

Town of Stettler

COUNCIL MEETING

JANUARY 19, 2021

6:30 P.M.

BOARD ROOM



TOWN OF STETTLER MISSION STATEMENT

WE WILL PROVIDE A HIGH
QUALITY OF LIFE FOR OUR
RESIDENTS AND VISITORS
THROUGH LEADERSHIP AND
THE DELIVERY OF EFFECTIVE,
EFFICIENT AND AFFORDABLE
SERVICES THAT ARE SOCIALLY
AND ENVIRONMENTALLY
RESPONSIBLE

**TOWN OF STETTLER
REGULAR COUNCIL MEETING
TUESDAY, JANUARY 19th, 2021
6:30 P.M.
AGENDA**

1. **Agenda Additions**
2. **Agenda Approval**
3. **Confirmation of Minutes**
 - (a) Minutes of the Regular Council Meeting of December 15th, 2020 5-14
4. **Citizens Forum**
5. **Delegations**
6. **Administration**
 - (a) 2020 Capital Budget – SRC Replacement Tube Heaters 15-16
 - (b) 2020 Capital Budget – Phase 2 Skatepark Update 17-21
 - (c) 2021 Chemical Bid Award 22
 - (d) Joint 2021 Election with East Central Alberta Catholic School Division 23-24
 - (e) Stettler Regional DEM Appointment 25
 - (f) CAO Reports 26-33
 - (g) Meeting Dates
 - **Monday, January 25 – 2021 Capital Budget Deliberations - 3:00 PM - SRC**
 - Tuesday, February 2 – Council – 6:30pm
 - Tuesday, February 9 – COW – 4:30pm
 - Tuesday, February 16 – Council – 6:30pm
 - Tuesday, March 2 – Council – 6:30pm
 - Tuesday, March 9 – COW – 4:30pm
 - Tuesday, March 16 – Council – 6:30pm
 - Tuesday, April 6 – Council - 6:30pm
 - Tuesday, April 13 – COW - 4:30pm
 - Tuesday, April 20 – Council - 6:30pm
 - (h) Accounts Payable in the amount of \$917,180.86 34-58
 (\$127,529.22 + \$29,755.28 + \$10,205.34 + \$171,082.37 + \$30,201.94 +
 \$78,290.64 + \$81,410.85 + \$133,752.27 + \$15,421.78 + \$1020.00
 + \$960.00 + \$192,748.94 + \$40,709.02 + \$4,093.21)

**COUNCIL AGENDA
JANUARY 19th, 2020
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- 7. **Council**
 - (a) Meeting Reports

- 8. **Minutes**
 - (a) Parkland Regional Library Board Meeting – November 12, 2020 59-66
 - (b) Stettler Waste Management Authority Meeting – December 18, 2020 67-69
 - (c) Advanced Education Town Hall – Councillor Fischer – January 13, 2021 70-72

- 9. **Public Hearing**

- 10. **Bylaws**

- 11. **Correspondence**
 - (a) Stettler Public Library 2021 Update 73-74

- 12. **Items Added**

- 13. **In-Camera Session**
 - (a) Procedural Bylaw Legal Opinion – Local Public Body Confidence – FOIP – Section 23(1)

- 14. **Adjournment**

**MINUTES OF THE REGULAR MEETING OF THE TOWN OF STETTLER COUNCIL
HELD ON TUESDAY, DECEMBER 15th, 2020 IN THE MUNICIPAL OFFICE,
COUNCIL CHAMBERS**

Present:

Mayor S. Nolls

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

CAO G. Switenky
Assistant CAO S. Gerlitz
Director of Planning & Development L. Graham
G.I.S Coordinator G. Scott

Media (2)

Absent:

Call to Order:

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

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

Motion 20:12:15

Moved by Councillor Fischer to approve the agenda as presented.

MOTION CARRIED
Unanimous

3. **Confirmation of Minutes:**

- (a) Minutes of the Regular Meeting of Council held
December 1st, 2020

Motion 20:12:16

Moved by Councillor Barros that the Minutes of the Regular Meeting of Council held on December 1st, 2020 be approved as presented.

MOTION CARRIED
Unanimous

- (b) Business Arising from the December 1st, 2020 Minutes
None

4. **Citizen's Forum:**

- (a) None

5. **Delegations:**

- (a) None

6. **Administration:**

- (a) Section 347 – MGA – 2020 Tax Penalty

Assistant CAO S. Gerlitz advised that four (4) written requests have been submitted regarding the reversal of the 2020 tax penalty. Assistant CAO S. Gerlitz advised that the deadline for tax payments was advertised through the following forums:

Town Newsletters mailed with utility bills:

April Newsletter
July Newsletter
September Newsletter
October Newsletter

Stettler Independent Issues:

October 15, 2020
October 22, 2020

Facebook Postings:

April 8, 2020
October 13, 2020
October 21, 2020
October 30, 2020

Radio Ads:

Oct 1-30, 2020 10 second ad ran 35 times
Oct 1-30, 2020 15 second ad ran 18 times

Press Release (in April):

Stettler Independent web page
Stettler Independent paper
Stettler Local.com
Town web page

Under Section 347 of the Municipal Government Act:

347(1) If a council considers it equitable to do so, it may, generally or with respect to a particular taxable property or business or a class of taxable property or business, do one or more of the following, with or without conditions:

- (a) cancel or reduce tax arrears;
- (b) cancel or refund all or part of a tax;
- (c) defer the collection of a tax.

It is Council that must decide what is fair and equitable for all Taxable Property.

In order to assist Town residents that were financially impacted by the COVID-19 pandemic, the Town of Stettler gave residents the option to defer utility and tax payments until later in the taxation year. The tax payment deadline date was extended to 4:30pm, October 30, 2020 (the last working day in October) from the normal last working day in June. Rather than charging the regular penalty of 3% to current taxes unpaid at the end of June 2020 followed by a further 9% penalty applied to the current taxes not paid at the end of July 2020, both penalties were combined into one 12% penalty to be charged after the last working day in October, as per Bylaw 2129-20.

