

Town of Stettler

COUNCIL MEETING

NOVEMBER 6, 2018

4:30 P.M. (SPECIAL START TIME)

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, NOVEMBER 6, 2018
4:30 P.M. (SPECIAL START TIME)
AGENDA**

1. **Agenda Additions**

2. **Agenda Approval**

3. **Confirmation of Minutes**

- (a) Minutes of the Regular Council Meeting of October 16, 2018 5-9
- (b) Business Arising from the October 16, 2018 Council Minutes

4. **Citizens Forum**

5. **Delegations**

- (a) 4:35 p.m. - Sgt P. Penny – Detachment Commander – Stettler RCMP Verbal

6. **Administration**

- (a) 2018 Capital Budget – Desludging Lagoon Cells A, B, C, and D 10
- (b) 2018 Capital Budget – Snow Dump Update 11
- (c) 2019 Budget – Red Deer Watershed Alliance Funding Request 12-15
- (d) 2018 Tax Public Auction - Lot 11, Block 40, Plan 2442AE 16-18
- (e) Meeting Dates
 - Tuesday, November 13 – COW – 4:30pm
 - Tuesday, November 20 – Council – 6:30pm
 - Tuesday, December 4 – Council – 6:30pm
 - 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 – January 22 – 27, 2019)**
- (f) Accounts Payable in the amount of \$417,735.92
(\$520.00 + \$61,010.83 + \$59,798.49 + \$952.58 + \$96,350.63 +
\$120,400.85 + \$36,073.50 + \$42,629.04) 19-38
- (g) CAO Report 39-44

**COUNCIL AGENDA
NOVEMBER 6, 2018
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- 7. **Council**
 - (a) Meeting Reports
- 8. **Minutes**
- 9. **Public Hearing**
- 10. **Bylaws**
- 11. **Correspondence**
 - a) AUMA (RMRF) – Minimum wage and lengthy leaves: Alberta's not so new Employment Standard Code 45
 - b) Letter from J. Ferguson – RCMP Assistant Commissioner – AUMA follow up 46-47
 - c) Legalizing Cannabis cost estimate for Red Deer just under \$400,000 48-50
 - d) Battle River Watershed Alliance – Municipal Funding Request 51-53
- 12. **Items Added**
- 13. **In-Camera Session**
 - a) RCMP Staffing – Third party Liability – Section 16(1)(ii) – FOIP Verbal
- 14. **Adjournment**

**MINUTES OF THE REGULAR MEETING OF THE TOWN OF STETTLER COUNCIL
HELD ON TUESDAY, OCTOBER 16, 2018 IN THE MUNICIPAL OFFICE, COUNCIL CHAMBERS**

Present: Mayor Sean Nolls

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

CAO G, Switenky
Assistant CAO S. Gerlitz
Director of Operations M. Robbins

Press (3)

Absent:

Call to Order: Mayor S. Nolls called the meeting to order at 6:33 p.m.

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

Delete 6(a) – 2018 Capital Budget – Desludging Lagoon Cells A, B, and C Tender

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

Motion 18:10:17 Moved by Councillor Pfeiffer to approve the agenda as amended.

MOTION CARRIED
Unanimous

3. **Confirmation of Minutes:**

(a) Minutes of the Regular Meeting of Council held October 2, 2018

Motion 18:10:18 Moved by Councillor Fischer that the Minutes of the Regular Meeting of Council held on October 2, 2018 be approved as presented.

MOTION CARRIED
Unanimous

(b) Business Arising from the October 2, 2018 Meeting Minutes – None

(c) Minutes of the Committee of the Whole Meeting of Council held October 9, 2018

Motion 18:10:19 Moved by Councillor Barros that the Minutes of the Committee of the Whole Meeting of Council held on October 9, 2018 be approved as presented.

MOTION CARRIED
Unanimous

(d) Business Arising from the October 9, 2018 Meeting Minutes - None

4. **Citizen's Forum:** (a) Citizen's Forum - none

5. **Delegations:** (a) None

6. **Administration:** (a) 2018 Capita Budget – Desludging Lagoon Cells A, B, and C Tender – Removed from Agenda

(b) 2019 Budget – Parkland Regional Library

CAO G. Switenky explained the Parkland Regional Library 2019 Budget Requisition. The Parkland Regional Library's budget for 2019 (1 year budget), with a 2019 per capita requisition of \$8.25 - (1.66% increase), an increase from the 2018 per capita of \$8.12. This \$0.13 represents a Requisition increase for the Town of Stettler of \$773.76 based on the Town's population of 5952.

Motion 18:10:20

Moved by Councillor Lawlor that the Town of Stettler approve the Parkland Regional Library 2019 Budget with a requisition of \$8.25 per capita – Total Requisition - \$49,104.

MOTION CARRIED
Unanimous

(c) 2019 Budget – Heartland Beautification Committee

CAO G. Switenky advised that the Town is in receipt of the Heartland Beautification Committee 2019 Budget for \$22,200 (same as 2018).

Motion 18:10:21

Moved by Councillor Smith that the Town of Stettler Council approve the Heartland Beautification Committee 2019 Budget in the amount of \$22,200 as presented.

MOTION CARRIED
Unanimous

(d) 2018 Expense and Revenue Summary – September 30, 2018

Motion 18:10:22

Moved by Councillor Fischer that the Town of Stettler accept the 2018 Expense and Revenue Statement – September 30, 2018 as presented.

MOTION CARRIED
Unanimous

(e) 2018 Capital Budget Summary – September 30, 2018

Motion 18:10:23

Moved by Councillor Lawlor that the Town of Stettler accept the 2018 Capital Budget Summary – September 30, 2018 as presented.

MOTION CARRIED
Unanimous

(f) 2018 Bank Reconciliation – September 30, 2018

Motion 18:10:24

Moved by Councillor Pfeiffer that the Town of Stettler accept the Bank Reconciliation – September 30, 2018 as presented.

MOTION CARRIED
Unanimous

(g) Meeting Dates

- Tuesday, November 6 – Council – 6:30pm

Motion 18:10:25

Moved by Councillor Smith that the Regular Council meeting scheduled to start at 6:30 p.m., start at 4:30 p.m.

MOTION CARRIED
Unanimous

- Tuesday, November 13 – COW – 4:30pm

- Tuesday, November 20 – Council – 6:30pm

- Saturday, December 1 – Stettler Festival of Lights

- Tuesday, December 4 – Council – 6:30pm
- 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 Banquet – January 22, 2019)

(h) Accounts Payable in the amount of \$473,513.54

Motion 18:10:26

Moved by Councillor Campbell that Accounts Payable in the amounts of \$3963.94, \$312,971.06, \$122,368.73, \$3643.52, \$228.80, \$30,337.49 for the period ending October 16, 2018 for a total amount of \$473,513.54 having been paid, be accepted as presented.

MOTION CARRIED
Unanimous

7. **Council:**

Mayor and Councillors outlined highlights of meetings they attended.

(a) Mayor Nolls

- Oct 4 - Talk of the Town
- Oct 4 - Physician Recruitment and Retention
- Oct 5 - SWMA
- Oct 5 - Fire Advisory Committee
- Oct 5 - Sign Cheques and COW Agenda
- Oct 9 - Committee of the Whole
- Oct 9 - Read In Week
- Oct 10 - Economic Development
- Oct 10 - Read In Week
- Oct 11 - Talk of the Town
- Oct 11 - Read In Week
- Oct 12 - Meeting with resident
- Oct 12 - Sign Cheques and Council Agenda
- Oct 12 - Pheasant Festival – Smoker
- Oct 13 - Pheasant Festival – Release Birds
- Oct 13 - Pheasant Festival – Banquet
- Oct 14 - Pheasant Festival – Release Birds
- Oct 16 - Met with Minister Ceci – SRC Funding

(b) Councillor Barros

- Oct 4 - Heartland Beautification Committee
- Oct 4 - Physician Recruitment and Retention
- Oct 5 - Fire Advisory Committee
- Oct 9 - Committee of the Whole
- Oct 16 - Municipal Planning Commission

(c) Councillor Campbell

- Oct 9 - Committee of the Whole
- Oct 13 - Pheasant Festival

(d) Councillor Fischer

- Oct 5 - Regional Waste Management
- Oct 5 - Regional Fire Commission
- Oct 9 - Committee of the Whole
- Oct 10 - Councillor Interview at Botha School

- Oct 12 - Pheasant Festival

(e) Councillor Lawlor

- Oct 2-3 - RCMP Rural Crime Symposium
- Oct 4 - Physician Recruitment and Retention
- Oct 9 - Stettler Regional Board of Trade
- Oct 9 - Committee of the Whole
- Oct 10 - Economic Development
- Oct 16 - Municipal Planning Commission

(f) Councillor Pfeiffer

- Oct 9 - Stettler Regional Board of Trade
- Oct 9 - Committee of the Whole
- Oct 10 - Economic Development
- Oct 16 - Municipal Planning Commission

(g) Councillor Smith

- Oct 4 - Heartland Beautification Meeting
- Oct 9 - Committee of the Whole
- Oct 15 - Museum
- Oct 16 - Municipal Planning Commission

Motion 18:10:27

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

MOTION CARRIED
Unanimous

8. Minutes:

- (a) Performing Arts Centre – October 2, 2018

Motion 18:10:28

Moved by Councillor Pfeiffer that the Town of Stettler approve the Performing Arts Centre minutes for information.

MOTION CARRIED
Unanimous

9. Public Hearing:

- (a) None

10. Bylaws:

- (a) None

11. Correspondence:

- (a) Communities in Bloom

Motion 18:10:29

Moved by Councillor Fischer that the Town of Stettler approve the Correspondence for information.

MOTION CARRIED
Unanimous

Motion 18:10:30

Moved by Councillor Barros that the meeting recess at 7:05 p.m.

MOTION CARRIED
Unanimous

Motion 18:10:31

Moved by Councillor Barros that Council return to regular meeting at 7:30 p.m.

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 18:10:32

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 7:30 p.m.

Motion 18:10:33

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

MOTION CARRIED
Unanimous at 8:43 p.m.

14. **Adjournment:**

Motion 18:10:34

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

MOTION CARRIED
Unanimous at 8:43 p.m.

Mayor

Assistant CAO

MEMORANDUM

Date: November 1, 2018

To: Greg Switenky
CAO

From: Melissa Robbins
Director of Operational Services

Re: Lagoon Cells A, B, and C Desludging

History:

Approved 2018 Capital Expenditure of \$350,000, utilizing MSI, to remove the sludge from lagoon cells A, B, C and D.

