

Town of Stettler

COUNCIL MEETING
DECEMBER 18, 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
TUESDAY, DECEMBER 18, 2018
6:30 P.M.
AGENDA

1. Agenda Additions
2. Agenda Approval
3. Confirmation of Minutes
 - (a) Minutes of the Regular Council Meeting of December 4, 2018 5-12
 - (b) Business Arising from the December 4, 2018 Council Minutes
4. Citizens Forum
5. Delegations
 - (a) None
6. Administration
 - (a) 2019 Interim Operating Budget 13-18
 - (b) Apple Fitness Agreement – Renewal 19-20
 - (c) WTP – Chemical Bid Award (handout)
 - (d) CAO Report 21-25
 - (e) 2018 Budget – Revenue/Expense Statement – November 30, 2018 26-27
 - (f) 2018 Capital Budget Summary – November 30, 2018 28-31
 - (g) 2018 Bank Reconciliation – November 30, 2018 32
 - (h) Meeting Dates
 - Tuesday, January 1 – Council – Cancel – Holiday (**Motion Required**)
 - Tuesday, January 8 – COW – 4:30pm
 - Thursday, January 10 – Red Deer Canada Winter Games Torch Relay – 11:30am – 1:30pm - SRC
 - Tuesday, January 15 – Council – 6:30pm
 - Tuesday, January 22 – 2019 Jiffy Lube Alberta Scotties – Welcome Banquet
 - Tuesday, February 5 – Council – 6:30pm
 - Thursday, February 7 – Brownlee LLP – Emerging Trends 2019 - Calgary
 - Monday, February 11 – 2019 Strategic Planning Workshop – 3:00pm
 - Tuesday, February 12 – COW – 4:30pm
 - Tuesday, February 19 – Council – 6:30pm
 - Tuesday, February 26 – 2019-2023 Capital Budget Deliberations – 3:00pm

- Tuesday, March 5 – Council – 6:30pm
- Tuesday, March 12 – Council – 4:30pm
- Tuesday, March 19 – Council – 6:30pm
- Tuesday, April 2 – Council – 6:30pm
- Monday, April 8 – Regional Water – 1:00pm
- Tuesday, April 9 – COW – 4:30pm
- Tuesday, April 16 – Council – 6:30pm (2018 Financial Statement)
- Tuesday, May 7 – Council – 6:30pm
- Tuesday, May 14 – 2019 Tax Budget Council Deliberations – 3:00pm
- Tuesday, May 14 – COW – 4:30pm
- Tuesday, May 21 – Council – 6:30pm (2019 Tax Budget and Tax Rate Bylaw)

(i) Accounts Payable in the amount of \$313,766.05 33-48
 (\$16,569.09+ \$51,207.91+\$93,901.36+\$125,944.36+\$26,143.33)

7. Council

(a) Meeting Reports

8. Minutes

(a) Regional Water – December 10, 2018 49-51

9. Public Hearing

10. Bylaws

- (a) Bylaw 2112-18 – Local Improvement – 49th Avenue / 67th Street 52-53
- (b) Bylaw 2113-18 - re: 2019 Water Rates 54
- (c) Bylaw 2114–18 - re: 2019 Sewer Rates 55
- (d) Bylaw 2115-18 - re: 2019 Garbage Rates 56
- (e) Bylaw 2116-18 – re: 2019 Recycling Rates 57

11. Correspondence

- (a) Brownlee – Emerging Trends – Thursday, February 7, 2019 – Calgary 58-59
- (b) AUMA – Adding amounts to Tax Roll – tenant utility charges 60

12. Items Added

13. In-Camera Session

14. Adjournment

MINUTES OF THE REGULAR MEETING OF THE TOWN OF STETTLER COUNCIL
HELD ON TUESDAY, DECEMBER 4, 2018 IN THE MUNICIPAL OFFICE,
COUNCIL CHAMBERS

Present: Mayor Sean Nolls

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

CAO G. Switenky
Assistant CAO S. Gerlitz

Press (3)

Absent:

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

1/2. Agenda Additions/Approval:

13(a) Physician Recruitment - Third party Liability – Section
16(1)(ii) – FOIP

Motion 18:12:01 Moved by Councillor Barros to approve the agenda as
amended.

MOTION CARRIED
Unanimous

3. Confirmation of Minutes:

(a) Minutes of the Regular Meeting of Council held November
20, 2018

Motion 18:12:02 Moved by Councillor Fischer that the Minutes of the
Regular Meeting of Council held on November 20, 2018 be
approved as presented.

MOTION CARRIED
Unanimous

(b) Business Arising from the November 20, 2018 Meeting
Minutes

None

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

5. Delegations: (a) 6:45 P.M. – FCSS 2019 Budget – Patrick Callin and Cindy
MacDonell

This item was dealt with later in the meeting.

(b) 7:00 PM – Stettler Public Library 2019 Budget - Rhonda
O'Neill, Library Manager & Jane Skocdopole

This item was dealt with later in the meeting.

(c) 7:15 P.M. – Stettler Regional Board of Trade 2019 Budget
Stacey Benjamin & Matt Dorsett

This item was dealt with later in the meeting.

6. Administration: (a) Stettler Town & Country Museum 2019 Budget

CAO G. Switenky advised that the Town is in receipt of the
Stettler Town and Country Museum 2019 Budget. The

volunteer Museum Board continues to do a fantastic job in operating, maintaining and enhancing the Museum site. The Museum is NOT requesting an increase of \$2,000 in 2019.

2018 the Museum has improved in several areas;

- Doubled the floor plan of the archive room, purchased map drawer units to expand preservation of large paper documents.
- Re shingled Kirtley House
- Replacement windows were exchanged with rotted windows in Pioneer House and Whispering Pines
- New computer systems, Museum computer program, and networking
- Successful fundraiser events
- 2017 Light the Night- 56 participants, 782 vehicles (\$8434 profit)
- Pancake Breakfast and Market (\$1748.60 profit)
- July 1 Celebration - 561 visitors (\$804 profit)
- 2018 Night of Terror at the Boo-seum – Cancelled
- Awesome hard working volunteers have maintained the yard - flowers, lawn, trees and drainage.

Plans for 2019 follow similar parameters annually

- Building maintenance to keep the artifacts secure from environmental changes, roofs and doors/windows improvements where needed will continue.
- Plans for new fundraising events and programming
- Estate donations received in the last couple of years have been a very nice addition to our funding. Plans to strategically create long term improvements.

Projects consisting of;

- LED lighting in 8 buildings with power
- Eliminate safety issues - parking area, concrete floor in pole # 1
- Storage of artifacts
- Building for steam tractor

Motion 18:12:03

Moved by Councillor Fischer that the Town of Stettler Council accept the Stettler Town & Country Museum 2019 Budget as presented and approve financial assistance for the Stettler Town & Country Museum in the amount of \$34,000 within the Town's 2019 Operating Budget.

MOTION CARRIED
Unanimous

(b) 2018 Bad Debt Write-Offs

Assistant CAO S. Gerlitz noted that Policy VII-5(b), Collection of and Write-off of Bad Debt Accounts require that a Statement of the Bad Debt write-offs is presented to Town Council prior to December 31st each year. Town Council is required to authorize the write-off of all accounts in excess of \$300.

For 2018 there are bad debts totaling \$14,037.47 to be written off. He explained there are 23 Utility Accounts totaling \$11,184.81, 1 AR Account - \$170.00, 1 Fire Call totaling \$2,047.66 and 2 Campground totaling \$635.00 that should be expensed under Council's authority as bad debts in excess of \$300, and there are another 22 accounts totaling \$3,752.07 that will be expensed under Administration's authority as bad debts under \$300 and 13 inactive accounts with credit balances totaling \$273.06.

It was noted that collection activity procedures will continue after an account has been written off.

Based on local 2018 utility revenues of approximately \$3,865,366.96 the Utility write-offs totaling \$14,575.88 represents 0.37% of revenues (2017 = 0.34%).

Motion 18:12:04

Moved by Councillor Fischer that the Town of Stettler Council approve the 2018 Bad Debt Write-Off of twenty-seven (27) accounts, each in excess of \$300, totaling \$14,037.47, and further acknowledges that an additional twenty-two (22) accounts, each under \$300, totaling \$3,752.07 and twenty-eight (28) credit balances totaling (\$235.05) will be written-off under Administration's authority.

MOTION CARRIED
Unanimous

5. Delegations:

(a) 6:45 P.M. – FCSS 2018 Budget – Patrick Callin and Cindy MacDonell

Mayor Nolls welcomed Patrick Callin and Cindy MacDonell of FCSS to the meeting at 6:39 pm.

P. Callin reviewed the FCSS 2019 Budget and the programs offered by FCSS.

CAO G. Switenky highlight the 2019 FCSS Budget.

2019 Budget - \$196,435 - \$39,287 (20% Town Municipal Portion) / \$157,148 (80% Provincial Portion)

Actual

2018 - \$196,435 - \$39,287 (20% Town) / \$157,148 (80% Prov)
2017 - \$196,435 - \$39,287 (20% Town) / \$157,148 (80% Prov)
2016 - \$196,435 - \$39,287 (20% Town) / \$157,148 (80% Prov)
2015 - \$173,517 - \$32,739 (20% Town) / \$140,778 (80% Prov)
2014 - \$163,695 - \$32,739 (20% Town) / \$130,956 (80% Prov)
2013 - \$163,695 - \$32,739 (20% Town) / \$130,956 (80% Prov)
2012 - \$178,695 - \$47,739 (20% Town) / \$130,956 (80% Prov)
2011 - \$163,695 - \$32,739 (20% Town) / \$130,956 (80% Prov)
2010 - \$163,695 - \$32,739 (20% Town) / \$130,956 (80% Prov)
2009 - \$163,695 - \$32,739 (20% Town) / \$130,314 (80% Prov)
2008 - \$173,185 - \$31,940 (20% Town) / \$141,245 (80% Prov)
2007 - \$140,236 - \$28,047 (20% Town) / \$112,189 (80% Prov)

Motion 18:12:05

Moved by Councillor Campbell that the Town of Stettler Council approve the balanced 2019 Operating Budget for the FCSS in the amount of \$490,805.22 as presented.

And further approves the inclusion of \$196,435 in the Town's 2019 Operating Budget for the FCSS representing \$39,287 in Town Funding (20%) and \$157,148 in Provincial funding (80%).

MOTION CARRIED
Unanimous

Mayor Nolls thanked Patrick Callin and Cindy MacDonell for their informative presentation. FCSS continues to be a great asset to the Community

Patrick Callin and Cindy MacDonell left the meeting at 6:55 pm.

(b) 7:00 PM – Stettler Public Library 2019 Budget - Rhonda O'Neill, Library Manager, Barb Gano and Jane Skocdopole

Rhonda O'Neill, Library Manager, Barb Gano & Jane Skocdopole entered the meeting at 7:00 p.m.

Mayor Nolls welcomed R. O'Neill, B. Gano and J. Skocdopole to the meeting.

R. O'Neill highlighted the 2019 Library Budget.

CAO G. Switenky highlighted the 2019 budget of Stettler Public Library and previous year's financial contributions from the Town of Stettler.

Income 2019

- Donations/Fundraising \$ 19,600.00
 - Grants \$ 81,877.00
 - Other revenue \$ 350.00
 - Sales and services \$ 5,414.90
 - Requisitions
 - Town \$ 245,702.05
 - County \$ 132,301.10
- Total \$ 485,245.05

Expenses 2019

- Board expenses \$ 3,700.00
 - Equipment \$ 15,000.00
 - Fundraising expenses \$ 4,000.00
 - Library expenses \$ 33,900.00
 - Office/Maintenance \$ 60,650.00
 - Audit/Bank \$ 4,050.00
 - Requisitions payable \$ 5,800.00
 - Staff expenses \$ 9,650.00
 - Staff remuneration \$ 348,495.05
- Total \$ 485,245.05

Year	Amount	Difference	Percentage
2019	\$245,702.05	\$8,458.39	3.57%
2018	\$237,243.66	\$5,909.95	2.55%
2017	\$231,333.71	-\$1,628.14	-0.70%
2016	\$232,961.85	\$13,905.76	6.35%
2015	\$219,056.09	\$21,889.07	11.10%
2014	\$197,167.02	\$8,693.65	4.61%
2013	\$188,473.37	\$5,993.37	3.28%
2012	\$182,480.00	\$4,327.35	2.43%

Mayor Nolls thanked R. O'Neill, B. Gano & J. Skocdopole for their informative presentation and commended them for their outstanding job of providing library services for our many citizens.

Motion 18:12:06

Moved by Councillor Fischer that the Town of Stettler Council approve the Stettler Public Library 2019 Operating Budget as presented with a Town contribution in the amount of \$245,702.05

MOTION CARRIED
 Unanimous

Delegation members departed the meeting at 7:20 pm.

(c) 7:15 P.M. – Stettler Regional Board of Trade 2019 Budget
Stacey Benjamin & Matt Dorsett

Stacey Benjamin and Matt Dorsett from the Stettler Regional Board of Trade entered the meeting at 7:20 p.m.

Mayor Nolls welcomed S. Benjamin and M. Dorsett to the meeting.

S. Benjamin provided a broad overview of some highlights undertaken in 2018 and planned projects for 2019.

2018 Review

S. Benjamin explained that 2018 was a successful year as they continued to execute successful annual events, create an additional community event and promote economic development through relationships with business owners, managers and presenting helpful packages to investors.

Members

- Business Mixers strengthened
- Continued Business Visitations

Projects

- 2018 Trade Show – Profit \$25,312.38
- Awards Gala – Profit \$1500 – attendance 278
- Ghost Walk – 110 attendees
- Destination Stettler
- Stettler Pheasant Festival – Profit \$6000
- Shop Stettler – Moonlight Madness/Night Before Night Before

Visitor Information Centre

- Accredited Alberta Visitor Information Provider
- Connected with other visitors

Alberta Chambers of Commerce

- Staff & Executive continues to attend Provincial Chamber events
- Staff work with surrounding community Chambers to share ideas and information

Heart of Alberta Dollars

- Over \$44,000 worth of Heart of Alberta Dollars distributed in 2018 up to November 30

Group Membership

- Canadian Badlands Tourism
- Work to revise Boomtown Trail
- Central Alberta Innovation Network (CARIN)

2019 Goals

Economic Development

- 2-5 year Strategic Planning Session
- Promote Stettler as “a great place to live and do business”
- Encourage business development
- University of Waterloo Certified Economic Developer (Ec. D)
- Work with the Town of Stettler Economic Development Sub Committee
- Work with developers and investors to promote the Town of Stettler to be investor-friendly
- Aid in branding

Tourism

- Promote Stettler as a tourism destination through Destination Stettler
- Encourage 2+ night stays
- Creation of day-trips
- Work with our tourism memberships to highlight Stettler as a destination.
- Complete 2-year Visitor Guide

Projects

- Shop Stettler
- Stettler Trade Show
- Taste of the Heartland
- Stettler Pheasant Festival
- Stettler Awards Gala

CAO G. Switenky highlighted the 2019 budget of the Board of Trade and previous year's financial contributions from the Town of Stettler.

