER, ALBERTA**

PRESENT: Malcolm Fischer, Town of Stettler Councillor (Chairperson)
Sean Nolls, Town of Stettler Councillor
Wayne Nixon, County of Stettler Councillor
Ernie Gendre, County of Stettler Councillor (Vice Chairperson)
Sandra Schell, Village of Big Valley
Paul McKay, Village of Donalda
Dan Hiller, Summer Village of Rochon Sands
Carl Cornelssen, Summer Village of White Sands
John Pearson, Stettler Member at Large
Grace Fix, Volunteer Recycling Member

Other: Rene Doucette, Manager/SWMA Representative
Yvette Cassidy, County of Stettler CAO (SWMA CAO)
Larry Clarke, County of Stettler No. 6 Reeve
Greg Switenky, Town of Stettler CAO
Andrew Brysiuk, Director of Technology Services
Marlene Hanson, County of Stettler Executive Assistant

CALL TO ORDER

The meeting was called to order at 10:00 a.m., Friday, June 21, 2019 by Chairperson Malcolm Fischer.

As the Village of Gadsby Council members have resigned, the Village of Gadsby will no longer have representatives attending the Stettler Waste Management Authority Meetings.

AGENDA ADDITIONS AND APPROVAL

14.06.21.19 Moved by Sean Nolls
"that the June 21, 2019 agenda for the Stettler Waste Management Authority Meeting be approved with the following addition:
1. County Recycling." Carried Unanimously

MINUTES APPROVAL

15.06.21.19 Moved by John Pearson
"that the March 22, 2019 Stettler Waste Management Authority Meeting minutes be approved as presented." Carried Unanimously

IN-CAMERA

16.06.21.19 Moved by Dan Hiller
"that the Stettler Waste Management Authority enter into an in-camera session at 10:05 a.m. to discuss items exempt from disclosure in the *Freedom of Information and Protection of Privacy Act* as: Section 19: Confidential Evaluations – Gadsby Transfer Station."
Carried Unanimously

17.06.21.19 Moved by Sean Nolls
"that the Stettler Waste Management Authority exit out of in-camera at 11:02 a.m." Carried Unanimously

The meeting reconvened.

MANAGER'S REPORT

18.06.21.19

Moved by Ernie Gendre

“that the Stettler Waste Management Manager’s Report dated June 21, 2019, as amended during the in-camera session, be accepted for information.”

Carried Unanimously

FINANCIALS

Accounts Payable – Cheque Register, Accounts Payable – Electronic Funds Transfer, Accounts Payable Direct Debit - Visa, Monthly Bank Reconciliations, Reserves and Year to Date Budget Report:

19.06.21.19

Moved by Paul McKay

“that the Accounts Payable - Cheque Register (cheque 3848 to 3881); Accounts Payable – Electronic Funds Transfer for the period ending June 13, 2019; and Accounts Payable Direct Debit – Visa for the period ending June 13, 2019, attached and forming part of these minutes, be approved as presented.”

Carried Unanimously

20.06.21.19

Moved by Sandra Schell

“that the Monthly Bank Reconciliations for the periods ending March 29, April 30 and May 31, 2019; Reserves for March 29, April 30 and May 31, 2019; and Year to Date Budget Report for the period ending May 31, 2019, attached and forming part of these minutes, be approved as presented.”

Carried Unanimously

BUSINESS ARISING FROM PREVIOUS MINUTES

None

NEW BUSINESS

County Recycling:

Through discussion the following was identified:

- Grace Fix asked for an explanation on the increase in recycling expenses for the County. It was identified that the increase is due to rising costs related to hauling. County of Stettler Recycling Budget will increase to close to \$100,000.
- CAO Cassidy identified that updating the Business Plan, followed by some Strategic Planning has been considered.
- Sean Nolls noted that City of Lacombe is cancelling the Recycling program (pick-up) as the items are being landfilled. Suggested that this Board needs to be really careful on this.
- Malcolm Fischer noted that recycling is up for negotiations, therefore, will be tendered with consideration being discussed regarding the Recycling Pick-up Program and whether to refer to the program as recycling (should be recycled locally and/or in Alberta). Concerned as recycling ends up in the landfill.
- Alberta Recycling Board is in Edmonton - Grace Fix reported that recycling was gathered and sent overseas. In October, China decided not to take recycling. Turkey, Malaysia and Poland still take recycling, however, are choosy. At the moment there are no local options.
- Wayne Nixon noted that Plastic Recycling have started a twine and grain bag recycling program in Alberta. The product is ground up and made into plastic bags. Noted that this is a flawed system.
- John Pearson reported that in Minnesota a plant recycles the plastics into asphalt.
- Foesier Heavy Duty Service in Stettler will take used oil.

RECYCLING REPORT

Grace Fix explained and answered questions from her report.

- Noting that she would like to see recycling done locally, suggesting to possibly pay the recycler a fee for each mattress – put the word out.
- Suggested to educate the public on the dangers of refrigerant. Operators in other municipalities are trained, purging the refrigerant on site and charge a fee (approximately \$25).

Rene Doucette identified that the fridges dropped off at the landfill are taken elsewhere, then the refrigerant is removed.

It was suggested that fridges be placed in a fenced area with a locking gate. Rene Doucette will investigate and report at the next meeting.