Krista Dryden, a property owner within the Town of Stettler, addressed Council. Ms. Dryden explained that she was unaware of the October 30th deadline and did not see any of the public releases from the Town. General discussion ensued.

It was noted that the Town also undertook an extensive public notification campaign to make residents aware of the tax payment deadline extension to October 30 consisting of newsletters included in monthly utility bills, newsprint, social media posting, radio ads and a press release. The October 30 deadline was also printed on the Tax Notice and the newsletter attached to the Tax Notice. A 12% penalty was applied to approximately 170 property accounts out of approximately 2500 total property accounts. Several of those accounts have now been paid

in full.

Town Council reviewed the submitted written requests.

Motion 20:12:17

Moved by Councillor Barros that the Town of Stettler Council affirm Bylaw 2129-20, in which all taxes levied by the Town in each year hereafter shall be paid as per the due date on the tax notice in the year when levied and there shall be added to the Current Taxes by way of penalty, an amount equal to twelve (12%) per centum of the amount of such Current Taxes remaining unpaid on the last working day of October in the said year.

MOTION CARRIED
4 in favour/ 3 opposed

(b) 2021 General Election Voting Procedures

Mayor Nolls welcomed G. Scott to the meeting.

G. Scott advised that the nomination period for the 2021 General Election commences on January 1st, 2021 and closes on 12 Noon on Nomination Day (Monday, September 20th, 2021). The General Election will be held on Monday, October 18th, 2021.

In accordance with the Local Authorities Election Act, Town Council has the authority to vary certain procedures relating to a general election.

Town Council reviewed the optional procedures presented in the memo.

Motion 20:12:18

Moved by Councillor Fischer that the Town of Stettler Council, in accordance with the Local Authorities Election Act, approves the appointment of Graham Scott as Returning Officer, with Lara Angus and Leann Graham as Substitute Returning Officers for the Town of Stettler 2021 General Election.

Furthermore, that the Town of Stettler Council approves the following procedural items permitted under the Local Authorities Election Act for the Town of Stettler 2021 General Election Process:

1. Provide for the holding of an advanced vote. The Returning Officer must determine the day(s) and hours when the advanced vote is to be held.
2. Provide for a vote by Special Ballot with a valid application by way of any one of the following methods: in-writing, by telephone, by fax, in-person, by email or by secure website.
3. Authorize the Returning Officer to designate the following locations for institutional voting stations: Willow Creek, Heart Haven, Paragon Place, Stettler Hospital & Care Centre,

MOTION CARRIED
Unanimous

(c) Policy V-4(c) - Marketing of Town of Stettler Residential/Commercial Property – Realtor Incentive

Mayor Nolls welcomed L. Graham to the meeting.

Director of Planning & Development L. Graham advised that Policy V -4(c) is a policy to encourage the marketing of Town of Stettler lands for residential development.

L. Graham proposed amending Policy V-4(c) to include a Local Agent/Realtor Incentive.

3. Local Agent/Realtor Incentive

- a) A local agent/realtor is any agent who holds a valid resident (local) business license in the Town of Stettler. The resident (local) business license is defined as "any business or person who maintains a permanent place of business within the Town or County of Stettler".
- b) Non-resident agent/realtors (outside of the Town and County of Stettler) are eligible for the incentive if the non-resident agent/realtor is in partnership with a local agent/realtor, in good standing and if the non-resident agent/realtor holds a valid non-resident business license.
- c) The incentive remuneration of 5% of the sale price (excluding GST) will be paid to local agent/realtors who are involved in the transaction upon final payment and closing of a Town of Stettler owned property purchase.
- d) Conditions of lot purchases as set out in Policy Statement 1 and 2 including conditions set out in our Purchase Agreement apply for all purchases that involve an agent/realtor.
- e) All agent/realtor assisted sales require the Purchaser Application Form completed in full as well as a Letter from the purchaser acknowledging agent/realtor representation.
- f) Local Agent Realtors involved in the transaction that are directors or shareholders of the company purchasing the property will not receive a referral or finder's fee.

Discussion ensued regarding 3(F). Following discussion, it was agreed to add "individuals" to the list including directors or stakeholders, to read "Local Agent Realtors involved in the transaction that are individuals, directors or stakeholders of the company purchasing the property will not receive a referral or finder's fee."

Motion 20:12:19

Moved by Councillor Smith that the Town of Stettler Council approve Policy V-4(c) as amended.

MOTION CARRIED
Unanimous

(d) 2021 Interim Operating Budget

CAO G. Switenky presented the 2021 Interim Operating Budget.

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 2021 Operating Budget will not be adopted until May 2021, an interim operating budget is required to provide legal expenditure authority per Section 248 of the MGA.

The interim operating budget is not used to set definitive property tax rates; rather it is used as the authority to provide

services, programs and overall corporate continuity. It is further used by Council to justify the setting of all municipal utility rates for the subsequent year. An interim operating budget ceases to have any effect when the operating budget and tax/mill rate bylaw is adopted.

2021-23 proposed Interim Budget summary from the Council Budget Meeting on December 8th, 2020.