2019 BOT Revenue - \$196,200

2019 BOT Expense - \$489,417

2019 Budget (net) - \$293,217 (2018 - \$258,607 - diff \$34,610 - 13.38%) (Net contribution (From business taxes, business licenses and general taxes)

□ \$6,400 – Business Taxes

□ \$86,250 – Business Licenses

□ \$200,567 – General Taxes (2018 - \$165,907 - diff = \$34,660 = 21%)

Prior net contributions

2018 - \$258,607

2017 - \$251,168

2016 – \$251,172

2015 - \$217,670

2014 - \$240,110

2013 - \$208,830

2012 - \$205,670

2011 - \$227,870

2010 - \$218,005

2009 - \$160,450

Motion 18:12:07

Moved by Councillor Smith that the Town of Stettler Council refer the Stettler Regional Board of Trade 2019 Budget as presented, with a net contribution of \$293,217 from the Town, to the Council 2019 Interim Operating Budget meeting on December 11, 2018

MOTION CARRIED
Unanimous

Mayor Nolls thanked S. Benjamin and M. Dorsett for a very informative presentation. The Board of Trade provides a great benefit and liaison to our Business Community.

S. Benjamin and M. Dorsett left the meeting at 7:31p.m.

6. Administration:

(c) Meeting Dates

- Monday, December 10 – Regional Water Meeting – 1:00pm - 2019 Rates
- Tuesday, December 11 – 2019 Interim Budget Discussion – 3:00pm
- Tuesday, December 11 – COW – 4:30pm
- Tuesday, December 18 – Council – 6:30pm
- Tuesday, January 8 – Council – 6:30pm

- Tuesday, January 15 – COW – 4:30pm
- Tuesday, January 22 – Council – 6:30pm (Cancel – 2019 Jiffy Lube Alberta Scotties– Jan22–27, 2019)

(d) Accounts Payable in the amount of \$188,663.55

Motion 18:12:08

Moved by Councillor Pfeiffer that Accounts Payable in the amount of \$1,267,334.93 (\$92,044.03 + \$455,060.50 + \$31,286.42 + \$308,467.94 + \$42,156.40 + \$94,458.16 + \$161,355.29 + \$82,506.19) having been paid, be accepted as presented.

MOTION CARRIED
Unanimous

7. Council:

Mayor and Councillors outlined highlights of meetings they attended.

(a) Mayor Nolls

- . November 21 - SWS meeting
- . November 22 - talk of the town
- . November 23 - signed cheques at the town office
- . November 23 - attended the staff Christmas party
- . November 29 - talk of the town
- . November 29 - signed cheques at the town office and reviewed the agenda
- . November 30 - Attended a press conference with Ponoka for the rec funding grants, and Ponoka town councils resolution
- . November 30 - met with the new doctor, the Reeve, and Stacey Benjamin
- . November 30 - lit the Town Christmas tree (eventually), moonlight madness was fantastic
- . December 1 - attended the festival of lights gala

(b) Councillor Barros

- . December 1 – Festival of Lights Gala
- . December 4 – RDC Information – Stettler Campus

(c) Councillor Campbell

- . November 23 - Red Deer River Watershed Alliance
- . November 23 – attended staff Christmas party

(d) Councillor Fischer

- . December 4 – RDC Information – Stettler Campus

(e) Councillor Lawlor

- . November 21 – Stettler Library
- . November 22 – Official Residence of the Consulate General of Japan - Calgary
- . November 23 – attended Town Christmas party
- . December 3 – met with Consulate General of Japan
- . December 4 – RDC Information – Stettler Campus

(f) Councillor Pfeiffer

- . November 23 - attended staff Christmas party
- . December 4 – RDC Information – Stettler Campus

(g) Councillor Smith

- . November 23 - attended staff Christmas party
- . December 1 – Festival of Light Gala

Motion 18:10:27

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

MOTION CARRIED
Unanimous

8. Minutes: (a) Parkland Regional Library – November 8, 2018

Motion 18:12:09

Moved by Councillor Lawlor that the Town of Stettler Council accept the minutes, items 8(a) for information.

MOTION CARRIED
Unanimous

9. Public Hearing: (a) None

10. Bylaws: (a) None

11. Correspondence: (a) Hon. Shaye Anderson, Minister of Municipal Affairs – City Charters Fiscal 58 Framework Act

- (b) Barry Morishita – AUMA President – City Charters Fiscal Framework Act

Motion 18:12:10

Moved by Councillor Pfeiffer that correspondence items 11(a-b) be accepted for information.

MOTION CARRIED
Unanimous

12. Items Added: (a) None

13. In-Camera Session: (a) Physician Recruitment - Third party Liability – Section 16(1)(ii) – FOIP – County of Stettler Council and Senior Administration present

Motion 18:12:11

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

MOTION CARRIED
Unanimous at 7:56 p.m.

Motion 18:12:12

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

MOTION CARRIED
Unanimous at 8:16 p.m.

14. Adjournment:

Motion 18:12:13

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

MOTION CARRIED
Unanimous at 8:16 p.m.

Mayor

Assistant CAO

MEMORANDUM

To: Greg Switenky, CAO

From: Steven Gerlitz, Assistant CAO

Date: December 14, 2018

Re: Interim Operating Budget 2019

Recommendation:

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

Background

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

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

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

Total Operational Budget Summary Memo	2018	2019	Difference	2020	2021
Amount available for capital	\$1,026,905	\$1,044,118	\$17,213	\$1,036,650	\$963,244
Minor capital in operations	\$493,320	\$517,530	\$24,210	\$522,040	\$517,250
Community Partners	\$2,748,350	\$2,838,049	\$89,699	\$2,916,026	\$3,007,676
Salaries and benefits	\$5,717,710	\$5,784,230	\$66,520	\$5,956,820	\$6,169,140
Labour Contingency	\$50,000	\$50,000	\$0	\$50,000	\$50,000
Electricity (rate/MWh 2018 - \$58.29, 2019 & 2020 - \$53.10, 2021 & 2022 - \$43.92 /delivery cost 3% increase)	\$906,452	\$904,920	-\$1,532	\$922,152	\$895,391
Natural Gas (2018-2022) -\$2.67 from \$3.75 / carbon tax no increase in 2019 (1.51/GJ) / Delivery cost increase 5%	\$175,955	\$180,134	\$4,179	\$182,648	\$195,768
Electricity and natural gas contingency	\$30,000	\$30,000	\$0	\$30,000	\$30,000
Debenture debt servicing (2018 - lagoon & 52ave)	\$806,110	\$760,003	-\$46,107	\$691,590	\$694,400
Policing Contract - (2019 decrease in police contract \$70,011 per member - \$56,736 (171,644 - 163,941) accommodation etc (\$13,275)	\$1,141,849	\$1,071,838	-\$70,011	\$1,060,686	\$1,074,942
Assessment Contract	\$80,958	\$81,855	\$898	\$81,990	\$82,123
Bylaw enforcement contract	\$151,832	\$155,627	\$3,795	\$159,518	\$163,506
Garbage collection contract	\$179,696	\$185,910	\$6,214	\$193,000	\$198,200
Recycling collection contract	\$109,140	\$141,500	\$32,360	\$145,397	\$149,397
Operational Budget Summary	\$13,618,277	\$13,745,714	\$110,225	\$13,948,517	\$14,191,037
ASFF	\$2,322,377	\$2,362,171	\$39,794	\$2,385,267	\$2,414,812
Total Operational Budget Summary Memo	\$15,940,654	\$16,107,885	\$150,019	\$16,333,784	\$16,605,849
Total Operational Budget Expenditures	\$17,318,754	\$17,702,529		\$18,012,683	\$18,379,832
	92.04%	90.99%		90.68%	90.35%

Administration now requires Council to adopt an Interim Operating Budget for the year 2019.

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

- 2019 2% (subject to further detailed review prior to setting the 2019 Tax Rate)
- 2020 2%
- 2021 2%

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

- **Municipal Tax** increase of 2% (\$112,730)
- **Water Rate** increase of \$0.01m³ (\$2.79 to \$2.80) (\$5,902)
- **Sewer Rate** increase of \$0.25 (\$22.25 to \$22.50) (\$6,340)
- **Garbage Rate** increase of \$0.25 (\$23.25 to \$23.50) (\$6,570)
- **Recycling Rate** increase of \$0.25 (\$6.25 to \$6.50) (\$6,480)
- Financial Impact on Average Residential Customer (municipal only) – 1.51%

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

Town Council and Administration consider the property tax and utility rate increase estimates included in the 2019 – 2021 Interim Operating Budget necessary given the present and future obligations required in our community. The three-year forecast reflects Council's intent to be fiscally responsible and accountable to its residents.

The 2019 – 2021 Interim Operating Budget enables Council to sustain the current high level (Mission Statement: To Provide a High Quality of Life...) of public services, facilities and utilities for all Stettler residents and visitors, as well as continue to renew aging capital infrastructure and equipment on an affordability basis.

	2014	2015	2016	2017	2018	2019	2020	2021
Total Revenues	\$15,787,405	\$16,344,323	\$17,475,500	\$17,785,191	\$18,345,659	\$18,746,647	\$19,049,333	\$19,343,076
Total Expenditures *	\$14,817,975	\$15,421,559	\$16,184,230	\$16,801,224	\$17,318,754	\$17,702,529	\$18,012,683	\$18,379,832
Net Revenue Generated	\$969,430	\$922,764	\$1,291,270	\$983,967	\$1,026,905	\$1,044,118	\$1,036,650	\$963,244
Available for Capital								
Utility Source Capital	\$561,500	\$629,283	\$579,417	\$523,839	\$445,438	\$367,297	\$386,232	\$359,978
General Source Capital	\$407,930	\$293,481	\$711,854	\$460,128	\$581,467	\$676,821	\$650,418	\$603,266
Net Revenue Generated	\$969,430	\$922,764	\$1,291,271	\$983,967	\$1,026,905	\$1,044,118	\$1,036,650	\$963,244
Plus External Grants (pending)								
Street Improvement Grant(SIP) @ \$60/cap	\$344,880	\$344,880	\$344,880	\$344,880	\$357,120	\$357,120	\$357,120	\$357,120
Federal Gas Tax (FGTF)	\$325,631	\$301,327	\$309,892	\$310,904	\$328,277	\$328,277	\$328,277	\$328,277
MSI Operating - Police	\$54,446	\$54,445	\$53,284	\$52,513	\$53,680	\$53,680	\$53,680	\$53,680
MSI Capital	\$1,063,495	\$1,125,861	\$1,043,475	\$1,947,237	\$561,531	\$1,018,614	\$1,018,614	\$1,018,614
Total Grants	\$1,788,452	\$1,826,513	\$1,751,531	\$2,655,534	\$1,300,608	\$1,757,691	\$1,757,691	\$1,757,691
Total New Available Funds	\$2,757,882	\$2,749,277	\$3,042,802	\$3,639,501	\$2,327,513	\$2,801,809	\$2,794,341	\$2,720,935

2019 – 2021 Budget Highlights

The 2019 – 2021 Interim Operating Budget includes continued funding for our Community Program Partners and regional joint collaborative initiatives as follows:

Town of Stettler							
Community Partners							
		2017	2018	2019	2018-2019 Difference	2020	2021
1	Family Community Support Services (FCSS-2017-Botha)	\$197,250	\$196,435	\$196,435	\$0	\$196,435	\$196,435
	Provincial Funding (80%) - \$157,148						
	Municipal Funding (20%) - \$39,287						
2	Museum	\$32,000	\$34,000	\$34,000	\$0	\$36,000	\$38,000
3	Board of Trade (net)	\$202,168	\$209,607	\$244,217	\$34,610	\$257,499	\$264,776
	Community Event	\$5,000	\$5,000	\$5,000		\$5,000	\$5,000
	Community Event - Steel Wheel Stampede	\$10,000	\$10,000	\$10,000		\$10,000	\$10,000
	Community Event - Adult Learning Council			\$3,000		\$3,000	\$3,000
	Community Development (\$44,000 - Programs)	\$34,000	\$34,000	\$31,000		\$31,000	\$31,000
4	Beautification - HBC (grant)	\$22,200	\$22,200	\$22,200	\$0	\$22,200	\$22,200
5	Public Library 2-74-11-00-00-765	\$231,334	\$237,244	\$245,702	\$8,458	\$252,832	\$258,168
6	Parkland Reg Library (requisition - \$8.12/2017-\$8.04)	\$46,214	\$48,330	\$49,104	\$774	\$50,086	\$51,088
7	Senior Handi Bus Society (grant-2-62)	\$20,000	\$25,000	\$25,000	\$0	\$25,000	\$25,000
8	Senior Housing Authority (requisition) (4%)	\$290,362	\$314,393	\$326,968	\$12,575	\$343,316	\$360,482
9	Solid Waste Management (\$3-swma req/pop inc 5952)	\$350,628	\$369,024	\$386,880	\$17,856	\$404,736	\$422,592
10	Heartland Youth Centre (playground program)	\$40,000	\$40,000	\$50,000	\$10,000	\$50,000	\$50,000
11	Fire Protection (Town share - net / Salary/equip repair)	\$385,294	\$444,006	\$465,511	\$21,505	\$491,668	\$514,552
12	Policing (net) (contract)	\$721,187	\$748,556	\$703,209	-\$45,347	\$696,602	\$713,830
13	Airport (net) (runway repairs)	\$29,937	\$37,555	\$39,823	\$2,268	\$40,652	\$41,553
Total Community Partners		\$2,617,574	\$2,775,350	\$2,838,049	\$62,699	\$2,916,026	\$3,007,676
14	Education (ASFF)	\$2,221,393	\$2,322,377	\$2,362,171	\$39,794	\$2,385,267	\$2,414,812
15	Recreation (net)	\$2,187,196	\$2,214,680	\$2,202,951	-\$11,729	\$2,303,514	\$2,359,933

