

Town of Stettler

COUNCIL MEETING

APRIL 3, 2018

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
APRIL 3, 2018
6:30 P.M.
AGENDA**

1. **Agenda Additions**
2. **Agenda Approval**
3. **Confirmation of Minutes**
 - (a) Minutes of the Regular Council Meeting of March 20, 2018 5-11
 - (b) Business Arising from the March 20, 2018 Council Minutes
4. **Citizens Forum**
5. **Delegations**
 - (a) 6:35 PM – 2018 Hockey Alberta Midget C Provincial Champions
6. **Administration**
 - (a) 2018 Capital Budget - 51 Avenue (59 to 61 Street) Water & Sewer 12-13
 - (b) 2018 Capital Budget Paving & Pathway and Pavement Patching 14
 - (c) 2018 Capital Budget – Watermain Looping – 50th Avenue 15
 - (d) 2018 Capital Budget – Bleachers and Flag Poles 16-22
 - (e) 2017, 2018, 2019 MSI Update 23-26
 - (f) SRC Design Phase 2 27-38
 - (g) Town & County Airport – GPS Approach 39
 - (h) Policy V-2(b) – Disposal of Surplus Equipment 40-43
 - (i) Meeting Dates
 - Monday, April 9 – Regional Water Meeting – 1:00pm
 - Tuesday, April 10 – Committee of the Whole – 4:30pm
 - Friday, Saturday & Sunday, April 13, 14 & 15 – Trade Show
 - Tuesday, April 17 – Council – 6:30pm
 - Tuesday, May 1 – Council – 6:30pm
 - Tuesday, May 8 – 2018 Operating (Tax) Budget – 3:00pm
 - Tuesday, May 8 – Committee of the Whole – 4:30pm
 - Tuesday, May 15 – Council – 6:30pm

**COUNCIL AGENDA
APRIL 3, 2018
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- (j) CAO Report 44-48
- (k) Accounts Payable in the amount of \$540,357.45 49-61
- 7. **Council**
 - (a) Meeting Reports
- 8. **Minutes**
 - (a) Stettler Waste Management Authority Meeting of March 16, 2018 62-64
 - (b) Canadian Badlands Meeting of March 16, 2018 65-69
- 9. **Public Hearing**
 - (a) None
- 10. **Bylaws**
 - (a) 2103-18 – Regional Assessment Review Board 70-81
 - (b) 2104-18 – Land Use Bylaw Amendment 82-88
 - (c) 2105-18 – Smoking Bylaw Amendment Cannabis 89-95
- 11. **Correspondence**
 - (a) None
- 12. **Items Added**
- 13. **In-Camera Session**
 - a. Land – Section 25 – FOIP Act
- 14. **Adjournment**

**MINUTES OF THE REGULAR MEETING OF THE TOWN OF STETTLER COUNCIL
HELD ON TUESDAY, MARCH 20, 2018 IN THE MUNICIPAL OFFICE,
COUNCIL CHAMBERS**

Present: Mayor Sean Nolls

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

CAO G. Switenky
Assistant CAO S. Gerlitz

Press (3)

Absent: None

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

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

Motion 18:03:22 Moved by Councillor Pfeiffer to approve the agenda as presented.

MOTION CARRIED
Unanimous

3. **Confirmation of Minutes:**

(a) Minutes of the Regular Meeting of Council held March 6, 2018

Motion 18:03:23 Moved by Councillor Smith that the Minutes of the Regular Meeting of Council held on March 6, 2018 be approved as presented.

MOTION CARRIED
Unanimous

(b) Business Arising from the March 6, 2018 Meeting Minutes

None

(c) Minutes of the Committee Meeting held March 13, 2018

Motion 18:03:24 Moved by Councillor Campbell that the Minutes of the Committee Meeting held on March 13, 2018 be approved as presented.

MOTION CARRIED
Unanimous

(d) Business Arising from the March 13, 2018 Committee Meeting Minutes

None

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

5. **Delegations:** (a) 6:45 P.M. – Steel Wheel Stampede – Earl Radford, Sponsorship Chair and Terry Baltimore, Vice Chair

This item was dealt with later in the meeting.

(b) 7:00 P.M. – Stettler RCMP Sgt. Phil Penny – 2018 Goals/Priorities

This item was dealt with later in the meeting.

6. **Administration:**

(a) 2018 Trade Show Schedule – April 13, 14 & 15

CAO G. Switenky explained that the 2018 Trade Show is a great opportunity for Council, Administration and staff members to meet with the public to discuss their concerns, promote Town initiatives and gather input.

In order to achieve this management and staff are required to work a shift in the booth. Please review the following Trade Show work schedule to determine a time that you are available. Lunch will be provided on Friday, April 13 at 12:00 noon followed by a quick session to go over booth displays.

The Town's booth is in the Red Arena (same as last year - 12X20).

Possible items in the booth include:

- Cannabis Information
- Can Pak Information re: Automated Curbside Waste Collection
- Town Map to include 2018 Capital Projects
- Concerns & Requests forms, Newsletters, 2018 Garbage & Recycling Schedule and General Information Sheet
- Cupcakes
- Draw - \$250 Heartland Dollars
- A community volunteer will be in Town's Booth selling Festival of Lights tickets

Are there other items that Council would like to have on display?

(b) Meeting Dates

- Tuesday, April 3 – Council – 6:30pm
- Monday, April 9 – Regional Water Meeting – 1:00pm
- Tuesday, April 10 – Committee of the Whole – 4:30pm
- Friday, Saturday & Sunday – April 13, 14 & 15 – Trade Show
- Tuesday, April 17 – Council – 6:30pm
- Tuesday, May 1 – Council – 6:30pm
- Tuesday, May 8 – 2018 Operating (Tax) Budget – 3:30pm
- Tuesday, May 8 – Committee of the Whole – 4:30pm
- Tuesday, May 14 – Council – 6:30pm

(c) Bank Reconciliation as of February 28, 2018

Motion 18:03:25

Moved by Councillor Barros that the Town of Stettler Council accept the Bank Reconciliation as of February 28, 2018 as presented.

MOTION CARRIED
Unanimous

(d) Accounts Payable in the amount of \$394,815.02

Motion 18:03:26

Moved by Councillor Lawlor that Accounts Payable in the amounts of \$78,158.95, \$81,294.16 & \$230,999.51 for the period ending March 16, 2018 for a total amount of \$394,815.02 having been paid, be accepted as presented.

MOTION CARRIED
Unanimous with the abstention of Councillor Pfeiffer on cheque \$72635 in the amount of \$792.28

5. **Delegations:** (a) 6:45 P.M. – Steel Wheel Stampede – Earl Radford, Sponsorship Chair and Terry Baltimore, Vice Chair

Mayor Nolls declared a possible conflict of interest due to the fact that he is a volunteer Vice Chair on the Steel Wheel Stampede Committee (Society), and for possible perception and transparency purposes he departed the Chair to join the delegation members presenting before Council, and further excused himself from any Council debate and voting on this item.

Deputy Mayor Pfeiffer assumed the Chair.

Deputy Mayor Pfeiffer welcomed Earl Radford, Sponsorship Chair and Terry Baltimore, Vice Chair of the Steel Wheel Stampede Committee to the meeting.

E. Radford highlighted his presentation regarding community sponsorship for the Steel Wheel Stampede. The Stampede will take place this year from June 7-9, 2018. The Stettler Steel Wheel Stampede committee is soliciting multi-year sponsorship from the Town of Stettler to help evolve the annual Stettler rodeo. The Stettler Steel Wheel Stampede is in its tenth year and is an integral part of the Town experience.

Delegation Members provided Council prior year financial information as a handout.

General discussion ensued regarding funding. It was noted that the stampede made a small profit of \$3097.50 in 2017 and that the Committee relies heavily on advanced sponsorships because it has only a relatively small amount of available working capital. It was further noted that the financial magnitude/budget for this event is currently +\$125,000 annually. It is the goal of the Organizing Committee to grow the rodeo and associated midway features.

CAO G. Switenky noted that the Steel Wheel Stampede has proven its perseverance operating as a financially fragile volunteer community event for the past 10 years. Council, in 2017, recognized the overall importance of this annual event within the community by providing \$10,000 in supportive operational funding from Community Development sources within existing Town budgets. Further that it was the previous Council's considered intent to assist with a minimum 3 year sustainable financial commitment, however at the time approved only the first year funding, respecting the 2017 election cycle.

Councillors Lawlor and Campbell summarized the discussion by indicating this is a very popular and beneficial community event that attracts a large number of people, and congratulated the organizing committee on a great job to ensure this remains a high quality, popular and viable annual community event moving forward.

Discussion continued regarding the whether it would be appropriate and for Council to consider approving a multi-year sponsorship funding commitment for the Steel Wheel Stampede.

Deputy Mayor Pfeiffer thanked E. Radford and T. Baltimore for their very informative presentation.

Motion 18:03:27

Moved by Councillor Campbell that Town of Stettler sponsor the upcoming 2018 and 2019 Steel Wheel Stampede rodeo events in the amount of \$10,000.00 per year with funding to come from allocated Community Development sources within the 2018 and 2019 Operating Budgets.

MOTION CARRIED

Unanimous with the abstention of Mayor Nolls

Delegation members departed the meeting at 6:52 p.m.

Mayor Nolls assumed the chair at 6:52 pm

(b) 7:00 P.M. – Stettler RCMP Sgt. Phil Penny – 2018 Goals/Priorities

Mayor Nolls welcomed Stettler RCMP Sgt. Phil Penny to the meeting.

Sgt. P. Penny explained that the APP is an online platform that is used by RCMP Detachments to outline the direction that will be taken within a fiscal year, provide initiatives and quality assurance processes to meet a variety of goals and track the progression of those processes quarterly. Detachment direction and APP initiatives are derived from a number of sources - K-Division, Central Alberta District, the Detachment demographic/issues or specific community concerns. K-Division provides mandatory initiatives and quality assurance areas every year with no discretion left to the Detachments, however there is the ability to develop further APP areas in-house. Initiatives and quality assurance topics are downloaded throughout the Detachment to provide developmental areas for all ranks and instill a further sense of ownership for community issues.

2017/2018 Initiatives

1. Intelligence lead policing – the use of confidential informants and judicial authorizations to deal with any variety of crime.
2. Crime Reduction/Habitual Offender Management – Utilizing the HOM program to identify those offenders who are:
 - a. Prolific in nature – committing numerous ‘petty’ crimes
 - b. Are driven by substance abuse issues
 - c. Willing to participate in the program
3. Police Visibility/Community Relations – it was determined through speaking with the various community councils that visibility was a constant issue. We have taken steps to address the issue to suit the individual communities needs (ie. Summer villages – boat patrols; Big Valley- foot patrols when the train is in Town)

2017/2018 Quality Assurance Activities

1. Missing Persons Investigations (mandatory)
2. Quality of Investigations
3. Violence in Relationships
4. Sexual Assault Investigations (mandatory)

Proposed 2018/2019 Initiatives

1. Intelligence led policing (as above)
2. Habitual Offender Management (as above, but with the addition of monitoring offender's conditions, working with Probation to ensure court order adherence)
3. Police Visibility/Community Relations (as above)

Proposed 2018/2019 Quality Assurance Activities

1. Quality of Investigations
2. Violence in Relationships
3. **Currently awaiting mandatory QA's**

Mayor Nolls commended that Council was very encouraged with the increased presence of RCMP patrols within the school zones and residential areas.

Sgt. P. Penny advised that the School Resource Officer has also increased enforcement with regards to youth smoking on school and public property.

Mayor Nolls with the mutual consent of Council determined that for ongoing continuity purposes it is appropriate for the RCMP to continue focusing on the same community priorities in 2018 with alignment considerations as presented.

Mayor Nolls thanked Sgt. P. Penny for his informative information. Mayor Nolls advised the reflection of proactive policing and the visibility is a great benefit to the community.

Motion 18:03:28

Moved by Councillor Campbell that Town of Stettler Council approve the Proposed 2018/2019 Initiatives:

1. Intelligence led policing (as above)
2. Habitual Offender Management (as above, but with the addition of monitoring offender's conditions, working with Probation to ensure court order adherence)
3. Police Visibility/Community Relations (as above)

And the Proposed 2018/2019 Quality Assurance Activities:

1. Quality of Investigations
2. Violence in Relationships
3. **Currently awaiting mandatory QA's**

MOTION CARRIED
Unanimous

Sgt. P. Penny departed the meeting at 7:35 p.m.

7. **Council:**

Mayor and Councillors outlined highlights of meetings they attended.

(a) Mayor Nolls

- Mar 7 - AHS re: Renovations
- Stettler Handi-bus Society
- Steel Wheel Stampede donation
- Judged 4-H Regional Presentations at the Stettler Elementary School
- Mar 9 - Signed cheques and reviewed Committee of the Whole Agenda

- Mar 12 - Conference call with AB Transportation re: Rural Transportation Pilot Project
- Mar 13 - Committee of the Whole
- Mar 14 - AUMA Leadership Conference in Edmonton
- Mar 15 - AUMA Leadership Conference in Edmonton
- Mar 16 - Stettler Waste Management Authority
- Stetter Regional Fire Authority
- Signed cheques and reviewed Council Agenda
- Brought Greetings from the Town at the Bantam Girls Hockey Tournament
- Mar 17 - Kidsport banquet and auction
- Mar 19 - Stettler Handi-bus Society to discuss the grant application for the Rural Transportation Pilot Project
- Met with Gary Wilyman to discuss three outstanding issues and connect with the MLA's Office to discuss
- Heartland Youth Centre AGM
- Mar 20 - Steel Wheel Stampede re: Rental Contract with the Ag. Society

(b) Councillor Barros

- Mar 7 - Stettler Hospital Foundation
- Mar 19 - Heartland Youth Centre Award Night

(c) Councillor Campbell

- Mar 13 - Committee of the Whole
- Mar 16 - Steel Wheel Stampede Committee

(d) Councillor Fischer

- Mar 13 - Committee of the Whole
- Mar 15 - Talk of the Town on Q93.3
- Farewell function for Consul-General Kunihiko Tanabe at Japanese Consulate in Calgary
- Mar 16 - Stettler Waste Management Authority
- Regional Fire Authority
- Opening Ceremonies for Bantam Girls Hockey Provincials
- Mar 19 - Heartland Youth Centre Awards Night

(e) Councillor Lawlor

- Mar 8 - Talk of the Town on Q93.3
- Mar 13 - Board of Trade
- Committee of the Whole
- Mar 19 - Heartland Youth Centre Awards Night

(f) Councillor Pfeiffer

- Mar 13 - Board of Trade
- Committee of the Whole
- Mar 17 - Kidsport Fundraiser at the Stettler Community Hall – played with the Jazz Guys

(g) Councillor Smith

- Mar 13 - Committee of the Whole
- Mar 19 - Stettler Museum

Motion 18:03:29

Moved by Councillor Barros that the Town of Stettler Council accept the meeting reports as presented.

MOTION CARRIED
Unanimous

- 8. **Minutes:** (a) None
- 9. **Public Hearing:** (a) None
- 10. **Bylaws:** (a) None
- 11. **Correspondence:** (a) 2017 Stettler Waste Management Authority Financial Statements

Motion 18:03:30

Moved by Councillor Fischer that correspondence item 11(a) be accepted for information.

MOTION CARRIED
Unanimous

- 12. **Items Added:** (a) None
- 13. **In-Camera Session:** (a) There was no In-Camera Session at this meeting.
- 14. **Adjournment:**

Motion 18:03:31

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

MOTION CARRIED
Unanimous at 8:07 p.m.

Mayor

Assistant CAO

MEMORANDUM

Date: March 2, 2018

To: Greg Switenky
CAO

From: Melissa Robbins
Director of Operational Services

Re: Recommendation of Award of 2018 51 Avenue (59 to 61 Street) Water and Sewer Replacements

Background:

2018 Capital Budget approved project to replace the water and sanitary sewer mains and services in 51 Avenue from 59-61 Street for \$820,000 funded from 2018 MSI, FGT AND BMTG.

Summary of Tenders Received by Tagish Engineering on February 28, 2018:

• Wally's Backhoe Services	\$672,745.00
• Shamrock Valley Ent	\$707,236.06
• Carbon Earthworks	\$726,263.50
• Urban Dirtworks	\$727,645.50 (corrected)
• Grayson Excavating	\$791,404.95
• AIC Construction	\$848,761.50
• UG Excavating	\$916,570.12
• Pearl Rose Construction	\$930,296.50
• Kaon Infrastructure	\$966,325.18
• Northside Construction	\$1,076,295.33
• Bel Contracting	\$1,079,005.00
• Nu Edge Construction	\$1,310,466.31

Tenders do not include GST or contingency.

Budget Evaluation:

Full time engineering inspection is being recommended due to the complexity of the project, current administration workload and the significant landowner contact and communication that will be required during the construction. Contingency was not included in the tender to avoid extra billing; however carrying a 10% contingency allowance is necessary to cover any unexpected costs or changes.

Tendered Price	\$672,745.00
10% Contingency	\$67,274.50
Engineering	<u>\$79,000.00</u>
Total	\$819,019.50

Recommendation:

Administration respectfully recommends that Town of Stettler Council award the 2018 - 51 Avenue Water and Sanitary Replacements (59-61 Streets) tender to Wally's Backhoe Services in the amount of \$672,745.00, with a 10% contingency of \$67,274.50 for a construction cost of \$740,020.50, excluding GST. Administration recommends utilizing Tagish Engineering for engineering services up to \$79,000 for a total project expenditure of \$819,019.50, with funding to be provided from MSI in the 2018 Capital Budget.

MEMORANDUM

Date: March 2, 2018

To: Greg Switenky
CAO

From: Melissa Robbins
Director of Operational Services

Re: Recommendation of Award of 2018 Paving Program Tender

History:

2018 Capital Budget includes:

- 51 Avenue Road Improvements (57-59 Streets) \$765,000
- Pathway Improvements (paving portion only) \$ 75,000
- Pavement Patching \$ 90,000

Summary of Tenders Received by Tagish Engineering on February 28, 2018:

Tender prices exclude GST.

- Border Paving \$482,891.50
- Con Site Construction \$488,273.20
- TJ Paving \$549,608.85
- Central City \$586,608.85
- Master Paving \$599,835.24
- Landmark Paving Incomplete Bid

Budget Breakdown:

Total Capital Project Budgets	\$930,000.00
Total Tender	\$482,273.20
10% Contingency	\$ 48,289.15
Pathway Patches (not included in tender)	\$ 50,000.00
Engineering (Tagish Engineering)	<u>\$105,000.00</u>
Total Project Costs	\$685,562.35

Recommendation:

Administration respectfully recommends that Town of Stettler Council award the 2018 Paving Tender to Border Paving in the amount of \$482,891.50 excluding GST and approves expenditures up to \$685,562.35 to complete the paving projects outlined above.

MEMORANDUM

Date: March 28, 2018

To: Greg Switenky
CAO

From: Melissa Robbins
Director of Operational Services

Re: 50 Street North Service Road Water Main Looping

Background:

2018 Capital Budget approved project to install a new water main from West Stettler Highway Commercial Subdivision across Highway 12 and loop back to 70 Street for \$200,000 funded from 2018 MSI, FGT AND BMTG.

Tender Summary

Tagish Engineering tendered the project, with 8 companies submitting bids. The lowest tender was Urban Dirtworks at \$371,811.53.

All tenders received exceed the budgeted amount to complete the project. At this time, administration does not feel that the tender prices are worth proceeding with, until such time as a development on the north side of Highway 12 requires water and would contribute to the cost of the installation.

Recommendation:

Administration respectfully recommends that Town of Stettler Council does not award the 2018 – 50 Street North Service Road Water Installations to any company due to all tenders received being over budget and directs administration to notify all companies that the project will not be awarded.

MEMORANDUM

To: Greg Switenky, CAO
From: Lee Penner
Date: April 2, 2018
Re: Sports Park Bleachers

Background:

During the 2018 capital budget process, Council approved the purchase of 2 new bleachers and flag poles for the Sports Parks for an estimated budget of \$30,000.

Bleachers:

The new bleachers will remain in our sports parks and allow the Ag Society to keep the appropriate Bleachers left over from the summer games to use for their bull riding events in the Pavilion. The cost of moving bleachers across town on a regular basis with the required pilot cars has become unfeasible.

There are 2 types of bleachers that are popular at outdoor events and available in Alberta, Aluminum and the High Hog steel bleacher. The aluminum bleachers that the town owns do not handle moving. The high Hog bleacher is much tougher and can handle much more abuse.

Pricing:

Aluminum bleachers \$11,925.00 each

02888 - Bleachers Deluxe - seats 94.

5 Row

33' length

Double foot planks

Guard Rails & Aisle

Base Price - \$11,925.00 + GST

Conforms to all CSA Standards.

Includes all freight to Stettler, Ab.

Includes all customs and brokerage fees.
Priced in Canadian Dollars
Customer is responsible for equipment & man power required to unload.

Assembly not included.

Complete Information can be found at:

<https://www.sportsadvantage.com/5-row-deluxe-bleachers>

Sincerely,

Derek Flasch

Western Pro Sporting & Supply

7156A - 56th Street, Lloydminster, Alberta, Canada

T9V 3N6 - 1.780.205.4298 cell phone

www.westernpro.ca



High Hog (steel powder coated) \$8,883.00 each
Seat Lumber and Screws. \$1,650.00
Total \$10,533.00

Quote

Hi-Hog Farm & Ranch Equipment Ltd.
 8447 - 23 Avenue N.E.
 Calgary, Alberta
 T1Y 7G9
 (403) 280-8300

Order Number: 0012722
Order Date: 06-Mar-2018
Expiration Date: 05-Apr-2018
Salesperson: GPJ
Customer Number: AB1

Sold To:				Ship To:			
Town of Stettler Box 280- 5031 - 50th Street Stettler, AB T0C2L0				Town of Stettler Box 280 - 5031 - 50th Street Stettler, AB T0C2L0			
				Ordered By: L. Penner			
Customer P.O.		Ship Via		F.O.B.		Terms	
		PICK UP		Calgary		COD	
Item Code	Alt. Item #	Item Description	Ordered	Shipped	Back Order	Unit Price	Ext Price
6134		16' 10-Row Bleacher Front Skid	1	0	0	680.00	680.00
6135		16' 10-Row Bleacher Rear Skid	1	0	0	680.00	680.00
60521		Skid Connector - 5 pce set	1	0	0	209.00	209.00
6057		10-Row Bleacher 1-Side Railing	2	0	0	943.00	1,886.00
6053		16' Bleacher Back Rails	1	0	0	829.00	829.00
6129		16' 10-Row LH Stair Bleacher	1	0	0	4,176.00	4,176.00
PRICE IS BEFORE FREIGHT- 8 - 10 WEEKS FROM DATE OF ORDER - PRICE IS GOOD FOR 30 DAYS - WOOD & FASTENERS ARE NOT INCLUDED							

*Thank you for the opportunity
 It's a pleasure doing business with you!*

Total Weight: 03227 lbs

Net Order:	8,460.00
Less Discount:	0.00
Freight:	0.00
GST/HST:	423.00
Order Total	\$8,883.00



(Both bleachers would be assembled by town staff)

Flag Poles:

Quotes for 25 foot flag poles were obtained from 2 Alberta companies.

Flag Outlet		
\$1,969.00	x 4 plus shipping \$500.00	\$8,376.00
GST		\$8,794.80
Aurora flags		
\$1,818.50	x 4 plus shipping \$500.00	\$7,774.00
GST		\$8,162.70

Locations for flag poles:



FLAG OUTLET Ltd.

1-800-596-0999

- Cone Tapered Poles
- Step Tapered Poles
- Economy Poles
- Ballast Poles
- Wall Mount Poles
- Roof Mount Poles
- Telescoping & Sectional Poles
- Outrigger Poles
- Nautical Poles
- Windsocks & Henshoes
- Parts
- Specifications
- Flags
- About Us
- Contact Us



Have Questions? Ask an expert!