Summary of Tenders Received by WSP on October 12, 2018:

Tender prices exclude GST.

Company Name	Tender Price:
• Solid Industrial Solutions	Non-compliant bid
• Lambourne Environmental	Non-compliant bid
• Toby Bird (Kayden Industries)	Non-compliant bid
• American Process Group (Canada) Ltd.	\$841,805.70

Recommendation:

Administration respectfully recommends that Town of Stettler Council not award the Lagoon Desludging tender to any firm at this time due to the number of non-conforming bids and budgetary considerations. The project will be retendered in the near future.

Memo

Date: November 1, 2018
To: Greg Switenky, CAO
From: Melissa Robbins, Director of Operational Services
Re: Snow Dump Expansion – Budget Update

Background:

2018 Capital Budget includes \$100,000 to expand the existing snow dump.

Project Budget:

The original Budget presented to Council on October 2nd, was as follows:

Siteworks	\$65,000
Engineering	\$20,000
Topsoil Relocation/Approaches	<u>\$15,000</u>
Total Budget	\$100,000

Administration had anticipated removing topsoil from site. However, the volume of topsoil to be removed is nearly 2.5 times the quantity expected. This requires more time to remove the topsoil, plus the added cost of hauling clay to provide additional material to build the snow dump. The scope of work has been modified to reduce engineering fees and use Town forces where possible to supplement the work to keep the project within \$100,000.

At this time, it is expected to have to increase the approved expenditure to Northstar Trucking to \$90,000, with site surveys by Tagish Engineering at a cost of \$10,000, while being mindful of the total \$100,000 adopted by Town Council in the 2018 Capital Budget.

The previous Town of Stettler Council motion made on October 2, 2018 states:

Moved by Councillor Campbell that the Town of Stettler award the Siteworks RFP to Northstar Trucking Ltd. for \$50,261.50 for the snow dump expansion and approves a \$10,000 contingency to a maximum expenditure of \$60,261.50, excluding GST., funded through the 2018 Capital Budget.

Recommendation:

Administration respectfully recommends that the Town of Stettler Council approve the Snow Dump Expansion Budget Update to account for the cost of moving the extra materials by increasing the approved expenditure to Northstar Trucking Ltd., for the snow dump expansion to \$90,000, excluding GST., plus engineering costs of \$10,000 for a total cost of \$100,000 as per the 2018 Capital Budget approved by Council.

MEMORANDUM

To: Greg Switenky, CAO

From: Steven Gerlitz, Asst. CAO

Date: November 6, 2018

Re: Red Deer River Watershed Alliance – Annual Municipal 2019 Funding Request

Recommendation

That the Town of Stettler continue to financially support the Red Deer River Watershed Alliance through a \$0.50 per capita fee with a total cost of \$2976 with funding through the 2019 Budget

Background Information

The Town of Stettler has received a letter dated October 2018 from Jeffrey Hanger, Executive Director of the Red Deer River Watershed Alliance asking for the Town of Stettler continued support of \$0.50 per capita annual membership fee. Total 2019 cost would be \$2976 based on a population of 5952.

Financial Implications

2019 Budget - \$2976

2018 Actual - \$2976

2017 Actual - \$2874

2016 Actual - \$2874

2015 Actual - \$2874

2014 Actual - \$2874

Alternatives to the Recommendation

Communication

- Greg Switenky – CAO

Documentation

- 2018 RDWWA Funding Request

To: Town of Stettler
Box 280
Stettler, AB T0C 2L0

From: Red Deer River Watershed Alliance
4918 59 Street
Red Deer, AB T4N 2N1

October 2018,

Municipal Support for the Red Deer River Watershed Alliance (RDRWA)

Dear Town of Stettler,

It is our pleasure to provide you with an update from the Red Deer River Watershed Alliance; outlining who we are, what we do, and how we plan on moving forward in collaboration with municipal partners in 2019.

The RDRWA is your Watershed Planning and Advisory Council (WPAC), as designated under Alberta's *Water for Life* strategy, 2003. Through a number of key activities, we engage with a wide number of stakeholders that influence water and land use practices in your community, and in your neighbours communities and therefore have an impact on the health of the Red Deer River watershed- your watershed.

Your municipality plays a key role in the RDRWA both as a partner and funder. **We rely on the 50c per capita funding that comes from municipalities**, as this enables us to continue our work on environmental education, watershed planning, engaging with community members, celebrating successes, presenting a monthly E-newsletter, running events and helping to meet your needs as a municipality. But we also need you as a partner; water and land use issues are interconnected so, as a municipality, you play a key role in ensuring our watershed remains healthy, dynamic and sustainable.

We have produced a number of background Technical Reports over the last few years, looking at a range of watershed issues; <http://www.rdrwa.ca/node/200> and, in 2016 launched Blueprint: *An Integrated Watershed Management Plan (Phase One, Water Quality)* <http://www.rdrwa.ca/node/201>.

Advancing Watershed Management: Key Updates and highlights from 2018

- We launched a new inclusive approach to Watershed Management that compliment other planning efforts within the province, including regional planning; RDRWA Action pathways. Developed over 2017 the Action Pathways build on the collaborative work of our social innovation lab – Project Blue Thumb (www.projectbluethumb.com) and will help us to identify key areas where our work, as an Alliance, will have the greatest impact, where we have good “buy-in” from partners and areas where we build on good work already being done within the Watershed. The six Action Pathways are:
 - **Creating Municipalities and communities of the Future**
 - **Building Alberta Water Narratives**
 - **Strengthening Water Security**
 - **Promoting Ecological Function**
 - **Upholding Indigenous voices**
 - **Food production of the future**

- **On September 12 & 13 we held our first Bus tour aimed exclusively at municipal leaders, municipal staff and MLAs.** The goal was to showcase a range of water and land-related issues across the southeastern portion of the Red Deer River watershed, to encourage better knowledge and awareness of our precious land and water resources, and to highlight examples of best management practices. Feedback from this bus tour has been very positive, and we hope to repeat the event in the future. Here is a picture of the group investigating Dinosaur Provincial park, and a link to the video: [Link to video](#)



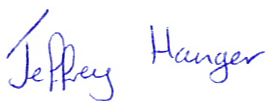
- The RDRWA, with RDRMUG and a volunteer basin advisory committee participated in a **ten year review of the South Saskatchewan River Basin Water Management Plan.**
- We continue to work towards recommendations made in Blueprint: RDRWA's *Integrated Watershed Management Plan (Phase One, Water Quality)*. Copies of *Blueprint* are available on our website.
- At our Spring Forum on March 22 at Beaupre Community Hall we heard presentations from Marina Krainer of the Ghost Watershed Alliance; Liliana Bozic of Urban Systems Ltd, Mac Hinkley from AEP, Dr Robert Summers from the Alberta Land Institute and Dr Shari Clare of Fiera Biological. Ambassador awards were also presented to the ALUS program and to Ray Reckseidler (Ex Mayor of Delburne).
- Our AGM near Alix in June included a presentation from Award -Winning Biologist Lorne Fitch and a wildlife walk with naturalist Myrna Pearman. Local artist Carol Lynn Gilchrist showcased her paintings of the Red Deer River watershed.
- At our **upcoming (free) Fall Forum at Sylvan Lake** on November 1st you will hear presentations from the Rural municipalities of Alberta, the Insurance Bureau of Canada and the Alberta Energy Regulator. Please see the link for more details <http://www.rdrwa.ca/node/273>
- We held our first Cycling Learning Journey "Wheeling Through the Watershed" in August. The bike tour visited different spaces inside and outside of the watershed, including a visit to Lacombe Lake, which form part of the storm water management plan for Blackfalds. The focus of this event, in celebration of water quality awareness month, was to highlight citizen involvement in water and watershed health.

- We continue to work with the Alberta Lake Management Society on their Lakewatch program, held a Lake day event on Gull Lake on February 3 and assisted ALMS with their Annual Conference in September.
- Through our Action Pathways approach we are developing work to harness the power of “values-based messaging”, and this led to working with Clearwater County, Red Deer County and Cows and Fish on a Digital Story telling program. The videos were presented in April 2018.
- Our school program continued during the Spring/ Summer reaching a further 237 students in 10 programs.
- Three road signs have been erected welcoming people to the Red Deer River Watershed; Near Caroline, Cochrane and Rocky Mountain House. Three more will be installed by March 2019. These are some of the first road side watershed signs in Alberta.
- We continue to attend and support events around the community and may be available to make presentations upon request to your municipality.
- We are currently in process of applying for WRRP funding to look at the ecological infrastructure and hydrological health of the Medicine Sub watershed. If successful this will lead to a two-year project working closely with municipalities, stewardship groups and Ag extension staff.

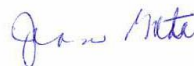
We do all of this with a team of four staff out of our Red Deer Office, but we ***rely on the support of municipalities for both their engagement in our work and financial contributions. Your continued support of 50c per capita is vital to keeping this work going in 2019.***

If you would like us to send you an invoice please contact Kelly on info@rdrwa.ca. We also ask that you provide us with the best contact name, phone number and email address for your municipality so we can keep you informed about the RDRWA. Invoices can be prepared upon request. Please reply to Kelly at 403 340 7379 or by emailing info@rdrwa.ca if you would like more information.

Yours Sincerely



Jeffrey Hanger
Executive Director, RDRWA



Jean Bota
Chair, RDRWA

MEMORANDUM

To: Greg Switenky, CAO

From: Steven Gerlitz, Assistant CAO

Date: November 2, 2018

Re: 2018 Tax Public Auction
Lot 11, Block 40, Plan 2442AE - 4508 – 49 Avenue



Recommendation

That the Town of Stettler following the Tax Sale Public Auction on October 11, 2018 for the following property: Lot 11, Block 40, Plan 2442AE - 4508 – 49 Avenue, elect to refrain from not taking Title to the property through Tax Forfeiture, at this time. The Town of Stettler reserves the right to reconsider taking the Title to the property through Tax Forfeiture at some point in the future.