21.06.21.19 Moved by Sean Nolls
 “that the Stettler Waste Management Authority postpone the Mattress Recycling Program until December 31, 2019 and for Administration to prepare a Mattress Recycling Program ad seeking local interest to host the program.”
Carried Unanimously

22.06.21.19 Moved by Sean Nolls
 “that the Stettler Waste Management Recycling Report dated June 21, 2019 be received for information.”
Carried Unanimously

NEXT MEETING

The next meeting is scheduled for September 20, 2019 at 10:00 a.m.

ADJOURNMENT

23.06.21.19 Moved by Carl Cornelssen
 “that the Stettler Waste Management Authority Meeting be adjourned at 11:44 a.m.”
Carried Unanimously

Chairperson

SWMA Chief Administrative Officer

JUN26 2019

Prince Edward Island bans single-use plastic bags

Islanders and businesses will start removing 30-million, single-use plastic bags from the waste stream each year to protect the environment when the *Plastic Bag Reduction Act* comes into effect July 1.

The purpose of the Act is to reduce waste and environmental damage resulting from single-use checkout bags. Prince Edward Island is the first province in Canada to put in place a province-wide plastic bag ban.

“Islanders are leaders in recycling and we can take pride in the fact we have the lowest amount of waste per person,” said Brad Trivers, Minister of Environment, Water and Climate Change. “Getting rid of the waste associated with plastic shopping bags protects our ocean and our Island.”

The Act encourages the use of reusable shopping bags and prohibits businesses from providing plastic checkout bags to customers. Instead, consumers are encouraged to use higher quality reusable bags which generally hold more, are more durable and produce less waste, or paper bags.

“This initiative demonstrates PEI’s leadership in waste management, and reinforces that ‘rethinking’, then reducing, reusing and recycling are more important than ever as we move forward,” said Gerry Moore, Chief Executive Officer of the Island Waste Management Corporation.

The intent of the Act is not to replace plastic checkout bags with paper bags. Businesses will charge a minimum fee of 15 cents for paper and \$1 for reusable bags to limit excessive amounts of checkout bags. The mandatory minimum fees will also help Island businesses with the cost of transitioning from plastic and paper to reusable bags.

Other information related to the Act:

- The Act targets checkout bags (the bag you would normally receive from a cashier);
- Businesses should not offer free paper or free reusable checkout bags; however, there is an exception to provide small recyclable paper bags (size: less than 600 square centimetres) at no charge;
- Limited exemptions for plastic bag use in stores include bags used to protect prepared foods, loose items, food safety, medications, dry cleaning or some bulk items (refer to sub-section 5 of the Act for a full list of exemptions);
- Businesses may use up existing bag supplies purchased prior to July 1, 2019; and,

- The Department of Environment, Water and Climate Change will welcome consultations on all types of single-use packaging with Islanders and businesses this fall.

For more information visit, Plastic Bag Reduction.

Media contact:

Leanne Ritchie
 Department of Environment, Water and Climate Change
 902-314-0134
 leanneritchie@gov.pe.ca

Tweets by @InfoPEI



Government of PEI
 @InfoPEI

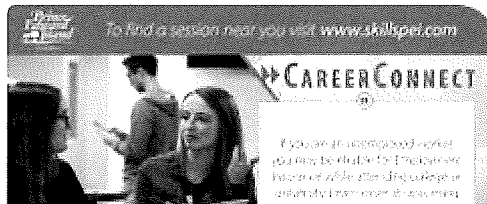
Cold planing, sealing on Route 12 in Miscouche #peigovnewsrelease
 princeedwardisland.ca/en/alert/cold-...

2h



Government of PEI
 @InfoPEI

Career Connect sessions are coming up next week at Future Tech West in O'Leary, July 9th at 2pm and at 6pm and in Summerside at Credit Union Place, July 11th also at 2pm and 6pm #skillspei



Embed

View on Twitter

General Inquiries

Department of Environment, Water and Climate Change
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 Charlottetown, PE C1A 7N8

Plastic Bag Reduction

As of July 1, 2019, shoppers and businesses of Prince Edward Island are encouraged to use reusable bags when shopping.

The *Plastic Bag Reduction Act* (Bill No. 114) comes into effect **July 1, 2019**. The intent of the law is to reduce waste and environmental damage resulting from single-use checkout bags and to encourage a shift to use of reusable bags.

The Act prohibits a business from providing plastic checkout bags to customers. The alternate use of paper bags or higher quality reusable bags is encouraged as they generally hold more, result in less waste and are more durable.

For business owners and managers

What does this mean to me as a PEI business owner or manager?

This law, the *Plastic Bag Reduction Act* applies to all businesses that provide checkout bags (not just grocery) as of July 1, 2019. The following key points apply to businesses of Prince Edward Island:

- as a business, you can no longer provide plastic checkout bags to customers;
- no biodegradable or compostable checkout bags as an option;
- paper bags are an option (with a minimum charge of \$0.15 per bag) or reusable checkout bags (with a minimum charge of \$1.00 per bag);
- no FREE paper or free reusable checkout bags. There is an exception to provide small recyclable paper bags (height x width = <600 sq cm) at no charge;
- limited exemptions include bags used to protect prepared foods, loose items, food safety, medications, dry cleaning or some bulk items (refer to sub-section 5 of the Act for list of exemptions);
- your business will retain the fee (subject to HST) collected for both the paper and reusable checkout bags. The fee must be displayed on the customer receipt;
- a business may use up existing bag supplies purchased prior the effective date of the act;
- a Business Fact Sheet is available for download

The above posters are available for download (click on the image). Printed posters are available at no charge at the **Department of Environment, Water and Climate Change, PEI Access Sites**, and the various PEI Chambers of Commerce.