Cone Tapered Flagpoles



Material

6063 T-6 Aluminum

Finish:

- Brush Finish
- Clear Anodize
- Black Anodize
- Black Anodize Powder Coat

Halyard:

- Internal Halyard (Tape & Cleat System)
- External Halyard (Junk & D-ring)
- External Halyard (One-Step system)

Ball:

- Stationary Ball (Standard)
- Rotating Trucking Ball

Mounts:

- Stationary base (Installed in ground)
- Concrete
- HR Base



30' Cone Tapered Flagpoles Kelowna, BC

Flag Size	Length (ft)	Flt. (ft)	Flt. (ft)	Flt. (ft)	Flt. (ft)
33x48	40	1	1	1	40
36x48	43	2	2	2	42
39x48	46	3	3	3	45
42x48	49	4	4	4	48
45x48	52	5	5	5	51

Item #	Size	Price	Flags			Additional Options			
			Ball	Flt	Max Flt	Internal Halyard	Rotating Ball	Clear Anodize	Flt. Base
761020	25'x4'x2'x1.25" (No. Recommended)	\$10.1	6'	3x5'	3x6'	\$240	\$120	\$150	\$95
761100	25'x5'x3'x1.25"	\$128.0	6'	3x8'	45'x30'	\$240	\$175	\$175	\$95
761630	30'x5'x3'x1.25"	\$145.0	6'	3x8'	4.5'x9'	\$240	\$175	\$200	\$95
761650	30'x5'x3'x1.50"	\$168.0	6'	3x5'	5'x12'	\$240	\$175	\$200	\$95
762230	35'x7'x3'x1.50"	\$190.0	6'	45'x30'	5'x12'	\$240	\$175	\$250	\$122
762230	35'x5'x3'x1.50" 2-pc	\$158.0	6'	2'x30'	5'x12'	\$240	\$175	\$250	\$122
762230	35'x6'x3'x1.50" 188'	\$228.0	6'	45'x30'	5'x12'	\$240	\$401	\$300	\$168
762630	35'x6'x3'x1.50" 188' 2-pc	\$204.0	6'	45'x30'	5'x12'	\$240	\$401	\$350	\$138
763130	40'x7'x3'x1.50"	\$285.0	6'	45'x30'	5'x12'	\$240	\$401	\$350	\$138
763150	40'x7'x3.5'x1.50" 2-pc	\$316.0	6'	45'x30'	5'x12'	\$240	\$401	\$350	\$138
763230	40'x7'x3.5'x1.88" 2-pc	\$344.0	6'	45'x30'	7.5'x13'	\$240	\$401	\$350	\$138
763530	50'x8'x3.5'x1.88" 2-pc	\$448.0	8'	4.5'x9'	5'x15'	\$300	\$401	\$350	\$138
763830	60'x8'x3.5'x1.88" 3-pc	\$503.0	8'	5'x12'	10'x20'	\$341	\$401	\$350	\$138
764120	70'x7'x10'x4'x3.12" 3-pc	\$1100.0	2"	5'x12'	12'x24'	\$400	\$401	\$350	\$138

0190900
x4
\$7476.00
+500
Shipping

<http://www.flagpole.ca/online.htm>



QUOTE

General Information				
Company Address	5636 Gateway Blvd NW Edmonton Alberta T6H 2H5 Canada	Created Date	28/03/2018	
		Quote Number	0001324	
		Quote Name	30' Flagpoles-Town of Stettler	
Contact Information				
Prepared By	Afsha Linkiewicz	Contact Name	Lee Penner	
Phone	7804504173	Email	lpenner@stettler.net	
Email	afsha@auroraflags.com			
Address Information				
Bill To Name	Town of Stettler	Ship To Name	Town of Stettler	
Bill To	PO Box 280 Stettler Alberta T0C 2L0 Canada	Ship To	Canada	
Quote To	Canada	Additional To	Canada	
Quote Line Items				
Product	Line Item Description	Quantity	Sales Price	Total Price
Flag Pole- Aluminium	26' brushed aluminum fixed base aluminum pole econoline with cap top	4.00	\$1,818.60	\$7,274.00
Shipping- Other	shipping FOB Manikoulin from manufacturer APPROXIMATE	1.00	\$600.00	\$600.00
Totals				
	Total Price	\$7,774.00		
	Tax	\$388.70		
	Grand Total	\$8,162.70		

We require 50% down payment for all new customers on custom jobs. This quote, unless otherwise stated, assumes we will be provided with vector or high-res artwork.
 EXTRA CHARGES: Quotes are based on print-ready digital files being supplied. Artwork fees may apply if artwork needs to be modified.
 Artwork charges are \$75.00 per hour with a 1/2 hour minimum. Any changes to turnarounds, quantity or size may be subject to an adjustment in price due to timeline and volume considerations.

Staff Recommendation:

The Parks and Leisure Services Staff respectfully recommend the purchase of 2 High Hog Bleachers at \$21,066.00 GST included and 4 flag poles from Aurora Flags for \$8,162.70 GST included.

2018 Municipal Sustainability Initiative Allocations

The allocations below indicate the Budget 2018-19 allocations. To determine allocations from a calendar year 2018 perspective, add the MSI Capital March 2018 value with the MSI Capital Funding SubTotal below. The March 2018 value can be found in the MSI Capital (March 2018) column at the following link:
www.municipalaffairs.alberta.ca/documents/MSI_Allocations_March%202018_For_Website.pdf

Municipality	Capital Funding			Operating Funding	Total Funding
	MSI Capital Component	BMTG Component	Sub-Total		
Total	\$294,000,000	\$344,000,000	\$638,000,000	\$30,000,000	\$668,000,000
Cities					
AIRDRIE	\$5,335,905	\$3,960,065	\$9,295,970	\$418,567	\$9,714,537
BROOKS	\$1,099,089	\$941,404	\$2,040,493	\$94,764	\$2,135,257
CALGARY	\$38,628,264	\$121,066,715	\$159,694,969	\$0	\$159,694,969
CAMROSE	\$1,579,922	\$1,274,599	\$2,854,521	\$131,512	\$2,986,033
CHESTERMERE	\$1,785,758	\$1,219,860	\$3,005,618	\$147,243	\$3,152,861
COLD LAKE	\$1,389,362	\$984,640	\$2,373,992	\$116,947	\$2,490,939
EDMONTON	\$26,118,865	\$99,054,585	\$125,173,450	\$0	\$125,173,450
FORT SASKATCHEWAN	\$2,343,675	\$1,647,306	\$3,990,981	\$189,883	\$4,180,864
GRANDE PRAIRIE	\$5,347,103	\$3,839,248	\$9,186,351	\$419,423	\$9,605,774
LACOMBE	\$1,086,537	\$850,810	\$1,937,347	\$93,804	\$2,031,151
LEDUC	\$2,962,650	\$1,906,980	\$4,869,630	\$237,188	\$5,106,818
LETHBRIDGE	\$7,362,190	\$5,989,438	\$13,351,628	\$573,429	\$13,925,057
LLOYDMINSTER	\$1,819,409	\$1,244,522	\$3,063,931	\$149,815	\$3,213,746
MEDICINE HAT	\$4,874,166	\$3,840,853	\$8,715,019	\$383,279	\$9,098,298
RED DEER	\$8,367,002	\$6,297,342	\$14,664,344	\$650,223	\$15,314,567
SPRUCE GROVE	\$2,965,072	\$2,177,508	\$5,142,580	\$237,374	\$5,379,954
ST. ALBERT	\$5,633,150	\$4,054,369	\$9,687,519	\$441,285	\$10,128,804
WETASKIWIN	\$984,630	\$828,845	\$1,813,475	\$88,016	\$1,899,491
Towns					
ATHABASCA	\$329,014	\$177,900	\$506,914	\$35,910	\$542,824
BANFF	\$1,079,213	\$532,500	\$1,611,713	\$93,244	\$1,704,957
BARRHEAD	\$427,220	\$274,740	\$701,960	\$149,894	\$851,854
BASHAW	\$158,622	\$49,800	\$208,422	\$81,488	\$269,910
BASSANO	\$186,060	\$72,360	\$258,420	\$53,028	\$311,448
BEAUMONT	\$1,518,462	\$1,099,200	\$2,617,662	\$126,815	\$2,744,477
BEAVERLODGE	\$283,425	\$147,900	\$431,325	\$89,746	\$521,071
BENTLEY	\$175,036	\$64,680	\$239,716	\$49,209	\$288,925
BLACK DIAMOND	\$304,019	\$162,000	\$466,019	\$33,999	\$500,018
BLACKFALDS	\$839,109	\$594,960	\$1,434,069	\$74,894	\$1,508,963
BON ACCORD	\$204,092	\$91,740	\$295,832	\$97,470	\$393,272
BONNYVILLE	\$697,259	\$385,320	\$1,082,579	\$64,053	\$1,146,632
BOW ISLAND	\$234,235	\$122,580	\$356,815	\$123,691	\$480,496
BOWDEN	\$183,869	\$74,400	\$258,269	\$82,486	\$340,755
BRUDERHEIM	\$196,503	\$78,480	\$274,983	\$25,782	\$300,765
CALMAR	\$264,142	\$133,680	\$397,822	\$82,761	\$480,583
CANMORE	\$2,082,158	\$839,520	\$2,921,678	\$169,896	\$3,091,574
CARDSTON	\$340,224	\$215,100	\$555,324	\$203,496	\$758,820
CARSTAIRS	\$410,841	\$244,620	\$655,461	\$42,163	\$697,624
CASTOR	\$162,257	\$55,740	\$217,997	\$66,370	\$284,367
CLARESHOLM	\$366,805	\$226,800	\$593,605	\$126,697	\$720,302
COALDALE	\$664,304	\$492,900	\$1,157,204	\$252,564	\$1,409,768
COALHURST	\$273,489	\$160,080	\$433,569	\$155,748	\$589,317
COCHRANE	\$2,432,449	\$1,579,200	\$4,011,649	\$198,667	\$4,210,316
CORONATION	\$165,131	\$56,400	\$221,531	\$67,102	\$288,633
CROSSFIELD	\$365,735	\$183,300	\$549,035	\$38,716	\$587,751
DAYSLAND	\$156,857	\$49,440	\$206,297	\$61,074	\$267,371
DEVON	\$597,976	\$394,680	\$992,656	\$58,465	\$1,049,121
DIDSBURY	\$472,281	\$316,080	\$788,361	\$169,360	\$957,721
DRAYTON VALLEY	\$770,616	\$434,100	\$1,204,716	\$69,660	\$1,274,376
DRUMHELLER	\$698,692	\$476,920	\$1,175,612	\$64,162	\$1,239,774
ECKVILLE	\$180,096	\$67,500	\$247,596	\$50,689	\$298,285
EDSON	\$804,349	\$504,840	\$1,309,189	\$72,238	\$1,381,427
ELK POINT	\$211,899	\$87,120	\$299,019	\$26,959	\$325,978
FAIRVIEW	\$312,113	\$179,880	\$491,993	\$104,333	\$596,326
FALHER	\$171,408	\$62,820	\$234,228	\$72,558	\$306,786
FORT MACLEOD	\$317,617	\$178,020	\$495,637	\$104,033	\$599,670
FOX CREEK	\$287,133	\$116,260	\$403,393	\$32,709	\$436,102
GIBBONS	\$328,931	\$189,540	\$518,471	\$35,903	\$554,374
GRANDE CACHE	\$384,031	\$214,260	\$598,291	\$40,114	\$638,405
GRANUM	\$127,277	\$24,360	\$151,637	\$39,374	\$191,011
GRIMSHAW	\$296,449	\$163,080	\$459,529	\$96,625	\$556,154
HANNA	\$277,480	\$153,540	\$431,020	\$150,984	\$582,004
HARDISTY	\$150,026	\$33,240	\$183,266	\$22,230	\$205,496
HIGH LEVEL	\$392,687	\$239,520	\$632,207	\$133,605	\$765,812

HIGH PRAIRIE	\$265,108	\$153,840	\$438,948	\$92,177	\$531,125
HIGH RIVER	\$1,152,724	\$815,040	\$1,967,764	\$98,883	\$2,066,627
HINTON	\$918,935	\$592,920	\$1,511,855	\$80,995	\$1,592,850
INNISFAIL	\$715,074	\$470,820	\$1,185,894	\$65,415	\$1,251,309
IRRICANA	\$185,909	\$72,960	\$258,869	\$53,249	\$312,118
KILLAM	\$170,977	\$59,340	\$230,317	\$46,829	\$277,146
LAMONT	\$225,105	\$106,440	\$331,545	\$69,220	\$400,765

Municipality	Capital Funding			Operating Funding	Total Funding
	MSI Capital Component	BMTG Component	Sub-Total		
LEGAL	\$192,693	\$80,700	\$273,393	\$88,044	\$361,437
MAGRATH	\$256,142	\$146,100	\$402,242	\$143,586	\$545,828
MANNING	\$186,368	\$70,980	\$257,348	\$52,517	\$309,865
MAYERTHORPE	\$187,282	\$79,200	\$266,482	\$86,467	\$352,949
MCLENNAN	\$149,755	\$47,460	\$197,215	\$95,784	\$292,999
MILK RIVER	\$155,356	\$49,620	\$204,976	\$61,099	\$266,075
MILLET	\$240,455	\$116,700	\$357,155	\$74,370	\$431,525
MORINVILLE	\$835,822	\$593,580	\$1,429,402	\$74,643	\$1,504,045
MUNDARE	\$163,544	\$51,120	\$214,664	\$23,263	\$237,927
NANTON	\$265,669	\$130,860	\$396,529	\$31,068	\$427,597
NOBLEFORD	\$186,721	\$76,680	\$263,401	\$54,753	\$318,154
OKOTOKS	\$2,531,244	\$1,732,860	\$4,264,104	\$204,218	\$4,468,322
OLDS	\$841,198	\$551,040	\$1,392,238	\$75,054	\$1,467,292
ONOWAY	\$176,920	\$61,740	\$238,660	\$48,214	\$286,874
OYEN	\$169,128	\$61,320	\$230,448	\$71,221	\$301,669
PEACE RIVER	\$684,694	\$410,520	\$1,075,214	\$61,564	\$1,136,778
PENHOLD	\$332,235	\$196,620	\$528,855	\$36,156	\$565,011
PICTURE BUTTE	\$222,763	\$108,600	\$331,363	\$111,968	\$443,331
PINCHER CREEK	\$387,318	\$216,520	\$603,838	\$123,527	\$727,365
PONOKA	\$620,047	\$433,740	\$1,053,787	\$226,254	\$1,280,041
PROVOST	\$251,587	\$119,880	\$371,467	\$29,991	\$401,458
RAINBOW LAKE	\$161,643	\$47,700	\$209,343	\$41,605	\$250,948
RAYMOND	\$353,324	\$242,220	\$595,544	\$413,269	\$1,008,813
REDCLIFF	\$528,842	\$336,000	\$864,842	\$51,182	\$916,024
REDWATER	\$277,880	\$123,180	\$401,060	\$32,002	\$433,062
RIMBEY	\$293,518	\$154,020	\$447,538	\$33,197	\$480,735
ROCKY MOUNTAIN HOUSE	\$620,960	\$399,100	\$1,019,060	\$58,222	\$1,077,282
SEDGEWICK	\$159,542	\$48,660	\$208,202	\$41,816	\$250,018
SEXSMITH	\$294,203	\$157,200	\$451,403	\$33,249	\$484,652
SLAVE LAKE	\$644,623	\$399,060	\$1,043,683	\$60,030	\$1,103,713
SMOKY LAKE	\$169,252	\$57,840	\$227,092	\$68,533	\$295,625
SPIRIT RIVER	\$168,774	\$59,700	\$228,474	\$69,938	\$298,412
ST. PAUL	\$541,106	\$357,780	\$898,886	\$52,119	\$951,005
STAVELY	\$142,012	\$32,460	\$174,472	\$34,198	\$208,670
STETTLER	\$561,531	\$357,120	\$918,651	\$53,680	\$972,331
STONY PLAIN	\$1,480,078	\$1,031,340	\$2,511,418	\$123,881	\$2,635,299
STRATHMORE	\$1,166,037	\$825,360	\$1,991,397	\$99,880	\$2,091,277
SUNDRE	\$310,495	\$163,740	\$474,235	\$34,484	\$508,729
SWAN HILLS	\$195,516	\$78,060	\$273,576	\$86,213	\$359,789
SYLVAN LAKE	\$1,298,746	\$888,960	\$2,187,706	\$110,023	\$2,297,729
TABER	\$702,276	\$505,980	\$1,208,256	\$64,437	\$1,272,693
THORSBY	\$172,537	\$60,900	\$233,437	\$71,156	\$304,593
THREE HILLS	\$320,080	\$192,720	\$512,800	\$109,918	\$622,718
TOFIELD	\$254,776	\$124,860	\$379,636	\$30,236	\$409,872
TROCHU	\$170,876	\$63,480	\$234,356	\$73,029	\$307,385
TURNER VALLEY	\$299,426	\$153,540	\$452,966	\$33,648	\$486,614
TWO HILLS	\$189,311	\$86,580	\$275,891	\$159,453	\$435,344
VALLEYVIEW	\$239,733	\$111,780	\$351,513	\$72,408	\$423,921
VAUXHALL	\$175,692	\$73,320	\$249,012	\$137,856	\$386,868
VEGREVILLE	\$657,929	\$342,480	\$990,409	\$53,405	\$1,043,814
VERMILION	\$431,248	\$249,000	\$680,248	\$43,723	\$723,971
VIKING	\$173,564	\$64,980	\$238,544	\$74,397	\$312,941
VULCAN	\$238,078	\$115,020	\$353,098	\$73,537	\$426,635
WAINWRIGHT	\$582,822	\$376,200	\$959,022	\$55,307	\$1,014,329
WEMBLEY	\$211,184	\$90,960	\$302,144	\$62,157	\$364,301
WESTLOCK	\$470,883	\$306,060	\$776,943	\$46,752	\$823,695
WHITECOURT	\$1,016,134	\$612,240	\$1,628,374	\$88,424	\$1,716,798
Villages					
ACME	\$145,439	\$39,180	\$184,619	\$52,249	\$236,868
ALBERTA BEACH	\$186,481	\$61,080	\$247,561	\$25,169	\$272,730
ALIX	\$154,621	\$44,040	\$198,661	\$22,581	\$221,242
ALLIANCE	\$111,373	\$13,133	\$124,506	\$33,600	\$158,106
AMISK	\$114,062	\$14,799	\$128,861	\$38,457	\$167,318
ANDREW	\$130,354	\$25,500	\$155,854	\$40,492	\$196,346
ARROWWOOD	\$114,824	\$14,899	\$129,723	\$38,794	\$168,517
BARNWELL	\$161,665	\$56,820	\$218,485	\$67,162	\$285,647

2017 Municipal Sustainability Initiative Allocations

Municipality	Capital Funding			Sub-Total	Operating Funding	Total
	Initial MSI Capital Component	BMTG Component	MSI Capital (March 2018)			
Total	\$846,000,000	\$331,284,558	\$800,000,000	\$1,977,284,558	\$30,000,000	\$2,007,284,558
Cities						
AIRDRIE	\$10,154,089	\$3,775,265	\$10,565,791	\$24,495,145	\$430,083	\$24,925,228
BROOKS	\$2,107,390	\$925,444	\$2,013,694	\$5,046,528	\$97,512	\$5,144,040
CALGARY	\$254,577,149	\$116,287,050	\$242,364,020	\$613,228,219	\$0	\$613,228,219
CAMROSE	\$3,008,708	\$1,232,719	\$2,984,265	\$7,225,680	\$134,784	\$7,360,454
CHESTERMERE	\$3,355,011	\$1,182,900	\$3,399,750	\$7,937,661	\$149,076	\$8,086,737
COLD LAKE	\$2,890,433	\$1,031,140	\$2,599,594	\$6,521,167	\$129,875	\$6,651,042
EDMONTON	\$164,861,764	\$95,143,950	\$163,631,235	\$423,636,949	\$0	\$423,636,949
FORT SASKATCHEWAN	\$4,444,687	\$1,589,466	\$4,525,916	\$10,560,089	\$194,113	\$10,754,182
GRANDE PRAIRIE	\$10,987,850	\$4,162,648	\$10,588,394	\$25,738,892	\$464,543	\$26,203,435
LACOMBE	\$2,027,708	\$631,070	\$1,988,357	\$4,847,135	\$94,219	\$4,941,354
LEDUC	\$5,575,826	\$1,869,060	\$5,775,329	\$13,220,215	\$240,893	\$13,461,078
LETHBRIDGE	\$14,636,684	\$5,907,238	\$14,655,889	\$35,201,811	\$615,432	\$35,817,243
LLOYDMINSTER	\$3,512,304	\$1,250,222	\$3,467,674	\$8,230,200	\$155,577	\$8,385,777
MEDICINE HAT	\$9,757,426	\$3,826,333	\$9,633,763	\$23,217,522	\$413,689	\$23,631,211
RED DEER	\$16,709,203	\$6,262,926	\$16,684,121	\$39,656,250	\$701,007	\$40,357,257
SPRUCE GROVE	\$5,588,520	\$2,103,048	\$5,780,217	\$13,471,785	\$241,388	\$13,713,173
ST. ALBERT	\$11,184,380	\$3,997,729	\$11,165,766	\$26,347,895	\$472,666	\$26,820,561
WETASKIWIN	\$1,871,519	\$826,805	\$1,782,656	\$4,480,980	\$87,783	\$4,568,743
Towns						
ATHABASCA	\$565,908	\$179,400	\$459,283	\$1,204,589	\$33,802	\$1,238,391
BANFF	\$2,089,685	\$563,160	\$1,973,575	\$4,626,420	\$96,780	\$4,723,200
BARRHEAD	\$746,970	\$265,920	\$657,512	\$1,670,402	\$124,055	\$1,794,457
BASHAW	\$224,379	\$52,380	\$116,342	\$392,101	\$52,294	\$444,395
BASSANO	\$281,657	\$76,920	\$170,726	\$529,303	\$69,938	\$599,241
BEAUMONT	\$2,830,030	\$1,063,200	\$2,860,206	\$6,753,436	\$127,379	\$6,880,815
BEAVERLODGE	\$464,015	\$141,900	\$387,259	\$973,174	\$29,591	\$1,002,765
BENTLEY	\$258,578	\$67,320	\$148,474	\$474,372	\$63,008	\$537,380
BLACK DIAMOND	\$484,856	\$142,380	\$408,828	\$1,036,064	\$30,452	\$1,066,516
BLACKFALDS	\$1,505,761	\$570,600	\$1,486,920	\$3,565,281	\$72,647	\$3,637,928
BON ACCORD	\$309,650	\$89,280	\$207,064	\$605,994	\$78,789	\$684,783
BONNYVILLE	\$1,378,717	\$415,260	\$1,202,592	\$2,996,569	\$67,396	\$3,063,965
BOW ISLAND	\$371,300	\$121,600	\$267,969	\$760,769	\$177,030	\$937,799
BOWDEN	\$272,029	\$74,460	\$166,305	\$512,794	\$68,009	\$580,803
BRUDERHEIM	\$299,700	\$80,880	\$191,806	\$572,386	\$47,974	\$620,360
CALMAR	\$420,682	\$126,060	\$328,337	\$875,079	\$27,800	\$902,879
CANMORE	\$3,813,682	\$784,620	\$3,998,039	\$8,596,341	\$168,033	\$8,764,374
CARDSTON	\$590,262	\$214,800	\$461,910	\$1,286,972	\$168,526	\$1,455,497
CARSTAIRS	\$659,559	\$206,520	\$624,452	\$1,490,531	\$37,673	\$1,528,204
CASTOR	\$229,008	\$55,920	\$122,680	\$407,608	\$54,689	\$462,297
GLARESHOLM	\$645,175	\$225,480	\$535,563	\$1,408,218	\$107,261	\$1,513,479
COALDALE	\$1,165,945	\$451,560	\$1,136,071	\$2,753,576	\$199,153	\$2,952,729
COALHURST	\$436,800	\$151,320	\$347,204	\$935,324	\$122,665	\$1,057,989
COCHRANE	\$4,463,429	\$1,507,320	\$4,705,108	\$10,675,857	\$194,888	\$10,870,745
CORONATION	\$235,820	\$56,820	\$128,480	\$421,120	\$55,531	\$476,651
CROSSFIELD	\$628,622	\$175,080	\$533,404	\$1,337,106	\$36,394	\$1,373,500
DAYSLAND	\$215,883	\$46,420	\$111,779	\$376,082	\$49,478	\$425,560
DEVON	\$1,108,428	\$399,000	\$1,002,187	\$2,509,615	\$56,225	\$2,565,840
DIDSBURY	\$821,193	\$297,420	\$748,470	\$1,887,093	\$136,927	\$2,004,010
DRAYTON VALLEY	\$1,438,920	\$422,940	\$1,350,664	\$3,212,524	\$69,884	\$3,282,408
DRUMHELLER	\$1,327,779	\$481,740	\$1,205,464	\$3,014,983	\$215,236	\$3,230,219
ECKVILLE	\$264,325	\$67,500	\$158,689	\$490,514	\$42,348	\$532,862
EDSON	\$1,501,157	\$518,760	\$1,418,755	\$3,438,672	\$72,456	\$3,511,128
ELK POINT	\$346,111	\$98,760	\$222,882	\$667,753	\$55,458	\$723,211
FAIRVIEW	\$552,068	\$189,720	\$425,168	\$1,166,956	\$151,334	\$1,318,290
FALHER	\$248,772	\$64,500	\$141,152	\$454,424	\$100,999	\$555,423
FORT MACLEOD	\$555,404	\$187,020	\$436,278	\$1,178,702	\$91,679	\$1,270,281
FOX CREEK	\$495,641	\$126,720	\$374,744	\$997,105	\$30,898	\$1,028,003
GIBBONS	\$552,310	\$181,800	\$459,114	\$1,193,224	\$33,240	\$1,226,464
GRANDE CACHE	\$749,820	\$259,140	\$570,335	\$1,579,295	\$122,063	\$1,701,358
GRANUM	\$181,821	\$26,820	\$52,072	\$240,713	\$50,493	\$291,206
GRIMSHAW	\$468,732	\$150,900	\$393,549	\$1,013,181	\$76,755	\$1,089,936
HANNA	\$473,858	\$160,380	\$355,268	\$989,493	\$129,837	\$1,119,335
HARDISTY	\$208,924	\$38,340	\$97,992	\$345,256	\$19,048	\$364,304
HIGH LEVEL	\$684,598	\$229,380	\$587,808	\$1,501,786	\$110,104	\$1,611,890
HIGH PRAIRIE	\$472,193	\$156,000	\$370,657	\$998,850	\$78,485	\$1,077,335
HIGH RIVER	\$2,183,180	\$775,200	\$2,121,958	\$5,080,335	\$100,644	\$5,180,982
HINTON	\$1,737,280	\$678,400	\$1,650,049	\$3,865,729	\$82,215	\$4,047,944
INNISFAIL	\$1,349,300	\$477,180	\$1,238,553	\$3,065,033	\$66,180	\$3,131,213
IRRICANA	\$272,390	\$69,720	\$170,421	\$512,531	\$43,372	\$555,903
KILLAM	\$243,553	\$58,660	\$140,280	\$442,693	\$57,121	\$499,814
LAMONT	\$352,930	\$105,180	\$249,540	\$707,650	\$57,738	\$765,388
LEGAL	\$277,921	\$73,500	\$184,115	\$535,536	\$44,777	\$580,313
MAGRATH	\$416,490	\$143,880	\$312,189	\$872,559	\$117,194	\$989,753
MANNING	\$276,457	\$69,840	\$171,348	\$517,845	\$43,578	\$561,223
MAYERTHORPE	\$285,622	\$83,680	\$173,193	\$542,695	\$126,651	\$669,346