2019 – 2021 Operating Budget Conclusion

Town of Stettler							
Annual Financial Incremental Impact on Average Residential Customer:							
Assumptions:		Municipal only (does not included ASFF or Senior Lodge Requistions)					
		No market increase in Assessment					
	2015	2016	2017	2018	2019	2019	Diff
Assessment	\$265,140	\$265,140	\$265,140	\$265,140		\$265,140	
2% Tax (interim) 2019	\$1,697.69	\$1,731.64	\$1,766.27	\$1,801.60	\$36.03	\$1,837.63	\$36.03
Water Rate per Cubic Meter Based on 17 M3 per Month - (2017 - \$2.78 / 2018 - \$2.79 / 2019 - \$2.80)	\$554.88	\$556.92	\$567.12	\$569.16	\$2.80 x 17m3 x 12	\$571.20	\$2.04
Water Fixed Rate - \$10.00 per Month	\$120.00	\$120.00	\$120.00	\$120.00	\$10 x 12	\$120.00	\$0.00
Sewer Fixed Rate per Month - (2017 - \$22.00 / 2018 = \$22.25 / 2019 - \$22.50)	\$252.00	\$258.00	\$264.00	\$267.00	\$22.50 x 12	\$270.00	\$3.00
Garbage Fixed Rate per Month - (2017 - \$23.00 / 2018 = \$23.25 / 2019 - \$23.50)	\$252.00	\$270.00	\$276.00	\$279.00	\$23.50 x 12	\$282.00	\$3.00
Recycling Fixed Rate - (2017 - \$6.25 / 2018 - \$6.25 / 2019 - \$6.50)	\$72.00	\$72.00	\$75.00	\$75.00	\$6.50 x 12	\$78.00	\$3.00
Total	\$2,948.57	\$3,008.56	\$3,068.39	\$3,111.76		\$3,158.83	\$47.07
		\$59.99	\$59.83	\$43.37		\$47.07	
Overall Percentage Change	4.39%	2.03%	1.99%	1.41%			1.51%

	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
	\$10/month plus	\$10/month plus	\$10/month plus	\$10/month plus	\$10/month plus	\$10/month plus
	630,000 m³	630,000 m³	630,000 m³	590,000 m³	590,000 m³	590,000 m³
	@ \$2.73 m³	@ \$2.78m³	@ \$2.7900 m³	@ \$2.8000 m³	@ \$2.8200m³	@ \$2.8500 m³
Revenue - Water	\$ 3,002,702	\$ 3,026,251	\$ 2,992,355	\$ 3,128,812	\$ 3,153,643	\$ 3,172,675
Expenditures - Water	\$ 2,794,070	\$ 2,823,535	\$ 2,816,041	\$ 3,033,843	\$ 3,082,311	\$ 3,110,648
Net Budget Impact	\$ 208,632	\$ 202,716	\$ 176,314	\$ 94,969	\$ 71,332	\$ 62,027
Net Depreciation, not included	\$ 302,731	\$ 300,215	\$ 297,241	\$ 299,040	\$ 298,358	\$ 297,677
Debenture Principal, included	\$ 130,180	\$ 135,850	\$ 145,570	\$ 148,220	\$ 154,780	\$ 161,640
Plus R.O.I. Included in Exp.	\$ 260,000	\$ 250,000	\$ 240,000	\$ 235,000	\$ 225,000	\$ 216,000
Debenture Interest, included in Exp.	\$ 105,600	\$ 99,730	\$ 96,830	\$ 87,300	\$ 80,660	\$ 73,720
	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
	@ \$21.50/month	@ \$22/month	@ \$22.25/month	@ \$22.50/month	@ \$22.75/month	@ \$23.00/month
Revenue - Sewer	\$ 921,740	\$ 905,890	\$ 948,010	\$ 941,490	\$ 946,490	\$ 951,490
Expenditures - Sewer	\$ 658,851	\$ 681,482	\$ 754,073	\$ 714,907	\$ 657,054	\$ 660,439
Net Budget Impact	\$ 262,889	\$ 224,408	\$ 193,937	\$ 226,583	\$ 289,436	\$ 291,051
Debenture Princ & Int	\$ 226,750	\$ 226,580	\$ 262,100	\$ 226,280	\$ 160,940	\$ 160,900
	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
	2175/month	2180/month	2185/month	2190/month	2195/month	2200/month
	@ \$22.50/month	@ \$23/month	@ \$23.25/month	@ \$23.50/month	@ \$23.75/month	@ \$24.00/month
Revenue - Garbage	\$ 614,170	\$ 631,580	\$ 639,615	\$ 648,725	\$ 657,927	\$ 667,219
Expenditures - Garbage	\$ 525,484	\$ 548,813	\$ 582,938	\$ 593,120	\$ 618,176	\$ 641,352
Net Budget Impact	\$ 88,686	\$ 82,767	\$ 56,677	\$ 55,605	\$ 39,751	\$ 25,867
	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
	2145	2150	2160	2160	2165	2170
	@ \$6/month	@ \$6.25/month	@ \$6.25/month	@ \$6.50/month	@ \$6.50/month	@ \$6.50/month
Revenue - Recycling	\$ 154,440	\$ 161,250	\$ 162,000	\$ 168,480	\$ 168,870	\$ 169,260
Expenditures - Recycling/Compost	\$ 135,230	\$ 140,970	\$ 143,490	\$ 178,340	\$ 183,157	\$ 188,227
Net Budget Impact	\$ 19,210	\$ 20,280	\$ 18,510	\$ (9,860)	\$ (14,287)	\$ (18,967)
Combined Net Budget Impact:	\$ 579,417	\$ 530,171	\$ 445,438	\$ 367,297	\$ 386,232	\$ 359,978
	\$ 711,854	\$ 462,145	\$ 581,467	\$ 676,821	\$ 650,418	\$ 603,266
	\$ 1,291,271	\$ 992,316	\$ 1,026,905	\$ 1,044,118	\$ 1,036,650	\$ 963,244
				\$ 28,183		
				\$ 5,902		
				\$ 29,605		
				\$ 1,103		
				\$ 1,268		
				\$ 1,314		
				\$ 1,296		
				\$ 32,400		

Municipality	Typical User /month	Water Total /month @ 20m ³ / month	Sanitary Sewer Total /month	Storm Sewer /month	General Admin. Fee	Solid Waste /month	Recycling /month	Yard Waste /month	Year
Hinton	\$68.79	\$39.83	\$16.98			\$11.98			2018
High Level	\$79.03	\$55.03	\$8.25			\$15.75			2018
Trochu	\$84.51	\$48.05	\$14.96			\$17.50	\$4.00		2018
Edson	\$86.00	\$28.43	\$45.07			\$12.50			2018
Whitecourt	\$90.68	\$29.69	\$33.29			\$27.70			2018
Brooks	\$92.20	\$57.48	\$17.98			\$13.20	\$3.54		2018
High River	\$93.88	\$32.83	\$44.95	\$2.70		\$10.70	\$2.70		2018
Banff	\$94.17	\$23.99	\$53.51			\$16.67			2018
Vegreville	\$94.97	\$66.10	\$5.87	\$6.00	\$5.00	\$6.00	\$6.00		2018
Fox Creek	\$95.70	\$39.90	\$28.80			\$20.00	\$7.00		2018
Drumheller	\$97.60	\$49.13	\$46.47				\$2.00		2018
Barrhead	\$98.98	\$62.50	\$21.88			\$14.60			2018
Vulcan	\$100.08	\$53.00	\$13.00			\$34.08			2018
Cold Lake	\$102.53	\$39.86	\$32.17			\$20.50	\$8.50	\$1.50	2018
Millet	\$106.25	\$63.75	\$21.00			\$21.50			2018
Crossfield	\$108.89	\$49.86	\$34.90			\$14.50	\$9.63		2018
Cochrane	\$110.51	\$28.90	\$50.90	\$4.16		\$21.55	\$5.00		2018
Wainwright	\$112.08	\$72.72	\$19.00			\$14.50	\$5.86		2018
Strathmore	\$112.84	\$58.20	\$32.58			\$22.06			2018
Beaumont	\$113.50	\$50.20	\$39.06			\$24.24			2018
Drayton Valley	\$113.75	\$60.10	\$49.00		\$4.65				2018
Sedgewick	\$114.29	\$50.67	\$32.62			\$31.00			2018
Redcliff	\$115.02	\$61.15	\$34.55			\$19.32			2018
Killam	\$117.50	\$50.50	\$34.00			\$33.00			2018
Stettler (2018)	\$117.55	\$65.80	\$22.25			\$23.25	\$6.25		2018
Tofield	\$117.70	\$94.70	\$13.00			\$10.00			2018
Stettler (2019)	\$118.50	\$66.00	\$22.50			\$23.50	\$6.50		2019
High Prairie	\$120.20	\$72.20	\$30.00			\$14.70	\$3.30		2018
Leduc	\$122.29	\$55.84	\$38.95	\$5.00		\$22.50			2018
Carstairs	\$122.40	\$64.00	\$38.40			\$20.00			2018
Hanna	\$122.65	\$79.40	\$21.00			\$22.25			2018
Lloydminster	\$123.99	\$71.01	\$19.98	\$13.00		\$20.00			2018
Okotoks	\$124.11	\$46.03	\$50.00	\$6.00		\$22.08			2018
Fairview	\$126.66	\$76.33	\$17.33			\$28.00	\$5.00		2018
Fort Saskatchewan	\$127.91	\$55.96	\$45.03			\$26.92			2018
Westlock	\$130.20	\$77.50	\$24.60	\$2.00		\$26.10			2018
Camrose	\$131.47	\$64.79	\$42.67			\$18.01	\$6.00		2018
Redwater	\$134.86	\$63.80	\$36.41			\$28.20	\$2.95	\$3.50	2018
Canmore	\$136.35	\$33.51	\$71.21			\$18.27	\$13.36		2018
Spruce Grove	\$137.37	\$64.56	\$47.56			\$25.25			2018
Morinville	\$139.85	\$71.12	\$47.68			\$10.55	\$4.25	\$6.25	2018
Stony Plain	\$141.58	\$63.69	\$50.07			\$19.82		\$8.00	2018
St. Albert	\$141.85	\$51.37	\$48.64	\$17.30		\$12.96	\$5.15	\$6.43	2018
Oyen	\$142.77	\$80.65	\$23.82			\$38.30			2016
Sylvan Lake	\$143.49	\$53.91	\$64.33			\$19.00	\$6.25		2018
Sundre	\$143.90	\$65.50	\$47.50	\$5.25		\$19.65		\$6.00	2018
Hardisty	\$145.50	\$71.00	\$44.00			\$30.50			2018
Two Hills	\$147.00	\$85.00	\$35.00		\$2.00	\$25.00			2018
Vermilion	\$147.17	\$102.75	\$21.88			\$19.54	\$3.00		2018
Devon	\$150.76	\$44.46	\$68.80	\$8.00		\$29.50			2018
Innisfail	\$151.00	\$55.00	\$73.00			\$18.00	\$5.00		2018
Airdrie	\$152.65	\$56.66	\$65.55			\$24.96	\$5.48		2018
Sherwood Park	\$155.77	\$52.96	\$69.16	\$8.50		\$25.15			2018
Lacombe	\$158.43	\$76.17	\$54.40			\$27.86			2018
Wetaskiwin	\$159.33	\$78.83	\$51.65			\$18.85	\$10.00		2018
Blackfalds	\$161.77	\$78.80	\$55.79			\$27.18			2018
Daysland	\$163.40	\$72.00	\$51.40			\$37.00	\$3.00		2018

TOWN OF STETTLER
PARKS & LEISURE SERVICES DEPARTMENT
MEMORANDUM

Date: December 12, 2018

To: Steven Gerlitz
Assistant CAO

From: Brad Robbins
Manager, Recreation & Culture

Re: APPLE FITNESS AGREEMENT (Renewal)

Background:

In 2006 the Town of Stettler prepared a request for proposals to provide fitness equipment for the SRC Fitness Centre. This agreement was renewed for an additional five (5) years in 2013. Apple Fitness was the selected provider based on their references for integrity in their service program quality of their commercial equipment and knowledge of fitness trends related to equipment.

The staff at the SRC Fitness Centre have been very happy with the performance of these machines over the past twelve (12) years. Maintenance has been limited to worn vinyl pads, some new cables and treadmill circuit boards. During this time service has been good, they have completed in house service training for staff and the public has been happy with the Life Fitness brand that they supply.

New Agreement:

Based on the lifecycle of the current equipment contained in the SRC, the existing space of the SRC Fitness Centre and our predictive needs moving forward a new three (3) year agreement has been negotiated.

While the new agreement still gives us the previously negotiated wholesale national level pricing from Apple Fitness, the new agreement increases the focus on the Town of Stettler managing upcoming repairs and service costs of the existing equipment within the SRC Fitness Centre.

Apple Fitness will provide:

- Exclusive wholesale pricing for all future equipment.
- 15% discount on accessories and parts.
- 50% discount on delivery of equipment, accessories and parts.
- Labour rate of \$75/hour vs regular labour rate of \$85/hour.
- Free attendance for one (1) representative to attend Apple Fitness Experience Conference.
- Free attendance for one (1) representative per year to attend Apple Fitness Service School.
- Provide semi-annual servicing of all SRC Fitness Centre equipment.

Town of Stettler will provide:

- Exclusive purchasing rights unto Apple Fitness.
- The display of Apple Product Sign "Apple Fitness is the proud Equipment Supplier to the SRC Fitness Centre.

Recommendation:

To approve the Contract with Apple Fitness for three (3) years with the option to renew the agreement to an additional 3 or 5 years.

TO: Town of Stettler Council

DATE: 2018 12 18

FROM: Greg Switenky
CAO

CHIEF ADMINISTRATIVE OFFICER'S REPORT – NOVEMBER 2018

ADMINISTRATION – CAO – Greg Switenky

1. Meetings: Town Council & Organizational Meeting(s), Committee of the Whole, Joint Health and Safety Committee, Safety and Employee Management Advisory Committee Meeting, Department Head and Staff information sharing sessions.
2. Participated in the external Safety Audit and employee interview process, Organizational score across all 8 elements utilizing the AMSHA Audit tool was 97%.
3. Meeting with AHS representatives to discuss/update regarding capital planning initiatives for the Hospital.
4. No Stone Left Alone Ceremony at the Cemetery.
5. Red Willow Creek alignment review (with MPE) to discuss options and alternatives.
6. Handibus and Home Support 40th Anniversary cake & coffee at the FCSS.
7. G3 introductory Open House to observe conceptual planning. Fire and Flower formal Grand Opening.
8. Meeting with CAN PAK to discuss 2019 budget and service levels.
9. Strategic review of 2018 & 2019 Water Model for water rate projection purposes.
10. Main Street Christmas tree lighting & Moonlight Madness. Town Staff Christmas Party.
11. H.A.T.'s performance of Rumors co-starring 3 Members of Town Council. Bravo!
12. Ongoing internal orientation, guidance and communication of new Council Roles & Responsibilities within our organization.
13. Continuous engagement with Senior Department Heads regarding situational solutions to arising issues/requests, emergent problems and troubleshooting Council Member/ratepayer concerns.