For consumers

What does this mean to me as a consumer?

As a consumer, plastic checkout bags will no longer be available at PEI business locations (not just grocery) after July 1, 2019. Other details include:

- a store may provide you with a paper bag option (at a minimum cost of \$0.15 per bag) or a reusable checkout bag (at a minimum cost of \$1.00 per bag);
- a store should not offer free paper or free reusable checkout bags; "small recyclable paper bags" are an exception;
- bags used to protect prepared foods are exempt;
- biodegradable or compostable checkout bags are prohibited;
- there are limited exemptions for a store to provide plastic bags for loose items, medications, dry cleaning, some bulk items and for food safety (refer to sub-section 5 of the Act for list of exemptions);
- Download the Consumer Question and Answer sheet

Consumers can download the poster above, Plastic Bag Reduction Act - Here's What You Need to Know

Contact:

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3rd SESSION, 65th GENERAL ASSEMBLY
Province of Prince Edward Island
67 ELIZABETH II, 2018

Chapter 38

(Bill No. 114)

Plastic Bag Reduction Act

Allen F. Roach
MLA

PRIVATE MEMBER'S BILL

Carol Mayne
Acting Queen's Printer
Charlottetown, Prince Edward Island



PLASTIC BAG REDUCTION ACT

Chapter 38

(Assented to June 12, 2018)

BE IT ENACTED by the Lieutenant Governor and the Legislative Assembly of the Province of Prince Edward Island as follows:

1. Definitions

In this Act,

- (a) “**checkout bag**” means
 - (i) any bag intended to be used by a customer for the purpose of transporting items purchased or received by the customer from the business providing the bag, and
 - (ii) a bag used to package take-out food or food to be delivered, and includes a paper bag, plastic bag and reusable bag;
- (b) “**business**” means a business incorporated under the *Companies Act* R.S.P.E.I. 1988, Cap. C-14, or required to be registered under the *Extra-provincial Corporations Registration Act* R.S.P.E.I. 1988, Cap. E-14, and includes a sole proprietorship, a partnership or a co-operative association engaged in a retail operation and, for the purposes of section 4, a person employed by, or operating on behalf of, a business;
- (c) “**paper bag**” means a bag made out of paper that is recyclable;
- (d) “**plastic bag**” means any bag made with plastic, including biodegradable plastic or compostable plastic, but does not include a reusable bag;
- (e) “**reusable bag**” means a bag with handles that is
 - (i) intended to be used for transporting items purchased or received by the customer from a business,
 - (ii) designed and manufactured to be capable of at least 100 uses, and
 - (iii) primarily made of cloth or other washable fabric;
- (f) “**small paper bag**” means any bag made out of paper that is less than 15 centimetres by 20 centimetres when flat.

2. Purpose

The purpose of this Act is to reduce the use by businesses of single-use checkout bags, to reduce waste and environmental damage and to promote responsible and sustainable business practices in Prince Edward Island.

3. Minister responsible

- (1) The Minister of Communities, Land and Environment is the Minister responsible for the administration of this Act.

Appointment of inspector

- (2) The Minister may appoint a person in accordance with the regulations as an inspector for the purposes of this Act.

4. Checkout bag prohibition

- (1) Except as provided in this Act, no business shall provide a checkout bag to a customer.

Exception

- (2) A business may provide a checkout bag to a customer only if
- (a) the customer is first asked whether, and confirms that, the customer needs a bag;
 - (b) the bag provided is a paper bag or a reusable bag; and
 - (c) the customer is charged a fee of not less than
 - (i) 15 cents for a paper bag, and
 - (ii) \$1 for a reusable bag.

Prohibition

- (3) For greater certainty, no business shall
- (a) sell or provide to a customer a plastic bag; or
 - (b) provide a checkout bag to a customer free of charge.

Idem

- (4) No business shall deny or discourage the use by a customer of the customer's own reusable bag for the purpose of transporting items purchased or received by the customer from the business.

5. Exemptions

- (1) Section 4 does not apply to
- (a) small paper bags;
 - (b) bags used to
 - (i) package loose bulk items such as fruit, vegetables, nuts, grains or candy,
 - (ii) package loose small hardware items such as nails and bolts,
 - (iii) contain or wrap frozen foods, meat, poultry or fish, whether pre-packaged or not,
 - (iv) wrap flowers or potted plants,
 - (v) protect prepared foods or bakery goods that are not pre-packaged,
 - (vi) contain prescription drugs received from a pharmacy,
 - (vii) transport live fish,
 - (viii) protect linens, bedding or other similar large items that cannot easily fit in a reusable bag,
 - (ix) protect newspapers or other printed material intended to be left at the customer's residence or place of business,



- (x) protect clothes after professional laundering or dry cleaning,
 - (xi) package medical supplies and items used in the provision of health services;
or
 - (xii) protect tires that cannot easily fit in a reusable bag;
- (c) a bag of a type or material or that is to be used for a purpose specified in the regulations.

Non-application

- (2) Section 4 does not limit or restrict the sale of bags, including plastic bags, intended for use at the customer's home or business, that are sold in packages of multiple bags.