- Proposed **Municipal Tax** no change **0%** (\$29,865 Growth)
 - Proposed **Water Rate** no change **\$0.00m³ (\$2.82)** (\$0.00)
 - Proposed **Sewer Rate** no change **\$0.00 (\$22.75)** (\$0.00)
 - Proposed **Garbage Rate** no change **\$0.00 (\$23.75)** (0.00)
 - Proposed **Recycling Rate** no change **\$0.00 (\$6.50)** (\$0.00)
- Proposed Financial Impact on Average Residential Customer (municipal only) – 0%

Revenue	2020 Post Covid - May 2020	2020 Pre Covid - Dec 2019	2021 Budget	Variance	%	Notes
Administration	\$317,333	\$317,333.00	\$272,020.00	-\$45,313.00	-14.28%	
Clearview swimming pool - Agreement complete - (-\$13,315)						
White Sands Contract - Contract complete - (-\$32,000)						
Inter Dept Utility Transfer - \$250,000)						
Police	\$520,024	\$565,466.00	\$466,391.00	-\$99,075.00	-17.52%	MSI Operating - \$52,856
Traffic Fines - Budget - \$60,000 - 2019 Total Fines - \$51,442						
Provincial Grant - \$347,208						
Community Resource Program - Clearview 50% - County 25% - \$0.00 - no dedicated sro officer						
Fire	\$402,577	\$408,427.00	\$449,247.00	\$40,820.00	9.99%	change in budget process for County Honorarium - 100% county
Disaster Services	\$0	\$0.00	\$0.00	\$0.00		
Bylaw Enforcement	\$109,950	\$109,950.00	\$109,950.00	\$0.00	0.00%	
Business Licenses Budget - \$86,250 / Animal License Budget \$21,700						
Roads, Streets, Walks, Lights	\$64,535	\$64,535.00	\$63,800.00	-\$735.00	-1.14%	
Roads Frontage - Pavement (Budget - \$63,800)						
Airport	\$10,880	\$10,880.00	\$10,880.00	\$0.00	0.00%	
Drainage	\$0	\$0.00	\$0.00	\$0.00	#DIV/0!	
Water Supply & Distribution	\$3,032,318	\$3,147,098.00	\$3,147,358.00	\$260.00	0.01%	
Metered sale of water (Budget - \$1,961,648)						
Metered out of Town (Budget - \$1,070,000)						
Bulk water (Budget - \$40,000)						
Sewer	\$905,963	\$950,675.00	\$950,701.00	\$26.00	0.00%	
Sewer Service Charges (Budget - \$888,681)						
Garbage Collection & Disposal	\$824,660	\$824,660.00	\$839,263.00	\$14,603.00	1.77%	SWMA haul rebate - \$26,619
Residential Garbage Revenue (2021 Budget - \$634,980 / 2020 Budget - \$623,438 - \$11,542 - increase in residential customers)						
Recycling Revenue (Budget 2021 - \$170,664 / 2020 Budget - \$168,870 = \$1,794 - Recycling rebate - \$26,619-25,352 = \$1,265)						
FCS	\$157,148	\$157,148.00	\$157,148.00	\$0.00	0.00%	
Cemetery	\$23,600	\$23,600.00	\$23,600.00	\$0.00	0.00%	
Planning & Development	\$34,100	\$44,500.00	\$44,500.00	\$0.00	0.00%	
Building Permits (Budget - \$30,000)						
Economic Development - BOT	\$149,585	\$222,920.00	\$232,125.00	\$9,205.00	4.13%	Brochure Adv / Event Rev
Subdivision Land	\$200	\$2,000.00	\$2,000.00	\$0.00	0.00%	Subdivision Fees
Land, Housing & Rentals	\$273,780	\$273,780.00	\$282,015.00	\$8,235.00	3.01%	
AE Kennedy Health Unit - \$204,400 (\$6450 inc)						
Ambulance Station - \$20,100						
SRC - Library - Budget - \$42,000						
Recreation - General	\$3,000	\$3,000.00	\$3,000.00	\$0.00	0.00%	
Recreation Programs	\$3,500	\$24,460.00	\$22,700.00	-\$1,760.00	-7.20%	Ball / Soccer
Facilities	\$848,805	\$1,088,705.00	\$952,732.00	-\$135,973.00	-12.49%	County / Pool / SRC Rev (Covid)
Community Hall	\$20,000	\$40,000.00	\$30,000.00	-\$10,000.00	-25.00%	
Senior's Center	\$14,437	\$22,875.00	\$20,875.00	-\$2,000.00	-8.74%	
Parks	\$50,650	\$100,650.00	\$115,650.00	\$15,000.00	14.90%	
Lions Campground - Budget - \$115,000 (\$15,000 inc)						
Operating Contingency	\$100,146	\$0.00	\$0.00	\$0.00	0.00%	
Taxes / Penalties	\$8,527,784	\$8,704,836.00	\$8,677,383.00	-\$27,453.00	-0.32%	
Other Revenue	\$1,845,400	\$1,845,400.00	\$1,938,350.00	\$92,950.00	5.04%	
Franchise Fee - GAS (Budget - \$1,002,950 / \$66,950 Increase)						
Franchise Fee - ELECTRIC (Budget - \$727,000 / \$15,000 Increase)						
Return on Investments (Budget - \$140,000 / \$10,000 Increase)						
Total Revenue	\$18,240,375	\$18,952,898.00	\$18,811,688.00	-\$141,210.00	-0.75%	