Capital Funding						
Municipality	Initial MSI Capital Component	BMTG Component	MSI Capital (March 2018)	Sub-Total	Operating Funding	Total
MCLENNAN	\$204,083	\$48,540	\$97,444	\$350,067	\$79,282	\$429,349
MILK RIVER	\$220,215	\$53,520	\$108,749	\$382,484	\$86,149	\$468,633
MILLET	\$399,037	\$125,520	\$280,523	\$805,080	\$65,975	\$871,055
MORINVILLE	\$1,561,288	\$593,560	\$1,482,284	\$3,637,152	\$74,942	\$3,712,094
MUNDARE	\$231,461	\$51,300	\$125,277	\$408,038	\$35,947	\$443,985
NANTON	\$432,667	\$127,920	\$331,420	\$891,907	\$28,291	\$920,198
NOBLEFORD	\$253,558	\$60,000	\$172,081	\$485,619	\$39,568	\$525,187
OKOTOKS	\$4,787,718	\$1,680,960	\$4,904,527	\$11,383,205	\$208,704	\$11,591,909
OLDS	\$1,513,842	\$517,020	\$1,493,136	\$3,623,998	\$72,981	\$3,596,979
ONOWAY	\$254,275	\$62,340	\$152,278	\$468,893	\$40,326	\$509,219
OYEN	\$239,831	\$60,360	\$136,548	\$436,739	\$95,475	\$532,214
PEACE RIVER	\$1,233,113	\$403,740	\$1,136,860	\$2,773,713	\$61,378	\$2,835,091
PENHOLD	\$513,380	\$170,520	\$465,783	\$1,149,683	\$31,631	\$1,181,314
PICTURE BUTTE	\$330,477	\$99,000	\$244,812	\$674,289	\$85,701	\$759,990
PINGHER CREEK	\$642,824	\$217,140	\$936,600	\$1,396,564	\$104,567	\$1,501,131
PONOKA	\$1,120,076	\$406,380	\$1,046,739	\$2,573,195	\$183,195	\$2,756,390
PROVOST	\$411,120	\$122,480	\$302,953	\$836,533	\$65,521	\$902,054
RAINBOW LAKE	\$240,513	\$56,280	\$121,440	\$418,233	\$55,399	\$473,622
RAYMOND	\$632,888	\$252,120	\$508,353	\$1,393,361	\$350,487	\$1,743,828
REDCLIFF	\$971,285	\$335,280	\$862,639	\$2,169,204	\$50,557	\$2,219,761
REDWATER	\$469,215	\$128,980	\$356,087	\$952,242	\$29,806	\$982,048
RIMBEY	\$476,855	\$142,680	\$387,632	\$1,006,987	\$30,114	\$1,037,081
ROCKY MOUNTAIN HOUSE	\$1,216,441	\$433,200	\$1,048,581	\$2,698,222	\$60,689	\$2,758,911
SEDGEWICK	\$225,420	\$51,420	\$117,199	\$394,039	\$35,735	\$429,774
SEXSMITH	\$474,964	\$145,080	\$389,016	\$1,009,080	\$30,044	\$1,039,104
SLAVE LAKE	\$1,203,965	\$406,920	\$1,096,345	\$2,707,230	\$60,173	\$2,767,403
SMOKY LAKE	\$248,139	\$61,320	\$136,799	\$446,258	\$58,841	\$505,099
SPIRIT RIVER	\$243,276	\$61,500	\$135,835	\$440,611	\$58,753	\$499,364
ST. PAUL	\$996,808	\$360,240	\$887,393	\$2,244,441	\$163,739	\$2,408,180
STAVELY	\$183,569	\$30,300	\$81,814	\$295,682	\$27,431	\$323,113
STETTLER	\$1,018,614	\$344,680	\$928,623	\$2,292,117	\$52,513	\$2,344,630
STONY PLAIN	\$2,734,533	\$967,620	\$2,782,728	\$6,484,881	\$123,432	\$6,608,313
STRATHMORE	\$2,194,920	\$799,620	\$2,148,829	\$5,143,369	\$101,130	\$5,244,499
SUNDRE	\$527,141	\$161,700	\$421,901	\$1,110,742	\$32,200	\$1,142,942
SWAN HILLS	\$317,684	\$87,900	\$189,814	\$595,398	\$78,262	\$673,660
SYLVAN LAKE	\$2,463,608	\$858,600	\$2,416,704	\$5,738,912	\$112,235	\$5,851,147
TABER	\$1,311,344	\$502,800	\$1,212,719	\$3,028,863	\$221,111	\$3,249,974
THORSBY	\$249,338	\$61,500	\$143,430	\$454,268	\$59,003	\$513,271
THREE HILLS	\$550,511	\$193,800	\$441,249	\$1,185,560	\$153,809	\$1,339,369
TOFIELD	\$423,383	\$130,920	\$309,431	\$863,734	\$68,662	\$932,396
TROCHU	\$247,727	\$64,320	\$140,076	\$452,123	\$60,692	\$512,815
TURNER VALLEY	\$493,426	\$150,660	\$399,559	\$1,043,645	\$30,807	\$1,074,452
TWO HILLS	\$282,485	\$85,060	\$177,288	\$545,833	\$128,987	\$674,820
VALLEYVIEW	\$394,312	\$118,320	\$279,066	\$791,698	\$63,538	\$855,236
VAUXHALL	\$264,940	\$77,280	\$149,799	\$492,019	\$117,579	\$609,598
VEGREVILLE	\$990,875	\$345,480	\$921,352	\$2,257,707	\$51,366	\$2,309,073
VERMILION	\$794,082	\$272,700	\$665,642	\$1,732,424	\$43,233	\$1,775,657
VIKING	\$248,836	\$62,460	\$145,503	\$456,799	\$59,580	\$516,379
VULCAN	\$373,978	\$110,160	\$275,725	\$759,853	\$60,158	\$820,021
WAINWRIGHT	\$1,073,029	\$377,340	\$971,599	\$2,421,968	\$54,762	\$2,476,730
WEMBLEY	\$315,134	\$84,600	\$221,439	\$621,173	\$23,438	\$644,611
WESTLOCK	\$852,935	\$308,820	\$745,647	\$1,907,402	\$141,788	\$2,049,190
WHITECOURT	\$1,974,322	\$634,440	\$1,846,247	\$4,455,009	\$82,012	\$4,547,021
Villages						
ACME	\$193,522	\$39,180	\$86,732	\$321,434	\$42,802	\$364,236
ALBERTA BEACH	\$265,519	\$51,900	\$175,613	\$493,032	\$21,387	\$514,419
ALIX	\$221,450	\$49,600	\$107,266	\$378,516	\$19,565	\$398,082
ALLIANCE	\$126,915	\$13,799	\$19,968	\$160,682	\$28,657	\$189,339
AMISK	\$130,987	\$14,899	\$26,398	\$171,284	\$31,290	\$202,574
ANDREW	\$158,149	\$22,740	\$58,283	\$239,172	\$31,106	\$270,278
ARROWWOOD	\$130,421	\$14,266	\$26,935	\$171,622	\$29,648	\$201,470
BARNWELL	\$228,867	\$57,600	\$121,485	\$407,952	\$91,586	\$499,538
BARONS	\$144,083	\$19,080	\$40,393	\$203,556	\$40,123	\$243,679
BAWLF	\$157,503	\$24,180	\$54,298	\$235,981	\$47,028	\$283,009
BEISEKER	\$225,286	\$47,100	\$123,901	\$396,287	\$19,724	\$416,011
BERWYN	\$171,890	\$31,580	\$68,500	\$271,950	\$56,811	\$328,761
BIG VALLEY	\$161,842	\$20,820	\$46,356	\$218,818	\$42,802	\$261,420
BITTERN LAKE	\$137,896	\$15,466	\$31,556	\$184,918	\$24,479	\$209,397
BOYLE	\$243,458	\$56,880	\$127,329	\$427,667	\$38,180	\$465,847
BRETON	\$183,841	\$34,860	\$80,040	\$298,741	\$39,712	\$338,453
CARBON	\$179,855	\$35,520	\$64,803	\$280,178	\$62,070	\$342,248
CARMANGAY	\$139,675	\$16,732	\$32,806	\$189,213	\$35,758	\$224,971
CAROLINE	\$169,632	\$30,060	\$64,278	\$263,970	\$54,850	\$318,820
CEREAL	\$120,848	\$12,466	\$13,356	\$146,670	\$25,418	\$172,088
CHAMPION	\$152,423	\$22,680	\$40,891	\$215,994	\$44,950	\$260,944
CHAUVIN	\$150,653	\$20,700	\$44,679	\$216,032	\$42,412	\$258,444
CHIPMAN	\$150,389	\$17,466	\$43,801	\$211,656	\$27,237	\$238,893
CLIVE	\$200,188	\$40,500	\$97,903	\$338,691	\$31,293	\$369,884
CLYDE	\$167,188	\$30,180	\$55,297	\$252,663	\$54,898	\$307,561
CONSORT	\$203,075	\$43,320	\$98,118	\$344,513	\$72,741	\$417,254
COUTTS	\$144,132	\$17,232	\$35,735	\$197,099	\$26,716	\$223,815
COWLEY	\$136,466	\$15,666	\$28,476	\$180,608	\$33,683	\$214,491



Stettler Recreation Centre Phase 2/3 Study

1. Introduction

In June 2016, the Town of Stettler entered into an agreement with **John Hull Architect** (Red Deer) to carry out a scope of work for the Stettler Recreation Centre. This scope was comprised of three major components:

1. A Building Systems Evaluation,
2. An Energy Audit, and
3. The preparation of Architectural Planning Concepts for a possible future field house and related building additions.

John Hull Architect subcontracted **Williams Engineering**, (Edmonton) to conduct the Building Systems Evaluation and Energy Audit.

The project moved forward through the course of several meetings, guided by a positive and active steering committee. This committee was made up of Malcolm Fischer (Councillor), Greg Switenky (Town CAO), Steve Gerlitz (Assistant CAO), Lee Penner (Director of Parks and Leisure Services) and Alan King (SRC Maintenance Manager).

Public Consultations were not conducted during the course of this study. Public input and review of the various proposals and findings will likely be one of the next steps for the Town. Public awareness and support will be critical for the Town to successfully move forward with a major facility upgrade to the SRC.

In late fall of 2016, it was clear that the original scope of consulting services needed to be expanded to provide more detailed information for the Town. In December, the Town entered into a secondary, or adjunct, agreement with John Hull Architect to:

1. Provide additional structural understanding of the original twin arena building,
2. Explore building envelope upgrade options for the 1996 pre-engineered arenas,
3. Provide more detailed construction cost estimates for the recommended field house option,
4. Take a closer look at the budget cost for future building envelope upgrades identified in the Building Systems Evaluation, and
5. Research the prospects and costs for a possible relocation of the Red Willow Creek Channel.

For this adjunct study, John Hull Architect worked with **LEX3 Engineering** and **Scott Builders**, both of Red Deer.

This document is a summary of the deliverables of both scopes of work.

The intent is to present an action plan based on the findings and recommendations of the consultant' work to assist the Town in its capital planning and operations budgeting.





2. Building System Evaluation Summary

Williams Engineering completed the Building System Evaluation in January 2017 after draft reviews by the Town and the architect. The facility manager and maintenance staff provided excellent insight to the operations of the facility.

One of the high priority items identified early in the study was the urgent need for a new ice plant. This item was approved by Council as an emergent requirement, and at the time of this writing, it is well underway.

The Evaluation identifies and makes several recommendations (with estimates of probable costs) for staged repairs and upgrades.

Discussion on Building Envelope Upgrades:

One of the items which required additional study was the Building Evaluation's recommendation for the "Replacement of the 1996 Arena Wall and Roof Cladding". This is identified as an action item budgeted for \$1.5m scheduled for 2026.

This is based on an assumed reasonable life expectancy of +/-30 years for the original arena metal wall and roof panels.

The original structural frame and shell of the 1996 Twin Arena building is a pre-engineered building by Butler Manufacturing Co. and constructed by Scott Builders, Red Deer. These pre-engineered buildings were commonly used as capital-efficient ways to enclose large spaces (such as arenas).

After +/- 20 years the wall panels show buckling damage. This is primarily an unattractive, cosmetic issue, but as the Building Evaluation notes, there may be wind driven rain getting into the insulation behind.

Similarly the roof panels are beginning to require more maintenance to repair caulked seams, and seals where equipment penetrates the roof.

That said, the existing envelope could be left and maintained for at least another 10 years, as noted in the Building Evaluation. However, we live in rapidly changing times of climate change, carbon taxes and goal of sustainability. Incentives may be offered in the future to municipalities to upgrade their facilities earlier to reduce their carbon footprint. With this in mind, more research was put into the details of possible envelope upgrade to guide the Town in its decision-making.

Current energy codes, carbon taxes, operating costs savings will necessitate an upgraded insulation level and air barrier system than found in the original construction.





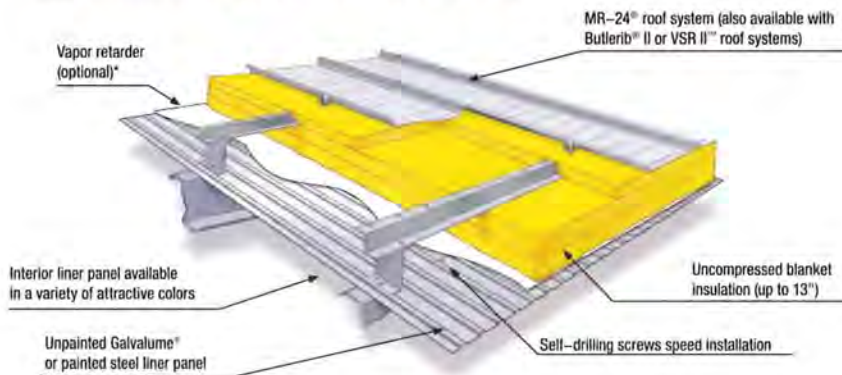
Stettler Recreation Centre Phase 2/3 Study

The Energy Audit report identifies annual operations savings of \$15,000 after the envelope upgrades are completed.

During these discussions, the consultants expressed concern that the original arena steel structure may not accommodate the additional weight of a future upgraded roof envelope.

Based on the findings of the Lex3 structural assessment of the 1996 building, we recommend a Butler re-roof assembly as shown. The existing roof system is removed and the steel recycled. A new steel liner is installed on the existing purlins with a proper air barrier, minimum R-30 batt insulation and new MR-24 standing seam steel roof panels. It is our understanding that this work can all be done from the outside, with minimal disruption to SRC activities.

THERMALINER™ INSULATION SYSTEM

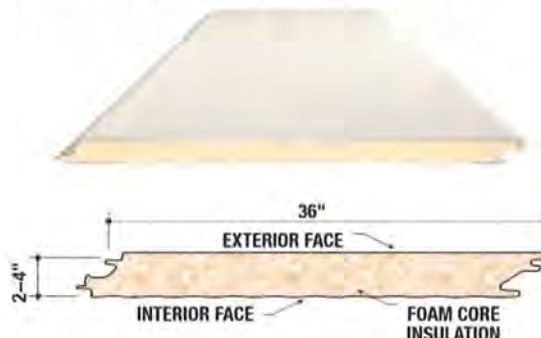


The report from LEX3 is included in the appendix.

Upgrades to the exterior walls should be considered for the future. The recommendation is to remove the existing steel wall panels and rolled insulation and install new 4" thick, Butler Thermawall insulated steel skinned panels to the entire 1996 perimeter.

An estimate for \$1.5m for a complete envelope replacement and upgrade (walls and roof) has been included in the Building System Evaluation report. This estimate was based on unit costs provided by Scott Builders.

Butler Thermawall™ Flat Panels





4. Discussion on the Photovoltaic Solar Panel Installation:

During the early project discussions, the consultants were asked about the possibility of installing photovoltaic panels on the roof. The consultant team expressed concern about the structural capacity of the original pre-engineered building. Much of the capital efficiency for these buildings comes from a very fine-tuned engineering of the steel components, leaving very little structural capacity for add-ons.

A structural assessment of the existing arena building by LEX3 (included in the Appendix) indicates that the arena does not have enough capacity to accommodate the additional load of the solar panels without additional structural reinforcement.

A vertical solar panel wall application to the full south side offers potential, instead of the roof surface.

However, from the construction sequencing point of view, the wall assemblies should be replaced with new steel face insulated panels prior to this being done (or a new south addition constructed).

If the Town decides to proceed with a major addition to the SRC, the roof structure should be designed to accommodate the installation of a large roof-mounted solar array. As well, the more recently constructed pool roof structure may be strong enough to receive solar panels, albeit over a smaller area than the arena roof. The structure of the pool roof was not evaluated during this study for surplus capacity.

5. Energy Audit

The Energy Audit was completed by Williams Engineering. It contains several recommendations for actions which can result in energy savings. Refer to the **Discussion on Envelope Upgrades** above. These upgrades appear in both the Energy Audit and the Building Systems Evaluation.

6. Architectural Siting Concepts for a Proposed Field House

The Terms of Reference for this Phase 2/3 study includes reference to the *2012 RC Strategies SRC Functional Needs Assessment*. In simple terms, the RCS Study demonstrated there was community support for additional community services being developed at the SRC.

Several of these items were addressed by the 2013 Addition and Renovation (Seniors' facility, Library expansion, upgraded entry, etc.). A summary from the RC Strategies study is included in the Appendix.





Stettler Recreation Centre Phase 2/3 Study

The study also showed community support for additional indoor athletic facilities (such as a multi-purpose field house) and an indoor walking track as part of an expanded SRC facility.

This triggered an exploration of several siting options for a full field house facility connected to the existing SRC facility.

All the options were based on constructing a facility which would accommodate a full indoor 200'x85' flexible playing surface able to be configured for lacrosse, indoor soccer, badminton, basketball, pickle ball, etc.

As well, all the options showed a walking track and ancillary fitness areas on the second floor.

Site Constraints:

The potential for major expansion on the SRC site faces several challenges.

To the North, the Red Willow Creek and flood zone extends right up to the north edge of the present building.

To the east, the existing parking lot is fully used at peak times. Design options which extend into the parking area will require additional parking being developed, most likely at the expense of the existing playing field to the east.

To the west, construction is constrained by underground services, an overhead power line, the proposed new ice plant building, and challenging connectivity to the shared public areas of the existing building.

To the south, there is an area for a possible addition extending from the existing blue arena building face to the front yard setback line. There is an underground storm line in this area. Indications are that it could be fairly reasonably relocated.

Although there is not enough area to the south for the full field house addition, there is good opportunity for a future expansion to the SRC in this location. Two planning studies for an addition to the south were developed and are discussed with plans in Section 7 following.

Two options show a new field house addition extending into the existing parking structure (Option 3 and 6). There is an issue because existing parking spaces are lost although more parking is required by the new facility. With these two options, parking expansion into the east playing field would be likely required.





Stettler Recreation Centre Phase 2/3 Study

Discussion on the Designs:

As part of the Phase 2/3 Study, John Hull Architect looked at several expansion options which would house a field house and second storey walking track.

Some options were dismissed by the committee, and these are not shown in this summary document.

As an example, the concept of constructing a field house on the existing east playing field was rejected. In this case, it was thought that if the field house could not be connected directly to the existing SRC, with all related synergistic benefits, then it may as well go anywhere in the town, without losing a playing field and impacting existing parking numbers.

Another concept that was presented and explored, but finally eliminated as a viable possibility was Option 5. This design option proposed a vertical expansion to the SRC, with the field house located *above* the blue arena, and extending to the south building line.

At an early stage, this option was of interest to the steering committee and also town council. In spite of higher construction estimates, it was thought that the additional cost of this option was offset by two main features: one, the vertical expansion would not take up any of the existing parking area and two, it would essentially create a new, upgraded building for the blue arena.

This particular option required additional structural and architectural assessment to confirm whether it was indeed a viable option for the Town. Through the adjunct study, it was determined that it was not a viable concept. LEX3 assessed the structural implications and their report is included in the Appendix.

The costs and disruptions of this option, in our opinion, cannot be justified. As a result, this option is not shown in the report.