Background

The 2018 Tax Public Auction on October 11th was not attended by anyone and the property was not sold. The Town now has the following 3 options when a property is not sold at a public auction:

1. 'Tax Forfeiture' Title

The municipality does not purchase the property, but registers its name on title if the property goes unsold at public auction by registering a Tax Forfeiture Instrument (a "Notification of Municipal Acquisition" form). This allows the municipality to rent, license, lease, or dispose of the property at a price as close as reasonably possible to market value in an effort to recoup the arrears and taxes. If the property is not disposed of under s. 425(1), the municipality may, 15 years following the date of the public auction, request that the Registrar cancel the existing certificate of title marked 'Tax Forfeiture' and issue a certificate of title in the name of the municipality. Taxes and penalties do not continue to accrue.

2. Clear Title

After the municipality has acquired Tax Forfeiture Title, the municipality can acquire the property by depositing an amount equal to the reserve bid (market value) into a separate account. The amount paid goes to the tax arrears and all costs and expenses as required under s. 427(2). The municipality must notify the previous owner if there is money remaining and return any excess to the previous owner. The property is then the municipality's to do with as they wish.

3. Do Nothing:

Taxes and penalties continue to accrue, and remain on the municipalities' books as a growing liability. The municipality cannot dispose of the property or rent, license or lease it. This option does not allow the property to revert to the municipality after the 15 year time period. However the Town has the option of "Tax Forfeiture" Title at any

time moving forward provided the taxes remain in arrears. Taxes and penalties remain a secure priority upon title.

Current owner continues to try to sell property. Upon sale, any debt owing to the municipality would have to be paid by the new owners.

Municipalities' Right to Possession Following the Public Auction Section 420

When a property is not sold, a municipality is entitled to possess the property from the date on which a parcel of land is offered for sale at public auction. If a property is occupied and the municipality encounters resistance, it will have to apply to the Court of Queen's Bench for an order for possession (section 420(2)). In the case of properties being rented out as a residence by the previous owner, the municipality must follow the processes to obtain vacant possession outlined in the Residential Tenancies Act.

Transfer of Parcel to Municipality - Section 424 ('Tax Forfeiture' Title)

A municipality **may** become the owner of a parcel immediately after the public auction if the parcel is not sold. If it chooses to take title, the municipality must request that the Land Titles Office cancel the existing Certificate of Title and issue a new one in the municipality's name (section 424(2)). This request is made by submitting the "Notification of Municipal Acquisition" form to the Land Titles Office.

If the municipality takes title, the property is exempt from future taxation under MGA section 362(1)(b), and the municipality can dispose of the property in accordance with section 425 of the MGA. (Close to Fair Market Value). Where a municipality acquires title under this section, the title, while placed in the municipality's name, retains a tax forfeiture notification against it.

If the municipality chooses not to take title, the property remains taxable; however, the municipality cannot dispose of the property.

Municipal Process for Disposing of Unsold Properties

The municipality must acquire title to the land, pursuant to section 424, before disposing of the property in accordance with section 425(1).

After title is obtained under section 424, the municipality may sell the property at a price as close as reasonably possible to the market value, per section. 425(1)(a).

After receiving the title to a property under section 424, a municipality may also grant a lease, licence, or permit in respect of the parcel. The municipality can establish the conditions for these types of dispositions.

If the municipality should rent or lease a property before selling or acquiring it under section 425(1), and in the process generate revenue equal to or exceeding the taxes in arrears plus any costs or lawful expenses incurred by the municipality, the municipality must return the title and any surplus revenues to the previous owner. The owner must honour the remaining term of the lease.

Some possible options to assist in selling the property include direct sale, by tender, or through a real estate agreement. On selling the property, the municipality must transfer the title to the purchaser by submitting a "Transfer of Land" form to a Land

Titles Office. Also contained on the "Transfer of Land" document is an "Affidavit Re Value of Land," which must be completed. The only liens and encumbrances remaining will be those in favour of the Crown in right of Canada.

Following the sale of a property, the municipality must request the discharge of the tax recovery notification for the Registrar of Land Titles to remove the words "Tax Forfeiture" from the new title.

There is a substantial difference between the titles the municipality receives to properties not sold at public auction (and subsequently transferred to the municipality), and the title that the municipality receives should it purchase the property under section 425(1)(b). In the first situation (Tax Forfeiture Title), the Certificate of Title retains the Tax Forfeiture clause and in the second (Clear Title) it does not. In the latter situation, the municipality can use or dispose of the property, the same as any other clear title landowner.

Revival of Title - Section 426

If the tax arrears in respect of a property are paid after the municipality acquires the title to the property (Tax Forfeiture Title) under section 424 but before selling the property under section 425, it must notify the Registrar to revive the title of the original owner. As noted previously, payment of tax arrears can be handled in a number of ways, including by lease or rent or by payment by the previous owner(s) or by any other party.

Financial Implications

- Fair market value (reserve bid) – Land - \$60,500 / Improvements - \$22,620 = \$83,120
- Estimated taxes per year - \$799
 - Municipal - \$553
 - ASFF - \$213
 - Seniors - \$33
- Amount owing - \$5,049.66 (October 31, 2018)

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	73221
Cheque Date	First	Last		

Sorted By: Vendor ID

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Stettler Health Services Found	73221	2018-10-12	\$520.00

Invoice Description	Invoice Number	Invoice Amount	

8 Festival of Lights Tickets	2018.10.12	\$520.00	

Total Cheques		\$520.00	
		=====	

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	73222
Cheque Date	First	Last		73246

Sorted By: Vendor ID

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Acklands - Grainger Inc.	73222	2018-10-19	\$596.07

Invoice Description		Invoice Number	Invoice Amount

Pool Faciltiy Safey Supplies		9900918377	\$124.40
Pool Facility Janito Supplies		9905284494	\$200.76
Pool Facility Jantior Supplies		9903816693	\$78.44
Pool Facility Janitor Supplies		9903971829	\$86.00
Pool Facility Jantior Supplies		9917012131	\$106.47

Alberta Land Titles	73223	2018-10-19	\$189.00

Invoice Description		Invoice Number	Invoice Amount

Admin / Plan & Dev Searches		2018.09.30	\$189.00

Arn's Equipment Ltd.	73224	2018-10-19	\$29.52

Invoice Description		Invoice Number	Invoice Amount

Parks Idler pulley #89		209647	\$29.52

Aspen Ford Sales Ltd.	73225	2018-10-19	\$205.44

Invoice Description		Invoice Number	Invoice Amount

Parks Manifold studs #33		311904	\$75.47
Parks Exhaust manifold part#33		311905	\$71.25
Parks Manifold sturds & nut#33		311907	\$58.72

Bills Farm Supplies Inc.	73226	2018-10-19	\$617.01

Invoice Description		Invoice Number	Invoice Amount

Cemetery Replacement Trimmer		IA23094	\$446.25
Parks Chain saw parts #40		IA22955	\$170.76

Canada Post Corporation	73227	2018-10-19	\$1,791.34

Invoice Description		Invoice Number	Invoice Amount

Water Bill & SVWS Postage		9666289825	\$1,791.34

Canadian Tire #671	73228	2018-10-19	\$327.34

Invoice Description		Invoice Number	Invoice Amount

Trans Janitor Supplies		3335	\$33.35
Trans Tools Drill l&Driver Set		3350	\$293.99

Diverse Signs N Designs Inc.	73229	2018-10-19	\$108.95

Invoice Description		Invoice Number	Invoice Amount

Signs Materials - Safety Signs		4749	\$108.95

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Fishbone Enterprises Inc.	73230	2018-10-19	\$448.88
Invoice Description	Invoice Number	Invoice Amount	
WTP Hired Berm Grass Mowing	512	\$448.88	
Fochreubach, Klaus	73231	2018-10-19	\$100.00
Invoice Description	Invoice Number	Invoice Amount	
Water Refund Bulk Water Dep	2018.10.04	\$100.00	
Fountain Tire Stettler Ltd.	73232	2018-10-19	\$1,138.11
Invoice Description	Invoice Number	Invoice Amount	
Trans 4-New Tires #141	0731I025349	\$1,138.11	
Gyro Ag Ltd.	73233	2018-10-19	\$280.41
Invoice Description	Invoice Number	Invoice Amount	
Equip Flat Head Socket Srw#162	320	\$28.09	
Park Mower Blades #172	323	\$252.32	
Heartland Glass Ltd.	73234	2018-10-19	\$18.90
Invoice Description	Invoice Number	Invoice Amount	
SRC Lock repair red arena	103325	\$15.75	
Parks Screen for shroud #4	103383	\$3.15	
Heartland Overdoor	73235	2018-10-19	\$2,201.38
Invoice Description	Invoice Number	Invoice Amount	
Shop Install Sunshine Sections	2018-092	\$2,201.38	
Stettler Home Hardware	73242	2018-10-19	\$352.93
Invoice Description	Invoice Number	Invoice Amount	
Joint Office AB & CDN Flags	114084	\$138.57	
Office Packing Tape	114092	\$10.46	
Office Extension Cord	114107	\$12.06	
Admin Office Bottled Water	114153	\$15.00	
Admin Office Bottled Water	114177	\$15.75	
Trans Bottled Water	114252	\$11.25	
Trans Cleaning Supplies	114074	\$28.90	
Cemetery Insecticiides	114030	\$28.32	
SRC Felt Pads	114152	\$37.76	
Parks Memorial Bench Screws	114114	\$4.81	
Parks Shower Curtain & Rod	114065	\$36.73	
Parks Showerhead	114184	\$4.19	
Parks RV Antifreeze	114131	\$24.13	
J. T. Auto Body Ltd.	73236	2018-10-19	\$472.50
Invoice Description	Invoice Number	Invoice Amount	
Water Trans Paint Fenders #3	20757	\$472.50	
Miazga, Gerard	73237	2018-10-19	\$138.60
Invoice Description	Invoice Number	Invoice Amount	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Office Repair Arborite	078699		\$138.60
Money-Evans, Lee'Al	73238	2018-10-19	\$31.48
Invoice Description	Invoice Number	Invoice Amount	
Water Refund Utility AC Cr Bal	2018.10.15	\$31.48	
Ornamental Bronze Limited	73239	2018-10-19	\$590.10
Invoice Description	Invoice Number	Invoice Amount	
Cemetery Date Plate	89365	\$150.15	
Cemetery Niche Wreath w/vases	89366	\$439.95	
Receiver General for Canada	73240	2018-10-19	\$49,582.78
Invoice Description	Invoice Number	Invoice Amount	
Town Tax Remittance	PP21-18	\$40,515.74	
Town Tax Remittance	PP21-18.	\$7,703.48	
BOT Tax Remittance	PP21-18.BOT	\$1,363.56	
Stettler Flooring	73241	2018-10-19	\$101.03
Invoice Description	Invoice Number	Invoice Amount	
SRC Painting Supplies	61402	\$101.03	
Stettler Motors (1998) Ltd.	73243	2018-10-19	\$133.92
Invoice Description	Invoice Number	Invoice Amount	
Park Exhaust Mainfold #75	195314	\$133.92	
Stettler Vet Clinic	73244	2018-10-19	\$130.20
Invoice Description	Invoice Number	Invoice Amount	
Bylaw Sept Vet Clinic Fees	756218	\$97.65	
Bylaw Sept Vet Clinic Fees	756303	\$32.55	
W.R. Meadows of Western Canada	73245	2018-10-19	\$1,029.00
Invoice Description	Invoice Number	Invoice Amount	
Traffic Lane Crackfilling	120004284	\$1,029.00	
Woody's Automotive Ltd.	73246	2018-10-19	\$395.94
Invoice Description	Invoice Number	Invoice Amount	
Shop Hand Towels	622395	\$98.24	
Shop Cut off wheels	623771	\$23.53	
Shop Brake Grease	624356	\$11.54	
Shop Set Screws	624427	\$3.91	
Shop Rubber Gloves	624421	\$29.74	
Trans 6 Light Bulbs #145	623209	\$65.00	
Water Fuse #3	623351	\$13.94	
Water Relay #3	623550	\$19.05	
Parks Oil Filter #12	622683	\$8.93	
Parks Oil Filter #172	622748	\$11.84	
Parks Fuel Filter #172	622752	\$19.77	
Parks Fuel Filters #89	622948	\$15.88	
Paerk	622951	\$17.80	
Parks Switch for Chainsaw	624160	\$12.30	
Parks Spark Plugs #33	624167	\$36.10	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Parks Switch for chainsaw	624379		\$8.37
	Total Cheques		----- \$61,010.83 =====