**COUNCIL MINUTES
DECEMBER 15th, 2020
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Expense	2020 Post Covid - May 2020	2020 Pre Covid - Dec 2019	2021 Budget	Variance	%	Notes
Council & Legislative	\$208,300	\$221,300.00	\$221,630.00	\$330.00	0.15%	
Council Honorarium (Budget - \$152,630)						
Council per diem - Budget - \$27,000						
Council travel & subsistence - Budget - \$22,000						
Council membership Conferences (Budget - \$16,000)						
Administration	\$1,230,121	\$1,215,838.00	\$1,302,597.00	\$86,759.00	7.14%	Salary (merit), Insurance, Election
Police	\$1,140,831	\$1,140,831.00	\$1,264,942.00	\$124,111.00	10.88%	
RCMP - Contract Billings (2021 Budget - \$1,080,481 / 2020 Budget - \$956,072 = \$124,409)						
Fire	\$889,028	\$900,178.00	\$894,059.00	-\$6,119.00	-0.68%	Fire Fighter Honorariums
Disaster Services	\$32,068	\$20,068.00	\$33,080.00	\$13,012.00	64.84%	County Director of Emergency Man
Bylaw Enforcement	\$185,808	\$185,808.00	\$192,716.00	\$6,908.00	3.72%	Operational Increase
Common Services	\$150,597	\$150,597.00	\$156,733.00	\$6,136.00	4.07%	Operational Increase
Roads, Streets, Walks, Lights	\$1,903,345	\$1,903,345.00	\$1,947,877.00	\$44,532.00	2.34%	Top Soil Screening, Street lights
Airport	\$46,974	\$46,974.00	\$47,635.00	\$661.00	1.41%	Operational Increase
Water Supply & Distribution	\$3,095,880	\$3,095,880.00	\$3,092,209.00	-\$3,671.00	-0.12%	
Sewer	\$642,607	\$642,607.00	\$706,865.00	\$64,258.00	10.00%	Insurance, Utilities,
Garbage Collection & Disposal	\$722,866	\$794,016.00	\$724,917.00	-\$69,099.00	-8.70%	Hauling Contract / SWMA Req 0%
FCSS	\$196,435	\$196,435.00	\$196,435.00	\$0.00	0.00%	
Cemetery	\$64,668	\$64,668.00	\$65,790.00	\$1,122.00	1.74%	Operational Increase
Planning & Development	\$342,725	\$380,225.00	\$330,035.00	-\$50,190.00	-13.20%	(salary) / Safety Code Inspections
Comm Services -Handi Bus	\$25,000	\$25,000.00	\$25,000.00	\$0.00	0.00%	
Economic Development	\$532,150	\$633,150.00	\$679,030.00	\$45,880.00	7.25%	BOT Website and Advertising
Subdivison Land	\$55,270	\$55,270.00	\$55,820.00	\$550.00	1.00%	
Land, Housing & Rentals	\$43,900	\$43,900.00	\$44,890.00	\$990.00	2.26%	Insurance
Recreation - General	\$138,775	\$138,775.00	\$151,470.00	\$12,695.00	9.15%	Software Maintenance
Recreation Programs	\$82,280	\$82,280.00	\$84,740.00	\$2,460.00	2.99%	Operational Increase
Facilities	\$2,431,270	\$2,459,512.00	\$2,386,688.00	-\$72,824.00	-2.96%	Utility Decreases
Culture	\$345,812	\$345,812.00	\$334,162.00	-\$11,650.00	-3.37%	Parkland, Library, Museum
Community Hall	\$104,029	\$104,029.00	\$107,546.00	\$3,517.00	3.38%	Operational Increase
Senior's Center	\$13,310	\$13,310.00	\$13,330.00	\$20.00	0.15%	
Parks	\$618,745	\$614,051.00	\$625,631.00	\$11,580.00	1.89%	Operational Increase
Operating Contingency	-\$230,000	-\$230,000.00	-\$220,000.00	\$10,000.00	-4.35%	WTP Gross Recovery, Tran to Res
WTP gross recovery - (\$220,000) (JE made at end of year prior to Audit)						
Available for Capital from 2021 Operating Budget for 2021 Capital Budget - \$583,742 (Water \$55,149 + Utility \$358,182 (sewer, waste, recycling) + Total Available for Capital - \$235,518) = \$648,849						
Requisitions	\$2,678,334	\$2,683,612.00	\$2,697,012.00	\$13,400.00	0.50%	
ASFF (Budget - \$2,150,127)						
ASFF Separate School (Budget - \$177,176)						
County of Stettler Senior Lodges (2021 Budget - \$368,792 / 2020 Budget \$347,873 = \$20,919)						
Total Expense	\$17,691,128.00	\$17,927,471.00	\$18,162,839.00	\$235,368.00	1.31%	
Surplus / Deficit	\$549,247.00	\$1,025,427.00	\$648,849.00	-\$376,578.00		

Motion 20:12:20

Moved by Councillor Campbell that the Town of Stettler Council adopt, as per section 242(2) of the *Municipal Government Act*, the Interim 2021-2023 Operating Budget, with the following 2021 budget estimates; Expenditures totaling \$18,162,839, Revenues totaling \$18,811,688 and Amount Available for Capital of \$648,849 for the year 2021 as an Interim Operating Budget for that part of 2021 prior to the Operating Budget being adopted by Council.

MOTION CARRIED
Unanimous

(e) 2020 Revenue/Expense Summary – November 30, 2020

Motion 20:12:21

Moved by Councillor Lawlor that the Town of Stettler Council approve the Revenue/Expense Summary as presented.

MOTION CARRIED
Unanimous

(f) 2020 Capital Budget Summary – November 30, 2020

Motion 20:12:22

Moved by Councillor Fischer that the Town of Stettler Council approve the Capital Budget Summary as of November 30, 2020 as presented.

MOTION CARRIED
Unanimous

(g) Bank Reconciliation – November 30, 2020

Motion 20:12:23

Moved by Councillor Pfeiffer that the Town of Stettler Council approve the Bank Reconciliation as of November 30, 2020 as presented.

MOTION CARRIED
Unanimous

(h) COVID-19 Update

CAO Switenky provided an organizational update following the Government of Alberta's announcement of enhanced COVID-19 precautionary measures on December 8th, 2020.

Town Council discussed the various ramifications of the enhanced measures for the organization.