SCR Site Option Recommendation:

The Steering Committee and consultants reviewed a great deal of information over the last several months. All of the design options we looked at offered both positive and negative features. However, option 2 offers several benefits to the Town which the others do not.

1. The footprint on the addition is compact, resulting in construction efficiencies.
2. The connectivity to the existing SRC facility is excellent, providing a natural tie into the existing main foyer.
3. The relocation of the Red Willow Creek, a necessary component of this Option, creates additional land at the SRC site – around 25,000m² or 2.5 hectares- for additional parking or even future construction.

As part of the adjunct study, we looked in more detail at the process and the costs of relocating the creek.





Stettler Recreation Centre Phase 2/3 Study

We met with Peter Stevens, an engineer with MPE Engineering and showed him the proposal to relocate the Red Willow Creek bed, shown in the following site plan.



Mr. Stevens is familiar with the area, having been recently involved in the establishment of the Town/County Red Willow Creek watershed master drainage plan and upgrades Red Willow Creek floodplain mapping completed in 2015.

His assessment is that, in general, the proposed relocation of the creek is a viable concept. There are several regulatory boxes to be “checked off”, primarily with Alberta Environment. His reaction from experience with previous applications, was that the approval process would take at least a year.

He noted that Alberta Environment has not formally accepted the Town/County flood management plan at this time. We have been made aware of this frustration from the Building Committee comments through the course of the study.

Mr. Stevens sees this as an issue that could hold up an application to relocate the creek. Conversely, however, such an application might trigger action on the acceptance on the joint flood management study.

Following the meeting, Mr. Stevens sent JHA an estimate of professional services of \$90,000 to advance the design, engineering and coordinate the regulatory approval process. It is attached following. The fee estimate does not include detailed design and construction site coordination.

If the Town decides to move forward with an engineering report, we recommend proceeding to a formal Request for Proposal, using the scope included in MPE’s estimate as a basis for the RFP.

At the same time, we worked with Scott Builders to come up with an estimate of construction costs to relocate the creek, construct a new weir, two bridges, reconfiguration the wetlands, golf course holes and create graveled parking area east of the SRC. Their construction estimate of \$1.6m includes an allowance for final engineering design and consultant site coordination.





Stettler Recreation Centre Phase 2/3 Study

Over the course of this study, the idea of using a Sprung structure for the field house was put forward by the Committee. This is certainly something that can be considered if the project moves forward into the detailed design. Our assumption for the drawing and estimating at this point with Option 2 is that a more conventional steel framed structure would make a better connection where it interferes with both the pool and original arena building.

7. Architectural Studies for a Possible South Addition

During the course of this study, additional programming ideas (other than a full field house expansion) were discussed, both from within the steering committee and from an informal presentation to Council members in November 2016.

There is an area of buildable land located along the full south elevation of the existing blue arena. It extends to the required Front Yard setback required by the Town's Land Use Bylaw, This land could support quite a range of activity (including a walking track), but falls well short of the size required for a field house.

JHA prepared two options for an expansion to the south, and these drawings are included following.

The first option of the architectural expansion plans looked at a three sheet curling facility integrated into a south expansion, open to a walking track and fitness area above. This was based on a recently identified need for a replacement curling facility in the community.

A second option shows a multipurpose sports area on the main floor, instead of curling. As noted, this would be much smaller than a field house, but the walking track combined with a smaller flexible sports area has some merit.

A reasonable working budget for a two storey south expansion would be about \$7.5 million. A new south addition could support a full array of solar collection along the south side as well as on the roof.

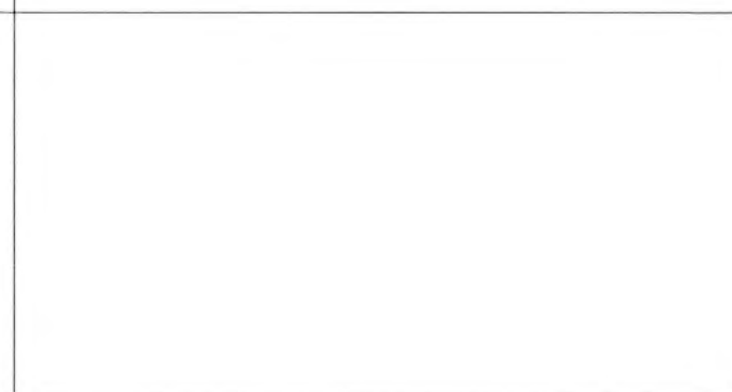
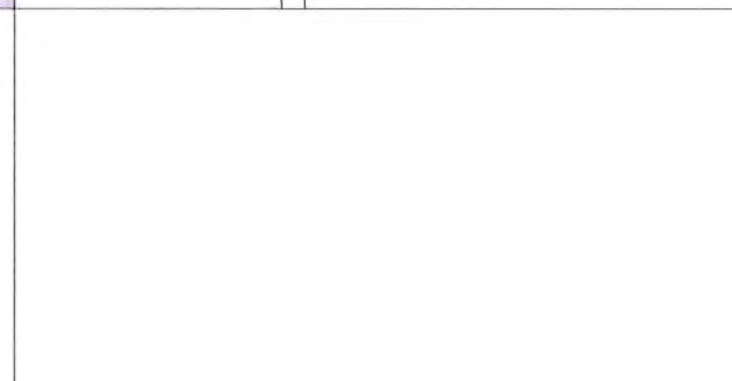
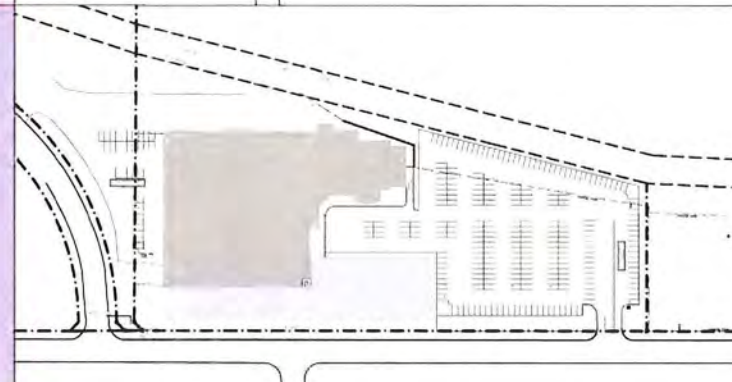
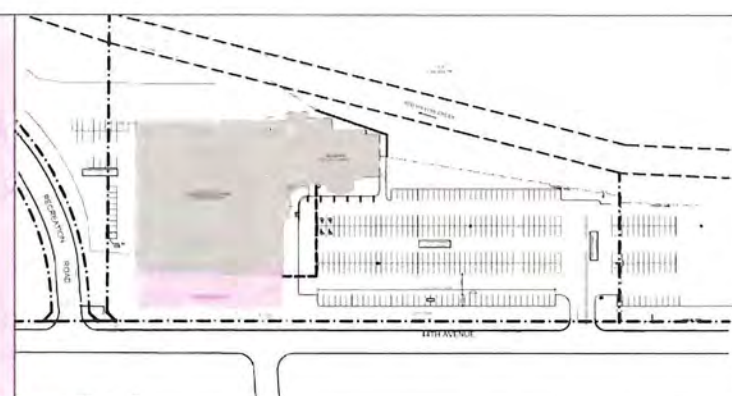
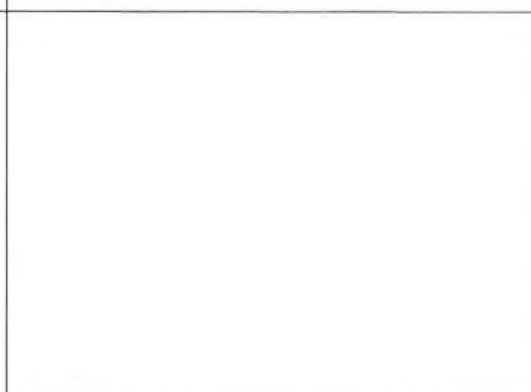
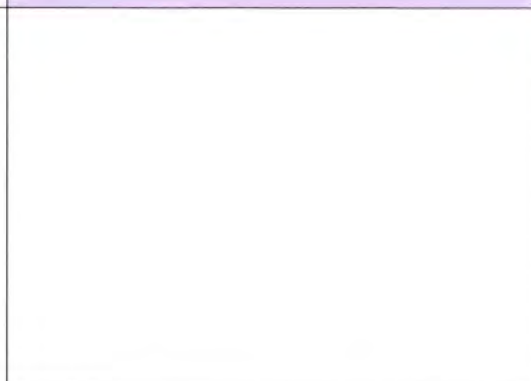
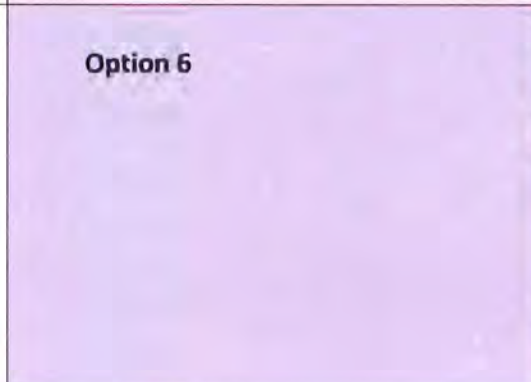
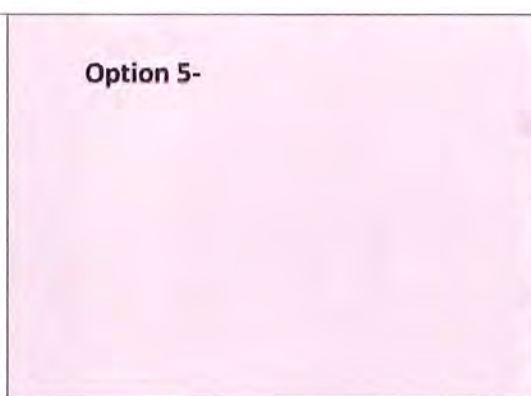
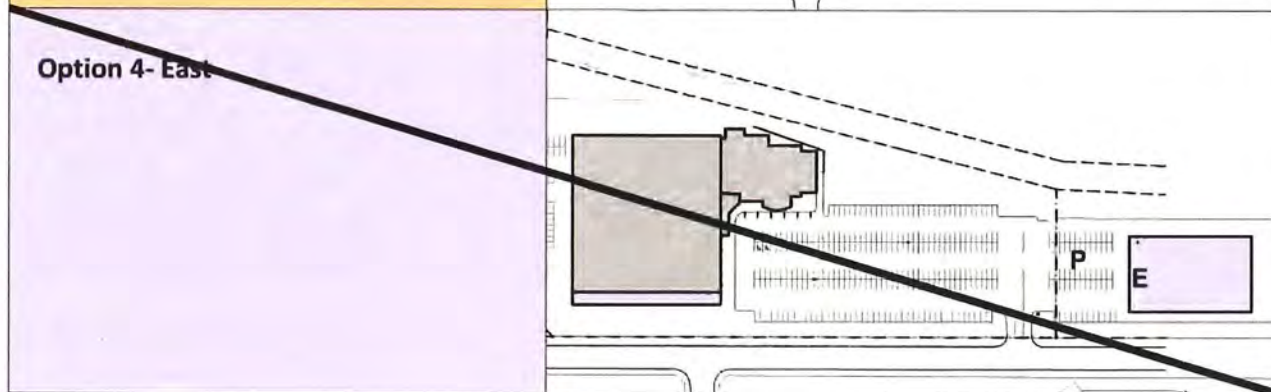
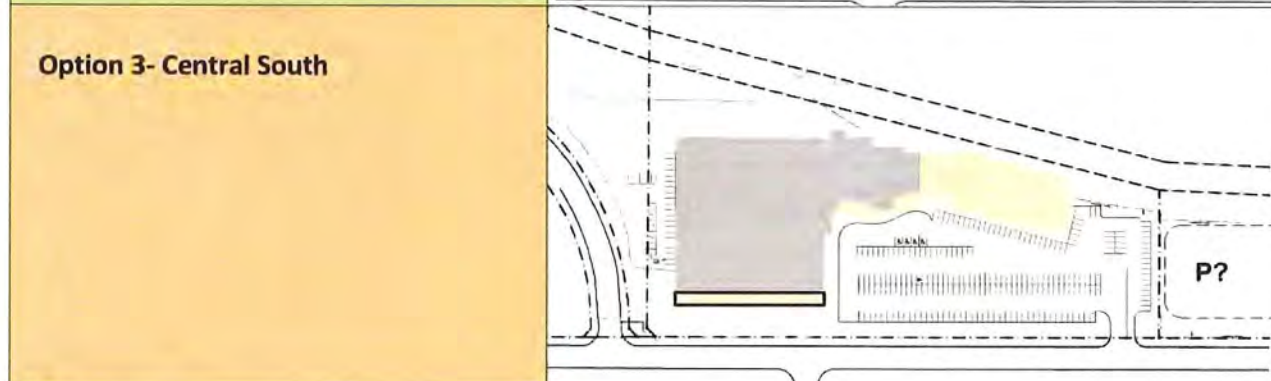
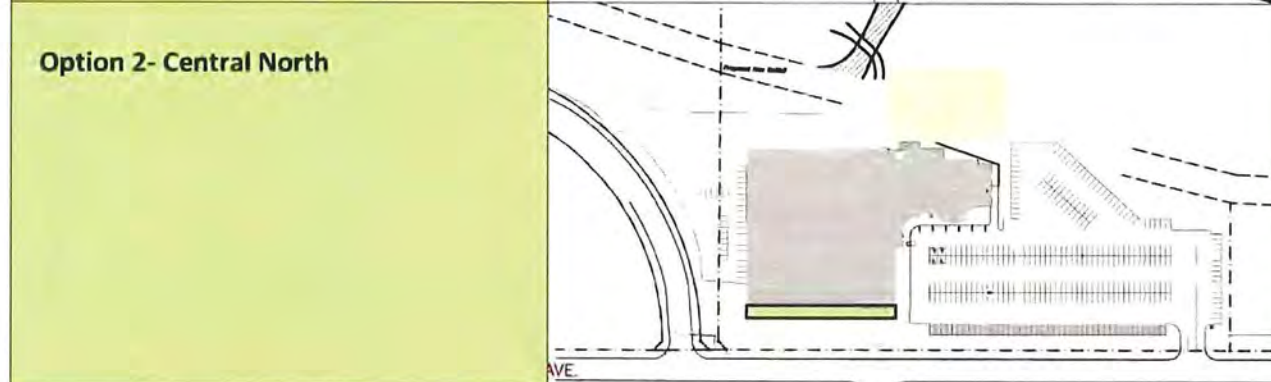
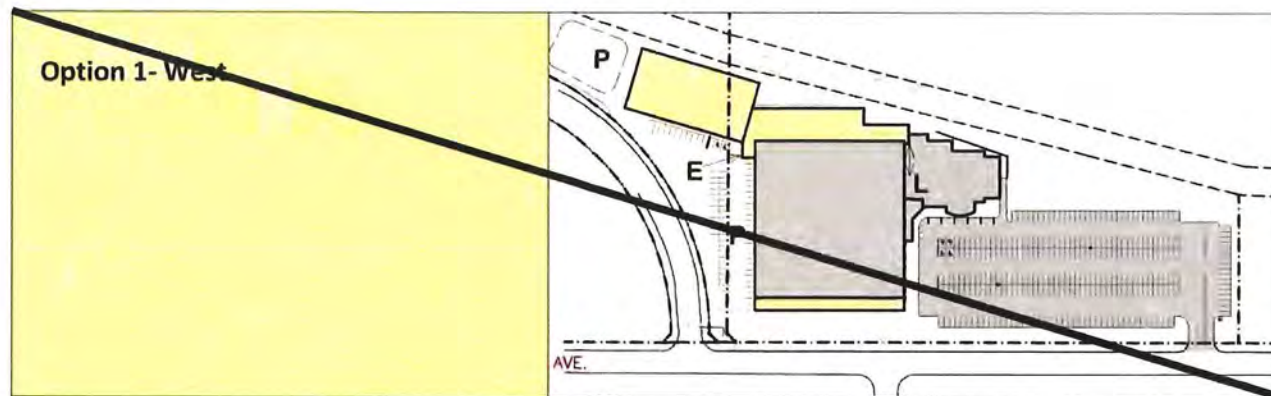


Comments

Visual

Comments

Visual



DATE: August 9, 2016

SCALE: 1:400

Sheet 1 of 12

SITE PLAN OPTIONS
SRC: Field House Site Study
Stettler, AB







John Hull
Architect

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 Fax (403) 309 7292

Email john@jharch.ca

Option	Visual	Pros	Cons	Status	Order of Magnitude Budget
<p>Option 2 New construction to North of existing the SRC; link through existing SRC entry with some reconfiguration of fitness area.</p>		<p>Excellent connectivity with the existing SRC facility with good separate access to the field house facility when necessary. Efficient building footprint, with minimum link costs. The relocation of Red Willow Creek will create additional useable area for the SRC site for long term growth and parking.</p>	<p>The entire site for this option falls within the flood fringe. To become a reality, it will require the relocation of the Red Willow Creek water way and related regrading of the flood fringe, reconfiguring of the golf course, and bridge/weir construction.</p>	<p>This is a viable and positive option, subject to confirmation about costs and regulatory hurdles relating to waterway relocation. It is recommended that the Town pursue this as the best option for a field house addition to the SRC.</p>	<p>\$ 8,500,000 Field House Addition \$ 500,000 Link Components, Renovations \$ 950,000 Consulting Fees (Building)</p> <p>Total Building Costs: \$ 9,950,000</p> <p>Additional Site Costs: \$ 1,650,000 (Relocation of Red Willow Creek, bridges, weir, parking area):</p> <p>Creek Relocation cost (engineering and construction)</p> <p>Project Total: \$11,600,000</p>
<p>Option 3 New construction to the west of the pool with a new link along the south side of the pool.</p>		<p>Requires the construction of a new entry to the facility with an option for second floor roof top terrace link. Good separate access to the field house facility when necessary.</p>	<p>A portion of the building footprint lies within the flood fringe and mediation initiatives would need to be developed. Requires loss of east field for additional parking. Cost of a new entry/link is a duplication of the money spent on the 2013 entry upgrades, while adding to the overall cost of the field house project. Access to the pool chlorine room will need to be resolved.</p>	<p>Viable siting option, subject to confirmation about costs relating to building in the flood fringe. The long link and new entry required with this adds to the overall building costs.</p>	<p>\$ 7,500,000 Field House \$ 4,000,000 Link /w Roof Development \$ 750,000 Site Work \$ 1,250,000 Fees</p> <p>\$13,500,000 Total</p> <p>Note: Does not include the cost to develop a new playing field if necessary</p>
<p>Option 5 Demolish the existing Blue arena steel structure; construct a new elevated field house above the Blue Arena; extend a three storey addition out to the south building set back.</p>		<p>n/a</p>	<p>n/a</p>	<p>A very complex and expensive concept. This option was deemed not to be viable following a more detailed structural, architectural and costing study.</p>	<p>n/a Field House n/a Three Storey South Link n/a Site n/a Fees</p> <p>n/a Total</p>
<p>Option 6 New field house construction to the east along the south side of the site; change rooms and other support areas along the south side of the Blue Arena.</p>		<p>Good connectivity to SRC through main entry; no conflict with flood fringe; strong architectural image along 44th Ave; efficient building footprint.</p>	<p>Impact on existing parking will require loss of the east playing field for additional parking. The location will hide the existing signage and main entry from the view of the road. Vehicle access to the main entry becomes somewhat constricted. Underground site services relocations are required along the south. The architectural "look" of the new two storey high field house wall close to 44th Ave will be critical.</p>	<p>Although costly, this option remains somewhat viable. The logical capital costs for this option include the construction of the full south addition to the Blue arena as shown, although there are reduced scopes to explore as well (ie single storey instead of two, reduced floor area etc)</p>	<p>\$ 7,000,000 Field House \$ 7,000,000 Two Storey South Expansion \$ 1,000,000 Site \$ 1,400,000 Fees</p> <p>\$16,400,000 Total</p> <p>Note: Does not include the cost to develop a new playing field if necessary</p>