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	First
Cheque Date	2018-10-23	2018-10-23		Last

Sorted By: Vendor ID

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Alberta Animal Services	EFT0000665	2018-10-23	\$13,285.25

Invoice Description		Invoice Number	Invoice Amount

Bylaw Aug Bylaw Enforcement		11732	\$13,285.25

Alberta One-Call Corporation	EFT0000666	2018-10-23	\$138.60

Invoice Description		Invoice Number	Invoice Amount

Water Trans Sept 1st Calls		IN144526	\$138.60

APEX Supplementary Pension Pla	EFT0000667	2018-10-23	\$374.85

Invoice Description		Invoice Number	Invoice Amount

Supplementary Pension Plan Tr		PP21-18	\$374.85

Border Paving Ltd.	EFT0000668	2018-10-23	\$2,234.66

Invoice Description		Invoice Number	Invoice Amount

Roads Asphalt Hotmix		61582	\$1,321.38
Roads Asphalt Hotmix		61921	\$913.28

Burmac Mechanical 2000	EFT0000669	2018-10-23	\$40.64

Invoice Description		Invoice Number	Invoice Amount

Water Trans Curbstop Extension		92151	\$40.64

Canadian Red Cross	EFT0000670	2018-10-23	\$1,059.40

Invoice Description		Invoice Number	Invoice Amount

Pool Facility Swim Badges & Fr		CRC-088560	\$587.09
Pool Facility Advanced Aquatic		CRC-091974	\$472.31

Canadian Union of Public Emplo	EFT0000671	2018-10-23	\$687.50

Invoice Description		Invoice Number	Invoice Amount

Union Dues		PP21-18	\$687.50

Central Sharpening	EFT0000672	2018-10-23	\$185.85

Invoice Description		Invoice Number	Invoice Amount

SRC Sharpen Zamboni Blades		27085	\$185.85

Chapman Riebeek	EFT0000673	2018-10-23	\$184.52

Invoice Description		Invoice Number	Invoice Amount

Bylaw Sept Legal Services		2018.10.10	\$184.52

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Clear Water Controls Inc.	EFT0000674	2018-10-23	\$2,062.48

Invoice Description	Invoice Number	Invoice Amount	
WTP CLZ Feeder/Injector Mainte	10054	\$2,062.48	

Clearview Public Schools	EFT0000675	2018-10-23	\$2,391.30

Invoice Description	Invoice Number	Invoice Amount	
Joint Office Sept Expenses	5598	\$2,391.30	

Digestco Ltd.	EFT0000676	2018-10-23	\$2,279.24

Invoice Description	Invoice Number	Invoice Amount	
Sewer Lagoon Chemicals	41392	\$2,279.24	

Freightliner of Red Deer Inc.	EFT0000677	2018-10-23	\$1,380.42

Invoice Description	Invoice Number	Invoice Amount	
Trans Intake sensor #2	425014	\$115.27	
Water Fender & Pannel #3	425469	\$527.02	
Water Suspension parts #3	425632	\$556.46	
Water Suspension parts #3	426059	\$181.67	

GT Hydraulic & Bearing	EFT0000678	2018-10-23	\$6,871.81

Invoice Description	Invoice Number	Invoice Amount	
Trans Check engine code #2	999-021702	\$278.40	
Trans CVIP & rear brakes #2	999-021744	\$2,583.01	
Parks/Trans/Water Misc Filters	000-304817	\$479.16	
Misc Dept Repair Parts	000-303668	\$1,753.07	
WTP Genset Filters	000-303741	\$159.08	
Water CVIP & Rear Brakes #3	999-021776	\$1,631.43	
Parks Repair Parts #9	000-304884	\$22.94	

Hi Way 9 Express Ltd.	EFT0000679	2018-10-23	\$38.13

Invoice Description	Invoice Number	Invoice Amount	
Water Trans Freight	2963995	\$38.13	

i. d. Apparel	EFT0000680	2018-10-23	\$602.91

Invoice Description	Invoice Number	Invoice Amount	
SRC Hat Logo's	87399	\$602.91	

Industrial Machine Inc.	EFT0000681	2018-10-23	\$45.83

Invoice Description	Invoice Number	Invoice Amount	
SRC Tank switch #68	31725	\$28.35	
SRC Board Brush Switch #38	31756	\$17.48	

Jen Express	EFT0000682	2018-10-23	\$464.11

Invoice Description	Invoice Number	Invoice Amount	
Parks & Trans Freight	13601	\$148.39	
Trans Freight	13669	\$37.10	
Parks/Trans/Water Freighth	13740	\$241.52	
Shop Freight	13792	\$37.10	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Joe Johnson Equipment	EFT0000683	2018-10-23	\$2,110.62
=====			
	Invoice Description	Invoice Number	Invoice Amount
	Trans Gutter brooms & skid sho	P27039	\$1,671.45
	Trans Pin for broom motor #6	P29092	\$41.75
	Water Trans Nozzle repair kit	P27286	\$397.42
	=====		
Kal Tire	EFT0000684	2018-10-23	\$145.44
=====			
	Invoice Description	Invoice Number	Invoice Amount
	Water Trans Tire & Rim #118	647226509	\$145.44
	=====		
McCallum, Neil	EFT0000685	2018-10-23	\$15.21
=====			
	Invoice Description	Invoice Number	Invoice Amount
	Wtr Trans Cupe Clothing Allow	2018.08.29.2	\$15.21
	=====		
Municipal Property Consultants	EFT0000686	2018-10-23	\$6,805.31
=====			
	Invoice Description	Invoice Number	Invoice Amount
	October Assessor	17112	\$6,805.31
	=====		
National Pressure	EFT0000687	2018-10-23	\$191.19
=====			
	Invoice Description	Invoice Number	Invoice Amount
	Shop Packing & Seals #176	1062501	\$191.19
	=====		
Northstar Trucking Ltd.	EFT0000688	2018-10-23	\$5,718.14
=====			
	Invoice Description	Invoice Number	Invoice Amount
	Trans Street Sand	317304	\$4,246.83
	Trans Concrete for manholes	317267	\$577.50
	TRans Concrete for Storm	317326	\$546.00
	Trans Concrete for catch basin	317358	\$347.81
	=====		
NSC Minerals Ltd.	EFT0000689	2018-10-23	\$4,978.34
=====			
	Invoice Description	Invoice Number	Invoice Amount
	Snow Removal Road Salt	SXP236295	\$4,978.34
	=====		
Oakcreek Golf & Turf Inc.	EFT0000690	2018-10-23	\$21.32
=====			
	Invoice Description	Invoice Number	Invoice Amount
	Parks Spring for Unit #172	2187828	\$21.32
	=====		
OK Tire Stettler	EFT0000691	2018-10-23	\$4,977.00
=====			
	Invoice Description	Invoice Number	Invoice Amount
	Trans 4 - Tires Unit #145	IN045892	\$4,977.00
	=====		
Robbins, Melissa	EFT0000692	2018-10-23	\$80.00
=====			
	Invoice Description	Invoice Number	Invoice Amount
	Eng Admin Mileage to MPE in RD	2018.10.10	\$80.00

Vendor Name	Cheque Number	Cheque Date	Cheque Amount									
Stettler Dodge Ltd.	EFT0000693	2018-10-23	\$157.89									
<table border="1"> <thead> <tr> <th>Invoice Description</th> <th>Invoice Number</th> <th>Invoice Amount</th> </tr> </thead> <tbody> <tr> <td>Trans Taillight Assembly #137</td> <td>139358</td> <td>\$131.65</td> </tr> <tr> <td>Parks Gas cap Unit #81</td> <td>139450</td> <td>\$26.24</td> </tr> </tbody> </table>				Invoice Description	Invoice Number	Invoice Amount	Trans Taillight Assembly #137	139358	\$131.65	Parks Gas cap Unit #81	139450	\$26.24
Invoice Description	Invoice Number	Invoice Amount										
Trans Taillight Assembly #137	139358	\$131.65										
Parks Gas cap Unit #81	139450	\$26.24										
Stettler & District Handibus	EFT0000694	2018-10-23	\$149.78									
<table border="1"> <thead> <tr> <th>Invoice Description</th> <th>Invoice Number</th> <th>Invoice Amount</th> </tr> </thead> <tbody> <tr> <td>Bus Garage Sept Utilities</td> <td>2776</td> <td>\$149.78</td> </tr> </tbody> </table>				Invoice Description	Invoice Number	Invoice Amount	Bus Garage Sept Utilities	2776	\$149.78			
Invoice Description	Invoice Number	Invoice Amount										
Bus Garage Sept Utilities	2776	\$149.78										
Stettler Telephone Answering S	EFT0000695	2018-10-23	\$120.75									
<table border="1"> <thead> <tr> <th>Invoice Description</th> <th>Invoice Number</th> <th>Invoice Amount</th> </tr> </thead> <tbody> <tr> <td>WTP Oct Working Alone Monitori</td> <td>107</td> <td>\$120.75</td> </tr> </tbody> </table>				Invoice Description	Invoice Number	Invoice Amount	WTP Oct Working Alone Monitori	107	\$120.75			
Invoice Description	Invoice Number	Invoice Amount										
WTP Oct Working Alone Monitori	107	\$120.75										
Total Cheques			\$59,798.49									