(i) Meeting Dates

- Tuesday, January 5 – Council – 6:30pm - CANCELLED
- **Monday, January 11 – 2021 Strategic Planning Workshop – 3pm - POSTPONED**
- Tuesday, January 12 – COW – 4:30pm - CANCELLED
- Tuesday, January 19 – Council – 6:30pm
- **Monday, January 25 – 2021 Capital Budget Deliberations**
- Tuesday, February 2 – Council – 6:30pm
- Tuesday, February 9 – COW – 4:30pm
- Tuesday, February 16 – Council – 6:30pm
- Tuesday, March 2 – Council – 6:30pm
- Tuesday, March 9 – COW – 4:30pm

Motion 20:12:24

Moved by Councillor Pfeiffer that the Regular Council Meeting on January 5th, 2020 and the Committee of the Whole Meeting on January 12th, 2020 be cancelled.

MOTION CARRIED
Unanimous

(j) Accounts Payable in the amount of \$703,947.71

Motion 20:12:25

Moved by Councillor Barros that the Accounts Payable in the amount of \$703,947.71 (\$7,116.53 + \$43,767.46 + \$143,391.19 + \$1,094.02 + \$46,048.42 + 462,530.09) the period ending December 15th, 2020 for having been paid, be accepted as presented.

MOTION CARRIED
Unanimous

7. **Council:**

Councillors outlined highlights of meetings they attended.

(a) Mayor Nolls

December 2 – Talk of the Town
December 4 – Signed Cheques at the Town Office
December 8 – Stettler Board of Trade Meeting
December 8 – Town Council Interim Budget Deliberations
December 10 – Stettler Local COVID Update
December 11 – Signed Cheques at the Town Office

(b) Councillor Barros

December 3 – Heartland Beautification Meeting
December 8 – Town Council Interim Budget Deliberations

(c) Councillor Campbell

December 8 – Town Council Interim Budget Deliberations

(d) Councillor Fischer

November 18 – Campus Alberta Meeting

November 18 – Stettler Community Builders Informal Meeting

November 24 – Emergency Management Advisory Meeting

November 26 – Virtual Main Street Tree Lighting

December 8 – Town Council Interim Budget Deliberations

(e) Councillor Lawlor

December 3 – Parkland Regional Library Advocacy Committee Meeting

December 8 – Town Council Interim Budget Deliberations

(f) Councillor Pfeiffer

December 8 – Town Council Interim Budget Deliberations

December 8 – Stettler Board of Trade Meeting

December 14 – Stettler FCSS Meeting

(g) Councillor Smith

December 3 – Heartland Beautification Meeting

December 8 - Town Council Interim Budget Deliberations

Motion 20:12:26

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

MOTION CARRIED
Unanimous

8. **Minutes:**

(a) Stettler Emergency Management Advisory Committee – November 24, 2020

(b) Post-Secondary & Workplace Meeting – November 18, 2020

Motion 20:12:27

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

MOTION CARRIED
Unanimous

9. **Public Hearing:**

(a) None

10. **Bylaws:**

(a) Bylaw 2136-20- 2021 Garbage Rates

Mayor Nolls advised that Bylaw 2136-20 is a bylaw to authorize the residential waste collection fees and charges.

Motion 20:12:28

Moved by Councillor Smith that the Town of Stettler Council give first reading to Bylaw 2136-20 as presented.

MOTION CARRIED
Unanimous

Motion 20:12:29

Moved by Councillor Lawlor that the Town of Stettler Council give second reading to Bylaw 2136 – 20 as presented.

MOTION CARRIED
Unanimous

Motion 20:12:30

Moved by Councillor Barros that the Town of Stettler Council give permission for third and final reading to Bylaw 2136 – 20 as presented.

MOTION CARRIED
Unanimous

Motion 20:12:31

Moved by Councillor Fischer that the Town of Stettler Council give third and final reading to Bylaw 2136 – 20 as presented.

MOTION CARRIED
Unanimous

(b) Bylaw 2137-20 - 2021 Recycling Rates

Mayor Nolls explained that Bylaw 2137-20 is a bylaw to authorize the residential recycling collection fee and charges.

Motion 20:12:32

Moved by Councillor Pfeiffer that the Town of Stettler Council give first reading to Bylaw 2137-20 as presented.

MOTION CARRIED
Unanimous

Motion 20:12:33

Moved by Councillor Campbell that the Town of Stettler Council give second reading to Bylaw 2137 – 20 as presented.

MOTION CARRIED
Unanimous

Motion 20:12:34

Moved by Councillor Smith that the Town of Stettler Council give permission for third and final reading to Bylaw 2137 – 20 as presented.

MOTION CARRIED
Unanimous

Motion 20:12:35

Moved by Councillor Lawlor that the Town of Stettler Council give third and final reading to Bylaw 2137 – 20 as presented.

MOTION CARRIED
Unanimous

11. **Correspondence:**

- (a) City of Cold Lake – Letter to Honourable Tyler Shandro, Minister of Health
- (b) Alberta Animal Services – Holiday Card

Motion 20:12:36

Moved by Councillor Smith that the Town of Stettler Council accept the Correspondence Items (a-b) for information.

12. **Items Added:**

- (a) None

13. **In-Camera Session:**

- (a) Labour – Division 2 – 16(1) – Freedom of Information and Protection of Privacy Act – Verbal Information

Motion 20:12:37

Moved by Councillor Barros that the Town of Stettler

Council move into the In-Camera session with the CAO and Assistant CAO present.

MOTION CARRIED
Unanimous at 8:04 p.m.

Motion 20:12:38

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

MOTION CARRIED
Unanimous at 8:25 p.m.

Motion 20:12:39

Moved by Councillor Smith that the Town of Stettler Council approve and ratify the Memorandum of Agreement, as presented between the Town of Stettler and the Canadian Union of Public Employees Local 971 as mutually and tentatively agreed to on November 30, 2020 respecting the negotiated revisions and enhancements for a new 3-year Collective Agreement from January 1, 2021 to December 31, 2023, and further approve the execution of the updated Collective Agreement in accordance with the Memorandum of Agreement.