ADMINISTRATION – ASSISTANT CAO - Steven Gerlitz

1. Meetings attended included: Council, Department Head, Staff, Staff Safety Meeting, Pre Audit Safety Meeting, G3 Grain Facility Open House, Regional Water Administration Meeting, Regional Water Rates Meeting, Council Interim Budget, Economic Development Developer Meeting,

2. Projects worked on included:
 - 2018 Revenue/Expense Budget Summary (November 30, 2018)
 - 2018 Capital Budget Summary (November 30, 2018)
 - 2018 MSI, BMTG, FGT summary – (November 30, 2018)
 - 2018 Reserves Summary – (November 30, 2018)
 - 2018 Cash Flow Statement – (November 30, 2018)
 - 2019 Interim Operating and Capital Budget
 - Timelines
 - Federal and Provincial Grant Programs
 - Water Model programming – 2019 Regional Water Rates
 - Garbage / Recycling Projections
 - Gas and Power Projections
 - RCMP & Community Officer Cost Projections
 - Property Tax Revenue Projections
 - FOIP Inquiries
 - Cemetery Bylaw Inquires
 - Automated Waste Bins Rollout (ongoing)
 - Compost Bins / Recycling
 - Council & Committee of the Whole Agenda prep
 - Council Minutes
 - AP Invoices and sign checks
 - Ratepayer issues and concerns

TRANSPORTATION – Ivan Wilford

- Sign repairs and installations
- Graves and cremations
- Graveled snow dump approaches
- Hauled cement from the lagoons
- Hauled dirt to the lagoons
- Installed snow fencing
- Installed new decoration hangers
- Staff read new equipment manuals
- Some final road grading
- Changed mold board on the grader for winter operation
- Put up Christmas decorations and museum decorations
- Went through tree lights
- Hauled wood to the regional from hard
- Hauled trees from transfer site from snow dump project to the regional
- Retrieved speed and traffic data from rec road radar signs
- Plow snow, roads, parking lots, sidewalks
- Sanding and dealing with ice on roads
- Put up and decorated main street Christmas tree
- Plowed the water treatment plant

WATER – Grant McQuay

- Regular rounds, readings, locates and Bacterial sampling/Chlorine residual & turbidity testing.
- Meter replacement program
- Outdoor rinks
- Dead end line Hydrant Flushing
- Dead end line Hydrant Winterizing.
- Weekly cleaning of sanitary tank at Water Transfer Station
- Pushing up cattails at wetlands.
- Facility maintenance.
- Monitoring wells and weir measurements
- Year end.
- Snow removal around facilities and sidewalks.

WATER TREATMENT PLANT SUPERVISOR – Chris Saunders

1. Capital project to rebuild and install settling tank slide gate completed by Knibb Developments Ltd.
2. HACH biannual servicing on AMC meter completed.
3. Bagshaw Electric installed new VFD for the flash mixer and is in service.
4. Bagshaw Electric installed a new float switch on the west grit pump.
5. "A" and "B" air compressors were serviced. The leaking cooler was replaced on "A" compressor.
6. Integrity test failed on #1 Rack and was taken out of service. After troubleshooting a leaking coupling was found and replaced. #1 Rack is in service.
7. Chemical Bid letters for 2019 have been sent out with a December 12th deadline for bids.
8. WTP safety presentation at health and safety meeting.
9. Jar testing with hydrogen peroxide as a potential pretreatment at the low lift building.
10. Routine plant maintenance.

DIRECTOR OF OPERATIONS – Melissa Robbins

1. Meetings:
 - Department Head
 - Joint Health and Safety
 - MPE Engineering – Red Willow Creek Realignment
 - G3 Development Discussion
 - Safety Advisory Meeting
 - Pre-Audit and Audit Close out Meeting
 - Parks and Public Works Planning Meeting
 - 2019 Water Rate Staff Meeting
2. Projects:
 - Assisting Heart Haven – Fire hydrant design and pricing
 - Master Servicing Study Review
 - Snow Dump Expansion – 100% completed

- Capital Budget Preparation

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

1. Meetings: Department head, staff meetings, mid-management, joint planning, safety, safety, and Community hall renovation meetings with local contractors.
2. Projects: Decorating the S.R.C., snow removal, completed repairs on the outdoor rink, changed outside lights at the pool, light the night decoration at the museum, stump grinding, and winter operations.
3. The winter season is rolling along and we are very excited about having the Scotties tournament of hearts coming to Stettler. At this time of year it is nice to reflect on the year as a whole, and realize what a truly amazing community Stettler is. We are all so fortunate to work for an organization such as this. That being said I would like to wish everyone a MERRY CHRISTMAS AND A HAPPY NEW YEAR!

DIRECTOR OF PLANNING & DEVELOPMENT – LEANN GRAHAM

1. Building Permit Activity to Date

	2017 Permits to November 30, 2017	2018 Permits to November 30, 2018
Institutional	\$2,215,490.00	\$310,659.00
Industrial	\$190,000.00	\$172,400.00
Commercial	\$754,000.00	\$2,304,567.00
Residential	\$1,923,866.00	\$2,411,006.00
Total	\$5,083,356.00	\$5,201,632.00

2. Projects:
 - AE Kennedy Maintenance
 - Stettler Motel Compliance Order
 - 5815-50A Avenue Court Injection Application
 - G3 Canada Ltd. Development
 - Economic Development Initiative
 - Superfluity Parking
 - Canalta Development
 - Employee Policy re Drugs and Alcohol
 - Staff Christmas Party
 - Stettler Auction Mart Road Closure Land Transfer
 - Rotary Park Subdivision and Land Transfer
 - Bylaw Property Inspections and Enforcement
 - Planning & Development Inquiries
3. Meetings:
 - G3 Canada Open House
 - Compliance Property Inspection
 - Economic Development Initiative

- Christmas Party Meeting
- Landowner Meetings
- Bylaw Inspection Meetings
- Development Inquiry Meetings
- Staff and Department Head

REGIONAL FIRE CHIEF – Mark Dennis

1. Training
 - RIT training
 - Fire Ground command
 - Scott RIT Pac theory
 - Flue shot

2. Fire Department Operations
 - Meeting with Regional Technical Advisor with the Office of the Fire Commissioner
 - New recruit orientation and physical testing
 - Install new reflective striping on Squad 19
 - Re-decal engine 13
 - White Sands fire access road and no parking discussion
 - COS and TOS budget
 - Fire Inspection/occupancy load - Grand view plaza, Stettler Regional Day Care, Heart Haven Lodge
 - Fire prevention training at Donalda, Stettler schools and Stettler Girls Scouts

3. Regional Fire Department Incident Summary
 - Total calls 18 - 3 motor vehicle incidents, 2 wild land fires, 4 alarm calls, 7 medical first response, 2 carbon monoxide



Greg Switenky
CAO

Revenue	2018 Budget	Actual 30/11/2018	Variance	%	Notes
Administration	\$306,363	\$257,449.05	\$48,913.95	84.03%	
Clearview swimming pool - \$13,315)					
White Sands Contract - \$32,000)					
Inter Dept Utility Transfer - \$250,000)					
Police	\$587,187	\$509,003.52	\$78,183.48	86.69%	MSI Operating - \$53,680
Traffic Fines (Budget - \$80,000 / \$52,269 - 65% - 2017 Total Fines - \$62,341)					
Provincial Grant - \$347,208					
Community Resource Program - \$101,423					Clearview 50% / County 25%
Fire	\$391,754	\$314,650.02	\$77,103.98	80.32%	
Disaster Services	\$0	\$0.00	\$0.00	0.00%	
Bylaw Enforcement	\$110,650	\$134,376.42	-\$23,726.42	121.44%	Animal / Business License
Business Licenses (Budget - \$86,250 - Actual \$82,451 (97%) / Animal License - Budget \$23,200 - Actual \$41,385 (2019)					
Roads, Streets, Walks, Lights	\$272,400	\$79,269.91	\$193,130.09	29.10%	
Roads Frontage - Pavement (Budget - \$67,460)					
Airport	\$10,610	\$10,876.86	-\$266.86	102.52%	
Drainage	\$0	\$0.00	\$0.00	0.00%	
Water Supply & Distribution	\$3,037,542	\$2,666,449.72	\$371,092.28	87.78%	
Metered sale of water (Budget - \$2,057,770 / Actual - \$1,581,632- 77%)					
Metered out of Town (Budget - \$819,410 / Actual - \$987,858- 121%)					
Bulk water (Budget - \$40,000 / Actual \$23,826 - 60%)					
Sewer	\$948,010	\$771,739.57	\$176,270.43	81.41%	
Sewer Service Charges (Budget - \$880,000 / Actual \$741,504-84%)					
Garbage Collection & Disposal	\$801,615	\$654,026.20	\$147,588.80	81.59%	SWMA haul rebate - \$23,000
Residential Garbage Revenue (Budget - \$609,615 / Actual \$495,266 - 81%)					
Recycling Revenue (Budget - \$162,000 / Actual - \$136,698 - 84%)					
FCSS	\$157,148	\$157,148.00	\$0.00	100.00%	
Cemetery	\$19,400	\$21,781.05	-\$2,381.05	112.27%	
Planning & Development	\$44,500	\$45,146.18	-\$646.18	101.45%	
Building Permits (Budget - \$30,000 / Actual - \$26,985 - 90%)					
Economic Development - BOT	\$237,760	\$275,196.26	-\$37,436.26	115.75%	Pheasant Festival - \$26,101
Subdivision Land	\$2,000	\$24,089.99	-\$22,089.99	1204.50%	Subdivision Fees/land sale
Land, Housing & Rentals	\$268,612	\$248,061.37	\$20,550.63	92.35%	
Health Unit - \$190,582					
Ambulance Station - \$20,100					
SRC - Library - Budget - \$42,000					
Recreation - General	\$3,520	\$8,884.74	-\$5,364.74	252.41%	SCP Grant (labour)
Recreation Programs	\$22,300	\$20,869.53	\$1,430.47	93.59%	Ball / Soccer
Facilities	\$1,101,000	\$1,003,039.90	\$97,960.10	91.10%	County Partnership - \$474,500
Community Hall	\$52,000	\$32,641.92	\$19,358.08	62.77%	
Senior's Center	\$16,500	\$21,368.39	-\$4,868.39	129.51%	
Parks	\$90,650	\$109,643.45	-\$18,993.45	120.95%	
Lions Campground - Budget - \$90,000 / Actual - \$83,813 - 94%)					
Operating Contingency	\$0	\$0.00	\$0.00	0.00%	
Taxes / Penalties	\$8,485,708	\$8,487,857.94	-\$2,149.94	100.03%	Incl Business Taxes / Penalties
Other Revenue	\$1,693,110	\$1,399,363.63	\$293,746.37	82.65%	
Franchise Fee - GAS (Budget - \$939,000 / Actual - \$710,105.41 - 76%)					
Franchise Fee - ELECTRIC (Budget - \$664,110 / Actual - \$4555,489 - 84%					
Return on Investments (Budget - \$90,000 / Actual - \$133,768 - 149%)					
Total Revenue	\$18,660,339	\$17,252,933.62	\$1,407,405.38	92.46%	

Expense	2018 Budget	Actual 30/11/2018	Variance	%	Notes
Council & Legislative	\$206,390	\$182,988.49	\$23,401.51	88.66%	
Council Honorarium (Budget - \$146,690 / Actual - \$131,242 - 89%)					
Council per diem - Budget - \$27,000					
Council travel & subsistance - Budget - \$16,000/ Actual - \$14,916 - 93%)					
Council membership Conferences (Budget - \$14,000 / Actual - \$16,026 - 114%)					
Administration	\$1,153,405	\$953,730.73	\$199,674.27	82.69%	Admin, Office, Computer, Assess
Police	\$1,335,743	\$922,807.63	\$412,935.37	69.09%	
RCMP - Contract Billings (Budget - \$1,141,849)					
Fire	\$835,760	\$542,759.96	\$293,000.04	64.94%	
Disaster Services	\$17,219	\$948.66	\$16,270.34	5.51%	
Bylaw Enforcement	\$187,181	\$149,239.39	\$37,941.61	79.73%	
Common Services	\$146,907	\$115,746.73	\$31,160.27	78.79%	Shop
Roads, Streets, Walks, Lights	\$2,041,344	\$1,668,524.55	\$372,819.45	81.74%	
Airport	\$48,165	\$41,499.32	\$6,665.68	86.16%	
Water Supply & Distribution	\$2,861,228	\$2,059,858.50	\$801,369.50	71.99%	
Sewer	\$754,073	\$526,197.43	\$227,875.57	69.78%	
Garbage Collection & Disposal	\$717,620	\$574,702.84	\$142,917.16	80.08%	
FCSS	\$196,435	\$196,435.00	\$0.00	100.00%	
Cemetery	\$64,990	\$40,639.50	\$24,350.50	62.53%	
Planning & Development	\$357,885	\$255,724.71	\$102,160.29	71.45%	
Comm Services -Handi Bus	\$25,000	\$25,000.00	\$0.00	100.00%	
Economic Development	\$592,597	\$426,510.68	\$166,086.32	71.97%	Ec Dev, BOT. HBC
Subdivison Land	\$53,440	\$169,254.32	-\$115,814.32	316.72%	Unsightly Property
Land, Housing & Rentals (47343)	\$40,800	\$22,668.02	\$18,131.98	55.56%	
Recreation - General	\$136,550	\$109,599.50	\$26,950.50	80.26%	
Recreation Programs	\$73,190	\$68,474.66	\$4,715.34	93.56%	
Facilities	\$2,214,347	\$1,746,837.07	\$467,509.93	78.89%	
Culture	\$319,574	\$321,241.95	-\$1,667.95	100.52%	Parkland, Library, Museum
Community Hall	\$118,749	\$92,112.49	\$26,636.51	77.57%	
Senior's Center	\$13,870	\$10,471.27	\$3,398.73	75.50%	
Parks	\$645,870	\$491,029.10	\$154,840.90	76.03%	
Operating Contingency	\$864,825	\$0.00	\$864,825.00	0.00%	WTP Gross Recovery, Tran to Res
WTP gross recovery - (\$240,000) (JE made at end of year prior to Audit)					
Available for Capital from 2018 Operating Budget for 2018 Capital Budget - \$1,026,905 (Water \$176,314 + Utility \$277,932 (sewer, waste, recycling) + Total Available for Capital - \$570,579) + Contingency - Utility - \$30,000 / Salaries - \$50,000 = \$1,104,825					
Requisitions	\$2,637,182	\$2,056,608.15	\$580,573.85	77.99%	
ASFF (Budget - \$2,145,576 - Actual - \$1,609.12 - 75%)					
ASFF Separate School (Budget - \$176,801 - Actual - \$132,771 - 75%)					
County of Stettler Senior Lodges (Budget - \$314,393 - Actual \$314,393 - 100% Actual)					
Total Expense	\$18,660,339	\$13,771,610.65	\$4,888,728.35	73.80%	
Surplus / Deficit	\$0	\$3,481,322.97	-\$3,481,322.97		