DATE: February 14, 2017

SCALE: NTS

OPTIONS SUMMARY

SRC PHASE 2/3 REPORT

Site Plan Options for a New Field House Addition

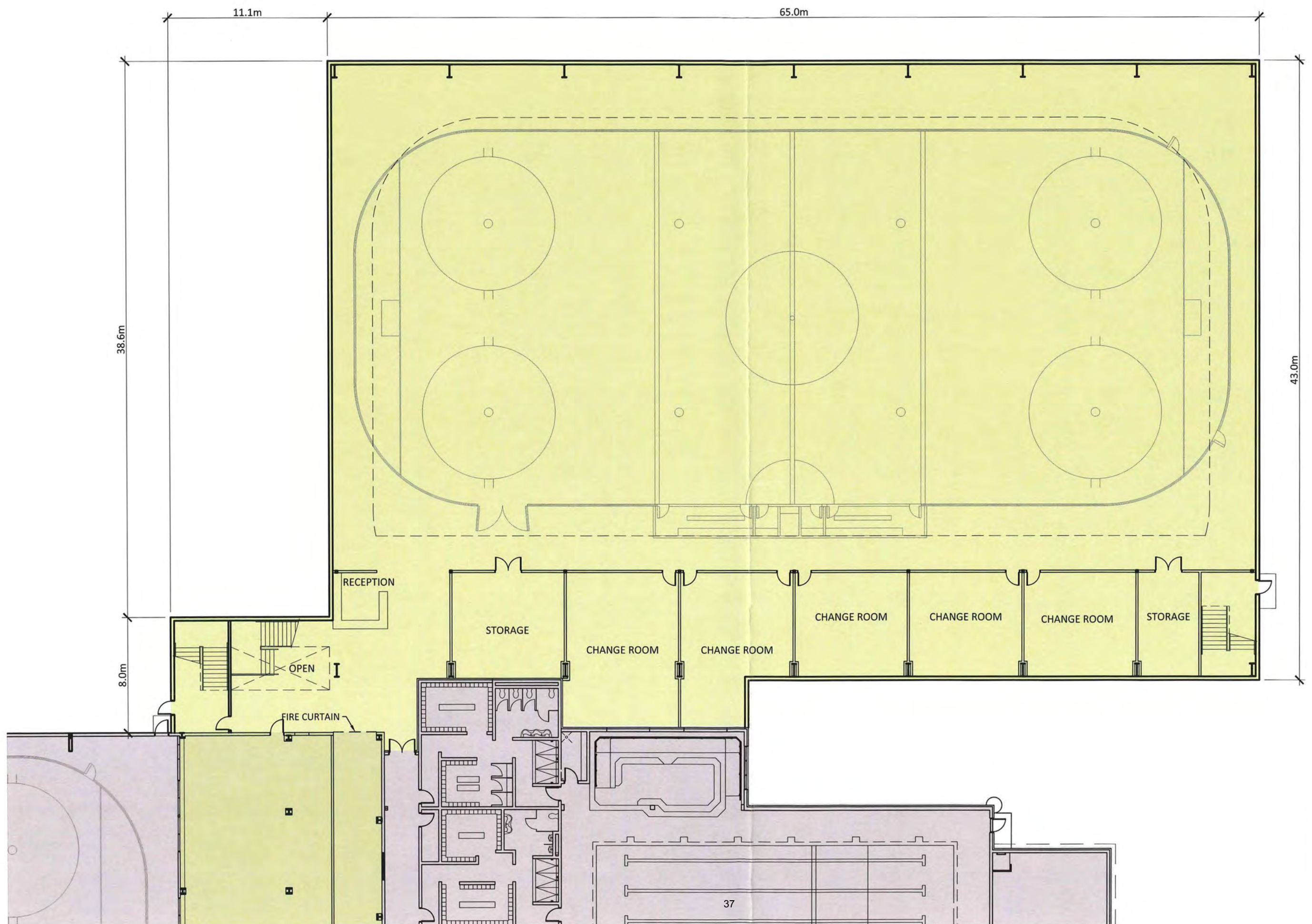


John Hull Architect

Box 709
Rimby, AB
T0C 2J0

Phone (403) 304 5085

Email john@jharch.ca



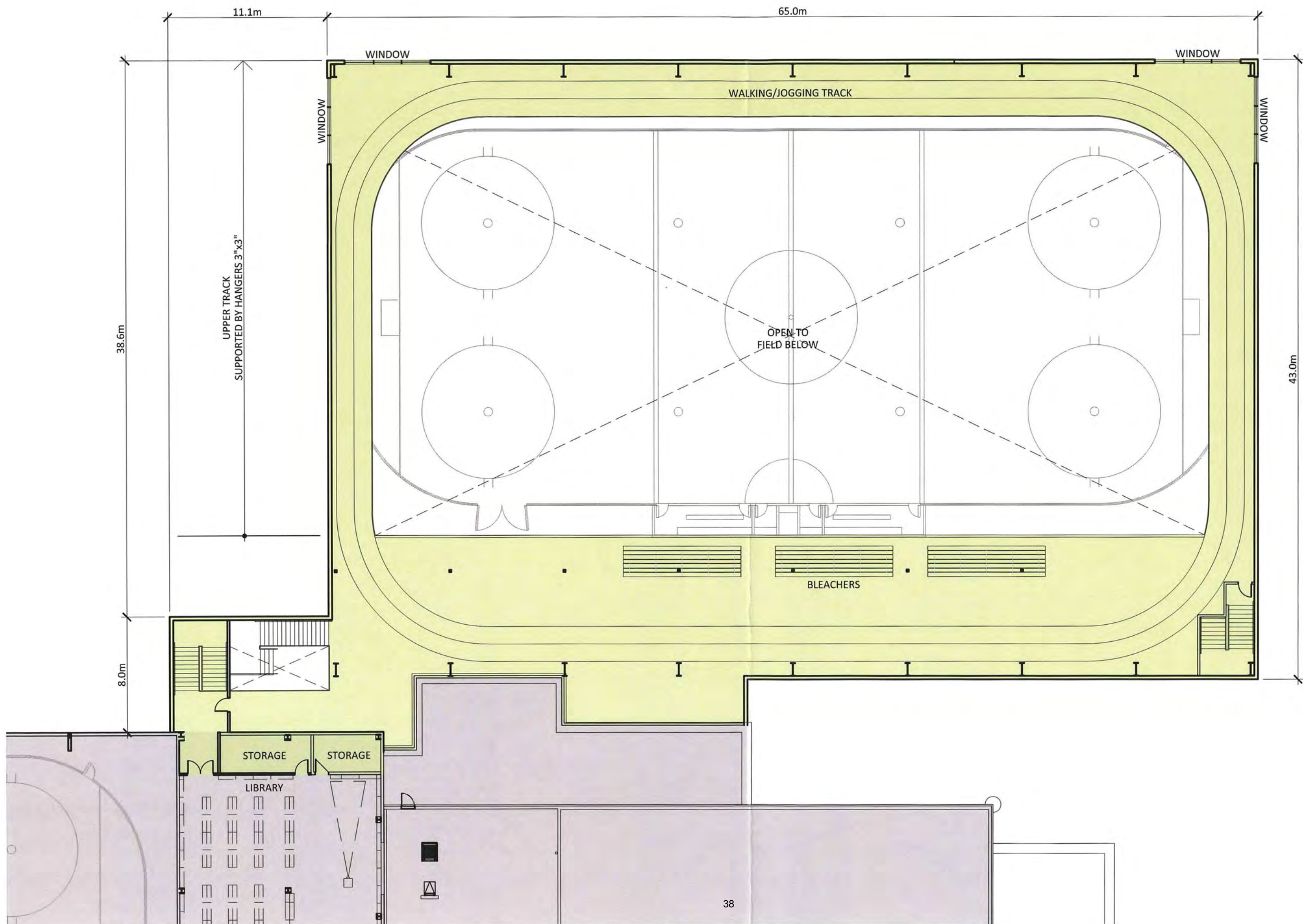
DATE: February 14, 2017

SCALE: NTS

OPTIONS SUMMARY
SRC PHASE 2/3 REPORT
Option 2: Main Floor Plan



John Hull
 Architect ■
 Box 709
 Rimbey AB
 T0C 2J0
 Phone (403) 304 5085
 Email john@jharch.ca



OPTIONS SUMMARY
SRC PHASE 2/3 REPORT
 Option 2: Second Floor

DATE: February 14, 2017

SCALE: NTS



John Hull
 Architect

Box 709
 Rimbey AB
 T0C 2J0

Phone (403) 304 5085

Email john@jharch.ca

MEMORANDUM

Date: March 28, 2018

To: Greg Switenky
CAO

From: Melissa Robbins
Director of Operational Services

Re: Town and County Airport – GPS Approach

Background:

2018 Capital Budget approved project to provide an instrument approach system at the Stettler Town and County Airport. Both municipalities have allocated \$20,000 each for the project.

Company Selection:

This project is being sole sourced due to the specialization required to complete the work. The Stettler Flying Club has been instrumental in finding the right individual to complete this work, evaluating their proposal and providing necessary support to administration for this project.

Charles (Chas) Cormier has been chosen to provide the proposal. Mr. Cormier has completed over 600 instrument approach systems for various sized airports. Previously, Mr. Cormier conducted the quality assurance reviews for 1000 instrument approaches when he worked for NAV Canada.

An initial phase is being presented at this time. An LNAV instrument procedure will be prepared for a cost of \$14,900. In addition, the procedure must be approved by NAV Canada and an annual cost of \$1,200 is required upon approval. In addition to this proposal, a vital component of the project is providing internet service at the airport with the expectation to purchase and install an altimeter and weather station that will provide vital information to pilots accessing the airport. At this time, the costs of the internet and altimeter/weather station are unknown. The first step of this process is to have the instrument approach approved and build upon the project with an expected final cost of \$40,000.

Recommendation:

Administration respectfully recommends that Town of Stettler Council directs administration to proceed with securing Mr. Charles (Chas) Cormier to complete the instrument approach and obtain all approvals with NAV Canada at an upset limit of \$16,100, excluding GST, and directs administration to provide this information to the County of Stettler to share the project costs as presented.

TOWN OF STETTLER

Prepared by: Town of Stettler Department Heads Number: V-2(b)
Adopted by: Town of Stettler Council Original Policy: 2000 06 20
Previous Policy: N/A
Current Policy: 2000 06 20

Title: **Disposal of Surplus Equipment, Police Seizures and Lost & Found Items**

Purpose: To ensure that all surplus **vehicles and** equipment, Police seizures and Lost & Found items are suitable for Public Sale and to set Conditions of Sale for their disposal.

Policy Statement:

- a. Only items suitable for Public Sale will be offered for sale. The Shop Mechanic to determine suitability.
- b. **Vehicles and equipment may be disposed of by:**
 - a. Trade in on a new or similar unit.
 - b. Consignment to a larger dealer at a set price for a given length of time.
 - c. Sale by Tender, either through the Town's Equipment Surplus Sale, as outlined below, or as separately advertised in local newspaper and media.
 - d. Auction, either Town operated or as consigned to a large auction house.
 - e. Direct sale, Online sale, or any other currently acceptable sales forum/App as advertised/posted and sold outright for a predetermined or negotiated fair offer price based on the item's age, condition and any other relevant factors. Acceptance of alternative offer amounts and/or counter offers are subject to approval by the CAO respecting reasonability, economic conditions, timing (the likelihood of a better offer), and any other factors considered relevant by the CAO under the circumstances.

Acceptable payment for all sales outlined above will be certified cheque/money order, EFT or cash accepted only through the Town office prior to pick up. Notwithstanding, the CAO reserves the right to approve alternative purchaser payment mechanism such as Major Credit Cards, Corporate/Municipal Cheques (not personal) subject to acceptable security risk considerations and additional processing fees being added, if any.

b.c. All surplus vehicles and equipment, not sold as outlined above, Police seizures and lost & found items suitable for disposal will may be offered for "Sale by Tender" normally once in a calendar year. A bid sheet will be prepared with a list of the items offered for sale and the bid sheet will contain the following statement:

CONDITIONS OF SALE

The above items are being sold "as is where is" and may be viewed (dates to be inserted) _____ between the hours of 1:00 p.m. and 4:00 p.m. at the Town Shop 5104 - 61 Street.

NO guarantee is offered on the above items. Items may be withdrawn by the Town of Stettler at any time.

Tenders will be accepted at the Town of Stettler Municipal Office Attention: "**ADMINISTRATIVE ASSISTANT**" no later than 4:30 p.m. (insert date) _____ in a sealed envelope marked

"SURPLUS EQUIPMENT SALE".

Highest or any bid will not necessarily be accepted.

**TERMS: CASH OR CERTIFIED CHEQUE - BEFORE ITEM IS RELEASED
NO BID DEPOSIT REQUIRED**

The Town of Stettler will not accept late bids received by mail or fax. E-mail bids will not be accepted.

The Town of Stettler assumes no responsibility as to the age or condition of the items **OR** errors or omissions on this listing. It is the purchaser's responsibility to confirm age, condition, etc. and it is the purchaser's sole obligation that the item works or will perform as the purchaser requires.

All purchases are to be removed by the successful bidder within one week of the tender being awarded or purchaser may be subject to a storage fee. Purchases that have not been claimed and removed after 60 days from date of purchase will become the property of the Town of Stettler.

Only successful bidders will be contacted. Results of the bids will be available at the Town Office.

A MINIMUM BID OF \$5.00 IS REQUIRED. RESERVE BID IN EFFECT FOR SOME ITEMS (~~noted with an asterisk~~)-(disclosed with an asterisk).

c. If after the sale any items not receiving a bid may be offered to a local non-profit organization or at the EcoCenter's Take it or Leave it Building, at the discretion of the CAO.

- ~~d. Any time after and up to 60 days before the Public Sale a request to purchase Town of Stettler surplus equipment may be made. This item or items may be sold for "fair market value" only if approval is given by the Town Manager and a Department Head.~~
- ~~e. Immediately following the sale and before any unsold items are removed from the shop the Town of Stettler Department Heads will examine these items to determine their disposal.~~

TENDER FOR TOWN OWNED SURPLUS EQUIPMENT
POLICE SEIZURES AND LOST & FOUND ITEMS

CONDITIONS OF SALE

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A MINIMUM BID OF \$5.00 IS REQUIRED. RESERVE BID IN EFFECT FOR SOME ITEMS (noted with an asterisk).

PLEASE COMPLETE THE FOLLOWING INFORMATION WHEN SUBMITTING YOUR TENDER

NAME: (PRINT) _____

ADDRESS: _____

PHONE - HOME: _____ BUSINESS: _____

BY AUTHORIZATION OF MY SIGNATURE BELOW PLEASE ACCEPT MY BID AMOUNT(S) FOR THE FOLLOWING ITEM(S) LISTED BY TAG NUMBERS AND DESCRIPTION.

SIGNATURE _____

DATE: _____

OFFICE INFORMATION ONLY

DATE TENDER AWARDED _____

RECEIPT NUMBER _____

DATE PAID FOR _____

TO: Town of Stettler Council

DATE: 2018 04 03

FROM: Greg Switenky
CAO

CHIEF ADMINISTRATIVE OFFICER'S REPORT – MARCH 2018

ADMINISTRATION – Greg Switenky

1. Meetings: Town Council, Committee of the Whole, Department Head and Staff information sharing sessions, Joint Health & Safety Committee and the Stettler Waste Management Authority.
2. AUMA Spring 2018 Municipal Leaders Caucus in Edmonton.
3. Capital Planning Update Meeting with AHS Regional Representatives Allan Sinclair and Brant Poirier.
4. Coordinate local collaborative discussions and support regarding an opportunity to apply for Rural Transportation pilot project funding.
5. Met with Steel Wheel Stampede representatives to discuss 2017 results and 2018 funding request.
6. Attended Introduction to Emergency Management 2018 for Municipal Elected Officials hosted at the County of Stettler.
7. Commence review of the 2018 Provincial Budget for local impacts.
8. Coordinate discussions with the Mayor & the MLA regarding support for Equitable Police Funding consultations, Alberta Municipal Water/Wastewater Partnership funding for lagoons and flood plain/fringe mapping for Red Willow Creek.
9. Conference call with the Minister of Infrastructure regarding access to collaborative recreation facility capital funding under the anticipated health and wellness component of the upcoming Alberta/Canada rural and small communities multi-year funding program.
10. Ongoing internal orientation, guidance and communication of new Council Roles and Responsibilities within our organization.
11. Continuous engagement with Senior Department Heads regarding situational solutions to arising issues/requests, emergent problems and troubleshooting Council Member/ratepayer concerns.
12. Ongoing liaison and information sharing with County Administration to strengthen working relationships.

FINANCE & LEGISLATIVE – Steven Gerlitz

1. Meetings attended included: Council, AUMA Municipal Leadership Workshop, CanPak (automated bin roll out), Minister Jensen Conference Call and Minister Anderson Conference Call.
2. Projects worked on included:
 - 2017 MSI, BMTG, FGT updates – December 31, 2017 – Audit
 - 2017 Regional Water true-up costs
 - 2017 Capital Budget – follow up
 - 2017 Tax Budget
 - Canpak Contract Extension – automated waste pickup
 - OHS Officer Inspection - SRC
 - 2018 Capital Budget
 - Council Agenda prep
 - Council Minutes
 - AP Invoices and sign checks
 - Ratepayer issues and concerns
 - Vacation

TRANSPORTATION – Ivan Wilford

1. Sign repairs and installations, graves and cremations,
2. Completed a round of snow removal that included residential and uptown lanes, cleaned roads that had the snow too far away from the curb, sanded sidewalks and lanes.
3. Hauled snow from parking lots, helped haul cattails, catch basin and culvert thawing and equipment cleanup.

WATER – Grant McQuay

1. Routine rounds, readings, locates and bacterial sampling/chlorine residual & turbidity testing, meter replacement program, water dig, unthawed water service line and water leak repair and replaced 4 service saddles.
2. Sewer main blockages, cattail removal from Wetlands and weekly cleaning of sanitary tank at Water Transfer Station.
3. Outdoor rinks, facility maintenance, certification of all analyzers, snow removal around facilities and monitoring well measurements.
4. Review of all hazard assessments, job procedures, drinking water safety plan and water and sewer approval – Alberta Environment inspection report.

DIRECTOR OF OPERATIONS – Melissa Robbins

1. Meetings:
 - Joint Health and Safety
 - Main Street Redevelopment
 - Lagoon Aeration – Brownlee additional information update
 - Provided work tour to a local high school student interested in Civil Engineering Tech.
 - Safety Meeting
 - Trade Show Planning Meeting
 - Airport Board Meeting
 - Development review – 50 Street (2 locations)
 - Parks and Public Works Planning Meeting

2. Projects:
 - Tender Award of 51 Avenue Water and Sewer 59-61 Street
 - Tender Award of 51 Avenue Road Improvements 57-59 Street, including pathway paving and asphalt patches
 - WTP Supervision – 2 days a week
 - Tender of Repp Subdivision water main looping
 - Town Reservoir Pump Replace
 - Trimble (Water Meter Reader) quotes

DIRECTOR OF PARKS & LEISURE – Lee Penner

1. Meetings: Beautification, Art Walk Set-up, Parks & Public Works Planning, Trade Show and Emerald Ash Borer Summit.

2. Toured engineers from Williams Engineering through the SRC and Community Hall for controls, lighting and low emissivity ceiling designs. Tenders are being prepared.

3. Prepared tender for new sound system for the arenas.

4. Nelsons Penalty Box will not be renewing their contract for the concession. A tender will be sent out for a new concessionaire for the 2018/2019 ASAP.

5. Training for the New ‘Max Galaxy’ scheduling software has started and will be anticipated for start-up in June.

PARKS & LEISURE SERVICES FOREMAN – Allan King

1. Meetings: Provincial Planning, Joint Health & Safety, Operational, Mid-management, Joint Planning and Safety.

2. Projects: Provincial Tournament preparation and execution, outdoor rink, ice removal in the Red arena, order of sport field marking paint, snow removal, arena operations, tree pruning, and figure skating carnival.
3. The Carnival and Provincial Tournament went very well. The planning and organization of the user groups made these events a great success. I am continuing the summer staff interview process and should be finalized soon.
4. I had the misfortune of having my first (and hopefully last) root canal and ended up being away from work for a week following the tournament. That being said it showed me how my staff stepped up and did a fabulous job in my absence. With spring officially here (at least on the calendar) we will hopefully be getting ball diamonds and soccer pitches up and running soon. I hope everyone has a very enjoyable Spring.

DEVELOPMENT & PLANNING OFFICER – LEANN GRAHAM

1. Building Permit Activity to Date

	2017 Permits to Feb 28, 2017	2018 Permits to Feb 28, 2018
Institutional	\$0.00	\$9,650.00
Industrial	\$125,000.00	\$0.00
Commercial	\$151,000.00	\$150,000.00
Residential	\$0.00	\$48,700.00
Total	\$276,000.00	\$208,350.00

2. Projects:
 - 4719-50 Street Development
 - AE Kennedy Maintenance
 - Automotive Buy and Sell Permit Review for Renewal
 - Cannabis Regulations
 - Jewel Investments Development
 - 57 Street Subdivision Application
 - Trade Show
 - Dog Incidents
 - Pool Hall – Shoring/Foundation Contractor Tenders
 - Bylaw Outreach – Responsible Pet Owners
 - Planning & Development Inquiries
3. Meetings:
 - Committee of the Whole
 - A.E Kennedy Site Lead
 - Trade Show
 - MPC Meeting

- Development Inquiry Meetings
- Staff and Department Head

REGIONAL FIRE CHIEF – Mark Dennis

1. Training
 - March 3 NFPA 472 Hazmat Awareness
 - March 5 NFPA 472 Hazmat Awareness
 - March 7 NFPA 472 Exam
 - March 10 JPR - SCBA maintenance, communication, hydrants, ladders, knots
 - March 12 JPR - Same as above
 - March 14 Building construction
 - March 19 Town Office basement prop building search
 - March 21 Lifts and drags
 - March 22 ATCO Power demo
 - March 24 Town Office basement prop building search
 - March 26 portable fire extinguishers, generators and portable lighting
 - March 28 hose loads
2. Fire Department Operations
 - GO to meeting Ingenious Software for payroll changes
 - Fire Advisory Meeting
 - Fire Service Agreements
 - MFR letter
 - Order FD valve for SVWS truck fill
 - Mutual Aid invoice concern from Special Areas for Bindloss fire
 - Ongoing project-working on new SOG system for Regional Fire Stations
 - Order spiral pipe for diesel exhaust ventilation system
 - Replace heater motor Engine 11, replace heat pan, repair multi-plex panel
 - Fire prevention - Basic Kneads
3. Regional Fire Department Incident Summary
 - Total calls 9 - 3 motor vehicle accidents, 4 alarm calls, 2 medical first response



Greg Switenky
CAO

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	First
Cheque Date	2018-03-23	2018-03-23		Last

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
A.A.M.D. & C.	EFT0000108	2018-03-23	\$15,925.32

Invoice Description	Invoice Number	Invoice Amount	

Misc Equip Gas Oil Etc	PF-6710-67692	\$15,925.32	

Bounty Onsite Inc.	EFT0000109	2018-03-23	\$4,337.29

Invoice Description	Invoice Number	Invoice Amount	

Hydrovac 2" Drain Valve #162	001-059859	\$39.20	
Trans Hearing Protection/Bit	001-059570	\$101.71	
Water Trans Pressure Supply Li	001-059766	\$47.38	
Water Trans Rust Paint	001-059872	\$61.79	
Trans ice melt for sidewalks	001-060395	\$151.54	
Water Trans Safety Glasses	001-059909	\$4.65	
Wtr Trns Safety Glasses&Gloves	001-060558	\$618.66	
Wtr Trns New Valves Bolts	001-059584	\$46.72	
Wtr Trns Grease Gun	001-059614	\$49.37	
SRC 48 D Batteries	001-059559	\$63.96	
SRC Janitor Supplies	001-059288	\$336.00	
SRC Janitor Supplies	001-059472	\$444.35	
SRC Janitor Supplies	001-059934	\$1,027.13	
SRC Janitor Supplies	001-060242	\$168.45	
SRC Janitor Supplies	001-060553	\$549.85	
SRC Janitor supplies	001-060502	\$617.50	
SRC Safety Supplies	001-058484	\$9.03	

ClearTech Industries Inc.	EFT0000110	2018-03-23	\$20,867.30

Invoice Description	Invoice Number	Invoice Amount	

WTP Chemicals	738181	\$13,038.94	
WTP Chemicals	738317	\$8,178.92	
Pool Cheemicals & Container De	738618	\$2,179.94	

Trinus Technologies Inc	EFT0000111	2018-03-23	\$351.49

Invoice Description	Invoice Number	Invoice Amount	

Computer Anti-Virus Email Host	R26184-20109	\$199.24	
Computer Tech Support	P354-20113	\$152.25	

Whitten, Wanda	EFT0000112	2018-03-23	\$30.50

Invoice Description	Invoice Number	Invoice Amount	

WTP Travel VPN Set up	2018.03.08	\$30.50	

Total Cheques			\$41,511.90
			=====

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	72662
Cheque Date	First	Last		72684

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
AMSC Insurance Services Ltd.	72662	2018-03-23	\$30.43

Invoice Description	Invoice Number	Invoice Amount	
-----	-----	-----	
WTP Genertor Insurance	31935	\$30.43	

APEX Supplementary Pension Pla	72663	2018-03-23	\$374.85

Invoice Description	Invoice Number	Invoice Amount	
-----	-----	-----	
Supplementary Pension Plan Tru	PP06.18	\$374.85	

Bagshaw Electric Ltd.	72664	2018-03-23	\$5,006.42

Invoice Description	Invoice Number	Invoice Amount	
-----	-----	-----	
Fire Joint 2 Cord Ends	282494	\$58.76	
Fire Jnt Annual Fire Alarm Ins	20219A	\$252.00	
Shop 1 Ballast & Tubes	281991	\$35.54	
Traffic Signals Replace Thermo	20278A	\$238.55	
Sewer Electrical Repairs/Dampe	20290A	\$1,935.15	
SRC Annual Fire Alarm Inspecti	20222A	\$1,732.50	
Zamboni Propane	283170	\$471.57	
Pool 2 Batteries	282791	\$96.60	
Pool 10 Lamps	282697	\$34.55	
Downtown Park 2 Lamp Post Base	282705	\$151.20	

Bond-O Communications Ltd.	72665	2018-03-23	\$362.23

Invoice Description	Invoice Number	Invoice Amount	
-----	-----	-----	
Water Apple Iphone 323-0072	BONDOIN110801	\$362.23	

Burmac Mechanical 2000	72666	2018-03-23	\$373.28

Invoice Description	Invoice Number	Invoice Amount	
-----	-----	-----	
Fire 3 way Valve 100% County E	90492	\$26.78	
Sewer Camera Sewer 6406-42Ave	B42321	\$346.50	

Cal-Trac Contracting Ltd.	72667	2018-03-23	\$7,660.80

Invoice Description	Invoice Number	Invoice Amount	
-----	-----	-----	
Snow Removal Grader Rental	303360	\$7,660.80	

Canadian Union of Public Empl	72668	2018-03-23	\$437.50

Invoice Description	Invoice Number	Invoice Amount	
-----	-----	-----	
Union Dues	PP06-18	\$437.50	