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	ONL000096
Cheque Date	First	Last		

Sorted By: Vendor ID

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
United Farmers of Alberta	ONL000096	2018-10-19	\$952.58

Invoice Description	Invoice Number	Invoice Amount
Shop Meter for Diesel Tank	304285959	\$293.99
Water Pin for Boards on #3	304286863	\$2.09
Water Bases for CC Materials	304286773	\$46.16
Com Tower Materials for Gen	304287668	\$59.15
Com Tower Materials Propane	304288238	\$42.32
Water Material to repair/setup	304288351	\$77.87
Water Materials to repair/setu	304288472	\$16.33
Water Gravel Truck side board	304286538	\$44.09
Water Boots/Gloves for	304286514	\$79.77
Water Rubber Boots for	304287177	\$251.99
Water Lift Station Materials	304287190	\$38.82

	Total Cheques	\$952.58
		=====

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	ONL000097
Cheque Date	First	Last		ONL000099

Sorted By: Vendor ID

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
=====			
Access Gas Services Inc.	ONL000097	2018-10-26	\$9,842.75
Invoice Description	Invoice Number	Invoice Amount	

Joint Office Sept Gas Bill	201809-3693	\$412.26	
Fire Joint Sept Gas Bill	201809-3687	\$204.15	
Town Shop Sept Gas Bill	201809-3694	\$117.93	
Airport Sept Gas Bill	201809-3686	\$97.90	
WTP Sept Gas Bill	201809-3689	\$2,104.58	
Water Trans Sept Gas Bill	201809-3684	\$86.72	
Sewer 1 Sept Gas Bill	201809-3685	\$239.04	
Sewer 2 Sept Gas Bill	201809-3692	\$83.96	
SRC & Pool Sept Gas Bill	201809-3691	\$6,049.69	
Community Hall Sept Gas Bill	201809-3690	\$221.89	
Lions Park Sept Gas Bill	201809-3688	\$112.73	
Gear Up Sept Gas Bill	201809-3679	\$111.90	
=====			
Corporate Payment Systems	ONL000098	2018-10-26	\$16,085.50
Invoice Description	Invoice Number	Invoice Amount	

BOT Corp Visa	2018.10.05.BOT	\$1,687.55	
Council Recycling Conf/GIS Map	2018.10.05.221	\$6,249.62	
Fire Joint iCloud Storage Plan	2018.10.05.292	\$485.77	
SRC Training Meals & Rooms Com	2018.10.05.343	\$462.03	
Fire Joint Computer Supplies	2018.10.05.655	\$392.65	
Trans Training & Staff BBQ Sup	2018.10.05.727	\$1,076.87	
Water Trans I pad charges/Asse	2018.10.05.748	\$216.04	
Council & Admin AUMA Meals Ro	2018.10.05.758	\$1,727.41	
SRC Training Pool Supplies	2018.10.05.762	\$613.47	
WTP Hwy 12/21 Testing/Eng Admi	2018.10.05.763	\$864.09	
SRC Tools/Supplies/Ice Making	2018.10.05.764	\$74.61	
Admin Council AUMA Meals	2018.10.05.767	\$195.30	
Fitness Area Training/Supplies	2018.10.05.768	\$127.70	
WTP Training/Janitor Supplies	2018.10.05.832	\$1,218.88	
SVWS Corp Visa	2018.10.05.854	\$104.99	
HBC CIB Awards/P&L Goods	2018.10.05.981	\$588.52	
=====			
Enmax Energy Corporation	ONL000099	2018-10-26	\$70,422.38
Invoice Description	Invoice Number	Invoice Amount	

Sept Power Bill	18-2799485	\$70,422.38	
	Total Cheques	\$96,350.63	
		=====	

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID GENERAL	GENERAL
Vendor Name	First	Last	Cheque Number 73247	73268
Cheque Date	First	Last		

Sorted By: Vendor ID

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Anderson, Matthew	73247	2018-10-26	\$52.20

Invoice Description		Invoice Number	Invoice Amount

Wtr Refund Util AC Cr Balance		2018.10.17	\$52.20
=====			
Bagshaw Electric Ltd.	73248	2018-10-26	\$505.21

Invoice Description		Invoice Number	Invoice Amount

Office Wire Mold for Router In		289720	\$34.47
Shop Meter Fuses		288312	\$6.14
Trans Propane		289859	\$13.23
SRC 12 - Pot Lights		289347	\$233.10
SRC Zamboni Aug/Sep Propane		290285	\$218.27
=====			
Baker, Krystal	73249	2018-10-26	\$44.27

Invoice Description		Invoice Number	Invoice Amount

Wtr Refund Util AC Cr Balance		2018.10.17	\$44.27
=====			
Big Hill Services Ltd.	73250	2018-10-26	\$2,761.86

Invoice Description		Invoice Number	Invoice Amount

SRC Nets Ice making supplies		23417	\$2,761.86
=====			
Bond-O Communications Ltd.	73251	2018-10-26	\$1,134.01

Invoice Description		Invoice Number	Invoice Amount

Trans 2-Way radio Unit #36		BONDOIN115171	\$595.88
Park Install antenia's Unit#37		BONDOIN114997	\$65.63
Parks 2-Way Radio Unit #37		BONDOIN114926	\$472.50
=====			
Bourdon, Blane	73252	2018-10-26	\$109.00

Invoice Description		Invoice Number	Invoice Amount

Wtr Refund Util AC Cr Balance		2018.10.22	\$109.00
=====			
CE Franklin Ltd.	73253	2018-10-26	\$32.24

Invoice Description		Invoice Number	Invoice Amount

Wtr Refund Util AC Cr Balance		2018.10.19	\$32.24
=====			
County of Stettler	73254	2018-10-26	\$3,000.00

Invoice Description		Invoice Number	Invoice Amount

Emergency Response 18-125		IVC028778	\$3,000.00
=====			
Fabco Plastics	73255	2018-10-26	\$203.12

Invoice Description		Invoice Number	Invoice Amount

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
WTP CIP Chem System Parts		30089484-00	\$203.12
Gateway Mechanical Services In	73256	2018-10-26	\$9,196.95
Invoice Description	Invoice Number	Invoice Amount	
SRC Start up Blue Rink	548897	\$2,678.55	
SRC Start up the red rink	551095	\$5,084.10	
SRC Ice plant repair	551097	\$1,434.30	
Gopfrich, John	73257	2018-10-26	\$23.29
Invoice Description	Invoice Number	Invoice Amount	
Wtr Refund Util AC Cr Balance	2018.10.18	\$23.29	
Hataley, Matthew	73258	2018-10-26	\$100.00
Invoice Description	Invoice Number	Invoice Amount	
Wtr Refund Util AC Cr Balance	2018.10.20	\$100.00	
MPE Engineering Ltd.	73259	2018-10-26	\$9,592.64
Invoice Description	Invoice Number	Invoice Amount	
Drainage Red Will Creek Re-ali	4360-000-00-04	\$9,592.64	
Olds Concrete Services (2014)	73260	2018-10-26	\$90,455.97
Invoice Description	Invoice Number	Invoice Amount	
2018 Sidewalk Replacement	PP1-18	\$90,455.97	
PrairieTech Propagation	73261	2018-10-26	\$500.00
Invoice Description	Invoice Number	Invoice Amount	
HBC Com Orchard Plant Deposit	1889	\$500.00	
Praxair Distribution	73262	2018-10-26	\$370.40
Invoice Description	Invoice Number	Invoice Amount	
Pool Facility Cylinder Rental	85505505	\$370.40	
Purolator Courier Ltd.	73263	2018-10-26	\$441.76
Invoice Description	Invoice Number	Invoice Amount	
Fire/P&D/WTP/Wtr Freight	439269025	\$287.87	
Fire/WTP/Wtr Freight	438950462	\$153.89	
Schwartz Home Building Centre	73264	2018-10-26	\$152.79
Invoice Description	Invoice Number	Invoice Amount	
SRC Building Materials	704619	\$14.16	
SRC Gutter Repair Materials	705059	\$93.35	
SRC Gutter Repair	705073	\$4.71	
SRC Repair Materials	705176	\$7.55	
Parks Memorial Benches Materia	703294	\$33.02	
Tammie's Painting	73265	2018-10-26	\$1,496.25
Invoice Description	Invoice Number	Invoice Amount	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Airport Paint Terminal Bldg Fl		2018.10.02	\$1,496.25
===== Templeton, Samantha	73266	2018-10-26	\$20.89
Invoice Description		Invoice Number	Invoice Amount
----- Wtr Refund Util AC Cr Balance		2018.10.16	\$20.89
===== Tenzer, Debra	73267	2018-10-26	\$20.70
Invoice Description		Invoice Number	Invoice Amount
----- Wtr Refund Util AC Cr Balance		2018.10.16	\$20.70
===== Town of Stettler - Petty Cash	73268	2018-10-26	\$187.30
Invoice Description		Invoice Number	Invoice Amount
----- Office Lotto Tickets, USB, Key		2018.10.22	\$187.30
	Total Cheques		----- \$120,400.85 =====

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	First
Cheque Date	2018-10-30	2018-10-30		Last

Sorted By: Vendor ID

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Action Plumbing & Excavating	EFT0000696	2018-10-30	\$1,275.75

Invoice Description		Invoice Number	Invoice Amount

WTP Service Heating System		W30065	\$1,275.75
=====			
Apple Fitness Store Ltd.	EFT0000697	2018-10-30	\$326.49