Limited exception

- (3) Notwithstanding clauses 4(2)(c) and 4(3)(b), a business may provide a checkout bag free of charge if
- (a) the business meets the other requirements of section 4(2);
 - (b) the bag has already been used by a customer; and
 - (c) the bag is suitable for, and has been returned to the business for, the purpose of being re-used by other customers.

Not retroactive

- (4) Section 4 does not apply to a checkout bag that was purchased by a business prior to the coming into force of this Act.

6. Offence

- (1) A person who
- (a) contravenes a provision of this Act;
 - (b) consents to, allows, or permits an act or thing to be done contrary to this Act; or
 - (c) neglects or refrains from doing anything required to be done by a provision of this Act,
- is guilty of an offence and liable on summary conviction to a fine
- (d) in the case of a corporation, of not less than \$100 and not more than \$10,000; and
 - (e) in the case of an individual, of not less than \$50 and not more than \$500.

Multiple and continuing contraventions

- (2) Each occurrence of a contravention of a provision of this Act, and each day or part of a day on which a contravention continues, constitutes a separate offence.

7. Regulations

The Lieutenant Governor in Council may make regulations

- (a) specifying types of bags, material from which bags are made or the purpose for which a bag may be used for the purpose of clause 5(1)(c);
- (b) respecting the appointment and powers of inspectors; and
- (c) respecting any other matter necessary or advisable to carry out the intent and purposes of this Act.

8. Graduated implementation

(1) Subsection 4(2) of this Act is amended

- (a) in subclause(c)(i), by the deletion of the words “15 cents” and the substitution of the words “25 cents”; and**
- (b) in subclause (c)(ii), by the deletion of the words “\$1” and the substitution of the words “\$2”.**

Idem

(2) Subsection 5(4) of this Act is repealed.

9. Commencement

- (1) Subject to subsection (2), this Act comes into force on July 1, 2019.
- (2) Sections 6 and 8 of this Act come into force on January 1, 2020.



Chapter 38

(Bill No. 114)

Plastic Bag Reduction Act

STAGE:	DATE:
<i>1st Reading:</i>	April 17, 2018
<i>2nd Reading:</i>	May 1, 2018
<i>To Committee:</i>	May 1, 17, 24 & 29, 2018
<i>Reported:</i>	May 1, 17, 24 & 29, 2018 June 5 & 7, 2018
<i>3rd Reading and Pass:</i>	June 8, 2018
<i>Assent:</i>	June 12, 2018

SIGNATURES:

Honourable Antoinette Perry, Lieutenant Governor

Honourable Francis (Buck) Watts, Speaker

Charles H. MacKay, Clerk

Allen F. Roach
MLA

PRIVATE MEMBER'S BILL

2018
3rd SESSION, 65th GENERAL ASSEMBLY



Communities, Land
and Environment

Plastic Bag Reduction Act

What YOUR BUSINESS Needs to Know

Bill No. 114, the ***Plastic Bag Reduction Act*** received Royal Assent on June 12, 2018 and **will come into force on July 1, 2019**. The intent of the Act is to reduce waste and environmental damage resulting from single-use checkout bags, by incenting the shift to reusable bags.

Here are some of the key points businesses “need to know”:

- **The *Plastic Bag Reduction Act* comes into force on July 1, 2019.**
- The Act prohibits a business from providing plastic checkout bags to customers.
- The Act applies to all businesses that provide checkout bags (not just grocery).
- The Act prohibits biodegradable or compostable checkout bags.
- A business may provide a customer with a paper bag or a reusable checkout bag.
- A business is required to charge a minimum of \$0.15 for a paper checkout bag.
- A business is required to charge a minimum of \$1.00 for a reusable checkout bag.
- A business will retain the fee collected for both the paper and reusable checkout bags.
- The fee is subject to HST and should appear on the customer receipt.
- A business is prohibited from providing free paper or reusable checkout bags, except for a “small paper bag” that may be provided at no charge (≤ 600 sq. cm – note variance from Act).
- Paper bags must be recyclable.
- Some limited exemptions are provided for loose items, food safety, medications, dry cleaning or some bulk items (*please refer to sub-section 5 of the Act for list of exemptions*).
- A bag used to protect prepared foods is exempt. A bag used to transport protected prepared foods is included.
- A business may use up existing bag supplies purchased prior to the coming into force of the Act.

Reusable bags are encouraged, as they are generally of higher quality, hold more and provide a durable marketing and branding opportunity for Island businesses.

We encourage all businesses to review their obligations under the *Plastic Bag Reduction Act* to ensure they have the appropriate inventory of checkout bags on July 1, 2019.

We welcome your questions and comments to jshughes@gov.pe.ca

*In the event of a discrepancy between the information provided above and the *Plastic Bag Reduction Act*, the Act shall prevail.*



Plastic Bag Reduction Act

Q&A

Bill No. 114, the ***Plastic Bag Reduction Act*** received Royal Assent on June 12, 2018 and **will come into force on July 1, 2019**. The intent of the Act is to reduce waste and environmental damage resulting from single-use checkout bags, by incenting the shift to reusable bags.

Common Questions & Answers...

Q: What is the purpose of the *Plastic Bag Reduction Act*?

A: The intention of the Plastic Bag Reduction Act is to reduce the waste and environmental damage resulting from single-use checkout bags.

Q: After July 1, 2019, will businesses still provide plastic bags?

A: After July 1, 2019 businesses will no longer be permitted to distribute plastic bags, although they will be allowed to use up any inventory of plastic bags.