Dean's Machine Inc.	72669	2018-03-23	\$201.60

Invoice Description	Invoice Number	Invoice Amount	
-----	-----	-----	
Snow Removal Curb Runners Mat	40836	\$201.60	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Distribution Now	72670	2018-03-23	\$1,592.96
Invoice Description	Invoice Number	Invoice Amount	
Fire Jnt Breathing Air Comp Re	911933527	\$1,592.96	
Ember Graphics	72671	2018-03-23	\$78.75
Invoice Description	Invoice Number	Invoice Amount	
P&L Bantam Prov Advertisingg	13310	\$78.75	
Freightliner of Red Deer Inc.	72672	2018-03-23	\$260.72
Invoice Description	Invoice Number	Invoice Amount	
Trans Multi Function Switch #2	415609	\$335.82	
Glover International Trucks Lt	72673	2018-03-23	\$560.75
Invoice Description	Invoice Number	Invoice Amount	
Trans Horn/Switch/Shocks #86	620056	\$560.75	
Heartland Overdoor	72674	2018-03-23	\$99.75
Invoice Description	Invoice Number	Invoice Amount	
Shop Repair Overhead Door	0440	\$99.75	
Northstar Trucking Ltd.	72675	2018-03-23	\$3,402.00
Invoice Description	Invoice Number	Invoice Amount	
Snow Removal Cat to Push Snow	316474	\$3,402.00	
Rally Rentals	72676	2018-03-23	\$100.17
Invoice Description	Invoice Number	Invoice Amount	
Shop Mig Wire	18648	\$100.17	
Receiver General for Canada	72677	2018-03-23	\$61,364.82
Invoice Description	Invoice Number	Invoice Amount	
Town Tax Remittance	PP06-18	\$53,270.25	
Town Tax Remittance	PP06-18.	\$6,724.42	
BOT Tax Remittance	PP06-18.BOT	\$1,370.15	
Stettler Dodge Ltd.	72678	2018-03-23	\$387.26
Invoice Description	Invoice Number	Invoice Amount	
Park Seat Belt Assmy #88	136800	\$387.26	
Stettler Fire Department	72679	2018-03-23	\$1,102.80
Invoice Description	Invoice Number	Invoice Amount	
Fire Honorarium Tonw/County	2018.03.20	\$1,102.80	
Stettler Flooring	72680	2018-03-23	\$134.48
Invoice Description	Invoice Number	Invoice Amount	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Parks Lions Painting Supplies	59579		\$134.48
Stettler Home Hardware	72681	2018-03-23	\$139.60

Invoice Description	Invoice Number	Invoice Amount	
Office Bottled Water	111584	\$21.00	
Campground Showers Repair Part	111564	\$51.42	
Campground Cement & Tools	111644	\$67.18	

Wally's Backhoe Services Ltd.	72682	2018-03-23	\$4,147.50

Invoice Description	Invoice Number	Invoice Amount	
Snow Removal Hired Snow Hauler	4568	\$4,147.50	

Woody's Automotive Ltd.	72683	2018-03-23	\$906.72

Invoice Description	Invoice Number	Invoice Amount	
Fire Joint Bucket	604671	\$161.52	
Shop Hose Clamps	603317	\$73.11	
Shop Lock Deicer	603322	\$4.66	
Shop Spring Nuts	603479	\$9.15	
Shop Plastic cable ties	603771	\$23.64	
Shop Glass Cleaner & Power Ste	604331	\$30.02	
Shop Hand Towels	604608	\$98.24	
Shop Air Line Coupler	605079	\$26.65	
Shop Rear Whl Seal #48	604322	\$12.96	
Sho 4 mil tap	604663	\$7.15	
Trans Battery Cable #42	603685	\$40.29	
Trans Air Filter #42	604492	\$38.07	
Trans Air Filter #174	604745	\$24.69	
Water Rear Trans seal #73	603380	\$10.52	
Parks REar Whl Seal #87	603921	\$55.63	
Parks Posi-Trac Fluid #87	603923	\$18.73	
Parks Rear Brake pads #87	603938	\$100.01	
Parks Left rear brake caliper	603960	\$204.65	
Parks Air Filter #88	604940	\$33.37	

WTS Manufacturing & Sales Inc.	72684	2018-03-23	\$89.25

Invoice Description	Invoice Number	Invoice Amount	
HydroVac Weld Tube #162	1015	\$89.25	

Total Cheques			\$88,814.64

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	First
Cheque Date	2018-03-27	2018-03-27		Last

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
A.A.M.D.C.	EFT0000113	2018-03-27	\$333.49

	Invoice Description	Invoice Number	Invoice Amount

	Trans Equip WWasher Pump#145	90525189	\$101.72
	Trans Street Signs & Brackets	1121-50005004	\$141.05
	SRC Scrubber parts	0479992	\$90.72

Artemis Computers	EFT0000114	2018-03-27	\$180.60

	Invoice Description	Invoice Number	Invoice Amount

	SRC LG 21.5" Monitor	152689	\$180.60

Can Pak Environmental Inc.	EFT0000115	2018-03-27	\$24,758.39

	Invoice Description	Invoice Number	Invoice Amount

	Mar Waste & Recycling Collecti	40221	\$24,758.39

Canadian Red Cross	EFT0000116	2018-03-27	\$49.35

	Invoice Description	Invoice Number	Invoice Amount

	Pool 6 New 1st Aid & CPR Manua	CRC-044767	\$49.35

Central Sharpening	EFT0000117	2018-03-27	\$170.10

	Invoice Description	Invoice Number	Invoice Amount

	Zamboni Sharpen Blades	26814	\$170.10

Fischer, Malcolm	EFT0000118	2018-03-27	\$240.00

	Invoice Description	Invoice Number	Invoice Amount

	Council Farewell Event Japanes	2018.03.15	\$240.00

GT Hydraulic & Bearing	EFT0000119	2018-03-27	\$1,466.89

	Invoice Description	Invoice Number	Invoice Amount

	Equip Repair Parts	000-293652	\$758.63
	Parks/Trans/Water Ast Filters	000-293585	\$594.04
	Water Trans High Temp Hose	0001-294369	\$114.22

Heartland Stationers (2014) Lt	EFT0000120	2018-03-27	\$506.96

	Invoice Description	Invoice Number	Invoice Amount

	Fire Joint Stationery	10680	\$118.88
	Office Labels	10508	\$82.53
	Office Binders	10513	\$115.29
	Office Dividers	10528	\$15.03
	Office Dividers	10598	\$20.03
	Office T4 Envelopes	10617	\$52.50
	SRC Stationery	10625	\$102.70

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Heartland Auto Supply	EFT0000121	2018-03-27	\$988.02
=====			
	Invoice Description	Invoice Number	Invoice Amount
	Shop Grinder Whl & Supplies	363805	\$351.41
	Hydrovac Power Supply Plug	367369	\$5.22
	Trans Light bulb #145	364209	\$16.12
	Trans Airline & Fittings #86	367319	\$41.70
	Trans Light Polish #42	363935	\$33.06
	Trans Power Plug & Wire #39	364211	\$16.40
	Trans Wiper blade #42	365073	\$17.41
	Water Rad Unit #73	363663	\$268.76
	Water Wiper Blades #3	365820	\$34.19
	Parks Bolts, Snow Bucket Blade	365022	\$5.88
	Parks Brake Master Cyl #87	365221	\$120.55
	Parks Rear Brake pads & Whl Se	366997	\$77.32
=====			
Hi Way 9 Express Ltd.	EFT0000122	2018-03-27	\$39.11
=====			
	Invoice Description	Invoice Number	Invoice Amount
	Fire Joint Freight	11799114	\$39.11
=====			
Industrial Machine Inc.	EFT0000123	2018-03-27	\$789.98
=====			
	Invoice Description	Invoice Number	Invoice Amount
	Snow Removal Snowblower Parts	30520	\$404.25
	Snow Blower Exhaust Pipe#109	30363	\$385.73
=====			
Jen Express	EFT0000124	2018-03-27	\$371.04
=====			
	Invoice Description	Invoice Number	Invoice Amount
	Trans Freight	12136	\$117.02
	Trans Freight	12187	\$254.02
=====			
OK Tire Stettler	EFT0000125	2018-03-27	\$2,279.28
=====			
	Invoice Description	Invoice Number	Invoice Amount
	Hydrovac 4 Rear Axle Tires	IN039736	\$1,712.17
	Hydrovac Recap 2 tires	IN040017	\$567.11
=====			
Olson, Amy	EFT0000126	2018-03-27	\$446.25
=====			
	Invoice Description	Invoice Number	Invoice Amount
	Admin Training RDC HR Course	2018.03.20	\$446.25
=====			
R & E Elevator Ltd.	EFT0000127	2018-03-27	\$652.63
=====			
	Invoice Description	Invoice Number	Invoice Amount
	Joint Office Qty Maintenance	17375	\$295.63
	SRC Elevator Maintenance	17462	\$357.00
=====			
Rocky Mountain Phoenix	EFT0000128	2018-03-27	\$54.60
=====			
	Invoice Description	Invoice Number	Invoice Amount
	Fire Joint Protective Clothing	IN0108586	\$54.60

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Stettler & District Handibus	EFT0000129	2018-03-27	\$244.09
=====			
Invoice Description	Invoice Number	Invoice Amount	

Bus Garage Feb Utilities	2550	\$244.09	
	Total Cheques		\$33,570.78
			=====

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	First
Cheque Date	2018-03-28	2018-03-28		Last

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Access Gas Services Inc.	ONL000029	2018-03-28	\$25,846.19

	Invoice Description	Invoice Number	Invoice Amount

	Joint Office Feb Gas Bill	201802-3693	\$1,708.27
	Fire Joint Feb Gas Bill	201802-3687	\$1,356.01
	Town Shop Feb Gas Bill	201802-3694	\$1,057.17
	Airport Feb Gas Bill	201802-3686	\$272.18
	WTP Feb Gas Bill	201802-3689	\$6,970.84
	Water Trans Feb Gas Bill	201802-3684	\$295.75
	Sewer 1 Feb Gas Bill	201802-3685	\$359.80
	Sewer 2 Feb Gas Bill	201802-3692	\$303.88
	SRC & Pool Feb Gas Bill	201802-3691	\$12,153.31
	Community Hall Feb Gas Bill	201802-3690	\$633.79
	Parks Lions Feb Gas Bill	2018025-3688	\$272.06
	Gear up Feb Gas Bill	201802-3679	\$463.13

Corporate Payment Systems	ONL000030	2018-03-28	\$14,310.92
	Invoice Description	Invoice Number	Invoice Amount

	BOT Corp Visa	2018.03.05.BOT	\$871.32
	Jnt Office Defib Supplies Fire	2018.03.05.221	\$339.43
	SRC Rubber Matting, Tools, Tra	2018.03.05.343	\$1,088.57
	Shop Fuel Tank Permit	2018.03.05.623	\$275.00
	Fire Jnt Training, Mac License	2018.03.05.655	\$2,302.30
	Trans Tools Shop Water	2018.03.05.727	\$175.49
	Water Trans Water Break Meals	2018.03.05.149	\$217.73
	Council Trvl & Sub	2018.03.05.758	\$431.85
	Pool Facility Reparis/Program	2018.03.05.762	\$1,623.41
	Eng Admin & P&D Brownlee Trend	2018.03.05.76	\$605.42
	SRC Rubber Matting, Chords, Re	2018.03.05.764	\$779.01
	Admin & Council Conf Fees & Re	2018.03.05.767	\$472.50
	Fitness Area Janitor & Supplie	2018.03.05.768	\$737.81
	SVWS Internet	2018.03.05.854	\$104.99
	Fire Jnt Training, Computer, H	2018.03.05.292	\$4,286.09

Enmax Energy Corporation	ONL000031	2018-03-28	\$77,475.23
	Invoice Description	Invoice Number	Invoice Amount

	Misc Dept February Power Bill	18-2756471	\$77,475.23

Shaw Cablesystems GP	ONL000032	2018-03-28	\$168.95
	Invoice Description	Invoice Number	Invoice Amount

	Fitness & Pool Apr Cable TV	2018.03.01	\$168.95

Workers' Compensation Board -	ONL000033	2018-03-28	\$676.37
	Invoice Description	Invoice Number	Invoice Amount

	Admin WCB Installment	22759890	\$676.37

	Total Cheques		\$118,477.66
		56	-----

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID GENERAL	GENERAL
Vendor Name	First	Last	Cheque Number First	Last
Cheque Date	2018-04-02	2018-04-02		

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Accu-Flo Meter Service Ltd.	EFT0000130	2018-04-02	\$8,240.40

Invoice Description	Invoice Number	Invoice Amount	

Water 22 E-Coder Meters	71885	\$8,240.40	

Automated Aquatics Canada Ltd.	EFT0000131	2018-04-02	\$1,302.30

Invoice Description	Invoice Number	Invoice Amount	

Pool Chemicals Freight	0000080337	\$590.84	
Pool Chemicals & Freight	0000080094	\$279.13	
Pool Repair Controls Regular	0000080338	\$432.33	

Stettler Regional Board of Tra	EFT0000132	2018-04-02	\$100.00

Invoice Description	Invoice Number	Invoice Amount	

WTP Resignation Recongnition	600	\$100.00	

Brugman, Etienne J. L.	EFT0000133	2018-04-02	\$167.14

Invoice Description	Invoice Number	Invoice Amount	

Fire Joint Training Supplies	2018.03.22	\$167.14	

Chapman Riebeek	EFT0000134	2018-04-02	\$1,726.91

Invoice Description	Invoice Number	Invoice Amount	

Bylaw Jan Legal Services	2018.02.09	\$832.65	
Bylaw Feb Legal Services	2018.03.15	\$894.26	

Gerlitz, Steven	EFT0000135	2018-04-02	\$413.16

Invoice Description	Invoice Number	Invoice Amount	

Admin Travel & Sub Mun Leaders	2018.03.21	\$413.16	

Hach Sales & Service Ltd.	EFT0000136	2018-04-02	\$104.69

Invoice Description	Invoice Number	Invoice Amount	

WTP Ball Valve	159677	\$104.69	

Kal Tire	EFT0000137	2018-04-02	\$286.54

Invoice Description	Invoice Number	Invoice Amount	

Trns Tire Repair Rental Grader	647223433	\$294.53	

Keiths Refrigeration	EFT0000138	2018-04-02	\$467.25

Invoice Description	Invoice Number	Invoice Amount	

Healthh Unit Duct Work	16413	\$467.25	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Lifesaving Society	EFT0000139	2018-04-02	\$260.00
=====			
	Invoice Description	Invoice Number	Invoice Amount
	Pool Programs AEC Exam Orgin	IN90851	\$20.00
	Pool AEC Exam Fee Recert	IN90852	\$240.00
=====			
Stormoen, Angela	EFT0000140	2018-04-02	\$234.14
=====			
	Invoice Description	Invoice Number	Invoice Amount
	Office - Office Chair	2018.03.23	\$234.14
=====			
Topple, Chris	EFT0000141	2018-04-02	\$120.65
=====			
	Invoice Description	Invoice Number	Invoice Amount
	Roads Cupe Clothing Allowance	2018.03.27	\$120.65
=====			
Van Houtte Coffee Services Inc	EFT0000142	2018-04-02	\$110.74
=====			
	Invoice Description	Invoice Number	Invoice Amount
	Office Coffee Room Supplies	72206497-2018	\$110.74
=====			
	Total Cheques		\$13,533.92
			=====

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	72685
Cheque Date	First	Last		72707

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Alberta Boilers Safety Assoc.	72685	2018-03-29	\$488.50

Invoice Description		Invoice Number	Invoice Amount

WTP 2018 Annual Registration F		20185179	\$341.50
Ice PLant Inspection		SC105131	\$147.00

Bagshaw Electric Ltd.	72686	2018-03-29	\$3,390.60

Invoice Description		Invoice Number	Invoice Amount

WTP Electrical Work VFD's		20293A	\$198.78
SRC Heater repair/replacement		20336A	\$1,981.50
Comm Hall Fire Alarm Repair		20317A	\$78.23
Pool Upgrade to LED Lamps		20338A	\$821.46
Pool Relocate Chemical Junctio		20355A	\$310.63

Brownlee LLP	72687	2018-03-29	\$2,228.26

Invoice Description		Invoice Number	Invoice Amount

Sewer Lagoon Upgrade Pidherney		460196	\$2,228.26

Cal-Trac Contracting Ltd.	72688	2018-03-29	\$13,824.76

Invoice Description		Invoice Number	Invoice Amount

Wetlands Cattail Cleanup		303365	\$13,824.76

Caro Analytical Services	72689	2018-03-29	\$1,617.53

Invoice Description		Invoice Number	Invoice Amount

WTP Bi-annual water analysis		IC1801286	\$1,617.53

Central Alberta Recreation Ass	72690	2018-03-29	\$100.00

Invoice Description		Invoice Number	Invoice Amount

Pool Programs Toys Program		2018-03	\$100.00

Clear Water Controls Inc.	72691	2018-03-29	\$2,550.08

Invoice Description		Invoice Number	Invoice Amount

WTP Repair Chlorine Feed		9094	\$2,550.08

Digitex Canada Inc.	72692	2018-03-29	\$284.27

Invoice Description		Invoice Number	Invoice Amount

SRC Photocopies 2.23 to 3.22		IN414012	\$284.27

Jeremy Verhoven Trucking	72693	2018-03-29	\$6,323.63

Invoice Description		Invoice Number	Invoice Amount

Snow Removal Hired Snow Hauler		1291	\$6,323.63

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Nitschke Vacuum Truck Service	72694	2018-03-29	\$496.13
Invoice Description	Invoice Number	Invoice Amount	
Wtr Trns Clear Frozen Wtr Ser	5791	\$496.13	
Northstar Trucking Ltd.	72695	2018-03-29	\$5,617.50
Invoice Description	Invoice Number	Invoice Amount	
Snow Dump Cat & Op pushup	316494	\$5,617.50	
Nu Edge Construction Ltd.	72696	2018-03-29	\$82,555.52
Invoice Description	Invoice Number	Invoice Amount	
TS80 - Release of lien holdbac	PP#7	\$82,555.52	
Ornamental Bronze Limited	72697	2018-03-29	\$427.35
Invoice Description	Invoice Number	Invoice Amount	
Cemetery Niche Wreath	87666	\$427.35	
Parkland Regional Library	72698	2018-03-29	\$12,686.69
Invoice Description	Invoice Number	Invoice Amount	
2nd Qtr Requisition	180238	\$12,686.69	
Praxair Distribution	72699	2018-03-29	\$232.16
Invoice Description	Invoice Number	Invoice Amount	
Pool Cylinder Rental	81958074	\$232.16	
Priore, Emma	72700	2018-03-29	\$1,900.00
Invoice Description	Invoice Number	Invoice Amount	
March 2018 Hall Janitor	2018.03.01	\$1,900.00	
Rollies Vac Systems (1991)	72701	2018-03-29	\$315.00
Invoice Description	Invoice Number	Invoice Amount	
Landfill Pumpout	18144	\$315.00	
Stettler FCSS	72702	2018-03-29	\$49,108.75
Invoice Description	Invoice Number	Invoice Amount	
2nd Qtr 2018 Requisition	2017.2	\$49,108.75	
Stettler Public Library	72703	2018-03-29	\$59,310.92
Invoice Description	Invoice Number	Invoice Amount	
2018 2nd Qtr Requisition	2017.2	\$59,310.92	
The Country Register Ltd.	72704	2018-03-29	\$183.75
Invoice Description	Invoice Number	Invoice Amount	
2018 Art/Walk Quit Show Advert	5234	\$183.75	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Town of Stettler - Petty Cash	72705	2018-03-29	\$103.65
=====			
Invoice Description	Invoice Number	Invoice Amount	
Office Supplies & Lotto Ticket	2018.03.26	\$103.65	
=====			
Watson Welding Ltd.	72706	2018-03-29	\$598.50
=====			
Invoice Description	Invoice Number	Invoice Amount	
P&D Repair Service Club Repair	5304	\$598.50	
=====			
Yesterday's Meals on Wheels Se	72707	2018-03-29	\$105.00
=====			
Invoice Description	Invoice Number	Invoice Amount	
Wtr Trsf Stn Empty Hlding Tank	17732	\$105.00	
=====			
Total Cheques			\$244,448.55
			=====

**MINUTES OF THE REGULAR STETTLE WASTE MANAGEMENT AUTHORITY MEETING
HELD ON FRIDAY, MARCH 16, 2018 AT 10:00 A.M., IN THE COUNCIL CHAMBERS OF THE
COUNTY OF STETTLE NO. 6 ADMINISTRATION BUILDING, STETTLE, ALBERTA**

PRESENT: Wayne Nixon, County of Stettler Councillor (Chairperson)
Sean Nolls, Town of Stettler Councillor
Malcolm Fischer, Town of Stettler Councillor (Vice Chairperson)
Sandra Schell, Village of Big Valley
Paul McKay, Village of Donalda
CAO Carla Tuck, Village of Gadsby (2nd Alternate)
Dan Hiller, Summer Village of Rochon Sands
Carl Cornelssen, Summer Village of White Sands
John Pearson, Stettler Member at Large

Larry Clarke, County of Stettler Reeve

Other: Rene Doucette, Manager/SWMA Representative
Greg Switenky, Town of Stettler CAO
Yvette Cassidy, County of Stettler CAO (SWMA Assistant CAO)
Marlene Hanson, County of Stettler Executive Assistant
Christa Cornelssen, County of Stettler Director of Finance
Teresa Walker, County of Stettler Accounting Technician

ABSENT: Grace Fix, Volunteer Recycling Member
Cheri Neitz, County of Stettler Councillor

CALL TO ORDER

The meeting was called to order at 10:00 a.m., Friday, March 16, 2018 by Chairperson Wayne Nixon.

Introductions were completed.

AGENDA ADDITIONS AND APPROVAL

01.03.16.18 Moved by Sean Nolls
"that the March 16, 2018 agenda for the Stettler Waste Management Authority Meeting be approved as presented." Carried Unanimously

MINUTES APPROVAL

02.03.16.18 Moved by Malcolm Fischer
"that the December 8, 2017 Stettler Waste Management Authority Meeting minutes be approved as presented." Carried Unanimously

DELEGATION

Peggy Weinzierl, Gitzel and Company Chartered Professional Accountants RE: Presentation of 2017 Audited Financial Statement:
Peggy Weinzierl presented and explained the 2017 Audited Financial Statements and thanked the Board and all staff for providing information and responding to many questions.

IN-CAMERA SESSION

03.01.10.18 Moved by John Pearson
"that the Stettler Waste Management Authority Board enter into an in-camera session at 10:22 a.m. to discuss items referred to in the *Freedom of Information and Protection of Privacy Act* as:
Section 19: Confidential Evaluations." Carried Unanimously

04.01.10.18 **Moved by Dan Hiller**
"that the Stettler Waste Management Authority Board exit out of in-camera at 10:26 a.m." Carried Unanimously

NEW BUSINESS

2017 Audited Financial Statements:

05.03.16.18 **Moved by Malcolm Fischer**
"that the Stettler Waste Management Authority Board approve the 2017 Audited Financial Statements for the year ended December 31, 2017 as prepared and presented by Gitzel and Company Chartered Professional Accountants." Carried Unanimously

Appoint 2018 Auditor:

06.03.16.18 **Moved by Dan Hiller**
"that the Stettler Waste Management Authority appoint Gitzel and Company Chartered Professional Accountants as the Stettler Waste Management Authority's 2018 Auditor." Carried Unanimously

Teresa Walker and Peggy Weinzierl left the meeting at 10:29 a.m.

MANAGER'S REPORT

07.03.16.18 **Moved by Sandra Schell**
"that the Stettler Waste Management Manager's Report dated March 16, 2018 be received for information." Carried Unanimously

FINANCIALS

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

08.03.16.18 **Moved by Paul McKay**
"that the Accounts Payable - Cheque Register (cheque 3637 to 3641 and 3646 to 3678); Accounts Payable – Electronic Funds Transfer for the months of November and December, 2017 and January, February and March, 2018; Accounts Payable Direct Debit – Visa for the months of November and December, 2017 and January and February, 2018; Monthly Bank Reconciliations for the periods ending November 30 and December 31, 2017 and January 31, 2018; and Year to Date Budget Report for the period ending February 28, 2018, attached and forming part of these minutes, be approved as presented." Carried Unanimously

BUSINESS ARISING FROM PREVIOUS MINUTES

Update Take It or Leave It Building:

Take It or Leave It building blueprints were made available and the estimated construction start date is March 26, 2018.