Invoice Description		Invoice Number	Invoice Amount

Fitness Aera Equip Repair Part		E70219	\$279.24
Fitness Area Equip Replacement		E72333	\$47.25
=====			
Bhimani, Akbar	EFT0000698	2018-10-30	\$19.10

Invoice Description		Invoice Number	Invoice Amount

Wtr Trns Commerical Driver Exa		2018.10.19	\$19.10
=====			
Black Press Group Ltd.	EFT0000699	2018-10-30	\$792.21

Invoice Description		Invoice Number	Invoice Amount

Office/P&D/HBC Advertising		33539399	\$792.21
=====			
Bounty Onsite Inc.	EFT0000700	2018-10-30	\$2,558.12

Invoice Description		Invoice Number	Invoice Amount

Trans Case of Paper Towel		001-071267	\$188.30
Trans Marking Paint		001-071078	\$44.27
Trans Marking Paint & Hammer H		001-070814	\$95.89
Trans Paint Brush		001-071172	\$8.69
Trans Gloves		001-071108	\$11.35
Trans Filter mask & parts brus		001-071876	\$25.92
Trans Safety Supplies		001-072296	\$28.97
WTP Air Horn		001-071183	\$27.97
WTP 4 Boxes of Nitrile Gloves		001-072316	\$118.17
Water Trans Pin Anchor		001-071745	\$5.96
Water Trans Tools - Meter Kit		001-07025	\$107.20
SRC Janitor Supplies		001-070748	\$330.14
SRC Janitor Supplies		001-071297	\$417.97
SRC Janitor Supplies		001-071997	\$871.35
Communit Hall Janitor Supplies		001-072231	\$34.19
Parks Manifold bolts Unit #75		001-071289	\$11.88
Parks Wiper Motor Unit #4		001-071830	\$105.65
Water Trans - PPE New Employee		001-070810	\$136.71
=====			
Brownlee LLP	EFT0000701	2018-10-30	\$552.93

Invoice Description		Invoice Number	Invoice Amount

Lagoon Aeration Bldg Legal Ser		470372	\$552.93
=====			
ClearTech Industries Inc.	EFT0000702	2018-10-30	\$1,770.25

Invoice Description		Invoice Number	Invoice Amount

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
WTP Chemicals & Container Dep	763575		\$2,461.94
Contact Safety Service Ltd.	EFT0000703	2018-10-30	\$58.80
Invoice Description	Invoice Number	Invoice Amount	
Trans Fire Extinguisher	7498	\$58.80	
Digitex Canada Inc.	EFT0000704	2018-10-30	\$125.36
Invoice Description	Invoice Number	Invoice Amount	
SRC Photocopies	IN474907	\$125.36	
Doucette, Penni	EFT0000705	2018-10-30	\$90.57
Invoice Description	Invoice Number	Invoice Amount	
Office Coffee Room Supplies	2018.10.16	\$51.90	
Public Relations Retirement Co	2018.10.23	\$38.67	
Ember Graphics	EFT0000706	2018-10-30	\$26.25
Invoice Description	Invoice Number	Invoice Amount	
Joint Office Handicap Decals	14284	\$26.25	
Heartland Stationers (2014) Lt	EFT0000707	2018-10-30	\$2,581.68
Invoice Description	Invoice Number	Invoice Amount	
Office Copied Stamp	12260	\$27.25	
Office Stationery	12326	\$141.54	
Fire Joint Stationery	12464	\$142.12	
P&D Stationery	12416	\$16.73	
SRC Case of paper	12418	\$65.00	
P&L Desk Supplies	12455	\$139.44	
Fitness Area Workstation	1242HS	\$1,024.80	
Pool Workstation	1240HS	\$1,024.80	
Heartland Auto Supply	EFT0000708	2018-10-30	\$1,692.51
Invoice Description	Invoice Number	Invoice Amount	
Shop Face Shields/Tools/Suppli	001-394193	\$379.39	
Trans Beacon light unit #2	001-394906	\$8.19	
Trans Relays & Wire	001-395505	\$112.31	
Trans Relay & Wire #36	001-395780	\$33.65	
Trans 2-Spark plugs #177	001-395848	\$5.21	
Trans Sign Bolts	001-396471	\$4.10	
Water Snap Ring unit #135	001-394145	\$3.18	
Water Horn/Fuses/Bolts & Gaske	001-395104	\$72.19	
Water Seat cover unit #73	001-395266	\$267.33	
Water Wiper blades #28	001-396351	\$28.79	
Water Assorted tools for dig t	001-394998	\$529.22	
Parks Gear lube & positrac flu	001-395042	\$87.53	
Parks shocks unit #127	001-395400	\$219.64	
Parks Light bul unit #81	001-395667	\$2.43	
Heartland Promotions Inc.	EFT0000709	2018-10-30	\$182.70
Invoice Description	Invoice Number	Invoice Amount	
HBC Repair Cafe Signs	440	\$182.70	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
KaizenLAB Inc.	EFT0000710	2018-10-30	\$864.99
Invoice Description	Invoice Number	Invoice Amount	
Sewer Lagoon Sampling	INV0035340	\$864.99	
Loomis Express	EFT0000711	2018-10-30	\$70.81
Invoice Description	Invoice Number	Invoice Amount	
WTP Freight	7963446	\$31.62	
Water Trans Freight	7950226	\$39.19	
McCrinkle, Sarah	EFT0000712	2018-10-30	\$117.79
Invoice Description	Invoice Number	Invoice Amount	
Roads Cupe Clothing Allowance	2018.10.17	\$117.79	
Rider, Murray	EFT0000713	2018-10-30	\$250.00
Invoice Description	Invoice Number	Invoice Amount	
Roads Cupe Clothing Allowance	2018.10.19	\$250.00	
Rural Municipalities of Albert	EFT0000714	2018-10-30	\$3,374.97
Invoice Description	Invoice Number	Invoice Amount	
tTRANS vALVE BLOCK LINKAGE #145	90612396	\$202.24	
tTRANS dASH LIGHTS UNIT #145	90614210	\$35.40	
Trans pin for bucket unit #36	P54449	\$93.28	
Trans Keep Right Sign	1121-50008847	\$75.89	
Trans Signage for Esso Corner	1121-50008848	\$442.92	
Trans Guard rail 50st cemetery	1121-50008743	\$1,739.96	
Water Trans Manhole Sealant	73106460-00	\$399.00	
Parks Bucket blade unit #37	1519350	\$386.28	
RMA Fuel Ltd.	EFT0000715	2018-10-30	\$15,378.24
Invoice Description	Invoice Number	Invoice Amount	
Parks/Trans/Water Engine Oil	PF-7063-71388	\$958.51	
Shop/WTP Grease/Oil/Grease Gun	PF-7079-71621	\$451.40	
Park/Trans/Water Marked Diesel	PF-7094-71695	\$2,735.78	
Misc Dept Equipment Fuel	PF-7064-71530	\$11,232.55	
Rollies Vac Systems	EFT0000716	2018-10-30	\$315.00
Invoice Description	Invoice Number	Invoice Amount	
Landfill Sept Empty Holding Ta	18772	\$315.00	
Stettler Building Supplies Ltd	EFT0000717	2018-10-30	\$1,358.07
Invoice Description	Invoice Number	Invoice Amount	
HBC Com Orchard Materials	AA5375	\$137.12	
SRC Drywalling Materials	AA5631	\$28.33	
SRC Drywalling Materials	AA5689	\$5.03	
SRC Gutter Repair Materials	AA5816	\$35.90	
SRC Drip Cap	AA5866	\$9.44	
SRC Repair Materials	AA5387	\$279.28	
Parks Memorial Bench Material	AA5688	\$862.97	

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	First
Cheque Date	2018-11-06	2018-11-06		Last

Sorted By: Vendor ID

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
APEX Supplementary Pension Pla	EFT0000721	2018-11-06	\$374.85

Invoice Description	Invoice Number	Invoice Amount	
Supplementary Pension Plan Tru	PP22-18	\$374.85	

Barnes, Roger	EFT0000722	2018-11-06	\$25.00

Invoice Description	Invoice Number	Invoice Amount	
SRC Nov Telephone Allowance	2018.11.01	\$25.00	

Can Pak Environmental Inc.	EFT0000723	2018-11-06	\$28,012.72

Invoice Description	Invoice Number	Invoice Amount	
Oct Waste & Recycling Collecti	51587	\$24,758.39	
Sept Composting	51201	\$3,254.33	

Canadian Union of Public Emplo	EFT0000724	2018-11-06	\$742.50

Invoice Description	Invoice Number	Invoice Amount	
Union Dues	PP22-18	\$742.50	

Cas Tech Inc.	EFT0000725	2018-11-06	\$7,923.51

Invoice Description	Invoice Number	Invoice Amount	
Computer & Laptop Upgrades	29517	\$7,923.51	

Commercial Aquatic Supplies	EFT0000726	2018-11-06	\$815.54

Invoice Description	Invoice Number	Invoice Amount	
Pool Facility Equip Repair Par	151090	\$44.10	
Pool Equip Repair Parts	151189	\$771.44	

Dodd, Sonia	EFT0000727	2018-11-06	\$212.50

Invoice Description	Invoice Number	Invoice Amount	
Pool Programs Travel & Subsist	2018.10.25	\$187.50	
Pool Nov Telephone Allowance	2018.11.01	\$25.00	

Gerlitz, Steven	EFT0000728	2018-11-06	\$100.00

Invoice Description	Invoice Number	Invoice Amount	
Admin/Office Nov Phone&Travel	2018.11.01	\$100.00	

Graham, Leann	EFT0000729	2018-11-06	\$175.00

Invoice Description	Invoice Number	Invoice Amount	
P&D Nov Phone & Travel Allowan	2018.11.01	\$175.00	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Hach Sales & Service Ltd.	EFT0000730	2018-11-06	\$839.70

Invoice Description	Invoice Number	Invoice Amount	
WTP Buffers & Reagents	176502	\$839.70	

Howe, Graham	EFT0000731	2018-11-06	\$25.00

Invoice Description	Invoice Number	Invoice Amount	
SRC & Cemetery Nov Phone Allow	2018.11.01	\$25.00	

Keen Klean	EFT0000732	2018-11-06	\$1,181.25

Invoice Description	Invoice Number	Invoice Amount	
Shop Oct Janitor Services	831524	\$472.50	
Community Hall Carpet Cleaning	831511	\$708.75	