Q: Does the Plastic Bag Reduction Act only apply to grocery stores?

A: The Act applies to all businesses that distribute checkout bags.

Q: What type of checkout bags will be available?

A: After July 1, 2019 businesses will be permitted to distribute paper bags and reusable bags.

Q: Is there a charge for the paper or reusable bags?

A: Yes. The Act requires businesses to charge a minimum of 15 cents for a larger paper bag and a minimum of \$1.00 for a reusable bag. Small paper bags have no charge.

Q: Why is there a minimum charge for paper and reusable bags?

A: The main goal of the legislation is to reduce single-use bags and encourage reusable bags, not simply to replace single-use plastic bags with single-use paper bags. Consumers are encouraged employ reusable bags where reasonably possible. The charge is intended to encourage higher quality reusable bags.

Q: Can I bring my own bags?

A: Yes. You can bring your own bags for reuse, as long as they are clean and in reasonably good condition.

Q: Are businesses allowed to give away free bags after July 1, 2019.

A: The Plastic Bag Reduction Act prohibits a business from giving out free bags after July 1, 2019.

Q: Are there any exemptions?

Y: Section 5 of the Plastic Bag Reduction Act provides for the following exemptions:

5. Exemptions (1) Section 4 does not apply to (a) small paper bags; (b) bags used to (i) package loose bulk items such as fruit, vegetables, nuts, grains or candy, (ii) package loose small hardware items such as nails and bolts, (iii) contain or wrap frozen foods, meat, poultry or fish, whether pre-packaged or not, (iv) wrap flowers or potted plants, (v) protect prepared foods or bakery goods that are not pre-packaged, (vi) contain prescription drugs received from a pharmacy, (vii) transport live fish, (viii) protect linens, bedding or other similar large items that cannot easily fit in a reusable bag, (ix) protect newspapers or other printed material intended to be left at the customer's residence or place of business, (x) protect clothes after professional laundering or dry cleaning, (xi) package medical supplies and items used in the provision of health services; or (xii) protect tires that cannot easily fit in a reusable bag;

We welcome your questions and comments by email to jshughes@gov.pe.ca

In the event of a discrepancy between the information provided above and the Plastic Bag Reduction Act, the Act shall prevail.

Information Bulletin 02/19:

Local Authorities Election Act

Background

In 2018, the Government of Alberta completed a review of the *Local Authorities Election Act (LAEA)*.

A number of amendments came into force on January 1, 2019, including, but not limited to:

- a ban on corporate and union donations in municipal and school board elections;
- a \$4,000 limit on contributions in municipal and school board elections;
- mandatory advance votes for municipalities greater than 5,000;
- a requirement to appoint a substitute returning officer by resolution of council;
- expanded vouching provisions to ensure that an elector may be vouched for regardless of whether or not there is a list of electors; and
- introduction of third party rules and responsibilities.

Office of the Election Commissioner

Effective **August 1, 2019**, the final amendments will come into force, which includes the establishment of Part 9 of the *LAEA*. Part 9 - Election Commissioner, will expand the roles and responsibilities of the Office of the Alberta Election Commissioner to municipal and school board elections. The Election Commissioner will have the authority to enforce provisions within Part 5.1, Campaign Finance and Contribution Disclosure, and Part 8, Third Party Advertising.

Part 9 of the *LAEA* sets out:

- the duties and powers of the Election Commissioner;
- the ability for the Election Commissioner to investigate and giving notice of an investigation;

- the types of enforcement that the Commissioner may choose;
- the ability of the Commissioner to apply for an injunction with the Court of Queen's Bench;
- the ability for the Commissioner to proceed with prosecution; and
- provisions regarding documents being provided to the Commissioner.

Part 9 Responsibilities

Section 205 of the *LAEA* requires the local jurisdiction or the returning officer to refer to the Election Commissioner any complaint or allegation received by the local jurisdiction or the returning officer under Part 5.1 and Part 8.

Resources

Part 9 of the *LAEA* is included in this bulletin for your review.

The *LAEA* is available on the Alberta Queen's Printer website (qp.alberta.ca) and Part 9 will be added after August 1, 2019.

For More information:

Municipal Advisory Services

780-427-2225 (toll free by dialing 310-0000)

Office of the Election Commissioner

780-886-1656

Toll free 1-833-232-6487

Part 9
Election Commissioner

Interpretation

190(1) In this Part, “Election Commissioner” means the Election Commissioner appointed under the *Election Act*.

(2) The definitions in Parts 5.1 and 8 apply to this Part.

Duties and powers of the Election Commissioner

191(1) The Election Commissioner may, on the Election Commissioner’s own initiative or at the request of another person or organization, conduct an investigation into any matter that might constitute an offence under Part 5.1 or 8.

(2) For the purpose of conducting an investigation under this Act, the Election Commissioner has all the powers of a commissioner under the *Public Inquiries Act* as though the investigation were an inquiry under that Act.

(3) For the purpose of conducting an investigation under this Act, a representative of the Election Commissioner, on production of the representative’s authorization from the Election Commissioner, may at any reasonable time enter any premises referred to in the authorization in which books or documents of a candidate or third party relevant to the subject-matter of the investigation are kept and may examine and make copies of the books or documents or remove them temporarily for the purpose of making copies.