Town of Stettler
2018 Capital Budget Summary 30-Nov-18

		Project	Actual Project Complete Cost / Council Tender Cost / Budget cost	2018 Budget Expense - Approved by Council	Difference from Budget to Actual	Actual - Project Expenses - November 30, 2018	Utility Surplus 2018 Interim Operating Budget (Rates) - \$454,246	Available for Capital 2018 Interim Operating Budget (taxes) - \$570,579	General Reserve 4-15-00-00-74-700	Total Other Reserves (for capital purposes)	2018 Operating Budget	Debenture / Local Improvement	Grants - MSI - \$928,623 + \$561,531 + \$53,680 = \$1,543,834	Grants - FGT (\$328,277)	Grants - BMTG (\$60 per cap x 5952 = \$357,120)	Other	Total	
EQT	6-12-03-00-30-630	Computer Replacement Program	14,000.00	14,000.00	0.00	\$14,000.00				14,000.00							14,000.00	
EQT	6-12-02-30-03-630	Council - Board Room Chairs	11,000.00	11,000.00	0.00			5,500.00								5,500.00	Clearview	11,000.00
EQT	6-12-02-30-00-630	Office - Envelope Folding Machine	14,500.00	10,000.00	-4,500.00	\$14,500.00				14,500.00								14,500.00
BLDG	6-12-00-20-01-620	Office - Front Door Replacement	11,768.30	15,000.00	3,231.70	\$11,768.30		5,884.15								5,884.15	Clearview	11,768.30
EQT	6-12-03-00-30-630	Computer - Server Replacement	18,008.84	10,000.00	-8,008.84	\$18,008.84				18,008.84								18,008.84
Op	2-23-02-00-02-561	Fire Miscellaneous Equipment	27,000.00	27,000.00	0.00			27,000.00										27,000.00
Res	6-23-99-91-00-764	2001 Fire Engine Replace-2026-\$1M	100,000.00	100,000.00	0.00		100,000.00											100,000.00
Op	2-32-09-00-01-244	Sidewalk replacement program (yearly)	122,032.04	130,000.00	7,967.96	\$122,032.04		47,032.04			75,000.00							122,032.04
Op	2-32-09-00-03-244	New in 2017 - 2019 Operating Budget Pathway Rehab (2017 Council Direction / 2019 make part of Operational Budget) - April 3 - Motion 18:04:04	8,147.00	50,000.00	41,853.00	\$8,147.40			8,147.00									8,147.00
LIMP	6-32-09-60-00-660	Increase Amount Space issue / engineering / contractor	208,067.48	200,000.00	-8,067.48	\$208,067.48		208,067.48										208,067.48
LIMP	6-32-03-60-00-660	Snow Dump Expansion	92,822.79	100,000.00	7,177.21	\$92,822.79		92,822.79										92,822.79
Op	2-32-21-00-04-536	Pavement Patching - April 3 - Motion 18:04:04	115,308.14	90,000.00	-25,308.14	\$115,308.14	70,308.14		45,000.00									115,308.14
ENG W/S/T	6-66-00-00-13-610	Land Development Emmerson Subdivision Land Development	8,655.35	1,000,000.00	991,344.65	\$8,655.35	8,655.35											8,655.35
ENG C/T	6-32-21-10-22-610	Curb/Paving 51st Avenue - 57-59th Street Cement and Paving - April 3 - Motion 18:04:04	545,562.00	765,000.00	219,438.00	\$373,734.50							545,562.00					545,562.00
Op	2-32-21-00-05-536	Safety Issue (location north/south road by creek) Cemetery Road Guard Rail	1,657.10	6,500.00	4,842.90	\$1,657.10			1,657.10									1,657.10
LIMP	6-56-00-60-00-660	Just about out of Plots on existing sidewalk Cemetery Headstone Sidewalk	24,700.00	30,000.00	5,300.00	\$24,700.00			24,700.00									24,700.00
ENG W/S	6-41-11-10-20-610	Project Continues - 2nd Block Water & Sewer replacement - 51Ave 59-61 Street - April 3 - Motion 18:04:03	819,020.00	820,000.00	980.00	\$651,599.81							133,623.00	328,277.00	357,120.00			819,020.00
ENG W	6-41-14-10-01-610	Ongoing maintenance Water Reservoir Exterior and Insulation	50,000.00	50,000.00	0.00		10,000.00		40,000.00									50,000.00
ENG W	6-41-11-10-21-610	Water supply to Repp (fire Control and Looping across the highway) Watermain Looping along 50th Avenue Service Road (Repp Subdivision) - NOT GOING TO BE DONE DUE TO TENDER COSTS - MOTION #18:04:05	13,392.89	200,000.00	186,607.11	\$13,392.89	13,392.89											13,392.89
OP	2-41-15-00-00-554	Fire - currently using attachment to hydrant Fire Hydrant Nozzle Replacement	15,000.00	15,000.00	0.00		15,000.00											15,000.00
ENG Lag	6-42-01-10-11-610	Ongoing maintenance Lagoon - Desludging Cells A,B, C, D	350,000.00	350,000.00	0.00	\$10,922.26							350,000.00					350,000.00
ENG Lag	6-42-01-10-15-610	Ongoing maintenance Lagoon - Armor Banks of Cells 7, 8, 9	125,000.00	125,000.00	0.00		125,000.00											125,000.00

		Project	Actual Project Complete Cost / Council Tender Cost / Budget cost	2018 Budget Expense - Approved by Council	Difference from Budget to Actual	Actual - Project Expenses - November 30, 2018	Utility Surplus 2018 Interim Operating Budget (Rates) - \$454,246	Available for Capital 2018 Interim Operating Budget (taxes) - \$570,579	General Reserve 4-15-00-00-74-700	Total Other Reserves (for capital purposes)	2018 Operating Budget	Debenture / Local Improvement	Grants - MSI - \$928,623 + \$561,531 + \$53,680 = \$1,543,834	Grants - FGT (\$328,277)	Grants - BMTG (\$60 per cap x 5952 = \$357,120)	Other	Total
ENG S	6-42-00-10-20-610	Sewer Dump behind SCC is closed - temp at lagoon - more suitable location required New Sewer Dump	115,000.00	115,000.00	0.00		115,000.00										115,000.00
ENG Storm	6-37-00-10-08-610	Esso Road Storm Management - 51Ave - 61st Street	75,000.00	75,000.00	0.00							75,000.00					75,000.00
EQT	6-31-11-30-15-630	Equipment Backhoe	154,978.00	170,000.00	15,022.00	\$154,978.00	126,406.57									28,571.43	trade in 154,978.00
EQT	6-31-11-30-28-630	Trailer for new roller Asphalt Roller Trailer	15,094.65	20,000.00	4,905.35	\$15,094.65						15,094.65					15,094.65
EQT	6-31-11-30-23-630	Traffic Line Painter	10,707.50	12,500.00	1,792.50	\$10,707.50	10,707.50										10,707.50
EQT	6-32-10-10-01-610	Christmas Decorations	13,576.14	12,000.00	-1,576.14	\$13,576.14	13,576.14										13,576.14
EQT	6-31-11-30-01-630	Hydrovac Camera	15,645.00	15,000.00	-645.00	\$15,645.00	15,645.00										15,645.00
EQT	6-31-11-30-32-630	Tamper for Excavator	12,650.00	17,500.00	4,850.00	\$12,650.00						12,650.00					12,650.00
EQT	6-33-00-30-02-630	replace Airport Beacon	17,500.00	17,500.00	0.00			17,500.00									17,500.00
EQT	6-41-01-30-00-630	WTP - Safety Supplies (Drum Barrel Cart)	12,445.34	12,000.00	-445.34	\$12,445.34	12,445.34										12,445.34
BLDG	6-41-01-20-19-620	WTP - Membrane Autopsy	18,000.00	18,000.00	0.00		18,000.00										18,000.00
BLDG	6-41-01-20-20-620	WTP - Dual Chemical Feed Line	25,000.00	25,000.00	0.00					25,000.00							WTP Reserve (Bal 20171231 - \$30,698) 25,000.00
ENG W	6-41-01-10-01-610	WTP - Waste Pond Dredging	350,000.00	350,000.00	0.00	\$1,950.00										350,000.00	AMWWP/ Debenture 350,000.00
BLDG	6-41-01-20-21-620	WTP - 400mm Distribution Line Valve	250,000.00	250,000.00	0.00											250,000.00	AMWWP/ Debenture 250,000.00
Op	2-74-99-91-00-764	Arts and Culture Program - \$15,000 - not a priority in 2017 - reserve balance December 31, 2017 - \$47,000	15,000.00	15,000.00	0.00			15,000.00									15,000.00
EQT	6-74-14-30-03-630	Started 2017 - carry Forward \$180,000 (total project \$290,000) Community Hall - New MUA units with proper ducting and difusers. New LED lights. New ceiling tiles/ sound system review	110,000.00	110,000.00	0.00	\$11,020.45	110,000.00										JE Balance to Community Hall reserve Account at year end 110,000.00
BLDG	6-73-11-20-06-620	TAME Grant SRC Upgrade (Tame Grant) - LED Light Replacement - Lights Arena Old building and pool. Low Emissivity Ceiling - Motions - 18:05:04 and 18:05:05	474,692.45	375,936.00	-98,756.45	\$474,692.45			215,812.15		65,058.30					193,822.00	TAME Grant 474,692.45
EQT	6-73-11-30-13-630	replacing existing Concession Deep Fryer	1,663.67	10,000.00	8,336.33	\$1,663.67		1,663.67									1,663.67
EQT	6-73-11-30-09-630	heaters hanging from ceiling 5 Arena Space Heaters - Heat Exchangers have rusted through	9,725.00	20,000.00	10,275.00	\$9,725.00		9,725.00									9,725.00
EQT	6-73-11-30-08-630	SRC tech update - Hub and Studio Room sound systems, phone charging stations, blinds for Studio Room. Red and Blue arena sound system - Arena \$65,635 / HUB - \$5131 - Total - \$70,766	78,666.86	45,000.00	-33,666.86	\$78,666.86		48,666.86	30,000.00								78,666.86
EQT	6-73-11-30-14-630	Lee to explain Real Ice - New technology to take air bubbles out of water to make ice	46,000.00	46,000.00	0.00			46,000.00									46,000.00
EQT	6-73-11-30-02-630	Scheduling software update required (web based) - compatible with central office Upgrade Scheduling Software - To continue to provide online services to patrons and have support for software. Current version no longer supported.	17,200.14	19,646.21	2,446.07	\$17,200.14		17,200.14									17,200.14
EQT	6-73-12-30-00-630	To go with paddle board - classes and rentals 10 Kayaks - To provide additional recreational water activities to the aquatic centre	10,000.00	10,000.00	0.00			10,000.00									10,000.00
BLDG	6-73-12-20-16-620	Software and maintenance updates Pool Controls	32,350.00	41,000.00	8,650.00	\$32,350.00				32,350.00							SRC Building Maintenance - balance 20171231 \$41,560.47 32,350.00
LIMP	6-77-82-60-00-660	Flag Poles at Sports Parks - Flags are needed for hosting provincials - April 3 - Motion 18:04:06	28,983.45	30,000.00	1,016.55	\$28,983.45		28,983.45									28,983.45

**TOWN OF STETTLER
BANK RECONCILIATION
AS OF NOVEMBER 30, 2018**

Net Balance at End of Previous Month	\$	7,993,077.21
ADD: General Receipts (summarized below)		1,576,669.11
Interest Earned (Average Prime 3.756% less 1.65% = 2.106%)		14,873.92
Investments Matured		-
SUBTOTAL		9,584,620.24
LESS: General Disbursements		1,667,903.22
Payroll		272,196.80
Investments		-
Debenture Payments		-
Returned Cheques		1,599.59
Bank Charges		1,355.84
SUBTOTAL		1,943,055.45
NET BALANCE AT END OF CURRENT MONTH (General Ledger)	\$	7,641,564.79

Balance at End of Month - Bank		7,923,162.32
ADD: Outstanding Deposits		3,184.00
LESS: Outstanding Cheques		284,781.53
		7,641,564.79
NET BALANCE AT END OF CURRENT MONTH (Bank)	\$	7,641,564.79

INVESTMENTS:

ATB Financial - 1 Year Non-Redeemable GIC (2.73%) Maturing Sept.25/19		2,000,000.00
SUBTOTAL		2,000,000.00

TOTAL CASH ON HAND AND ON DEPOSIT **\$ 9,641,564.79**

THIS STATEMENT SUBMITTED TO COUNCIL THIS 18th DAY OF DECEMBER 2018

MAYOR

ASSISTANT CAO

GENERAL RECEIPTS SUMMARY		
Tax	AR	248,858
Utility	AR	254,764
SMRWSC	Water	155,967
Hiway 12/21	Water	0
Alta Gas	Franchise	70,536
ATCO	Franchise	58,518
County of Stettler	Fire Agreement	54,381
County of Stettler	Recreation Agreement	474,249
AHS	AHS Rental	15,959
Alberta Finance	STEP Grant	20,331
Library	Salary Repay	12,012
SRC	Minor Hockey	19,844
SVRS	Fire Agreement	16,067
Canada Revenue	GST	50,024
		0
Other		125,159
	Total	1,576,669

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	First
Cheque Date	2018-12-11	2018-12-11		Last

Sorted By: Vendor ID

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Accu-Flo Meter Service Ltd.	EFT0000825	2018-12-11	\$1,743.00

Invoice Description		Invoice Number	Invoice Amount
Water Trans 3 Water Meters		82320	\$1,743.00

A.U.M.A.	EFT0000826	2018-12-11	\$315.00

Invoice Description		Invoice Number	Invoice Amount
Office Admin Job Posting		IN000009249	\$315.00

Barnes, Roger	EFT0000827	2018-12-11	\$25.00

Invoice Description		Invoice Number	Invoice Amount
SRC Dec Telephone Allowance		2018.12.01	\$25.00

Canadian Red Cross	EFT0000828	2018-12-11	\$50.00

Invoice Description		Invoice Number	Invoice Amount
Pool Programs E-reg Lifeguard		CRC-103030	\$50.00

Digital Connection Office Syst	EFT0000829	2018-12-11	\$260.06

Invoice Description		Invoice Number	Invoice Amount
Office & Wtr Billing Photocopi		184637	\$260.06

Dodd, Sonia	EFT0000830	2018-12-11	\$25.00

Invoice Description		Invoice Number	Invoice Amount
Pool Dec Pool Telephone Allowa		2018.12.01	\$25.00

Doucette, Penni	EFT0000831	2018-12-11	\$41.56

Invoice Description		Invoice Number	Invoice Amount
Admin Tree Decorating		2018.11.30	\$41.56

Gerlitz, Steven	EFT0000832	2018-12-11	\$100.00

Invoice Description		Invoice Number	Invoice Amount
Admn/Office Dec Phone & Travel		2018.12.01	\$100.00

Graham, Leann	EFT0000833	2018-12-11	\$175.00

Invoice Description		Invoice Number	Invoice Amount
P&D Dec Phone & Travel Allowan		2018.12.01	\$175.00