Mutual Propane Ltd.	EFT0000733	2018-11-06	\$256.47

Invoice Description	Invoice Number	Invoice Amount	
Water Communicat Tower Propane	BH84602	\$256.47	

QM Contracting	EFT0000734	2018-11-06	\$1,575.00

Invoice Description	Invoice Number	Invoice Amount	
Water Oct Water Meter Reader	931355	\$1,575.00	

Switenky, Greg	EFT0000735	2018-11-06	\$370.00

Invoice Description	Invoice Number	Invoice Amount	
Admin/Office Nov Phone&Travel	2018.11.01	\$370.00	

Total Cheques			\$42,629.04
			=====

TO: Town of Stettler Council
FROM: Greg Switenky
CAO

DATE: 2018 11 06

CHIEF ADMINISTRATIVE OFFICER'S REPORT – OCTOBER 2018

ADMINISTRATION – CAO – Greg Switenky

1. Meetings: Town Council & Organizational Meeting(s), Committee of the Whole, Joint Health and Safety Committee, Stettler Waste Management Authority, Department Head and Staff information sharing sessions.
2. Participated in the Community Conversation session held in Stettler, and hosted by University of Alberta Chancellor Douglas Stollery together with other University of Alberta Representatives.
3. Meeting with the Honourable Joe Ceci, Minister of Finance & President of the Treasury Board at the Alberta Legislature regarding our Collaborative Expression of Interest to help fund Fieldhouse/Recreation Wellness Centre's in Stettler and Ponoka.
4. Bylaw compliance tour of enforcement properties with Mayor Nolls and L. Graham, Director of Planning and Development.
5. Hospice Society fundraising dinner.
6. Stettler Elementary School Read in Week.
7. Performed annual CAO Facility Inspections in accordance with Safety Policy/Manual.
8. Ongoing internal orientation, guidance and communication of new Council Roles & Responsibilities within our organization.
9. Continuous engagement with Senior Department Heads regarding situational solutions to arising issues/requests, emergent problems and troubleshooting Council Member/ratepayer concerns.

Assistant CAO – Steven Gerlitz

1. Meetings attended included: Council, Department Head, Staff, Joint Health and Safety, Economic Development, Town Life, Resident meeting with Mayor Nolls
2. Projects worked on included:
 - 2018 Revenue/Expense Budget Summary (September 30, 2018)
 - 2018 Capital Budget Summary (September 30, 2018)
 - 2018 MSI, BMTG, FGT summary – (September 30, 2018)
 - 2018 Reserves Summary – (September 30, 2018)
 - 2018 Cash Flow Statement – (September 30, 2018)
 - 2019 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)
- Town Life
- Compost Bins / Recycling
- Council & Committee of the Whole Agenda prep
- Council Minutes
- AP Invoices and sign checks
- Ratepayer issues and concerns

TRANSPORTATION – Ivan Wilford

1. Sweeping streets
2. Clean ditch at 44ave and 70st
3. Grading of lanes
4. Add gravel to black rock subdivision road
5. Install signs on new bulbing at the Esso corner
6. Ditch work at snow dump
7. Winterize rollers with antifreeze for the winter
8. Shop clean up
9. Digging of graves and cremations
10. Haul sweeping piles
11. Dig out soft spots in front of hangers at the airport and backfill
12. Push up and turn the compost pile
13. Install culverts for new approaches at the snow dump
14. Added gravel to the well road
15. Cleaned ditch near entrance to the golf course
16. Graded road to the water treatment plant
17. Fixed potholes at the health unit
18. Marked valves and manholes on 51ave
19. Backfilled new sidewalk in meadowlands
20. Cleaned ditch on the east side of the snow dump
21. Loaded trucks from the county with crushed concrete for the regional land fill
22. Installed sidewalk blocks in front of the door on the west side of the airport building
23. Added millings and graded the 2 west blocks of 51ave between 61st and 59st
24. Put up cement barricades at the end of 51ave at 61st
25. Cleaned ditch at the golf course across from the ambulance garage
26. Grind sidewalk trips on main street by Cutting Corners
27. Filled potholes at the end of the alleys
28. Pushed up top soil that was brought in from the snow dump
29. Cleaned ditch inside the landfill
30. Hauled clay into the shop yard

31. Took off the tarp rollers off the tandem trucks getting ready for the winter
32. Picked up and place out rig mats for the installation of the new bridge. Added gravel to the ends of the bridge
33. Sign repairs
34. Haul clay to the snow dump for berms

WATER – Grant McQuay

1. Regular rounds, readings, locates and Bacterial sampling/Chlorine residual & turbidity testing.
2. Meter replacement program
3. Curbstop repair.
4. Hydrant Flushing
5. Hydrant Winterizing.
6. Weekly cleaning of sanitary tank at Water Transfer Station
7. Water leak repairs.
8. Facility maintenance.
9. Monitoring wells and weir measurements
10. Lagoon sampling.
11. Dig site maintenance.
12. Winterizing assets
13. Shutdown Wetlands

WATER TREATMENT PLANT SUPERVISOR – Chris Saunders

1. Chlorine tonner vacuum regulator repaired. We now have both regulators available for service.
2. The communications gear was lifted and mounted at the plant tower.
3. The annual cell cleaning at the low lift pump house was completed. The west grit pump is out of service. We are in the process of troubleshooting an electrical problem. Rebuilt the sump pump control panel as it had been flooded out in a previous flooding incident.
4. Full face piece fit testing completed at the fire department.
5. The flash mixer VFD has shorted out. Looking at repair options.
6. Routine monthly maintenance and winterizing duties being carried out.
7. Jar testing with a new polymer that looks promising.
8. 12/21 Commission tour of the plant went well.

DIRECTOR OF OPERATIONS – Melissa Robbins

1. Meetings:
 - Department Head
 - Joint Health and Safety
 - MPE Engineering – Red Willow Creek Realignment
 - Airport Board Meeting
 - Airport Master Plan Meeting
 - Alberta Environment – Wastewater License Approval Review
 - Christmas Party Planning

2. Projects:
 - Town Life Preparation
 - Master Servicing Study Review
 - Snow Dump Expansion – 90% completed
 - Finalized Operating Budgets
 - Capital Budget Preparation
 - Lagoon Cells A, B, C – tender review
 - Communication Plan – Comm Group has installed all radios, commissioning to occur by end of November
 - Highway 12 Pedestrian Bridge installed
 - Airport GPS Approach – NAV Canada Submission review

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

1. Meetings: Joint health and safety, department head, town life, safety, staff meetings, and mid-management.
2. Projects: Beaver control in west Stettler park, cleanup of memorial park, veteran markers at the cemetery, winter ice operations, outdoor rink board repairs, stump grinding, and tree trimming.
3. Everyone seems to be back from holidays and winter staff have returned. We are busy getting prepared for Reembrace Day and winter projects.

DEVELOPMENT & PLANNING OFFICER – LEANN GRAHAM

1. Building Permit Activity to Date

	2017 Permits to October 31, 2017	2018 Permits to October 31, 2018
Institutional	\$2,215,490.00	\$310,659.00
Industrial	\$125,000.00	\$172,400.00
Commercial	\$754,000.00	\$2,304,567.00
Residential	\$1,923,866.00	\$2,223,526.00
Total	\$5,018,356.00	\$5,011,152.00

2. Projects:
 - AE Kennedy Maintenance
 - G3 Canada Ltd. Development
 - Vision Credit Union
 - Economic Development Initiative
 - Portable Signs
 - Canalta Development
 - Christmas Party Planning
 - Employee Policy re Drugs and Alcohol
 - Stettler Auction Mart Road Closure Land Transfer

- Rotary Park Subdivision and Land Transfer
- Corporate Communication Coordinator Job Description
- SDAB Member Recruitment and Training
- Day Care Lease and Licensing Letter
- Town Life Publication
- Bylaw Property Inspections and Enforcement
- Planning & Development Inquiries
- Presentation of Winne Bissett with 2018 Female Citizen of The Year

3. Meetings:

- Council Meetings
- Town Life Meetings
- G3 Canada Meetings
- Compliance Property Inspection
- Economic Development Initiative
- Christmas Party Meeting
- Landowner Meetings
- Bylaw Inspection Meetings
- Development Inquiry Meetings
- Staff and Department Head
- Stettler Business and Citizenship Awards Gala

REGIONAL FIRE CHIEF – Mark Dennis

1. Training

- Team building drills

2. Fire Department Operations

- Annual Food Bank blitz
- Heart Haven Lodge review proposed sprinkler system plans
- Fire Advisory meeting
- County of Stettler Council meeting discussion regarding fire permits
- Town Office/Clearview Fire Drill
- Replace circuit board in Engine 12 light tower
- Replace class B foam fill pump on Engine 11
- Install new tank supply valve, re-kit tank fill and front turret valves
- Place and finish concrete pad in front of flag poles
- Complete wiring and install lights for flag poles
- White Sands road design for fire apparatus access
- COS and TOS budget
- Fire Inspection/occupancy load - Love Sushi & Grill, Timmor Manor, Erskine

3. Regional Fire Department Incident Summary

- Total calls 14 - 1 Structure fire, 4 motor vehicle incidents, 2 alarm calls, 3 medical first response, 4 wild land fires



Greg Switenky
CAO



Minimum wage and lengthy leaves: Alberta's not-so-new Employment Standards Code

By Victoria Merritt, Reynolds Mirth Richards Farmer LLP
AMSC Casual Legal Service Provider

One of the most publicized aspects of the new *Employment Standards Code* was the minimum wage increases. On October 1, 2018, the final minimum wage increase took effect. Municipalities should ensure that all employees are now being paid at least \$15 per hour for their services.

A less publicized but equally significant change to the Code was the introduction of new unpaid job-protected leaves for employees. Employers do not have to pay the employee their wages or benefits while the employee is on leave unless the employment agreement (or collective agreement, if a union environment) requires otherwise. However, employers are not permitted to terminate or lay off an employee for requesting or taking one of the available leaves.

The new leaves are as follows:

- Personal and family responsibility leave (5 days per year)
- Long-term illness and injury leave (up to 16 weeks)
- Bereavement leave (3 days per year)
- Domestic violence leave (10 days per year)
- Citizenship ceremony leave (1/2 day)
- Critical illness of an adult family member (16 weeks per year) or child (36 weeks per year)
- Leave for the crime-related death (104 weeks) or disappearance (52 weeks) of a child.