09.03.16.18 **Moved by Sean Nolls**
"that the Stettler Waste Management Authority receive the Update Take It or Leave It Building item for information." Carried Unanimously

NEW BUSINESS Continued . . .

Signing Authority:

10.03.16.18 **Moved by Malcolm Fischer**
"that Stettler Waste Management Authority Signing Authority be the Chairperson Wayne Nixon or Vice Chairperson Malcolm Fischer with SWMA Chief Administrative Officer Yvette Cassidy and/or Director of Technology Andrew Brysiuk." Carried Unanimously

Operations Policy 1.2 – Rate Schedule:

11.03.16.18

Moved by Dan Hiller

"that the Stettler Waste Management Authority Board rescind Stettler Waste Management Authority Policy Manual's AD5 – Rate Schedule and adopt Operations Policy 1.2 – Rate Schedule, as presented."

Carried Unanimously

12.03.16.18

Moved by Paul McKay

"that the Stettler Waste Management Authority Board authorize that rate changes as set out in the Stettler Waste Management Authority Policy Manual's Operations Policy 1.2 – Rate Schedule be retroactive from January 1, 2017."

Carried Unanimously

Discussed if changing rates should be a Management decision and it was noted that the rate schedule review could be discussed during Budget deliberations. Rene Doucette has been granted authority to lower the rates of material (\$15) if he feels it is justified.

RECYCLING REPORT

Fridges – may need to arrange to hire purging of fridges with ProMetal hauling them away. Rene Doucette will investigate when courses are offered, and noted that upon purchasing equipment and training, staff could purge the fridges or could hire purging (\$135/hour to have purged – approx. 20 an hour).

13.03.16.18

Moved by John Pearson

"that the Stettler Waste Management Authority Board instruct Management to investigate the cost of purging fridges including equipment and staff training and report at the June 15, 2018 Stettler Waste Management Authority Meeting."

Carried Unanimously

14.03.16.18

Moved by Sean Nolls

"that the Stettler Waste Management Recycling Report dated March 16, 2018 be received for information."

Carried Unanimously

NEXT MEETING

15.03.16.18

Moved by Sandra Schell

"that the Stettler Waste Management Authority Board schedule the next Stettler Waste Management Authority Meeting for June 15, 2018 at 10:00 a.m."

Carried Unanimously

ADJOURNMENT

16.03.16.18

Moved by John Pearson

"that the Stettler Waste Management Authority Meeting be adjourned at 10:56 a.m."

Carried Unanimously

Chairperson

SWMA Chief Administrative Officer



CANADIAN BADLANDS LTD.

**ANNUAL GENERAL MEETING OF SHAREHOLDERS
HELD AT THE HERITAGE INN AND CONFERENCE CENTRE, BROOKS, ALBERTA
MARCH 16, 2017, AT THE HOUR OF 10:30 a.m.**

PRESENT:

- **MD of Acadia No. 34**, by its authorized representatives:
Susan Grudecki (Councillor)
- **Village of Acme**, by its authorized representatives:
Bruce McLeod (Mayor)
- **Village of Beiseker**, by its authorized representative:
Warren Wise (Councillor), proxy for Ray Courtman (Mayor), and proxy for Jo-Anne Lambert (Chief Administrative Officer)
- **Town of Bow Island**, by:
Bernice Deleenheer (Councillor)
- **City of Brooks**, by its authorized representatives:
Barry Morishita (Mayor)
Dennis Seibel (Councillor)
Dan Klein (Councillor)
- **Town of Coaldale**, by its authorized representatives:
Bill Chapman (Councillor)
- **Village of Consort**, by its authorized representatives:
Dale Kroeger (Councillor)
Monique Jeffrey (Chief Administrative Officer)
- **Town of Coronation**, by its authorized representative:
Shelley Cook (Councillor)
- **Cypress County**, by its authorized representatives:
Alf Belyea (Councillor)
LeRay Pahl (Councillor)
- **Town of Drumheller**, by its authorized representative:
Jay Garbutt (Councillor)
- **Village of Duchess**, by its authorized representative:
Shannyn Rus (Councillor)
- **Village of Empress**, by its authorized representatives:
Arlen Johnston (Councillor),
- **Village of Foremost**, by its authorized representatives:
Ken Kultgen (Mayor)
Brent Burton (Councillor)
- **Town of Hanna**, by its authorized representative:
Richard Preston (Councillor)
Cathy Watts (Councillor)

- **Town of Irricana**, by its authorized representative:
Lora Peterson (Councillor)
- **Kneehill County**, by its authorized representative:
Bob Long (Reeve), proxy for Brian Holsworth (Councillor), and as proxy for Glen Keiver (Councillor)
- **City of Lethbridge**, by its authorized representatives:
Nikolaus Wyslouzil (Executive Director, Chinook Country Tourist Association), proxy for Jeff Carlson (Councillor), and as proxy for Lorna Kurio (Real Estate & Economic Customer Liaison)
- **Town of Magrath**, by its authorized representatives:
Gerry Baril (Councillor)
- **City of Medicine Hat**, by its authorized representatives:
Ted Clugston (Mayor)
Sandra Blyth (Business Development Officer)
- **Town of Milk River**, by its authorized representative:
Suzanne Liebelt (Councillor)
- **County of Newell**, by its authorized representatives:
Molly Douglass (Reeve)
Kelly Christman (Councillor)
Ellen Unruh (Councillor)
- **Town of Oyen**, by its authorized representatives:
Dennis Punter (Councillor), proxy for Doug Jones (Mayor)
- **County of Paintearth No. 18**, by its authorized representatives:
George Glazier (Reeve)
Diane Elliott (Deputy Reeve)
Robert (Rocky) Dahmer (Councillor)
- **Town of Raymond**, by its authorized representatives:
George Bohne (Mayor)
Barry Wolsey (Councillor)
- **Town of Redcliff**, by its authorized representative:
Chere Brown (Councillor)
- **Village of Rockyford**, by its authorized representative:
Dalia Cheshire (Councillor)
- **Village of Rosemary**, by its authorized representatives:
Don Gibb (Mayor)
Bill Marshall (Councillor)
Yoko Fujimoto (Councillor)
- **Special Areas #2**, by its authorized representatives:
Brad Slorstad (Advisory Council)
- **Special Areas #4**, by its authorized representatives:
Bonnie Sansregret (Advisory Council)
- **Starland County**, by its authorized representative:
Barrie Hoover (Reeve)
Robert Sargent (Councillor)
Steve Wannstrom (Councillor)
- **Town of Stettler**, by its authorized representatives:
Stacey Benjamin (Executive Director, Stettler Board of Trade & Community Development)

- **Town of Strathmore**, by its authorized representatives:
Michael Ell (Mayor)
Tracy Simpson (Community Services Coordinator)
- **MD of Taber**, by its authorized representatives:
Ben Elfring (Councillor)
- **Town of Three Hills**, by its authorized representatives:
Al Campbell (Councillor)
Rosalie Lammle (Kneehill Historical Society Director)
Jacqueline Buchanan (Economic Growth)
- **Town of Trochu**, by its authorized representative:
Mark Garneau (Councillor)
- **Town of Vauxhall**, by its authorized representatives:
Margaret Plumtree (Mayor)
- **Town of Vulcan**, by its authorized representatives:
Lorna Armstrong (Councillor)
Sue Dow (Councillor)
- **Warner County No. 5**, by its authorized representative:
David Cody (Councillor)
- **Wheatland County**, by its authorized representative:
Glenn Koester (Reeve)
Alice Booth (Councillor)
Brenda Knight (Councillor)

- **Canadian Badlands Ltd.**
Lonna Hoggan, Administrative Manager

ABSENT:

Village of Big Valley
Village of Carbon
Town of Castor
Village of Cereal
Village of Coutts
Village of Delia
Village of Donaldda
County of Forty Mile No. 8
Village of Halkirk
Village of Hussar
Village of Linden
Village of Milo
Siksika Nation
Special Areas #3
Village of Standard
Village of Stirling
Town of Taber
Vulcan County
Village of Warner
Village of Youngstown

Welcome from the Canadian Badlands Ltd. President, Barry Morishita

1. Call to Order – Reg Radke, Chair

Reg Radke called the meeting to order at 10:39 a.m. and welcomed those in attendance. Reg Radke asked Canadian Badlands administration if quorum had been established.

Administrative Manager, Lonna Hoggan, confirmed quorum with 38 out of 59 shareholders represented (64%).

1.1. Approval of the Agenda

Amendments to the Agenda:

Item 2 to be removed

Item 5.2 – “Thank You” to be added

MOTION by Michael Ell, Town of Strathmore, **to approve the March 16, 2017 AGM Agenda as amended.**

CARRIED UNANIMOUSLY

1.2. Approval of the Annual General Meeting Minutes for 2016

MOTION by Gerry Baril, Town of Magrath, **to approve the Minutes of the April 20, 2016 AGM with revisions to the attendance list, held in Drumheller, Alberta.**

CARRIED UNANIMOUSLY

2. Greetings from the Mayor of the Town of Brooks – Barry Morishita

Greetings and welcome were given

3. Reports

3.1 Report from Canadian Badlands Ltd. President – Barry Morishita

Barry Morishita gave a report on 2016

Introduction of the Board of Directors

MOTION by Ken Kultgen, Village of Foremost, **to accept the President’s report as information.**

CARRIED UNANIMOUSLY

3.2 Canadian Badlands Marketing Campaign – Noelle Aune

Noelle Aune presented an update on the Canadian Badlands Regional Marketing Campaign

4. Review and Approval of Review Engagement Report for 2016

The Management Report and financials were presented by Tyler Mossey, CA

The managerial report is considered accurate

Questions were offered, none were forthcoming

MOTION by Steve Grajczyk, Town of Strathmore, **to approve the Review Engagement Report for 2016.**

CARRIED UNANIMOUSLY

5. Elections – Board of Directors

The CBL Board of Directors has two positions for election:

Southwest Region – Position for a four-year term
Ben Elfring, MD of Taber, is the new director by acclamation

Southeast Region – Position for a four-year term
Anne Marie Philipsen, is the new director by acclamation

6. Conclusion

6.1. Thank you

6.2. Announcement and Invitation to 2018 AGM and Conference, in Medicine Hat, Alberta

7. Adjournment

MOTION by Mark Garneau, Town of Trochu, **to adjourn the meeting.**

CARRIED UNANIMOUSLY

Barry Morishita declared that the meeting adjourned at 11:13 a.m.

AMENDING AGREEMENT - #02

Dated the _____ day of _____, 2018;

Between:

The City of Red Deer

(“Coordinator”)

- and -

The Town of Stettler

(“Partner Municipality”)

Background

A. The parties entered into an agreement for Regional Assessment Review Services dated November 15, 2011 (the “Original Agreement”);

B. The parties wish to amend the Agreement as follows:

Now therefore the parties agree as follows:

1. The Background is part of this Agreement.
2. Section 2.9 – the definition of ‘Regional Board’ is deleted and replaced with the following:
“2.9 ‘Regional Board’ means the Central Alberta Regional Assessment Review Board appointed to hear complaints about assessment or tax notices established in accordance with sections 454 and 455 of the Municipal Government Act.
3. Schedule A is deleted and revised Schedule A is inserted as attached. These changes will be applicable for complaints filed starting January 1, 2018.
4. Schedule B is deleted and revised Schedule B is inserted as attached. These changes will take applicable for complaints filed starting January 1, 2018.
5. Except as otherwise modified by Amending Agreement #01, agreed to in November of 2015, and as otherwise modified by this Amending Agreement #02, all other Terms and Conditions remain the same per the Original Agreement.

IN WITNESS WHEREOF the Parties hereto have affixed their corporate seals signed by the hands of their proper officers in that behalf the day and year first above written.

The Town of Stettler

The City of Red Deer

Authorized Representative

Authorized Representative

BYLAW 2103-18

Being a bylaw of The Town of Stettler, in the Province of Alberta to establish a Regional Assessment Review Board.

Purpose

The purpose of this bylaw is to enable municipalities to provide a mechanism for citizens to appeal their property assessment and tax notices.

Background

Section 455 of the *Municipal Government Act*, permits two or more Councils to jointly establish assessment review boards to have jurisdiction in their respective municipalities;

The City of Red Deer and the Partner Municipalities jointly wish to establish a Regional Assessment Review Board to exercise the functions of a Local Assessment Review Board (LARB) and the functions of a Composite Assessment Review Board (CARB) under the provisions of the *Municipal Government Act* in respect of assessment complaints made by their respective taxpayers of a Partner Municipality;

COUNCIL OF THE TOWN OF STETTLER ENACTS AS FOLLOWS:

Short Title

- 1 The short title of this Bylaw shall be the “Regional Assessment Review Board Bylaw”.

Definitions

- 2 (1) Except as otherwise provided herein, words in this Bylaw shall have the meanings prescribed in section 453 of the *Municipal Government Act*.
- (2) In this bylaw the following terms shall have the meanings shown:
 - (a) “Board” means the Regional Assessment Review Board;
 - (b) “CARB” means the Composite Assessment Review Board established in accordance with the *Municipal Government Act* that hears complaints on assessment notices for property other than the property described in section 2(2)(d) of this bylaw and section 460.1(1) of the *Municipal Government Act*;
 - (c) “Designated Officer” means the person appointed to carry out the duties and functions of the clerk of the assessment

review boards in accordance with section 456 of the *Municipal Government Act*;

- (d) “LARB” means the Local Assessment Review Board established in accordance with the *Municipal Government Act* who hears complaints about assessment notices for:
- i. residential property with 3 or fewer dwelling units, or
 - ii. farmland, or
- about a tax notice other than a property tax notice, business tax notice or improvement tax notice;
- (e) “Member” means a member of the Regional Assessment Review Board;
- (f) “Minister” means the Minister determined by the Province to be responsible for the *Municipal Government Act*;
- (g) “Partner Municipality” means all those municipalities who enter into an agreement with the City to jointly establish a Regional Assessment Review Board and who enact a bylaw substantially in the form of this bylaw, as well as the City of Red Deer;
- (h) “Provincial Member” means a person appointed as a provincial member to a CARB by the Minister.

Partner Municipalities

- 3 The Town of Stettler and The City of Red Deer hereby jointly establish a Regional Assessment Review Board to exercise the functions of a Local Assessment Review Board and the functions of a Composite Assessment Review Board to have jurisdiction in their municipalities and those of the Partner Municipalities.

Regional Board Review Committee

- 4 (1) The Regional Board Review Committee will consist of 5 Administrators who volunteer from the Partner Municipalities.
- (2) The term for volunteer Regional Board Review Committee Members is one year.

(3) The Regional Board Review Committee may establish their own procedures to carry out their function, but in doing so, they shall have due regard for procedural fairness.

Appointment of Board Members

5 (1) The Regional Board Review Committee shall appoint not more than 20 citizens-at-large to be Members of the Regional Assessment Review Board.

(2) The total number of Members shall be determined by the Designated Officer.

Establishment of Boards

6 The following Central Alberta Regional Assessment Review Boards are established:

- (a) one or more LARB's that consist of one (1) Member;
- (b) one or more LARB's that consist of three (3) Members;
- (c) one or more CARB's that consist of one (1) Provincial Member
- (d) one or more CARB's that consist of one (1) Provincial Member and two (2) Members.

Terms of Appointment

7 (1) Unless otherwise stated, all Members are appointed for three year terms except in the initial year where one-third is appointed for three year term; one-third is appointed for a two year term and the remaining one-third are appointed for a one year term.

(2) If a vacancy on the Board occurs at any time the Regional Board Review Committee may appoint a new person to fill the vacancy for the remainder of that term.

(3) A Member may be re-appointed to the Board at the expiration of his/her term.

(4) A Member may resign from the Board at any time on written notice to the Designated Officer to that effect.

- (5) The Regional Board Review Committee may remove a Member for cause or misconduct on the recommendation of the Designated Officer.
- (6) Upon being appointed, the Member must successfully complete the training as prescribed by the Minister prior to participating in a hearing.

Presiding Officer

- 8 The Members of every Board established under section 6(b) of this bylaw will select a Presiding Officer from among themselves who will:
- (a) preside over and be responsible for the conduct of hearings;
 - (b) vote on matters submitted to the Board unless otherwise disqualified;
 - (c) sign orders, decisions and documents issued by the Board.

Jurisdiction of the Board

- 9 The Board shall have jurisdiction to exercise the functions of a Local Assessment Review Board (LARB) and the functions of a Composite Assessment Review Board (CARB) under the provisions of the *Municipal Government Act* in respect of assessment complaints made by taxpayers of a Partner Municipality.

Regional Advisory Group

- 10 (1) Board Members will elect from among themselves a Regional Advisory Group consisting of up to 4 members, and comprised of one Chair and up to 3 Vice Chairs.
- (2) The Regional Advisory Group will report to the Designated Officer on all matters affecting the Board and will:
- (a) assist the Designated Officer in developing policies governing hearings, conduct of Members, and other Board matters;
 - (b) evaluate Member performance to identify areas where additional training may be required and prepare reports regarding performance and re-appointment of Members;

- (c) ensure other Members are provided mentoring;
 - (d) act as a liaison between the Members, board administration and the Designated Officer;
- (3) The duties of the Chair of the Regional Advisory Group include:
- (a) chairing meetings of the Regional Assessment Review Board and the Regional Advisory Group;
 - (b) establishing agendas for the Regional Advisory Group and the Regional Assessment Review Board meetings in consultation with the Designated Officer;
 - (c) liaising with the Designated Officer, Councils, and Partner Municipalities on behalf of the Regional Assessment Review Board;
 - (d) appointing an Acting Chair from the Regional Advisory Group;
 - (e) signing correspondence on behalf of the Regional Advisory Group.
- (4) If the Chair ceases to be a Member or is unable or unwilling to fulfil the Chair's duties, the Clerk may appoint one of the Vice Chairs to serve as Acting Chair until the Chair resumes the Chair's duties or the Members elect a new Chair.

Designated Officer of the Board

- 11 (1) The Town of Stettler appoints the City of Red Deer Legislative Services Manager as the Designated Officer of the Board. The remuneration and duties of the Designated Officer are as set out in section 11(1) of the of the City of Red Deer's Regional Assessment Review Board Bylaw.
- (2) The Designated Officer is authorized to enter into agreements on behalf of the Board with other non-partner municipalities to provide Assessment Review Board Services.
- (3) The Designated Officer shall assist the Board in fulfilling its mandate.

- (4) The Designated Officer may appoint Acting Clerks to perform the Designated Officer duties and functions provided they have successfully completed the training as prescribed by the Minister.
- (5) The Designated Officer shall consult with the Regional Advisory Group to set policies, procedures and directives governing hearing processes, Member conduct and other Board matters.
- (6) The Designated Officer will consult with the Regional Advisory Group and Members on matters affecting the Boards.
- (7) The Designated Officer will make arrangements for issuing refunds of filing fees in accordance with the MGA and related regulations.
- (8) The Designated Officer will issue instructions to independent legal counsel for the Boards when required.
- (9) The Designated Officer may, at the request of a Presiding Officer of a Board sign orders, decisions and documents issued by the Board.
- (10) The Designated Officer may, at the request of the Chair of the Regional Advisory Group, sign documents issued by the Regional Advisory Group.
- (11) The Designated Officer may set fees payable for persons to obtain copies of the Board's decisions and documents.

Hearings

- 12 (1) Hearings will be held at such time and place as determined by the Designated Officer.
- (2) The proceedings of the Board must be conducted in public except where the Board deals with information protected from disclosure under the provisions of the *Freedom of Information and Protection of Privacy Act* and section 464.1 of the MGA.

Quorum and Voting at Hearings

- 13 (1) In accordance with section 458 of the MGA, quorum for the Boards shall be as follows:
- (a) two Members, for LARB's established under section 6(1)(b) of this bylaw; and

- (b) one Provincial Member and one other Member, for CARB's established under section 6(1)(d) of this bylaw.
- (2) All Members must vote on all matters before the Board unless a pecuniary interest or a conflict of interest is declared.
- (3) The majority vote of those Members present and voting constitutes the decision of the Board.

Conflict of Interest

- 14 (1) Where a Member is of the opinion that he or she has a conflict of interest in respect of a matter before the Board, the Member may absent himself or herself from the hearing, provided that prior to leaving the hearing, the Member:
- (a) declares that he or she has a conflict of interest; and
 - (b) describes in general terms the nature of the conflict of interest.
- (2) The Designated Officer shall cause a record to be made in the Record of Hearing of the Members' absence and the reasons for it.
- (3) For the purposes of this provision, a Member has a conflict of interest in a respect of a matter before the Board when he or she is of the opinion that:
- (a) he or she has a personal interest in the matter which would conflict with his or her obligation as a Member to fairly consider the issue; or
 - (b) substantial doubt as to the ethical integrity of the Member would be raised in the minds of a reasonable observer, if that Member were to participate in the consideration of that matter.

Pecuniary Interest

- 15 (1) The pecuniary interest provisions of the MGA apply to hearings and meetings of the Board, as though Members were councillors attending meetings of council.
- (2) A Member who fails to declare a pecuniary interest in a matter before the Board, or fails to absent himself or herself from proceedings dealing with such a matter, ceases to be a Member of the Board.

Commencement of Complaints

- 16 In accordance with section 460 of the MGA, a taxpayer may commence an assessment complaint by:
- (a) mailing or delivering to the address specified on the assessment or tax notice a complaint in the form set out in the *'Matters Relating to Assessment Complaints Regulation'*, Alberta Regulation 201/2017 and within the time limits specified in the MGA; and
 - (b) the Council of the Town of Stettler hereby requires that a fee of \$50.00 per property be payable by persons wishing to make complaints or to be involved as a party or intervener in a hearing before the Assessment Review Board and for obtaining copies of an Assessment Review Board's decisions and other documents.
 - (c) A complainant may withdraw a complaint at any time prior to the Assessment Review Board Hearing provided that the withdrawal is in writing and is subject to Sections 16 (b), (d), (e) and (f).
 - (d) No refund of fees shall be made if the withdrawal is not received at least seven (7) days prior to the Hearing.
 - (e) If the Assessment Review Board makes a decision in favor of the complainant, the fees paid by the complainant under Section 16(b) shall be refunded.
 - (f) In an appeal made to the Municipal Government Board a decision is in favor of the complainant the fees paid by the complainant under Section 16(b) shall be refunded.

Rules of Order

- 17 The Board will conduct hearings in accordance with:

- (1) the express provisions of the MGA and related regulations;
- (2) principles of natural justice and procedural fairness; and
- (3) policies and procedures approved by the Board.

Notice of Decisions & Record of Hearing

- 18 (1) After the hearing of a complaint, the Designated Officer shall:
- (a) under direction of the Presiding Officer, assist with the preparation of the decision or order of the Board and the reasons for the decision in compliance with the MGA; and
 - (b) arrange for the order or decision of the Board to be signed; and distributed in accordance with the requirements under the MGA and the '*Matters Relating to Assessment Complaints Regulation*' Alberta Regulation 201/2017.
- (2) The Designated Officer will maintain a Record of Hearing in accordance with the MGA and the '*Matters Relating to Assessment Complaints Regulation*' Alberta Regulation 201/2017.

Delegation of Authority

- 19 In accordance with its authority under MGA section 203(1) to delegate power, Council hereby delegates:
- (a) to the Regional Board Review Committee, its authority under MGA s. 454.1(1)(a) & s. 454.2(1)(a) to appoint members of the Assessment Review Boards;
 - (b) to the Designated Officer, its authority under MGA s.454.1(1)(c) & 454.2(1)(c) to prescribe the remuneration and expenses payable to each Member of the assessment review board; and
 - (c) to the Designated Officer, its authority under MGA s. 454.1(2), s. 454.2(2) and s. 455(2) to appoint a Member as the Chair of the LARB and the CARB and prescribe the term of office and the remuneration and expenses, if any, payable to the Chair.