Hach Sales & Service Ltd.	EFT0000834	2018-12-11	\$3,447.05

Invoice Description		Invoice Number	Invoice Amount

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
WTP Lab Supplies & Freight	180375		\$3,447.05
Howe, Graham	EFT0000835	2018-12-11	\$25.00
Invoice Description	Invoice Number	Invoice Amount	
SRC/Cemetery Dec Phone Allow	2018.12.01	\$25.00	
Keen Klean	EFT0000836	2018-12-11	\$567.00
Invoice Description	Invoice Number	Invoice Amount	
Shop Nov Janitor Services	831718	\$472.50	
P&L Carpet Spot Removal	831729	\$94.50	
Kjersteen, Kelly	EFT0000837	2018-12-11	\$42.00
Invoice Description	Invoice Number	Invoice Amount	
SRC CUPE Clothing Allowance	2018.12.04	\$42.00	
Lifesaving Society	EFT0000838	2018-12-11	\$443.00
Invoice Description	Invoice Number	Invoice Amount	
Pool Programs Advanced Aquatic	4257	\$224.00	
Pool Facility Advanced Aquatic	4323	\$45.00	
Pool Facility Advanced Aquatic	4458	\$174.00	
Mutual Propane Ltd.	EFT0000839	2018-12-11	\$997.50
Invoice Description	Invoice Number	Invoice Amount	
Wtr Trns Tower Bldg Propane	BBD19221	\$997.50	
Newcap Radio	EFT0000840	2018-12-11	\$546.00
Invoice Description	Invoice Number	Invoice Amount	
Misc Department Advertising	242243-11	\$546.00	
Northstar Trucking Ltd.	EFT0000841	2018-12-11	\$5,013.12
Invoice Description	Invoice Number	Invoice Amount	
Snow Removal Road Sand	317641	\$5,013.12	
Olson, Pat	EFT0000842	2018-12-11	\$32.17
Invoice Description	Invoice Number	Invoice Amount	
WTP CUPE Clothing Allowance	2018.11.28	\$32.17	
QM Contracting	EFT0000843	2018-12-11	\$1,575.00
Invoice Description	Invoice Number	Invoice Amount	
Wtr Trns Water Meter Reader	931356	\$1,575.00	
R & E Elevator Ltd.	EFT0000844	2018-12-11	\$526.63
Invoice Description	Invoice Number	Invoice Amount	
Joint Office Qty Maintenance	18843	\$295.63	
SRC Elevator Repair	18750	\$231.00	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Saunders, Chris	EFT0000845	2018-12-11	\$250.00
=====			
Invoice Description	Invoice Number	Invoice Amount	
WTP CUPE Clothing Allowance	2018.11.26	\$250.00	
=====			
Switenky, Greg	EFT0000846	2018-12-11	\$370.00
=====			
Invoice Description	Invoice Number	Invoice Amount	
Admin/Office Dec Phone/Trvl Al	2018.12.01	\$370.00	
=====			
Total Cheques			\$16,569.09
=====			

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	73347
Cheque Date	First	Last		73361

Sorted By: Vendor ID

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Accountable Consulting Ltd.	73347	2018-12-07	\$5,241.60

Invoice Description	Invoice Number	Invoice Amount	
Safety 2018 External COR Audit	2018.11.20	\$5,241.60	

Government of Alberta	73351	2018-12-07	\$57.70

Invoice Description	Invoice Number	Invoice Amount	
Office Local Gov Binder Update	S089145	\$57.70	

Alberta Whitewater Association	73348	2018-12-07	\$6,258.00

Invoice Description	Invoice Number	Invoice Amount	
Pool 12 - Kayaks & paddles	2018.11.15	\$6,258.00	

Canada Post Corporation	73349	2018-12-07	\$1,622.44

Invoice Description	Invoice Number	Invoice Amount	
Water Bills Postage	9671475114	\$1,622.44	

Charles Cormier	73350	2018-12-07	\$15,645.00

Invoice Description	Invoice Number	Invoice Amount	
Airport GPS Approach	18066	\$15,645.00	

Graham, Kent	73352	2018-12-07	\$500.00

Invoice Description	Invoice Number	Invoice Amount	
Xmas Pary Bartening Service	2018.11.23	\$500.00	

Hansel's Excavating Ltd.	73353	2018-12-07	\$834.75

Invoice Description	Invoice Number	Invoice Amount	
Wtr Trns Hired Hydrovac	6898	\$834.75	

Jeremy Verhoven Trucking	73354	2018-12-07	\$921.38

Invoice Description	Invoice Number	Invoice Amount	
Snow Removal Snow Dump Clay	1380	\$921.38	

MPE Engineering Ltd	73355	2018-12-07	\$14,608.35

Invoice Description	Invoice Number	Invoice Amount	
Drainage Red Willow Creek re-a	4360-000-00-05	\$14,608.35	

Praxair Distribution	73356	2018-12-07	\$232.16

Invoice Description	Invoice Number	Invoice Amount	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Pool Facility Cylinder Rental	86184699		\$232.16
Recreation Facility Personnel	73357	2018-12-07	\$76.76
=====			
Invoice Description	Invoice Number	Invoice Amount	
SRC Ice Plant Log Books	15514	\$76.76	
Skaley Landscaping & Bobcat	73358	2018-12-07	\$4,872.00
=====			
Invoice Description	Invoice Number	Invoice Amount	
Park Stump Grinding Services	351708	\$2,037.00	
Parks Stump Grinding Services	351718	\$2,835.00	
Steelview Energy & Industrial	73359	2018-12-07	\$100.00
=====			
Invoice Description	Invoice Number	Invoice Amount	
Water Refund Util AC Deposit	2018.11.30	\$100.00	
VWR International Co.	73360	2018-12-07	\$184.90
=====			
Invoice Description	Invoice Number	Invoice Amount	
WTP Lab Supplies	8652992925	\$184.90	
Yellow Pages	73361	2018-12-07	\$52.87
=====			
Invoice Description	Invoice Number	Invoice Amount	
Office Nov Directory Advertisi	18-6635055	\$52.87	
Total Cheques			\$51,207.91
			=====

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	73362
Cheque Date	First	Last		73394

Sorted By: Vendor ID

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Acklands - Grainger Inc.	73362	2018-12-14	\$392.46

Invoice Description	Invoice Number	Invoice Amount	
Pool Facility Janitor Supplies	9012740917	\$392.46	

Alberta Land Titles	73363	2018-12-14	\$32.00

Invoice Description	Invoice Number	Invoice Amount	
Admin/P&D Searches	2018.11.30	\$32.00	

Bagshaw Electric Ltd.	73364	2018-12-14	\$2,948.82

Invoice Description	Invoice Number	Invoice Amount	
Fire 4 - lamps	290645	\$56.83	
Shop Replace switch/timer#176	20767A	\$304.02	
Trans 1 - lamp	291650	\$3.52	
WTP 14" Fan Blade	290180	\$81.90	
Wtr A Lift Replace Floats	20837A	\$226.54	
Wtr B Lift replace inverter	20835A	\$736.24	
SRC Fan Control Snowfest Displ	291897	\$41.95	
SRC Replay Fan Relay Exhaust F	20836A	\$148.79	
Zamboni Oct Propane	291315	\$470.00	
Zamboni Nov Propane	292168	\$626.08	
Pool Facility 4 - lamps	291987	\$239.99	
Comm Hall Exhaust Fan Belt	292120	\$12.96	

Bobcat of Red Deer	73365	2018-12-14	\$118.69

Invoice Description	Invoice Number	Invoice Amount	
Trans Hydraulic Line #117	HI40168	\$64.67	
Trans Quick attach lever #117	VI63546	\$54.02	

Cal-Trac Contracting Ltd.	73366	2018-12-14	\$388.50

Invoice Description	Invoice Number	Invoice Amount	
Lagoons - Rent Equip to push	303523	\$388.50	

Campbell, Al	73367	2018-12-14	\$87.50

Invoice Description	Invoice Number	Invoice Amount	
Council Travel & Subsistence	2018.12.04	\$87.50	

Capital H2O Systems Inc.	73368	2018-12-14	\$3,255.00

Invoice Description	Invoice Number	Invoice Amount	
WTP Floride Probes	15714	\$3,255.00	

Caro Analytical Services	73369	2018-12-14	\$611.10

Invoice Description	Invoice Number	Invoice Amount	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
WTP Water Analysis Biannual	IC1819429		\$453.60
WTP Water Analysis Biannual	IC1819430		\$157.50
Central Alberta Co-op Ltd.	73370	2018-12-14	\$170.00
Invoice Description	Invoice Number	Invoice Amount	
Sewer Lagoon Grass Seed	4213362	\$170.00	
Chemtrade West Limited Partner	73371	2018-12-14	\$8,293.78
Invoice Description	Invoice Number	Invoice Amount	
WTP Chemicals	92521872	\$8,293.78	
CLG Displays	73372	2018-12-14	\$1,215.38
Invoice Description	Invoice Number	Invoice Amount	
Trans LED Bulbs for Tree	3314	\$966.00	
Trans Repair parts for decor	3358	\$249.38	
Connon, Myles	73373	2018-12-14	\$2,212.16
Invoice Description	Invoice Number	Invoice Amount	
Sewer Reimburse Landowner	2018.12.13	\$2,212.16	
Fisher, Laurence	73374	2018-12-14	\$100.00
Invoice Description	Invoice Number	Invoice Amount	
Snofest - Skate with Santa	2018.12.12	\$100.00	
Heartland Glass Ltd.	73375	2018-12-14	\$251.90
Invoice Description	Invoice Number	Invoice Amount	
SRC Repair Panic Bar on Plant	103585	\$73.50	
SRC Deadbolt	103541	\$55.60	
SRC Passage Knobset	103547	\$49.30	
Pool Repair Panic Bar	103616	\$73.50	
Stettler Home Hardware	73390	2018-12-14	\$203.15
Invoice Description	Invoice Number	Invoice Amount	
Office 3 Bottles of Water	114628	\$15.75	
Office Supplies, Funnels	114785	\$16.77	
Office 3 - Bottles of Water	114817	\$15.75	
Trans 3 Bottles of Water	114630	\$11.25	
WTP Batteries, Door Stops, Bla	114559	\$50.24	
SRC Mouse Traps	114867	\$16.78	
SRC Piano Hinge for Plug Cover	114599	\$13.64	
SRC Decoration Supplies	114816	\$62.97	
Newton, Jacqui	73376	2018-12-14	\$85.60
Invoice Description	Invoice Number	Invoice Amount	
SRC Petty Cash Supplies/Postag	2018.12.10	\$85.60	
Petroleum Tank Management Ass.	73377	2018-12-14	\$275.00
Invoice Description	Invoice Number	Invoice Amount	
Shop Waste oil tank permit	27623	\$275.00	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Praxair Distribution	73378	2018-12-14	\$1,429.75
Invoice Description		Invoice Number	Invoice Amount
Pool Facility Chemicals		86520490	\$1,429.75
Pumps & Pressure	73379	2018-12-14	\$8,872.92
Invoice Description		Invoice Number	Invoice Amount
Shop Pressure Washer Hose&Reel		IN678909	\$653.52
Shop Karcher Pressure Washer		IN678143	\$8,219.40
Re:Sound	73380	2018-12-14	\$127.26
Invoice Description		Invoice Number	Invoice Amount
SRC Music Licensing Fees		199775	\$127.26
Receiver General for Canada	73381	2018-12-14	\$43,400.31
Invoice Description		Invoice Number	Invoice Amount
Town Tax Remittance		PP25-18	\$35,626.99
Town Tax Remittance		PP25-18.	\$6,143.58
BOT Tax Remittance		PP25-18.BOT	\$1,629.74
Rocky Mountain Equipment Canad	73382	2018-12-14	\$2,625.00
Invoice Description		Invoice Number	Invoice Amount
Backhoe Release Deficiency Hold		73205HB	\$2,625.00
Schnell Hardy Jones (in trust)	73383	2018-12-14	\$215.05
Invoice Description		Invoice Number	Invoice Amount
Tax Refund overpayment on Tax		2018.12.07	\$215.05
SignWright	73384	2018-12-14	\$4,536.00
Invoice Description		Invoice Number	Invoice Amount
Fire Town engine #206 Repairs		6219	\$4,536.00
Simson Maxwell	73385	2018-12-14	\$1,401.25
Invoice Description		Invoice Number	Invoice Amount
Hydrovac Water pump & idler		SI029895	\$1,401.25
Splashables Inc.	73386	2018-12-14	\$4,729.89
Invoice Description		Invoice Number	Invoice Amount
Pool Facility Uniforms & Freig		61394	\$4,100.41
Pool Facility Uniforms		61881	\$629.48
Staal, Wendy	73387	2018-12-14	\$150.00
Invoice Description		Invoice Number	Invoice Amount
Snofest - Skate with Santa		2018.12.12	\$150.00

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Stettler Agri-Centre	73388	2018-12-14	\$78.74

Invoice Description	Invoice Number	Invoice Amount	
Parks Tree Maint Chainsaw Oil	IL00219	\$78.74	

Stettler Flooring	73389	2018-12-14	\$140.02

Invoice Description	Invoice Number	Invoice Amount	
Community Hall Carpet	61927	\$140.02	

TNT Work & Rescue	73391	2018-12-14	\$2,314.97

Invoice Description	Invoice Number	Invoice Amount	
Fire Jnt 3 Lrg Area Search Kit	43714	\$2,314.97	

Town of Stettler - Petty Cash	73392	2018-12-14	\$181.30

Invoice Description	Invoice Number	Invoice Amount	
Office Supplies/Lotto/Xmas	20181210	\$181.30	

W.R. Meadows of Western Canada	73393	2018-12-14	\$2,381.06

Invoice Description	Invoice Number	Invoice Amount	
Traffic Lanes Cold Mix	120005778	\$2,381.06	

Woody's Automotive Ltd.	73394	2018-12-14	\$676.80

Invoice Description	Invoice Number	Invoice Amount	
Shop Janitor Supplies	630023	\$45.92	
Shop Impact Driver & Grinder D	629131	\$71.85	
Shop Graphite spray	629406	\$58.05	
Shop Weatherstrip glue	629770	\$17.19	
Shop Weatherstrip glue	629772	\$2.75	
Shop Filter for air compressor	627576	\$58.41	
Shop Fire Extinguisher Signs	628569	\$8.38	
Shop Rubber Gloves	628661	\$15.74	
Shop Rubber Gloves	629596	\$28.85	
Shop Fire Extinguisher Bracket	630081	\$65.09	
Hydrovac Idler pulley #162	628240	\$79.44	
Trans Head Lights #145	627717	\$46.58	
Trans Pin Punch #36	628220	\$25.79	
Trans Snow Fence zip ties	627937	\$22.53	
Water Ball Joint #135	629689	\$116.17	
Parks Trans filter #8	628457	\$47.27	
Total Cheques			\$93,901.36

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	First
Cheque Date	2018-12-18	2018-12-18		Last

Sorted By: Vendor ID

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Air Liquide Canada Inc.	EFT0000847	2018-12-18	\$224.03