(4) Before entering a private dwelling or a part of premises used as a private dwelling to carry out the powers described in subsection (3), a representative of the Election Commissioner shall

- (a) obtain the consent of the occupant or the legal representative of the occupant of the private dwelling or the part of the premises used as a private dwelling, or
- (b) obtain an order from the Court.

(5) A candidate or third party shall, within 30 days after receiving a written request from the Election Commissioner or within an extended period that the Election Commissioner may determine, provide any information with respect to the affairs of the candidate or third party that is reasonably required by the Election Commissioner in the course of the Election Commissioner’s duties under this Act.

Notice of investigation and conclusion

192(1) At any time before completing an investigation referred to in section 191(1), the Election Commissioner shall notify any person or organization who is the subject of an investigation that the person or organization is being investigated and the nature of the matter being investigated before completing the investigation, unless the Election Commissioner believes that notification would compromise or impede the investigation.

(2) The Election Commissioner may refuse to conduct an investigation, or may cease an investigation, if the Election Commissioner believes that

- (a) the matter is frivolous or vexatious, or

- (b) there are no or insufficient grounds to warrant an investigation or the continuation of an investigation.
- (3)** The Election Commissioner shall not make an adverse finding against a person or organization unless that person or organization has had reasonable notice of the substance of the allegations and a reasonable opportunity to present his or her or its views.
- (4)** If the Election Commissioner refuses to conduct or ceases an investigation under subsection (2) or determines that no offence was committed, the Election Commissioner
- (a) shall provide notice of that decision to
 - (i) every person or organization who
 - (A) is the subject of the investigation, or
 - (B) would have been the subject of an investigation if the Election Commissioner had not refused to conduct an investigation, and
 - (ii) every person or organization who requested an investigation, if any, and
 - (b) may, as the Election Commissioner considers to be appropriate, provide notice of that decision to any other person or organization involved in the matter referred to in section 191(1).

Administrative penalties

193(1) In subsections (2) and (3) and section 195, “individual or entity” means the individual, corporation, trade union, employee organization, prohibited organization, prohibited corporation, local jurisdiction or third party, as the case may be, on whom a notice of administrative penalty or letter of reprimand is served under this section.

- (2)** If the Election Commissioner is of the opinion that
- (a) an individual has made one or more contributions in excess of a limit prescribed by section 147.2(3),
 - (b) a prohibited individual or entity has made a contribution in contravention of section 147.2(1) or (2),
 - (c) an individual or a third party fails to comply with a direction of the Election Commissioner,
 - (d) a prohibited corporation, an individual ordinarily resident outside Alberta or a trade union or employee organization that is not an Alberta trade union or Alberta employee organization has made an election advertising contribution in contravention of section 167(3), or
 - (e) an individual, a prohibited individual or entity or a third party has contravened a provision of Part 5.1 or 8, otherwise than as referred to in clause (a), (b) or (d),

the Election Commissioner may serve on the individual or entity either a notice of administrative penalty requiring the individual or entity to pay to the Crown the amount set out in the notice, or a letter of reprimand.

- (3)** A notice of administrative penalty must contain the following information:
- (a) the name of the individual or entity required to pay the administrative penalty;
 - (b) the particulars of the contravention;

- (c) the amount of the administrative penalty and the date by which it must be paid;
- (d) a statement of the right to appeal the imposition or the amount of the administrative penalty to the Court of Queen's Bench.

(4) In determining the amount of an administrative penalty required to be paid or whether a letter of reprimand is to be issued, the Election Commissioner must take into account the following factors:

- (a) the severity of the contravention;
- (b) the degree of wilfulness or negligence in the contravention;
- (c) whether or not there were any mitigating factors relating to the contravention;
- (d) whether or not steps have been taken to prevent reoccurrence of the contravention;
- (e) whether or not the individual or entity has a history of non-compliance;
- (f) whether or not the individual or entity reported the contravention on discovery of the contravention;
- (g) any other factors that, in the opinion of the Election Commissioner, are relevant.

(5) The amount of an administrative penalty that may be imposed under subsection (2) must not exceed

- (a) in the case of a contravention referred to in subsection (2)(a), twice the amount by which the contribution or contributions exceed the limit prescribed by section 147.2(3) and in no case may the amount of the administrative penalty exceed \$10 000 for each contravention,
- (b) in the case of a contravention of section 147.2(1) or (2) or 167(3), twice the amount that was contributed in contravention of that provision, and in no case may the amount of the administrative penalty exceed \$10 000 for each contravention,
- (c) in the case of a contravention referred to in section 147.4, \$1000,
- (d) in the case of a contravention referred to in section 187,
 - (i) \$10 000 if the third party is an individual, and
 - (ii) \$100 000, if the third party is a trade union, employee organization, corporation or other organization, and
- (e) in the case of any other contravention, \$10 000.

(6) An individual or entity who pays an administrative penalty in respect of a contravention shall not be charged under this Act with an offence in respect of the same contravention that is described in the notice of administrative penalty.

(7) An individual or entity who has been served with a notice of administrative penalty shall pay the amount of the administrative penalty within 30 days from the date of service of the notice.

(8) Subject to the right to appeal, where an individual or entity fails to pay the administrative penalty in accordance with a notice of administrative penalty, the Election Commissioner may file a copy of the notice of administrative penalty with the clerk of the Court of Queen's Bench, and on being filed, the notice has the same force and effect and may be enforced as if it were a judgment of the Court.

Time limit

194(1) A letter of reprimand or a notice of administrative penalty may not be served more than 3 years after the date on which the alleged contravention occurs.