MOTION CARRIED
Unanimous

Motion 20:12:40

Moved by Councillor Lawlor that the Town of Stettler Council approves the following salary and employee benefit adjustments effective for payroll purposes, January 1, 2021 to December 31, 2023.

1. Council authorizes the following pay changes to be applied to all salary ranges for non-union positions effective:
January 1, 2021 – 0.0%
January 1, 2022 – 0.5%
January 1, 2023 – 0.5%
2. Council authorizes the same terms and benefits as within the newly ratified CUPE Collective Agreement to be applied to non-union staff.
3. Council authorizes the collective list of salary grid ranges, as presented In-Camera for all non-union employees, effective January 1, 2021.

MOTION CARRIED
Unanimous

14. **Adjournment:**

Motion 20:12:41

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

MOTION CARRIED
Unanimous at 8:26 p.m.

Mayor

Assistant CAO

MEMORANDUM

To: Greg Switenky, CAO

From: Allan King

Date: January 12, 2021

Re: Replacement Tube Heaters

Background:

In the 2020 Capital Budget, Council approved a budget of \$62,500 for the replacement of the existing Tube heaters in the arenas as they were passed their expected lifespan. With the challenges of the COVID-19 pandemic we did not pursue this in the summer as originally planned because we were discouraged to have any outside personal entering the building. With the current COVID-19 restrictions, we have a potential window of opportunity for this project to get completed.

The Town of Stettler invited 3 local contractors to submit quotes for this project. The quotes are as follows:

1. Keith's Refrigeration - \$35,300 + GST

This includes removal, startup, and commission of new system.

Does not include any new reflectors or extensions.

Town to supply the lifts and an operator for the lifts.

2. Burmac Mechanical - \$56,521 + GST

This includes removal, startup and commission of new system. All new reflectors, and extensions.

Does not include electrical.

Burmac supplies lifts and operators.

3. Action Plumbing - \$19,575 + GST

This includes removal, startup and commission of new system.

Does not include any additional material.

Town to supply lifts and operator for lifts

Recommendation:

Administration respectfully recommends that the Town of Stettler award this project to Action Plumbing. This recommendation is based on price and scope of work.

MEMORANDUM

To: Greg Switenky, CAO
From: Brad Robbins, Manager Rec & Culture
Date: January 15, 2020
Re: Stettler Skate Park Phase 2 Expansion

Recommendation

That the Town of Stettler Council approve the capital expense of \$223,000 for completion of Phase 2 (Bowl) of the Stettler Skateboard Park with funding to come from the Stettler Skateboard Park fundraising committee (\$62,899.55) and the remainder from the Town of Stettler (\$160,100.45). Work to be completed by New Line Skate Parks Inc.

Background:

The Stettler Skateboard Park was originally built in 2013. Since that time, it has been a community hub facility providing skateboard, bike and scooter enthusiasts the opportunity to safely participate in their activity while also acting as a community hang out for local youth.

The original build was deemed Phase 1 (Flow Park) with both the local fundraising group and Town of Stettler agreeing in principle to expand the park with a Phase 2 (Bowl addition) when funds became available. In 2019 the fundraising group provided the remaining funds that had been raised to the Town of Stettler.

Through previous discussions in late 2019, early 2020, it was agreed that the Town of Stettler would secure the services of New Line Skateparks Inc. to begin the process of concept, design and construction for the Phase 2 expansion.

Since that time, meetings have taken place between New Line Skateparks Inc, Town of Stettler and local stakeholder to come up with a concept and design as per previous budget discussions.

Budget Implications:

In 2020, \$10,000 was spent on design costing. 2021 capital budget will consist of \$223,000 with funding of \$62,899.55 coming from the Skateboard Park fundraising committee and \$160,100.45.

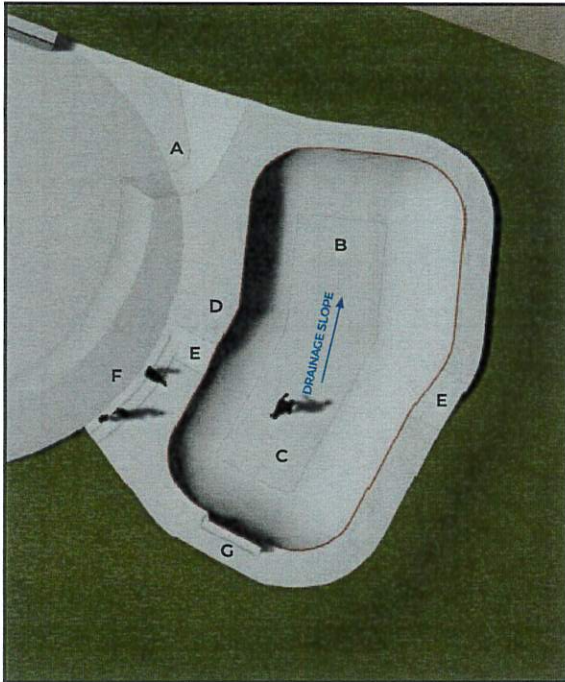
Attachments

- 1. 3D Concept Design**
- 2. Project Budget Outline**
- 3. Potential In-Kind/Donation Summary List**