Invoice Description		Invoice Number	Invoice Amount

Shop Acetylene Cylinder		69165030	\$232.19
Shop Cylinder Lease		69253696	\$12.32

Alberta Animal Services	EFT0000848	2018-12-18	\$13,285.25

Invoice Description		Invoice Number	Invoice Amount

Bylaw Nov Enforcement		11743	\$13,285.25

Alberta One-Call Corporation	EFT0000849	2018-12-18	\$66.15

Invoice Description		Invoice Number	Invoice Amount

Water Trans Nov 1st Calls		IN147253	\$66.15

AMSC Insurance Services Ltd.	EFT0000850	2018-12-18	\$3,034.72

Invoice Description		Invoice Number	Invoice Amount

SRC/Trans Insurance		32762	\$73.19
Trans Equip Insurance		32822	\$48.44
BOT Pheasant Festival Insuranc		32693	\$4,250.00
HYC Garage Insurance		32720	\$37.00

APEX Supplementary Pension Pla	EFT0000851	2018-12-18	\$374.85

Invoice Description		Invoice Number	Invoice Amount

Pension Plan Trust		PP25-18	\$374.85

Apple Fitness Store Ltd.	EFT0000852	2018-12-18	\$4,521.96

Invoice Description		Invoice Number	Invoice Amount

Fitness Concept II Rower		E73405	\$3,622.50
Fitness Area Arm Rest Pad		E72962	\$615.01
Fitness Area Angle Pad		E73445	\$284.45

Barnes, Roger	EFT0000853	2018-12-18	\$87.31

Invoice Description		Invoice Number	Invoice Amount

SRC CUPE Clothing Allowance		2018.12.06	\$87.31

Benoit, Curtis	EFT0000854	2018-12-18	\$250.00

Invoice Description		Invoice Number	Invoice Amount

Roads CUPE Clothing Allowance		2018.12.10	\$250.00

Black Press Group Ltd.	EFT0000855	2018-12-18	\$264.15

Invoice Description		Invoice Number	Invoice Amount

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
P&D Dev Permits		33584774	\$264.15
=====			
Brenda's Country Catering	EFT0000856	2018-12-18	\$2,241.38

Invoice Description		Invoice Number	Invoice Amount
Public Relations Staff Xmas Pa		3109	\$2,241.38
=====			
Brownlee LLP	EFT0000857	2018-12-18	\$1,866.85

Invoice Description		Invoice Number	Invoice Amount
Sewer Legal Services Aeration		473520	\$1,866.85
=====			
Burmac Mechanical 2000	EFT0000858	2018-12-18	\$835.85

Invoice Description		Invoice Number	Invoice Amount
Water Trans Temp Water Froze		B44049	\$209.92
Sewer Sewer main valve closed		B43963	\$514.08
Sewer B Lift Water Lines		92744	\$111.85
=====			
Canadian Tire #671	EFT0000859	2018-12-18	\$254.15

Invoice Description		Invoice Number	Invoice Amount
SRC Extension Cord		3444	\$28.34
SRC Light Supplies		3446	\$134.32
SRC Xmas lights		3443	\$91.49
=====			
Canadian Union of Public Emplo	EFT0000860	2018-12-18	\$770.00

Invoice Description		Invoice Number	Invoice Amount
Union Dues		PP25-18	\$770.00
=====			
Center Ice Concession	EFT0000861	2018-12-18	\$254.00

Invoice Description		Invoice Number	Invoice Amount
SRC C.A.R.A. Meeting Lunch		016	\$254.00
=====			
Central Sharpening	EFT0000862	2018-12-18	\$241.50

Invoice Description		Invoice Number	Invoice Amount
SRC Sharpen Zamboni Blades		27202	\$100.80
SRC Sharpen Zamboni Blades		27282	\$140.70
=====			
Clearview Public Schools	EFT0000863	2018-12-18	\$2,924.74

Invoice Description		Invoice Number	Invoice Amount
Joint Office Nov Expenses		5695	\$2,924.74
=====			
Communications Group	EFT0000864	2018-12-18	\$55.13

Invoice Description		Invoice Number	Invoice Amount
Fire Jnt Service Call Program		232001036-1	\$55.13
=====			
Contact Safety Service Ltd.	EFT0000865	2018-12-18	\$111.30

Invoice Description		Invoice Number	Invoice Amount
Sho 10lb Fire Extinguisher		7828	\$111.30

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Dahl, Steven	EFT0000866	2018-12-18	\$219.38

Invoice Description	Invoice Number	Invoice Amount	
Shop CUPE Clothing Allowance	2018.12.11	\$219.38	
=====			
Dean's Machine Inc.	EFT0000867	2018-12-18	\$837.99

Invoice Description	Invoice Number	Invoice Amount	
Trans Build pin bushings #36	41764	\$241.48	
Trans Build bracket #39	41841	\$320.25	
WTP Tonner connection fitting	41858	\$276.26	
=====			
Digitex Canada Inc.	EFT0000868	2018-12-18	\$209.95

Invoice Description	Invoice Number	Invoice Amount	
P&L Photocopies 11.4-12.3	IN492661	\$209.95	
=====			
East Central Alberta Catholic	EFT0000869	2018-12-18	\$44,257.02

Invoice Description	Invoice Number	Invoice Amount	
4th Qtr 2018 School Requistion	7886	\$44,257.02	
=====			
Freightliner of Red Deer Inc.	EFT0000870	2018-12-18	\$487.18

Invoice Description	Invoice Number	Invoice Amount	
Trans Winter Front #2	427729	\$316.81	
Water Multi function switch #3	428292	\$170.37	
=====			
GT Hydraulic & Bearing	EFT0000871	2018-12-18	\$2,164.72

Invoice Description	Invoice Number	Invoice Amount	
Shop Supplies & Equip Parts	000-306708	\$1,574.91	
Parks/Trans/Water Asst Filters	000-306645	\$783.46	
=====			
Heartland Auto Supply	EFT0000872	2018-12-18	\$1,564.50

Invoice Description	Invoice Number	Invoice Amount	
Shop Air compressor oil	001-399439	\$33.86	
Shop/Trans/Water Supplies/Tool	001-399728	\$467.14	
Shop Pressure Washer Hose	001-401934	\$67.78	
Hydrovac Pipe fittings & hose	001-399524	\$10.45	
Trans Wiper blades #2	001-399570	\$23.29	
Trans Shut off valve #86	001-400062	\$14.17	
Trans Plow bolts & circle bots	001-400706	\$523.21	
Trans Hydraulic fitting #42	001-401057	\$3.23	
Trans Bolts for elevator #6	001-401380	\$96.49	
Trans Allen Screw set	001-400883	\$5.61	
Tans Wire & Tape Supplies	001-400870	\$152.98	
Water Fan belt & idler pulley	001-401735	\$60.66	
Parks Spark plug #101	001-399739	\$2.98	
Parks Trans oil #8	001-400434	\$102.65	
=====			
Howe, Kelly	EFT0000873	2018-12-18	\$108.98

Invoice Description	Invoice Number	Invoice Amount	
WTP CUPE Clothing Allowance	2018.12.08	\$108.98	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Jen Express	EFT0000874	2018-12-18	\$759.17

Invoice Description	Invoice Number	Invoice Amount	
Parks/Trans/Water Freight	14093	\$271.70	
Trans & Water Trans Freight	14155	\$74.19	
Shop/Trans/Water Trans Freight	14207	\$243.94	
Trans Freight	14260	\$169.34	

Joe Johnson Equipment	EFT0000875	2018-12-18	\$5,433.29

Invoice Description	Invoice Number	Invoice Amount	
Street Clean Chains/Rubbers #6	P29916	\$3,002.20	
Sewer Flushing Nozzles	P27766	\$2,431.09	

Keiths Refrigeration	EFT0000876	2018-12-18	\$499.80

Invoice Description	Invoice Number	Invoice Amount	
SRC R.T.U. Repair	18632	\$499.80	

Lawlor, Gord	EFT0000877	2018-12-18	\$230.00

Invoice Description	Invoice Number	Invoice Amount	
Council Travel & Subsistence	2018.11.22	\$230.00	

Municipal Property Consultants	EFT0000878	2018-12-18	\$6,805.31

Invoice Description	Invoice Number	Invoice Amount	
Assessor Dec 2018	17114	\$6,805.31	

Northstar Trucking Ltd.	EFT0000879	2018-12-18	\$420.00

Invoice Description	Invoice Number	Invoice Amount	
Shop Blocks Around Oil Storage	317674	\$420.00	

OK Tire Stettler	EFT0000880	2018-12-18	\$1,457.51

Invoice Description	Invoice Number	Invoice Amount	
Trans Install Tires #145	IN048265	\$588.00	
Trans New Tires #137	IN048318	\$869.51	

Perry, Desirae	EFT0000881	2018-12-18	\$189.95

Invoice Description	Invoice Number	Invoice Amount	
SRC CUPE Clothing Allowance	2018.12.04	\$189.95	

Rural Municipalities of Albert	EFT0000882	2018-12-18	\$6,913.14

Invoice Description	Invoice Number	Invoice Amount	
Trans Air Filters #145	90640983	\$272.58	
Trans Cab Filter & Mold Board	90641637	\$655.20	
Trans Circle wear plates & spa	90646185	\$1,083.81	
Trans Circle wear plates #145	90648938	\$404.44	
Trans Broom Wafers #117G&42D	1523003	\$2,158.44	
Trans Broom Wafers 117G&42D	1523301	\$1,879.10	
Trans Banding	1121-50010077	\$595.06	
Water Seal Kit #152	90646796	\$116.12	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
RMA Fuel Ltd.	EFT0000883	2018-12-18	\$14,300.95
=====			
	Invoice Description	Invoice Number	Invoice Amount
	Misc Dept Equip Gas Oil	PF-7188-72768	\$9,810.24
	Trans Hydraulic Oil	PF-7190-72833	\$683.03
	Hydrovac Hydraulic Oil	PF-7214-73039	\$849.60
	Parks/Trans/Water Trans Diesel	PF-7215-73065	\$2,385.81
	Equip Hydraulic Oil	PF-7219-73095	\$248.38
	Trans / Water Trans Grease Tub	PF-7230-73206	\$323.89
=====			
Robbins, Brad	EFT0000884	2018-12-18	\$300.00
=====			
	Invoice Description	Invoice Number	Invoice Amount
	P&L Oct Travel Allowance	2018.10.01	\$100.00
	P&L Nov Travel Allowance	2018.11.01	\$100.00
	P&L Dec Travel Allowance	2018.12.01	\$100.00
=====			
Rollies Vac Systems	EFT0000885	2018-12-18	\$315.00
=====			
	Invoice Description	Invoice Number	Invoice Amount
	Landfill Pumpout	18992	\$315.00
=====			
The Soap Stop	EFT0000886	2018-12-18	\$412.69
=====			
	Invoice Description	Invoice Number	Invoice Amount
	SRC Janitor Supplies	438865	\$412.69
=====			
Stenlund, Wayne	EFT0000887	2018-12-18	\$198.60
=====			
	Invoice Description	Invoice Number	Invoice Amount
	Shop CUPE Clothing Allowance	2018.12.10	\$198.60
=====			
Stettler Building Supplies Ltd	EFT0000888	2018-12-18	\$355.25
=====			
	Invoice Description	Invoice Number	Invoice Amount
	Other Events Christmas Display	AA7877	\$42.41
	SRC Building Materials	AA7578	\$10.69
	SRC Repair Materials	AA7381	\$125.65
	SRC Repair Materials	AA7390	\$58.45
	SRC Repair Materials	AA7438	\$80.64
	Outdoor Rink Materials	AA7782	\$16.03
	Outdoor Rink Materials	AA7807	\$21.38
=====			
Stettler Dodge Ltd.	EFT0000889	2018-12-18	\$490.19
=====			
	Invoice Description	Invoice Number	Invoice Amount
	Water Trans Seat Belt assm #73	140079	\$490.19
=====			
Stettler Sales & Rentals Ltd.	EFT0000890	2018-12-18	\$378.55
=====			
	Invoice Description	Invoice Number	Invoice Amount
	Shop Pressure Washer Metal	119811	\$76.27
	Shop Hose Reel Metal	119828	\$49.14
	Trans Spare Tubing Materials	119559	\$147.09
	Park Scofolding Rental	119497	\$106.05

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Stettler Telephone Answering S	EFT0000891	2018-12-18	\$120.75
Invoice Description	Invoice Number	Invoice Amount	
WTP Dec Working Alone Monitori	109	\$120.75	
Trinus Technologies Inc	EFT0000892	2018-12-18	\$564.38
Invoice Description	Invoice Number	Invoice Amount	
Computer Anti-Virus/email host	R26184-22511	\$564.38	
Van Houtte Coffee Services Inc	EFT0000893	2018-12-18	\$99.43
Invoice Description	Invoice Number	Invoice Amount	
Office Coffee	72207930-2019	\$99.43	
Wet Water Industries Ltd.	EFT0000894	2018-12-18	\$76.89
Invoice Description	Invoice Number	Invoice Amount	
Fire Joint Dec Wtr Treat Equip	113171	\$76.89	
Wilford, Ivan	EFT0000895	2018-12-18	\$89.70
Invoice Description	Invoice Number	Invoice Amount	
Roads CUPE Clothing Allowance	2018.12.05	\$89.70	
WSP Canada Inc.	EFT0000896	2018-12-18	\$4,020.77
Invoice Description	Invoice Number	Invoice Amount	
Sewer Eng Service Lagoon Deslu	0795460	\$4,020.77	
Total Cheques			\$125,944.36

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	ONL000112
Cheque Date	First	Last		ONL000116

Sorted By: Vendor ID

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Access Gas Services Inc.	ONL000112	2018-12-14	\$21,857.17

	Invoice Description	Invoice Number	Invoice Amount

	Office Joint Nov Gas Bill	201811-3693	\$947.03
	Fire Joint Nov Gas Bill	201811-3687	\$870.87
	Town Shop Nov Gas Bill	201811-3694	\$568.36
	Airport Nov Gas Bill	201811-3686	\$217.05
	WTP Nov Gas Bill	201811-3689	\$6,223.47
	Water Trans Nov Gas Bill	201811-3684	\$226.00
	Sewer 1 Nov Gas Bill	201811-3685	\$213.31
	Sewer 2 Nov Gas Bill	201811-3692	\$194.16
	SRC & Pool Nov Gas Bill	201811-3691	\$11,370.82
	Community Hall Nov Gas Bill	201811-3690	\$463.25
	Parks Lions Nov Gas Bill	201811-3688	\$235.43
	Gear Up Nov Gas Bill	201811-3679	\$327.42

Shaw Cablesystems GP	ONL000113	2018-12-14	\$174.20
	Invoice Description	Invoice Number	Invoice Amount

	Fitness & Pool Jan Cable TV	2018.12.01	\$174.20

Telus Communications	ONL000114	2018-12-14	\$2,710.12
	Invoice Description	Invoice Number	Invoice Amount

	Telus Nov 21 to Dec 21	2018.11.23	\$2,710.12

Telus Mobility Inc.	ONL000115	2018-12-14	\$1,051.24
	Invoice Description	Invoice Number	Invoice Amount

	Telus Mobility Nov 22 - Dec 21	2018.11.21	\$1,051.24

United Farmers of Alberta	ONL000116	2018-12-14	\$350.60
	Invoice Description	Invoice Number	Invoice Amount

	Hydrovac oil #162	304293707	\$104.96
	Trans Tandem Board	304295665	\$35.69
	Water Works	304294034	\$125.97
	Water Works Grease Gun	604293409	\$31.49
	SRC Christmas Display Material	304294744	\$52.49

	Total Cheques		\$26,143.33
=====			

MINUTES OF THE DECEMBER 10, 2018
REGIONAL WATER SERVICES COMMISSION MEETING
TOWN OF STETTLER – BOARD ROOM
1:00 P.M.