(2) A disclosure under section 203(3)(a) may be made with respect to an alleged contravention that occurred before the coming into force of this section, but may not be made with respect to an alleged contravention that occurred more than 3 years before the coming into force of this section.

Appeal of administrative penalty

195(1) An individual or entity who is served with a notice of administrative penalty under section 193 may appeal the Election Commissioner's decision by filing an application with the Court of Queen's Bench within 30 days from the date the notice was served.

(2) The application must be accompanied with a copy of the notice of administrative penalty and state the reasons for the appeal.

(3) A copy of the application must be served on the Election Commissioner not less than 30 days before the appeal is to be heard.

(4) The Court of Queen's Bench may, on application either before or after the time referred to in subsection (1), extend that time if it considers it appropriate to do so.

(5) On hearing the appeal, the Court of Queen's Bench may confirm, rescind or vary the amount of the administrative penalty.

Compliance agreements

196(1) In this Part, "contracting party" means an individual or a local jurisdiction with whom the Election Commissioner enters into a compliance agreement under this Act.

(2) If the Election Commissioner believes on reasonable grounds that an individual or a local jurisdiction has committed, is about to commit or is likely to commit an act or omission that could constitute a contravention of Part 5.1 or 8, the Election Commissioner may enter into a compliance agreement with that individual or local jurisdiction for the purpose of ensuring compliance with Part 5.1 or 8.

(3) A compliance agreement may contain any terms and conditions that the Election Commissioner considers necessary to ensure compliance with Part 5.1 or 8.

(4) Before entering into a compliance agreement, the Election Commissioner shall require the consent of the prospective contracting party to the publication of a notice under section 199.

(5) A compliance agreement may include a statement by the contracting party that the contracting party admits responsibility for the act or omission that constitutes a contravention of Part 5.1 or 8.

(6) The fact that a compliance agreement was entered into, and any statement referred to in subsection (5), is not admissible in evidence against the contracting party in any civil or criminal proceedings.

(7) When a compliance agreement is entered into, a prosecution of the contracting party for an act or omission that led to the agreement shall not be instituted and any prosecution already instituted is suspended.

(8) The Election Commissioner and the contracting party may renegotiate the terms of the compliance agreement at the request of the Election Commissioner or contracting party at any time before it is fully executed.

Notice of compliance agreement

197(1) When, in the opinion of the Election Commissioner, the compliance agreement has been complied with, the Election Commissioner shall give a notice to that effect to the contracting party.

(2) On the giving of a notice under subsection (1), any prosecution of the contracting party that is based on the act or omission in question terminates and no further prosecution shall be instituted based on that act or omission.

Failure to comply

198 If the Election Commissioner is of the opinion that a contracting party

- (a) failed to disclose all material facts when the compliance agreement was entered into, or
- (b) has failed to comply with a term of the compliance agreement,

the Election Commissioner shall give notice of the failure to the contracting party, informing the contracting party that the Election Commissioner may serve a notice of administrative penalty or a letter of reprimand under section 193, or may consent to a prosecution in respect of the original act or omission or, if a prosecution has been suspended by section 196(7), that those proceedings are no longer suspended.

Publication of notice

199 The Election Commissioner may publish a notice on the Election Commissioner's website that sets out the contracting party's name, the act or omission in question and a summary of the compliance agreement.

Application for injunction

200(1) If the Election Commissioner has reasonable grounds to believe that a person has committed or is likely to commit an act or omission that is contrary to Part 5.1 or 8, the Election Commissioner may, during a campaign period or an election advertising period, after taking into account the nature and seriousness of the act or omission, the need to ensure fairness of the electoral process and the public interest, apply by originating application to the Court for an injunction described in subsection (2).

(2) If the Court, on application by the Election Commissioner under subsection (1), is satisfied that there are reasonable grounds to believe that a person has committed or is likely to commit an act or omission that is contrary to this Act, and that the nature and seriousness of the act or omission, the need to ensure fairness of the electoral process and the public interest justify the issuing of an injunction, the Court may issue an injunction ordering any person named in the application to do one or both of the following:

- (a) refrain from committing any act that appears to the Court to be contrary to Part 5.1 or 8;
- (b) do any act that appears to the Court to be required by Part 5.1 or 8.

(3) No injunction may be issued under subsection (2) unless at least 48 hours' notice is given to each person named in the application, or the urgency of the situation is such that service of notice would not be in the public interest.

Election Commissioner's orders

201(1) Where a contribution or an advertising contribution has been made or accepted in contravention of this Act, the Election Commissioner may order that the amount of the contribution or advertising contribution that was made or accepted in contravention of this Act be returned to the contributor by a date determined by the Election Commissioner.

(2) If it cannot be determined who made the contribution or advertising contribution that was made or accepted in contravention of this Act, the amount ordered under subsection (1) must be paid to the local jurisdiction.

(3) A person who fails to comply with an order of the Election Commissioner made under this section is guilty of an offence and liable to a fine of not more than \$5000.

Notice of prosecution

202 No prosecution shall be instituted under Part 5.1 or 8 without the consent of the Election Commissioner.

Disclosure

203(1) Except as provided in subsection (2), a secretary of a local jurisdiction, a returning officer, the Election Commissioner, any former secretary of a local jurisdiction, any former returning officer, any former Election Commissioner, every person who is or was employed or engaged by a local jurisdiction or a returning officer to carry out the duties of the local jurisdiction or returning officer and every person who is or was employed or engaged by the Office of the Election Commissioner to carry out the duties of the Election Commissioner shall maintain the confidentiality of all information, complaints and allegations that come to their knowledge.