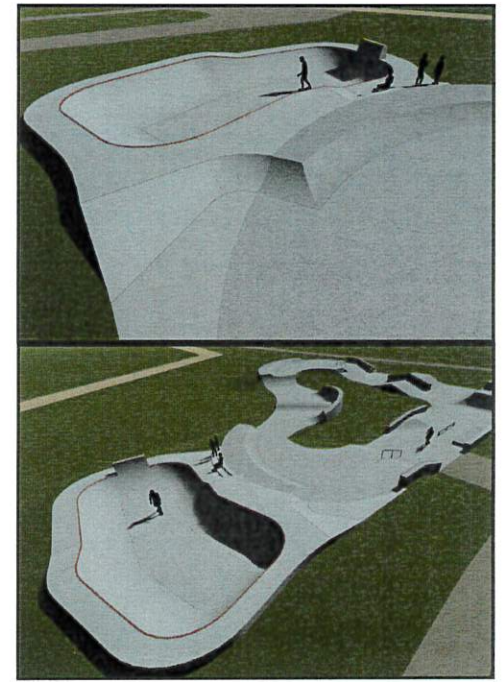
STETTLER SKATEPARK EXPANSION

FINAL 3D CONCEPT

3D Concept Design:



- A - New mini pocket & bank ramp into existing park
- B - Bowl deep end - Approx. 5'3" deep
- C - Bowl shallow end - Approx. 4' deep
- D - 5' tall quarter pipe hip
- E - Bank escalator extension
- F - New seating terrace/two stair set
- G - 6' Tall Quarter Pipe Extension



Design Description: This updated concept design incorporates user feedback from the 2D and 3D concept design stages, as well as detailed site analysis and budget review. Final updates include the changing of two small quarter pipe profiles to banks for better bowl access and more beginner friendly riding and the conversion of the sub-box into a 6' tall extension. Bowl expansion to be built in 2021 after construction plans are developed, incorporating any final feedback and budgetary information.



STETTLER, ALBERTA

DECEMBER, 2020

WWW.NEWLINESKATEPARKS.COM



NEWLINE
SKATEPARKS

BUILDING SKATEBOARDING
BUILDING COMMUNITY

PROJECT BUDGET

DESIGN STAGE: FINAL CONCEPT

Project: **Stettler Phase II Bowl**
Project No.: **CAN2020-005**
Location: **Stettler, AB**

Client: **Town of Stettler**
Attention: **Brad Robbins**
From: **Rob Eng**
Date: **December 23, 2020**

Skatepark

Please note: This is a budget only – the actual cost at time of construction may vary due to economic conditions, actual site conditions, and/or availability of materials. Budget includes costs for supply and installation unless otherwise indicated. Due to fluctuating supply costs, pricing may be subject to market changes.

Design

1.0 Design & Documentation

- 1.1 Concept design
- 1.2 Detailed design and documentation

COST

SUBTOTAL

\$10,000.00

\$9,000.00

Design Total

\$19,000.00

Construction

2.0 General Conditions

- 2.1 Mobilization, accommodation & shipping *Project travel & setup*
- 2.2 Project/site & environmental management *Permitting & general site management*
- 2.3 Tools, equipment, vehicles & rentals
- 2.4 Security & fencing
- 2.5 Materials testing
- 2.6 Project insurance & bonding

\$18,230.00

\$12,120.00

\$2,050.00

\$3,940.00

\$2,330.00

\$2,840.00

\$41,510.00

3.0 Civil Works

- 3.1 Demo & removals
- 3.2 Site stripping & rough landscape grading *Cutting and placing of existing organic materials*
- 3.3 Site access & remediation
- 3.4 Material Import & bulk grading *Import and placing of all required sub-base materials*
- 3.5 Drainage works *Trenching, piping, area drains & storm system*

\$980.00

\$8,530.00

\$0.00

\$21,140.00

\$2,250.00

\$32,900.00

4.0 Skatepark Elements

- 4.1 Walls ledges & footings *Includes all concrete, rebar, formwork and steel edging*
- 4.2 Shotcrete features
- 4.3 Stair features
- 4.4 Flatwork
- 4.5 Skatepark metals & coping

\$13,410.00

\$57,780.00

\$2,560.00

\$20,900.00

\$23,560.00

\$118,210.00

5.0 Site Works & Remediation

- 5.1 Landscape remediation (topsoil & sod)
- 5.2 Landscape remediation (topsoil & seed)
- 5.3 Riprap to pipe outlet
- 5.4 Asphalt pathway repair

\$10,030.00

\$9,820.00

\$750.00

\$530.00

\$21,130.00

Project Construction Total

\$213,750.00

plus applicable taxes

6.0 Winter Operations (November to March)

- 6.1 Tent structure, heating *Includes transportation, construction and teardown of tent, heating, and venting.*

\$25,000-\$30,000



Stettler Phase II Bowl

Donations Summary

Prepared for: **Town of Stettler**
Prepared: **December 23, 2020**

Potential In-kind Donation Opportunities	Approx. Qty	Approx. Value Range
32MPa Concrete (wall/ledge mix)	5 m ³	\$1,490.00 - \$1,650.00
32MPa Concrete (flatwork mix)	14 m ³	\$3,660.00 - \$4,050.00
35MPa Shotcrete	21 m ³	\$5,950.00 - \$6,580.00
10M Rebar	1790 Lin. m	\$2,120.00 - \$2,350.00
25mm (1") Base Gravel	42 m ³	\$1,470.00 - \$1,630.00
Structural Pit Run Gravel or equivalent	250 m ³	\$8,550.00 - \$9,450.00
6ft Temporary Construction Fencing	140 Lin. m	\$1,540.00 - \$1,710.00
Track hoe (200+ size excavator)	34 Hrs	\$5,460.00 - \$6,040.00
Mini-hoe	32 Hrs	\$3,760.00 - \$4,160.00
Skid Steer rental	0.7 Months	\$1,750.00 - \$1,940.00
Compactor rental (Smooth drum ride on)	2 Days	\$860.00 - \$960.00
Compactor rental (1000 lb plate)	0.2 Weeks	\$160.00 - \$180.00
Portable Washroom	3 Weeks	\$90.00 - \$100.00
Accomodation	137 Nights	\$8,470.00 - \$9,370.00
Landscaping remediation (Sod & Seed)	650 m ²	\$11,630.00 - \$12,860.00

Process for In-kind Donation Redemption

- Quantities are dependent on specific procedural assumptions and are subject to change based on NLS site management discretion and/or project specifications.
- An assessment by both the client and NLS will determine which providers meet both monetary and logistical project requirements.
- Values for in-kind donated materials must be assessed to market value at the time of implementation and must meet project specification criteria. Both the client and NLS must agree on the acceptance of a donation before it is confirmed.
- In-kind offerings for labor will not be considered unless under specific exemption due to the problematic nature of implementation and valuation.
- In-kind offerings must be timely, and represent no additional project delays or stoppages. Offerings that delay the project may be discounted.
- Offerings must be in line with quotes received by NLS for similar work, and be comparable in all respects.