Reimbursement of Costs

- 20 The Town of Stettler shall pay for the administrative costs associated with the operation of the Regional Assessment Review Board as set out in the agreement with the City of Red Deer.

Transitional

- 21 (1) This Bylaw comes into force and effect on final reading thereof.
- (2) Bylaw 2019-11 is repealed in its entirety.

READ A FIRST TIME IN OPEN COUNCIL this 3rd day of April, 2018.

READ A SECOND TIME IN OPEN COUNCIL this 3rd day of April, 2018.

READ A THIRD TIME IN OPEN COUNCIL this 3rd day of April, 2018.

MAYOR

ASSISTANT CAO

REVISED SCHEDULE B – MARCH 2018

1. ANNUAL MEMBERSHIP:

\$2,000.00

2. ADDITIONAL FEES:

a. Withdrawn/Canceled Complaints:

- (ii) In instances where a complaint is filed and withdrawn or canceled 7 or more calendar days prior to the scheduled hearing date (if any); the Partner Municipality will be obligated to pay a \$54.00 / hour administration fee.
- (iii) In instances where a complaint is filed and withdrawn or canceled with 6 or less calendar days prior to the scheduled hearing date; the Partner Municipality will be obligated to pay for costs incurred by the Coordinator in accordance with s. 2(b) – (f) in this Schedule B.

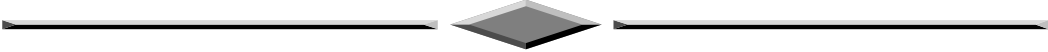
b. Board Member Honorariums: In instances where a complaint proceeds to a hearing and decision; the Partner Municipality will be obligated to pay Board Member Honorariums in accordance with the following:

	Up to 4 hours	4-8 Hours	Over 8 Hours
Presiding Officer	\$ 219.00	\$ 383.00	\$ 601.00
Panel	\$ 164.00	\$ 290.00	\$ 427.00

- c. Board Support: \$54.00 / hour for time spent by Coordinator to prepare and distribute legislated documents, receive and record disclosure, prepare the agenda, attend the hearing and assist the Board with deliberations and decision writing.
- d. Meals & Expenses: will be charged to the Partner Municipality in accordance with policies and procedures prescribed by the Coordinator. In the absence of a policy or procedure prescribed by the Clerk, The City of Red Deer policies and procedures will be applied.
- e. Office / Print Supplies: will be charged to the Partner Municipality on a cost recovery basis.
- f. Legal Services: will be charged to the Partner Municipality on a cost recovery basis.

MEMORANDUM

To: Greg Switenky
From: Leann Graham
Date: March 29, 2018
Re: Land Use Bylaw – Cannabis Proposed Amendments



Background:

With the impending legalization of Cannabis in Canada the Province of Alberta has released the Order in Council Amending the Gaming and Liquor Act to the Gaming, Liquor and Cannabis Act. Upon review of these regulations the Town of Stettler is required to amend its Land Use Bylaw for the permitting of Cannabis Retail Sales and Production.

Initial discussion took place with the Committee of the Whole on March 13, 2018. Following that meeting Administration has prepared a Land Use Bylaw Amendment.

Amendments:

Attached are proposed changes to the Land Use Bylaw 2060-15 to include provisions for Cannabis Retail Sales and Production. Please note that administration has prepared a summary of each change identified.

Recommendation:

Administration respectfully recommends that Town of Stettler Council Give 1st Reading to Bylaw 2104-18 to amend Land Use Bylaw 2060-15.

Proposed Amendments to Land Use Bylaw 2060-15:

Section 9: Definitions

“**Cannabis**” means cannabis plant, fresh cannabis, dried cannabis, cannabis oil and cannabis plant seeds and any other substance defined as cannabis in the *Cannabis Act* (Canada) and its regulations, as amended from time to time and includes edible products that contain cannabis.

“**Cannabis Accessory**” means cannabis accessory as defined in the *Cannabis Act* (Canada) and its regulations, as amended from time to time.

“**Cannabis Medical Clinic/Dispensary**” means a clinic or dispensary licensed by the Federal Government of Canada where Cannabis and Cannabis Accessories are sold to individuals for medical purposes.

“**Cannabis Production Facility**” means a facility used for the production of Cannabis licensed by the Federal Government of Canada where Cannabis and Cannabis products are produced for Medical and/or Retail uses.

“**Cannabis Retail Sales**” means a retail store licensed by the Province of Alberta where Cannabis and Cannabis Accessories are sold to individuals who attend at the premises for recreational purposes.

FOUR: Development Permits

Section 15: When a Development Permit is Not Required:

15.1.19 For the growth/cultivation of personal use cannabis plants not exceeding 4 plants per dwelling and the growth/cultivation of such must be contained indoors.

SEVEN: General Regulations

Section 39: Cannabis Retail Sales and Production.

39.1 A Cannabis Retail Sales or Production Facility must comply to provisions of the Gaming, Liquor and Cannabis Act.

39.2 Owners/Applicants must obtain and submit a copy of the Retail Cannabis Store License from the Province of Alberta.

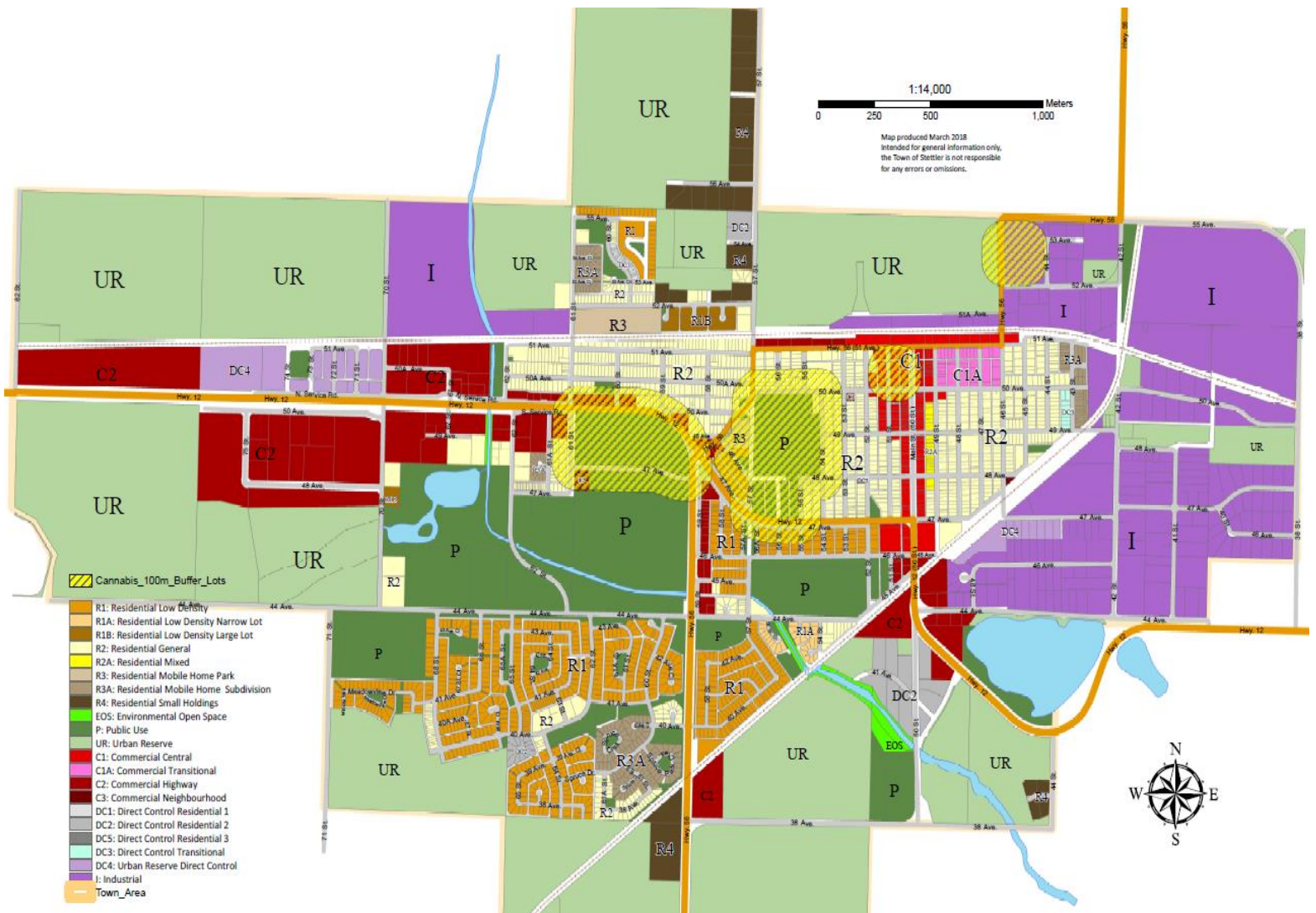
39.3 The Development Authority may permit a Cannabis Retail Sales or Production Facility only if, in their opinion it complies with the following regulations:

39.3.1 As Described in the Gaming, Liquor and Cannabis Act:

39.3.1.1 A premises described in a Cannabis License may not have any part of an exterior wall that is located within 100 meters of:

- a) a provincial health care facility or a boundary of the parcel of land on which the facility is located,
- b) a building containing a school or a boundary of a parcel of land on which the building is located, or
- c) a boundary of a parcel of land that is designated as school reserve or municipal reserve under the Municipal Government Act.

Figure 39.1: Cannabis Retail Sales and Production Facility Setbacks



BYLAW 2104-18

A BYLAW OF THE TOWN OF STETTLER, PROVINCE OF ALBERTA TO AMEND BYLAW NO. 2060-15 OF THE SAID TOWN.

WHEREAS pursuant to the provisions of the Municipal Government Act, Revised Statutes of Alberta, 2000, Chapter M-26 and amendments thereto.

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

1. That Bylaw 2060-15 shall be and is hereby amended as attached in "Schedule A"
2. That this Bylaw shall take force and effect upon the date of final passing thereof.

READ a first time this 3rd day of April, A.D. 2018.

NOTICE OF ADVERTISEMENT published April 12 & April 18

Public Hearing held May 1, 2018

READ a second time this ___ day of _____, A.D. 2018.

READ a third time and finally passed this ___ day of _____, A.D. 2018.

Mayor

Assistant CAO

Section 9: Definitions

“**Cannabis**” means cannabis plant, fresh cannabis, dried cannabis, cannabis oil and cannabis plant seeds and any other substance defined as cannabis in the *Cannabis Act* (Canada) and its regulations, as amended from time to time and includes edible products that contain cannabis.

“**Cannabis Accessory**” means cannabis accessory as defined in the *Cannabis Act* (Canada) and its regulations, as amended from time to time.

“**Cannabis Medical Clinic/Dispensary**” means a clinic or dispensary licensed by the Federal Government of Canada where Cannabis and Cannabis Accessories are sold to individuals for medical purposes.

“**Cannabis Production Facility**” means a facility used for the production of Cannabis licensed by the Federal Government of Canada where Cannabis and Cannabis products are produced for Medical and/or Retail uses.

“**Cannabis Retail Sales**” means a retail store licensed by the Province of Alberta where Cannabis and Cannabis Accessories are sold to individuals who attend at the premises for recreational purposes.

FOUR: Development Permits

Section 15: When a Development Permit is Not Required:

15.1.19 For the growth/cultivation of personal use cannabis plants not exceeding 4 plants per dwelling and the growth/cultivation of such must be contained indoors.

SEVEN: General Regulations

Section 39: Cannabis Retail Sales and Production.

39.1 A Cannabis Retail Sales or Production Facility must comply to provisions of the Gaming, Liquor and Cannabis Act.

39.2 Owners/Applicants must obtain and submit a copy of the Retail Cannabis Store License from the Province of Alberta.

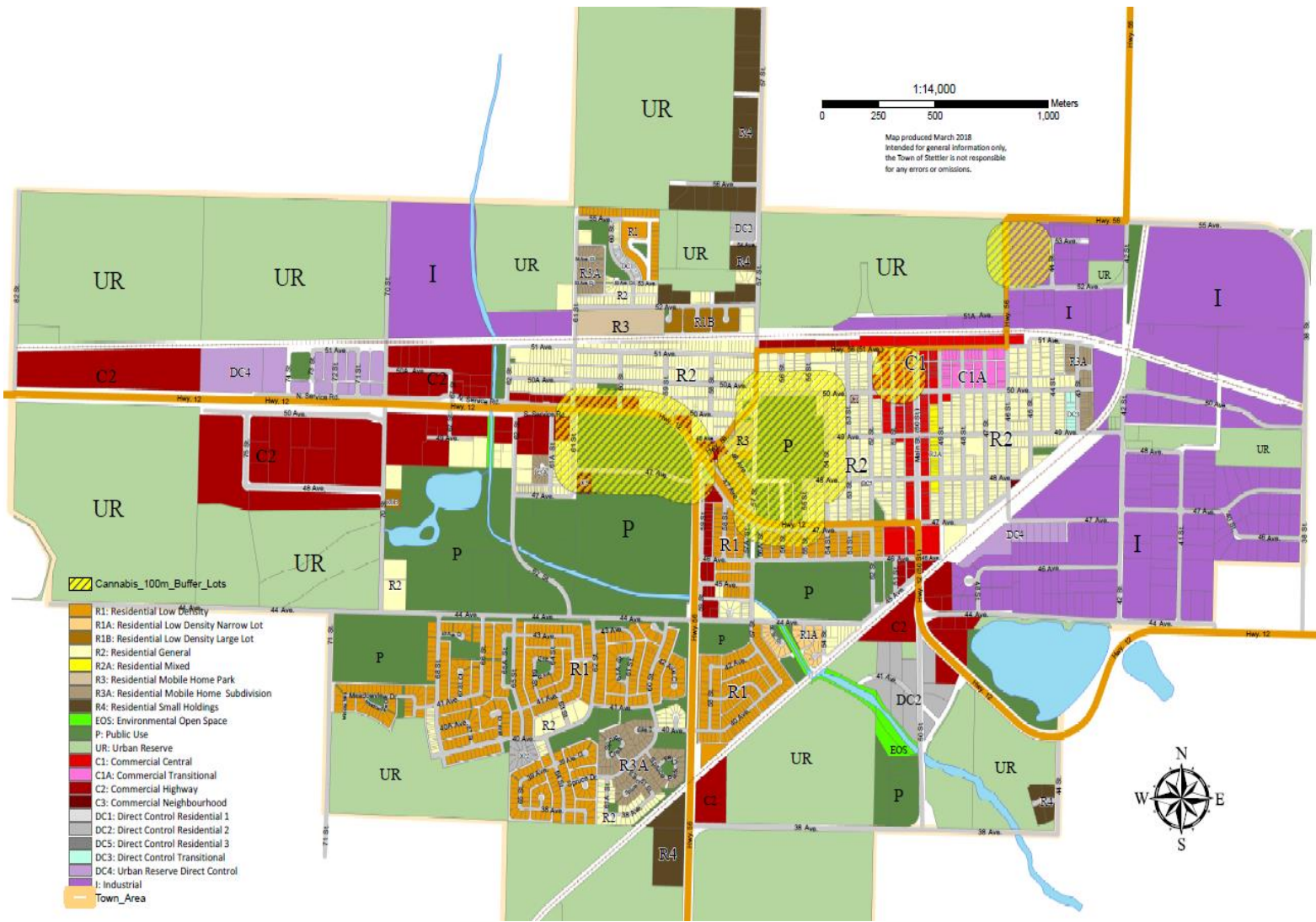
39.3 The Development Authority may permit a Cannabis Retail Sales or Production Facility only if, in their opinion it complies with the following regulations:

39.3.1 As Described in the Gaming, Liquor and Cannabis Act:

39.3.1.1 A premises described in a Cannabis License may not have any part of an exterior wall that is located within 100 meters of:

- a) a provincial health care facility or a boundary of the parcel of land on which the facility is located,
- b) a building containing a school or a boundary of a parcel of land on which the building is located, or
- c) a boundary of a parcel of land that is designated as school reserve or municipal reserve under the Municipal Government Act.

Figure 39.1: Cannabis Retail Sales and Production Facility Setbacks



39.4 The Development Authority shall consider the following matters as part of the decision making process for an application for a Cannabis Retail Sales or Production Facility:

- 39.4.1 Proximity and relevance of impact to facilities frequented by Children and Youth, including but not limited to:
 - a) Day Care Facilities
 - b) Parent Link Centres
 - c) Parks
 - d) Recreation Facilities
 - e) Youth Centres
- 39.4.2 Day Homes and Home Schools do not require a separation distance from a Cannabis Retail Sales Use.
- 39.4.3 Compatibility of the use in relation to the site, surrounding development and the potential effect of the development on the adjacent properties.

*Subsequent Sections re-numbered following Section 39.

TEN: Land Use Districts

- C1 – Commercial Central**
Permitted Use – Cannabis Retail Sales
- C2 – Highway Commercial**
Permitted Use – Cannabis Retail Sales
- I – Industrial**
Permitted Use – Cannabis Retail Sales
Discretionary Use – Cannabis Production

39.4 The Development Authority shall consider the following matters as part of the decision making process for an application for a Cannabis Retail Sales or Production Facility:

- 39.4.1 Proximity and relevance of impact to facilities frequented by Children and Youth, including but not limited to:
 - a) Day Care Facilities
 - b) Parent Link Centres
 - c) Parks
 - d) Recreation Facilities
 - e) Youth Centres
- 39.4.2 Day Homes and Home Schools do not require a separation distance from a Cannabis Retail Sales Use.
- 39.4.3 Compatibility of the use in relation to the site, surrounding development and the potential effect of the development on the adjacent properties.

*Subsequent Sections re-numbered following Section 39.

TEN: Land Use Districts

C1 – Commercial Central

Permitted Use – Cannabis Retail Sales

C2 – Highway Commercial

Permitted Use – Cannabis Retail Sales

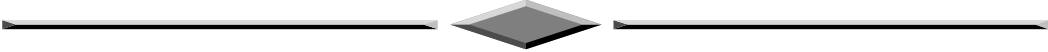
I – Industrial

Permitted Use – Cannabis Retail Sales

Discretionary Use – Cannabis Production

MEMORANDUM

To: Greg Switenky
From: Leann Graham
Date: March 29, 2018
Re: Smoking Bylaw – Cannabis Amendments



Background:

With the impending legalization of Cannabis in Canada the Province of Alberta has released the Order in Council Amending the Gaming and Liquor Act to the Gaming, Liquor and Cannabis Act. Upon review of these regulations the Town of Stettler is required to amend its Smoking Bylaw for the consumption of Cannabis.

Initial discussion took place with the Committee of the Whole on March 13, 2018. Following that meeting Administration has prepared a Smoking Bylaw Amendment.

Amendments:

Attached are proposed changes to the Smoking Bylaw 1898-04 to include provisions for Cannabis Consumption. Please note that administration has prepared a summary of each change identified.

Recommendation:

Administration respectfully recommends that Town of Stettler Council Give 1st Reading to Bylaw 2105-18 to Amend Bylaw 1898-04.

SECTION 2 - DEFINITIONS

- 2.2 “**Cannabis**” means cannabis plant, fresh cannabis, dried cannabis, cannabis oil and cannabis plant seeds and any other substance defined as cannabis in the *Cannabis Act* (Canada) and its regulations, as amended from time to time and includes edible products that contain cannabis.
- 2.6 “**Child/Youth Facility**” means land or buildings frequented by Children and/or Youth, including but not limited to Day Care Facilities, Parent Link Centres, Parks, Recreation Facilities, Schools, Youth Centres and etc.
- 2.8 “**Designated Public Place - Building**” means a Building and the parcel of land that it is located on is Designated Public Use in accordance with the Town of Stettler Land Use Bylaw, Section 10 - Land Use Districts;
- 2.9 “**Designated Public Place - Land**” means all land that is Designated Public Use in accordance with the Town of Stettler Land Use Bylaw, Section 10 - Land Use Districts;
- 2.22 **Public Building**” means any enclosed building or structure as defined in this bylaw to which the public can and does have access by right or by invitation, whether or not:
- a) all classes of the public are invited;
 - b) the proprietor has the right to exclude any particular person;
 - c) payment, membership or the performance of some formality is required prior to access;
 - d) the public has access to the building only at certain times, or from time to time;
 - e) a member of the public has access only if they are a member or if they are accompanied by a member;
 - f) Subject to subsection g) and h) below, if the public has access only to a portion of the building or structure, the entire building or structure shall be deemed to be a Public Building;

Where a building includes a private residence, the following shall apply:

- g) that portion of the building containing the private residence shall be deemed to not be a public building;
- h) If a building contains two or more private residences, those common areas of the building including washrooms, corridors, reception areas, elevators, escalators, foyers, hallways, stairways, lobbies, laundry rooms and enclosed parking garages shall be deemed to be a public building;

2.25 “**Tobacco Product**” means a product composed of whole or in part of tobacco, including tobacco leaves and any extract of tobacco leaves.

2.27 “**Smoke**” or “**Smoking**” means to inhale, exhale, burn, or have control over a lighted cigarette, cigar, pipe, hooka pipe, **vaporizer** or other lighted smoking implement designed to burn or heat tobacco, **cannabis** or any other weed or substance for the purpose of inhaling or tasting of its smoke or emissions.

SECTION 3 - GENERAL PROVISIONS

CANNABIS

3.1 For the regulations regarding the Smoking of Cannabis within the limits of the Town of Stettler

3.1.1 The smoking of Cannabis is strictly prohibited in or on the following places:

- a) Child/Youth Facility
- b) Designated Public Place – Building
- c) Designated Public Place – Land
- d) Hospital Property
- e) School Property

3.1.2 No Person may Smoke Cannabis within the following prescribed distances:

- a) 6m of an entrance or exit to a Public Building;
- b) 6m of an entrance or exit to a Town Building;
- c) 6m from the Boundary of a Designated Public Place- Land
- d) Public Transportation Vehicles and Public Transportation Vehicle Shelters; and
- e) 6m of an entrance or exit to a Workplace.

TOBACCO

3.2 For the regulations regarding the Smoking of Tobacco within the limits of the Town of Stettler

3.2.1 The smoking of Tobacco is strictly prohibited in or on the following places:

- a) Designated Public Place – Land
- b) Hospital Property
- c) School Property

3.2.2 No Person may Smoke Tobacco within the following prescribed distances:

- a) 6m of an entrance or exit to a Child Care Facility
- b) 6m of an entrance or exit to a Child/Youth Facility
- c) 6m of an entrance or exit to a Designated Public Place – Building
- d) 6m of an entrance or exit to a Public Building;
- e) 6m of an entrance or exit to a Town Building;
- f) Public Transportation Vehicles and Public Transportation Vehicle Shelters; and
- g) 6m of an entrance or exit to a Workplace.

BYLAW 2105-18

A BYLAW OF THE TOWN OF STETTLER, PROVINCE OF ALBERTA TO AMEND BYLAW NO. 2060-15 OF THE SAID TOWN.

WHEREAS pursuant to the provisions of the Municipal Government Act, Revised Statutes of Alberta, 2000, Chapter M-26 and amendments thereto.

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

1. That Bylaw 1898-04 shall be and is hereby amended as attached in "Schedule A"
2. That this Bylaw shall take force and effect upon the date of final passing thereof.

READ a first time this 3rd day of April, A.D. 2018.

NOTICE OF ADVERTISEMENT published April 12 & April 18

Public Hearing held May 1, 2018

READ a second time this ___ day of _____, A.D. 2018.

READ a third time and finally passed this ___ day of _____, A.D. 2018.

Mayor

Assistant CAO

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 - d) Public Transportation Vehicles and Public Transportation Vehicle Shelters;
and
 - e) 6m of an entrance or exit to a Workplace.

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- b) 6m of an entrance or exit to a Child/Youth Facility
- c) 6m of an entrance or exit to a Designated Public Place – Building
- d) 6m of an entrance or exit to a Public Building;
- e) 6m of an entrance or exit to a Town Building;
- f) Public Transportation Vehicles and Public Transportation Vehicle Shelters;
and
- g) 6m of an entrance or exit to a Workplace.