(2) Information, complaints and allegations to which subsection (1) applies may be

- (a) disclosed by a local jurisdiction or a returning officer to the Election Commissioner for the purpose of carrying out the Election Commissioner's powers, duties and functions under this Act,
- (b) disclosed by the Election Commissioner to a local jurisdiction or returning officer for the purposes of carrying out the local jurisdiction or returning officer's powers, duties and functions under this Act,
- (c) disclosed to the person or organization whose conduct is the subject of proceedings under this Act,
- (d) disclosed by a person conducting an investigation to the extent necessary to enable that person to obtain information from another person,
- (e) disclosed in the course of an application to the Court under this Act,
- (f) adduced in evidence at an inquiry, or
- (g) disclosed where the Election Commissioner believes on reasonable grounds that the disclosure is necessary for the purpose of advising the Minister of Justice and Solicitor

General or a law enforcement agency of an alleged offence under this Act, any other enactment of Alberta, an Act or regulation of Canada or a municipal bylaw or school board bylaw.

(3) Findings and decisions, and any additional information that the Election Commissioner considers to be appropriate, shall be published on the Election Commissioner's website in the following circumstances:

- (a) subject to section 194(2), if an administrative penalty is imposed or a letter of reprimand is issued under section 193;
- (b) if the Election Commissioner has provided notice under section 192(4) and receives a written request for disclosure from a person or organization who received the notice.

Duty to provide documents or information

204(1) On the request of the Election Commissioner, a local jurisdiction or returning officer shall disclose to the Election Commissioner any document or information that the local jurisdiction or returning officer obtained under this Act that the Election Commissioner considers necessary for the purposes of carrying out his or her powers, duties and functions under this Act.

(2) On the request of a local jurisdiction or a returning officer, the Election Commissioner shall disclose to the local jurisdiction or returning officer any document or information that the Election Commissioner obtained under this Act that the local jurisdiction or returning officer considers necessary for the purposes of carrying out his or her powers, duties and functions under this Act, unless the Election Commissioner believes that notification would compromise or impede an investigation.

Duty to refer complaints and allegations and to report acts or omissions

205 A local jurisdiction or returning officer shall, within a reasonable time,

- (a) refer any complaint or allegation received by the local jurisdiction or returning officer under Part 5.1 or 8 to the Election Commissioner, and
- (b) report any act or omission that in the local jurisdiction or returning officer's opinion likely constitutes an offence under this Act to the Election Commissioner.



NEWS 07/11/2019 18:46 EDT | **Updated** 5 hours ago

City of Victoria's Plastic Bag Ban Overturned By B.C. Court

Victoria Mayor Lisa Helps said the city will continue its efforts to phase out single-use items.

Camille Bains
The Canadian Press

"B.C. court quashes Victoria plastic bag ban" will play after the ad

00:29



Ad: 00:29

VICTORIA — British Columbia's top court has quashed a bylaw prohibiting single-use plastic bags in Victoria, saying the city failed to get the approval of the province's environment minister.

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The Canadian Plastic Bag Association, which represents manufacturers and distributors of plastic bags, fought the bylaw, arguing municipalities in B.C. don't have the authority to regulate the environment or the right to block a product and financially impact manufacturers.

Under the bylaw, which went into effect a year ago, businesses are prohibited from offering or selling plastic bags to consumers and must charge at least 15 cents for paper bags and at least \$1 for reusable bags.



PAUL CHIASSON / THE CANADIAN PRESS

A woman carries a plastic shopping bag.

In an earlier decision, a B.C. Supreme Court judge upheld the bylaw, ruling that cities have the power to regulate business transactions as part of their responsibility to manage

environmental issues that concern British Columbians.

“One can understand that the province might wish to have the right to approve, or withhold approval of, municipal bylaws relating to environmental protection in order to ensure that a patchwork of different municipal laws does not hamper provincial environmental programs,” Justice Mary Newbury said in the ruling.

“

Victorians care deeply about this issue and they told us that single-use plastic bags do not align with their values.

—Victoria Mayor Lisa Helps.

Montreal also banned plastic bags last July while other cities, including Vancouver and Halifax, have been mulling similar bylaws.

The Township of Esquimalt, near Victoria, has also committed to a ban on single-use plastic bags but said Thursday in a statement it will consider its next steps in keeping with the ruling.

Victoria Mayor Lisa Helps said the city will review its options as it continues efforts to phase out single-use items and eliminate unnecessary waste.

“The court decision doesn’t undermine the soundness of the bylaw itself, it only deals with the process required for its adoption,” Helps said in a statement, adding the bylaw was developed after extensive input over two years from businesses and the community.

“Victorians care deeply about this issue and they told us that single-use plastic bags do not align with their values. Businesses and residents have embraced the transition to

reusable bags. It's been a tremendous success," she said.

X

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and plastic waste and we must work together to take this issue forward to provincial and national leaders to develop common, high and shared standards. This issue affects us all locally, regionally and globally.”

More than 17 million plastic bags that would have “choked the landfill for hundreds of years” have been eliminated from the community and nearby beaches, the city said in a statement.

A spokesperson for the Canadian Plastic Bag Association was not immediately available for comment.

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