In addition to the new leaves, existing leaves (such as maternity/parental leave and compassionate care leave) were expanded. Most of the leaves are now designed to match the available EI benefits.

Each of the above leaves imposes certain notice requirements on the employee, so employees cannot simply disappear and later advise the employer they were taking a legally-permitted leave. For example, most require, at a minimum, that the employee gives notice to the employer as soon as it is practicable for them to do so.

Each leave also has its own eligibility requirements and, in some cases, proof must be provided by the employee to substantiate the leave (for example, a medical certificate). In other cases (such as domestic violence leave) employers should be careful about asking for "proof" in relation to the time off.

Employers should also take note that employees now only need to have worked for three months before being entitled to the available leaves instead of one year.

Municipalities should seek legal advice if concerns arise that new leaves are being misused or misunderstood by employees.

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,

Royal Canadian Mounted Police

Commanding Officer
"K" Division



Gendarmerie royale du Canada

Commandant
de la division "K"

October 10, 2018

OCT 17 2018

Mayor Sean Nolls
Town of Stettler
PO Box 280
Stettler, AB T0C 2L0

Dear Mayor Nolls:

Re: AUMA Meeting September 2018

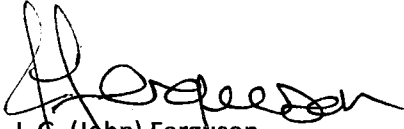
On behalf of the Royal Canadian Mounted Police (RCMP) I would like to take this opportunity to place on record our sincere thanks for meeting with our team at this year's Alberta Urban Municipalities Association (AUMA) Convention. As Alberta's Acting Commanding Officer, I am pleased to assure you that the RCMP is committed to delivering proactive Police Services to Albertans across the Province.

To deliver on our commitment to Albertans, we utilize a multidisciplinary approach that encompasses a collaborative and cohesive crime reduction strategy, advancement of a call management strategy, continued focus on Traffic Services, a modernized focus on our Intelligence Program and the expansion of the Federal Policing Program. We adhere to the vision of continuous improvement, transparency and accountability that Albertans can rely on.

In our discussions at our AUMA meeting, you raised the following concerns: consistent message for enforcement of cannabis regulations, triaging in the court system and equitable police funding. As we discussed at the meeting, we want to ensure all communities understand how we will apply the priority of cannabis enforcement across the Province. From a Criminal Law perspective, we will continue to enforce these matters as we have in the past. However, when addressing local Bylaw matters, we will ensure these are treated in the priority they come to our attention. In working with our Crown Prosecutors, we need to ensure there is a healthy and open line of communication between our offices. In examining the specific concerns at Stettler, it is our understanding that there will be further engagement at the local level. Further concerns will be elevated to our District office, which we can then address from a Divisional perspective, if required. In relation to costs for policing, the Province of Alberta has recently undertaken to review the Police Act in its entirety, including the issue of how policing costs are borne by all municipalities in the Province, both rural and municipal. We encourage you and your Council to participate in this review as much as you can and voice your concerns to influence the changes you are seeking.

Should you have any questions or concerns, please do not hesitate to contact our AUMA Liaison, Inspector Shane Ramteemal at 780-412-5259.

Yours truly,



J. G. (John) Ferguson
Assistant Commissioner
Acting Commanding Officer "K" Division

11140 – 109 Street
Edmonton, AB T5G 2T4

Telephone: 780-412-5444
Fax: 780-412-5445

Cc: Bill Sweeney, Assistant Deputy Minister, Public Security Division, Alberta Justice and Solicitor General
Chief Superintendent Shahin Mehdizadeh, District Officer, Central Alberta District, Royal Canadian Mounted Police "K" Division
Superintendent Mike Good, Officer in Charge, Operations Strategy Branch, Royal Canadian Mounted Police "K" Division
Sergeant Phil Penny, Detachment Commander, Stettler, Royal Canadian Mounted Police "K" Division



Cannabis was made legal in Canada Wednesday.

Legalizing cannabis cost estimate for Red Deer just under \$400k

MAMTA LULLA / Oct. 17, 2018 5:52 p.m. / LOCAL NEWS / NEWS

Although the province of Alberta has announced \$11.2 million for cannabis legalization, it is unknown how much will come to the City of Red Deer.

The estimated cost of legalizing recreational cannabis for the City of Red Deer is just under \$400,000. Tara Lodewyk, director of planning for the City of Red Deer, said the actual cost will be available in 14 months.

The Alberta government announced it is well-prepared for the legalization of cannabis earlier this week and will be providing more funding to help municipalities with policing.

Finance Minister Joe Ceci announced Monday that \$11.2 million will go to municipalities of more than 5,000 people that have their own policing costs. Just over half the money — 60

per cent — will be made available this fiscal year, with the remaining funds distributed next year.

“These grants are intended to provide short-term funding until we know the real-world impacts of cannabis legislation,” Ceci said.

Red Deer’s share of the funding was not known Wednesday.

“We haven’t been provided with any of that information as to how that money will be allotted,” said Lodewyk.

City’s estimated cost includes training costs, public education and communication, and equipment cost. Lodewyk said the city used a tool by Alberta Urban Municipalities Association and information from City of Calgary to come up with the estimate.

The estimated cost also covers court costs and drug testing, if needed.

“We are an employer of a large number of people so we had to prepare on contingency plans, as to how we’re going to assess employees if they’re fit for duty, it’s just a contingency plan in case we have employees not fit for duty,” she said.

Overtime cannabis-related RCMP costs will be known for Red Deer.

“It will only be matter of time to see how many calls of service RCMP receives related to cannabis, as well as if there’s any court costs we’re incurring, or if there’s additional equipment we need to purchase if we can’t keep up with the number of calls,” Lodewyk said.

The next 14 months will determine how the new regulations – Smoke Free Bylaw and Land Use Bylaw are working out for the city when administrative will bring back report on both costs and regulations.

“To see what the experience will be and are then able to determine some actual costs. So at this point in time (we) can’t say if \$11.2 million will be enough,” Lodewyk said.

The AGLC said 17 retail shops were approved to open Wednesday with interim licences. It expects another 250 locations could open within one year.

Although 10 cannabis retail stores around Red Deer have been approved by the city’s development officer, none opened on the first day of legalization. Green Town, a cannabis retail outlet in downtown Red Deer is expected to open Oct. 28.

With files from the Canadian Press

mamta.lulla@reddeeradvocate.com

Like us on Facebook and follow us on Twitter

Mayor and Council

Town of Stettler
Box 280
Stettler Alberta
T0C 2L0

October 25, 2018

Dear Mayor and Council,

Municipal Funding Request from the Battle River Watershed Alliance (BRWA)

Municipalities are important partners in the work of BRWA. The Board of Directors requests the Town of Stettler make a financial commitment of fifty cents per capita. It is our vision to have a watershed that sustains abundant life, now and for future generations.

In order to meet our vision and provide important services in our communities, we rely on the generosity of municipalities, individuals and businesses. With your support the impact of our work is increased. Your funding supports watershed education programs and stewardship activities within our watershed.

For your convenience, BRWA has enclosed an invoice for \$2,976. The invoice is based on the recent census (5,952) and the portion of the Town of Stettler (100%) located in the Battle River and Sounding Creek Watersheds.

We also have a new watershed atlas available for sale! I have enclosed some information should the Town of Stettler wish to purchase copies to give as Christmas gifts to staff or to honour important people in your area. This is no ordinary atlas; it is a compilation of stories, art, photography, geography, and interesting facts that make our home unique. It blends the science with the social, and reflects on how this land has shaped us and how we have shaped the land. It expands our understanding of place, as it takes you through the story of a landscape rich in history, culture, resources, and inspiration. Please order soon, as quantities are limited.

Thank you for considering our request. Local funding is very important and truly appreciated and all funds remain in the watershed to support local programs and initiatives. We are very willing to attend any future meeting to give your Council an update on our current work.

Sincerely,



Barb Bosh, Chairperson BRWA

CC: Town of Stettler CAO, Greg Switenky

OCT 29 2018

www.battleriverwatershed.ca
Suite 3, Mirror Lake Centre, 5415 49 Ave,
Camrose, Alberta T4V 0N6
780.672.0276



INVOICE

Invoice # 1125.19

FROM:
 Battle River Watershed Alliance (BRWA)
 Suite 3, Mirror Lake Centre
 5415 49 Ave
 Camrose, AB

To:
 Town of Stettler
 Box 280
 Stettler Alberta
 T0C 2L0

OCTOBER 25, 2018	POPULATION	\$.50 PER CAPITA
Town of Stettler	5,952	
DESCRIPTION		
% of the Town of Stettler in the Battle River Watershed	100%	
2019 Battle River Watershed Alliance support request		2,976
		2,976

Please make your cheque payable to:

Battle River Watershed Alliance
 Suite 3, 5415-49 Ave,
 Mirror Lake Centre
 Camrose, Alberta, T4V 0N6

Thank you for your support!



Battle River and Sounding Creek Watersheds

For Sale

Traversing Terrain and Experience Atlas

\$35 (or less*)

Brought to you by:
Battle River Watershed Alliance

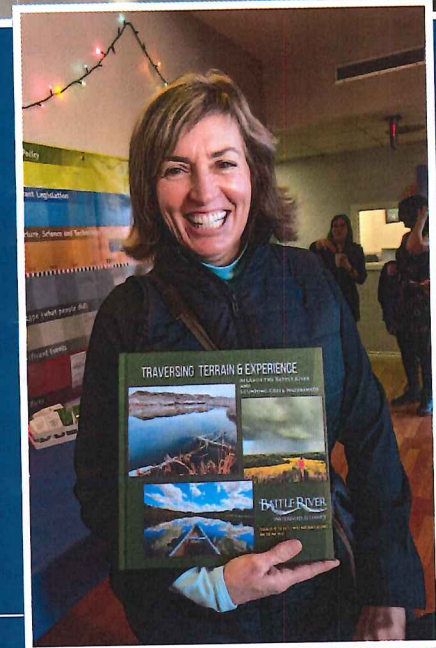
Call Now 780 672 0276

This is no ordinary atlas; it is a compilation of stories, art, pictures, geography, and interesting facts that make our home unique. It expands our understanding of place as it takes you through the story of a land rich in history, culture, resources, and inspiration.

Order today as the quantity is limited. It is a great Christmas Gift !

* Discount applies if you purchase more than five copies.

* Does not include freight or postage.



Order online @ www.battleriverwatershed.ca