Present: Steven Gerlitz, Assistant CAO, Town of Stettler
Melissa Robbins, Director of Operations, Town of Stettler
Malcolm Fischer, Councillor, Town of Stettler
Chris Saunders, WTP Manager, Town of Stettler
Larry Clark, Reeve – County of Stettler (1:18 p.m.)
Yvette Cassidy, CAO, County of Stettler, Manager SMRWSC
Christa Cornelssen, Director of Finance – County of Stettler
Cindy Trautman, Camrose County, Hwy 12/21
Keith Boras, Lacombe County, Highway 12/21 Manager

1. Call to Order

With no Chair or Vice Chair available, M Fischer called the meeting to order at approximately 1.08 p.m.

2. Introductions

Roundtable introductions were commenced.

3. Additions to Agenda

Moved by C. Trautman that the agenda be accepted as presented.

MOTION CARRIED
Unanimous

4. Minutes of the Regional Water Meeting of April 9, 2018

Moved by C. Trautman that the minutes of the April 9, 2018 Regional Water Services Committee Meeting be approved as presented.

MOTION CARRIED
Unanimous

5. Current Business

a. 2019 Budget Rates

Assistant CAO S. Gerlitz advised that Administrations from the Town, SMRWSC and Hwy 12/21 were able to meet a couple weeks ago to go over some operations features of the water treatment plant including consumption, stability in water rates and ongoing maintenance. A detailed copy of the Water Model was given to both Commissions prior to the meeting. The actual expenses and consumption for 2018 will not be known until Feb/March of 2019. The 2019 water model calculated rates are based on projected consumption and 2018 expenditures.

S. Gerlitz highlighted the 2019 Water Rate and Budget summary handed out at the meeting:

1. Consumption – consumption updates from 2018 to 2019 with the addition of Bashaw to the Hiway 12/21 regional line
 - Hwy12/21 – 125,000 m3 to 250,000 m3
 - SMRWSC – 425,000 m3 to 500,000 m3

2. Expenses
 - 2018 Budget – \$2,816,041
 - 2019 Budget - \$3,033,843
 - Difference - \$217,802 – 7.7% increase
 - - WTP Waste Pond Desludging - \$70,000 (ongoing)
 - - WTP Valve upgrades - \$50,000 (ongoing)
 - - WTP Machinery Repair - \$18,000
 - - WTP Wages - \$74,390
 - - WTP Chemical - \$5000
 - - Total – \$217,390

3. 2019 Water Rates (same as 2017, 2018 and 2019)
 - 2018 – HWY12/21 - \$1.3900 / SMRWSC - \$1.4348
 - 2019 - HWY12/21 - \$1.3900 / SMRWSC - \$1.4348

Moved by L. Clark to accept the 2019 Regional Water Rates as follows starting January 1, 2019:

- Hwy 12/21 - \$1.3900/m3
- SMRWSC - \$1.4348/m3

MOTION CARRIED
Unanimous

b. Operational Update(s)

Chris Saunders – Town – Water Treatment Plant

Chris Saunders highlighted some of the 2019 Projects:

- a) Settling pond dredging.
- b) 400-mm distribution line valve chamber, valve, controls.
- c) Pond screening

Keith Boras, Lacombe County, Highway 12/21 Manager

- a) Commission experiencing some growing pain issues with the tank at the Balancing Chamber with the new Bashaw line
- b) SCADA Communication system – ongoing

Yvette Cassidy / Randy Chmelnyk – SMRWCS

- a) White Sands Truck Fill – complete – working great
- b) Brownfield addition – complete
- c) Leak was discovered in Castor and repaired

6. Additions

- (a) None

7. Next Meeting Date

The next meeting of the Committee will be held Monday, April 8, 2019 at 1:00 pm at the Town Office.

8. Adjournment

The Regional Water Services Committee Meeting was adjourned at 1:27 p.m.

BYLAW 2112-18

A BYLAW OF THE TOWN OF STETTLER, PROVINCE OF ALBERTA TO AMEND BYLAW NO. 2024-11 OF THE SAID TOWN.

WHEREAS pursuant to the provisions of Section 402 of the *Municipal Government Act*, R.S.A. 2000, c. M-26, as amended, or repealed and replaced from time to time.

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

1. That Schedule "A" of Bylaw 2024-11, shall be and is hereby amended as follows:

(a) Section 1 shall be deleted and replaced with the following:

Properties to be assessed:

<u>Legal Description</u>	<u>Roll No.</u>
(a) 1120230-C-15	144142000
(b) 1120230-C-16	144145000
(c) 1823245-C-17A	144149000
(d) 0621675-C-11	144152000
(e) 0825300-C-14	144172000
(f) 0621675-C-13	144178000
(g) 8020403-C-2	156027009

2. That Schedule "B" of Bylaw 2024-11, be deleted and replaced with the attached Schedule "B".

READ a first time this day of December, A.D. 2018.

Read a second time this day of December, A.D. 2018.

Read a third and finally passed this day of December, A.D. 2018.

Mayor

Assistant CAO

TOWN OF STETTLER
ROAD CONSTRUCTION/PAVEMENT ON 49 AVE AND 67 ST.
BYLAW 2112-18 SCHEDULE "B"

Roll Number	Legal Description	Parcel		Annual Payment	Lump Sum
144142000	15-C-1120230	1		3,409.00	42,857.14
				-	-
144145000	16-C-1120230	1		3,409.00	42,857.14
144149000	17A-C-1823245	1		3,409.00	42,857.14
144152000	11-C-0621675	1		3,409.00	42,857.14
144172000	14-C-0825300	1		3,409.00	42,857.14
144178000	13-C-0621675	1		3,409.00	42,857.14
156027009	2-C-8020403	1		3,409.00	42,857.14
	Totals	<u>7</u>	<u>-</u>	<u>23,863.00</u>	<u>299,999.98</u>
	Annual Unit Rate	3,408.999			
	Lump Sum Rate	42,857.14			
	<u>Notice of Intent Calculations</u>				
	Percentage		4.897		
	Assessable Parcels		7.00		
	Special Assess. on all Properties		300,000.00		
	Special Assess. per parcel		42,857.14		
	Annual Unit Rate		3,408.99857		
	Yearly Assess. on all Properties		\$23,862.99		

BYLAW 2113-18

A BYLAW OF THE TOWN OF STETTLER, IN THE PROVINCE OF ALBERTA, TO AMEND BYLAW 1856-02, BEING A BYLAW RELATING TO THE WATER SYSTEM OF THE TOWN OF STETTLER, INCLUDING THE FIXING OF RATES, CHARGES AND CONDITIONS FOR THE SUPPLY OF POTABLE WATER.

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

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

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

SCHEDULE "A" – WATER TARIFF

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

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

2. That Bylaw 2099-17 be repealed.
3. That this bylaw shall take effect on January 1, 2019.

READ a first time this 18th day of December, A.D. 2018.

Read a second time this 18th day of December, A.D. 2018.

Read a third and finally passed this 18th day of December, A.D. 2018.

Mayor

Assistant CAO

BYLAW 2114-18

A BYLAW OF THE TOWN OF STETTLER, IN THE PROVINCE OF ALBERTA, TO AMEND BYLAW 1604, BEING A BYLAW TO PROVIDE FOR THE LEVYING OF SEWER SERVICE RATES AND FOR THE COLLECTION THEREOF.

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

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

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

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

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

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

2. That Bylaw 2100-17 be repealed.

3. That this bylaw shall take effect on January 1, 2019.

READ a first time this 18th day of December, A.D. 2018.

Read a second time this 18th day of December, A.D. 2018.

Read a third and finally passed this 18th day of December, A.D. 2018.

Mayor

Assistant CAO

BYLAW 2115-18

A BYLAW OF THE TOWN OF STETTLER, PROVINCE OF ALBERTA TO AMEND BYLAW NO. 1706-94 OF THE SAID TOWN.

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

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

1. That Schedule "A" of Bylaw 1706-94, the "Waste Control Bylaw" shall be and is hereby amended as follows:
 - (a) In Schedule "A", the Residential Premises Fee be changed from \$23.25 to \$23.50 per month.
2. That Bylaw 2101-17 be repealed.
3. That this Bylaw shall take force and effect on January 1, 2019.

READ a first time this 18th day of December, A.D. 2018.

Read a second time this 18th day of December, A.D. 2018.

Read a third and finally passed this 18th day of December, A.D. 2018.

Mayor

Assistant CAO

BYLAW 2116-18

A BYLAW OF THE TOWN OF STETTLER, PROVINCE OF ALBERTA TO AMEND BYLAW NO. 1706-94 OF THE SAID TOWN.

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

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

1. That Schedule "A" of Bylaw 1706-94, the "Waste Control Bylaw" shall be and is hereby amended to change the following bi-weekly Curbside/Lane Recycling Fee:
 - (a) Bi-weekly Curbside/Lane Recycling Fee of \$6.50 per month.
2. That Bylaw 2091-16 be repealed.
2. That this Bylaw shall take force and effect on January 1, 2019.

READ a first time this 18th day of December, A.D. 2018.

Read a second time this 18th day of December, A.D. 2018.

Read a third and finally passed this 18th day of December, A.D. 2018.

Mayor

Assistant CAO



BROWNLEE LLP
Barristers & Solicitors presents:



EMERGING TRENDS IN MUNICIPAL LAW

February 7, 2019 - Calgary
February 14, 2019 - Edmonton

- Topics include:**
- Economic Development
 - Revenue Strategies
 - Employment Restructuring
 - Value Procurement

Registration: \$180 + GST per person

Please note that **booklets will NOT** be available.

Materials will be made available online should you wish to print them prior to the event.

To register for the **Calgary event on Feb 7, 2019** [CLICK HERE](#)

To register for the **Edmonton event on Feb 14, 2019** [CLICK HERE](#)

For more information including venues and hotel availability visit:

www.brownleelaw.com/events/

Agenda and course descriptions will be made available soon.

Event is by invitation only.

BrownleeLaw.com

An Exclusive Legal Educational Seminar for Municipal Elected Officials & Employees Only.

Topics Include:

- Economic Development
- Revenue Strategies
- Employment Restructuring
- Value Procurement

Event to be held at:

Calgary:

Emerging Trends in Municipal Law

Date: Thursday, February 7, 2019

Time: 8:00am-5:00pm

Location: The Best Western Premier Calgary Plaza Hotel

Address: 1316 33 Street NE

→ [Register here: YYC](#)

Discounted room rates are available at the Best Western Premier Calgary Plaza Hotel from \$125 for double occupancy. To book a room, call 1-403-248-8888, as these room rates are only available until January 8, 2019.

Edmonton:

Emerging Trends in Municipal Law

Date: Thursday, February 14, 2019

Time: 8:00am-5:00pm

Location: Edmonton Expo Centre

Address: 7515 118 Ave NW

→ [Register Here: YEG](#)

Registration \$180 + GST per person

**Emerging Trends is proud to be going green! We recommend you use the conference materials which will be available online closer to the date. Please note, we will not have any printed materials on-site.*

Event is by Invitation Only.

We hope you can make it!

Cheers,
Brownlee LLP



PRESCILLA THOMPSON | MARKETING ASSISTANT | BROWNLEE LLP

MARKETING

m. 780-497-4800 | d. 780-970-5739 | f. 780-424-3254 | pthompson@brownleelaw.com

2200 COMMERCE PLACE | 10155 - 102 STREET | EDMONTON, AB T5J 4G8

Toll-Free. 800-661-9069 | www.brownleelaw.com

Brownlee LLP would like the opportunity to send you invitations and legal news electronically. Please give us your permission by clicking [here](#).

This information transmitted is intended only for the addressee and may contain confidential, proprietary and/or privileged material. Any unauthorized review, distribution or other use of or the taking of any action in reliance upon this information is prohibited. Attachment to this E-mail may contain viruses that could damage your computer system. We do not accept liability for any damage which may result from software viruses. If you received this in error, please contact the sender and delete or destroy this message and any copies.



Adding amounts to the tax roll – tenant utility charges

By Shauna Finlay, Reynolds Mirth Richards Farmer LLP
AMSC Casual Legal Service Provider

A recent decision of the Alberta Utilities Commission (AUC) dealt with unpaid utility charges of a tenant that had been added to the tax roll of the landowner. The AUC found that, where a municipality had agreed to supply utility services to an occupant as opposed to the landowner, it could not add unpaid amounts to the tax roll of the property owner.

The AUC was reviewing this matter as a result of an application by the landowner under s. 43 of the *Municipal Government Act* (MGA). This provides municipal rate payers with a right of appeal for service charges, rates or tolls (“utility charges”) on the basis that the utility charges do not conform to the public utility rate structure established by the municipality, or that the utility charges are improperly imposed or are discriminatory. The rate structure itself cannot be appealed.

That said, in this case, even though the municipal rate structure allowed the occupant’s water charges to be added to the tax roll of the landowner, the AUC found that this was improper. The AUC relied upon s. 42 of the MGA. Section 42 provides:

42(1) The charges for a municipal utility service provided to a parcel of land are an amount owing to the municipality by the owner of the parcel.

(2) If the municipality agrees to provide a municipal utility service to a parcel of land on the request of an occupant of the parcel who is not the owner, the charges for the municipal utility service provided to the parcel are an amount owing to the municipality by the occupant and not the owner.

[emphasis added]

The AUC reasoned that s. 553(1) of the MGA did not provide the municipality with authority to add the unpaid utility charges of the occupant to the tax roll of the landowner because s. 553(1) spoke to unpaid charges owing by the owner of the parcel and s. 42(2) provided that charges owing for utility services provided to an occupant are not for the account of the landowner.

Therefore, municipalities should ensure that their utility bylaws comply with these provisions of the MGA. Further, if providing utility service to an occupant, municipalities should be aware that any unpaid amounts that have been added to the tax roll of the landowner may be challenged in the AUC.

To access AMSC's Casual Legal Helpline, AUMA members can call toll-free to **1-800-661-7673** or email casuallegal@amsc.ca and reach the municipal legal experts at Reynolds Mirth Richards and Farmer LLP. For more information on the Casual Legal Service, please contact Will Burtenshaw, Senior Director, Risk & Claims, at 780-431-4525, or toll-free at 310-AUMA (2862) or via email at wburtenshaw@auma.ca. Any Regular or Associate member of the AUMA can access the Casual Legal Service.

Date:

Wednesday, December 12, 2018