MEMORANDUM

Date: December 22, 2020

To: Greg Switenky
CAO

From: Chris Saunders
WTP Manager

Re: 2021 Chemical Bid Award

Background:

Every year a Chemical Supply Bid is sent to suppliers for process chemicals. Historically, the Water Treatment Plant uses an average of \$160,000 annually for chemical. The 2021 operating budget for chemicals is set at \$170,000. Within the memorandum is the summary of bids and selected suppliers. Prices are NSF/ANSI Standard 60 Certified. Included for comparison are the 2020 prices.

Summary of Bids:

Chemical Name	Estimated Quantity (kg)	2020 (\$/kg)	2021 Tender prices		
			Cleartech \$/kg	Chemtrade \$/kg	Brenntag \$/kg
Aluminum Sulphate Liquid (48.5%)	207000	0.397	-	0.412	-
Citric Acid	800	1.89	1.99	-	-
Copper Sulphate	1600	4.77	5.39	-	4.77
Sulphuric Acid (93%)	22000	0.595	0.479	-	-
Powder Activated Carbon	4000	2.97	3.07	-	-
Clearfloc AP1065	300	8.99	8.24	-	-
Chlorine Gas	7256	1.59	1.67	-	-
Aqua Ammonia (29%)	5100	1.54	-	-	1.54
Hydrofluosilicic Acid (19.8%)	6300	1.55	1.69	-	1.92
Sodium Hydroxide (25%)	120000	0.333	0.351	-	0.50
Sodium Hypochlorite (12%)	8856	0.9	0.92	-	1.09
Citric Acid (50%)	3900	1.58	1.66	-	-
Calcium Thiosulphate (20-30%)	3840	1.62	1.62	-	4.15
Polydex Bacteriostatic Algacide	4000	8.42	7.99	-	-
Magnafloc LT 225	300	6.94	-	-	7.02

Recommendation:

Administration respectfully recommends Town of Stettler Council award the 2021 Chemical Supply Bids as presented.

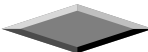
MEMORANDUM

To: Greg Switenky, CAO

From: Graham Scott, GIS Coordinator

Date: January 15, 2021

Re: Joint Election in Stettler with East Central Alberta Catholic School Division



The Town's Returning Officer received notice from Shirley Prosser, Returning Officer, East Central Alberta Catholic Separate School Division requesting approval of an Agreement authorizing the Returning Officer of the Town to be responsible for the conduct of a joint 2021 General Election, within the Town of Stettler (common area).

Part 1, Section 3 of the *Local Authorities Election Act* states that, "An elected authority may by resolution enter into an agreement for the conduct of an election with one or more elected authorities of local jurisdictions that do not have contiguous boundaries but do have areas in common."

There are organizational and logistical efficiencies, as well as clarity for the voting public when elections are jointly conducted. Primary cost saving will be realized, especially in the joint issuance of ballots and in the amount of people/time needed to count the votes.

Recommendation:

That the Town of Stettler Council approve an agreement, as authorized under the *Local Authorities Election Act*, with the East Central Alberta Catholic Separate School Division for the conduct of a joint 2021 General Election in the Town of Stettler, and that the Town's Returning Officer is responsible for the conduct of the election within the Town of Stettler, with costs being shared on a fair, equitable and reasonable basis.



East Central Alberta Catholic Separate School Division
Serving the Communities of Castor, Provost, Vermilion, Wainwright, Stettler

January 5, 2021

Town of Stettler
Attn: Chief Administration Officer
Box 280 – 5031 – 50 St.
Stettler, AB
TOC 2L0

Sent by email to: townoffice@stettler.net

Re: 2021 Municipal Election

East Central Alberta Catholic Separate School Division would be interested in jointly holding our trustee election with your Municipal election in the fall of 2021.

We are willing to prepare a draft copy of a Joint Election Agreement, for your review and input, should you be interested in jointly holding our elections. We would also be willing to review an Agreement provided by your Municipality.

If you are interested, please give me a call to discuss at 780-842-3992 once you have had an opportunity to discuss with your team.

Sincerely,

Shirly Prosser
Returning Officer
East Central Alberta Catholic Separate School Division

From: Clint Sime <csime@stettlercounty.ca>

Sent: January 7, 2021 4:22 PM

To: Greg Switenky <GSwitenky@stettler.net>; Graham Scott <GScott@stettler.net>;
cao@villageofbigvalley.ca; cao@village.donalda.ab.ca; info@rochonsands.net

Cc: Andrew Brysiuk <abrysiuk@stettlercounty.ca>

Subject: DEM appointment and Acting DEM appointment

Hello Everyone,

With Lee Hardman's departure as of December 31, 2020 the authority of the DEM reverts back to the CAO of each given municipality. Brian Boutin of the AMEA has advised that it would be a good idea for myself to be identified as the acting DEM via email until each municipality has a chance to get the formal appointment passed. Please let me know if anyone has any questions.

Thank you,

Clint Sime

Acting Manager of Protective Services

Deputy Director of Emergency Management

County of Stettler

t: 403-742-4441 x 164

c: 403-741-6133

f: 403-742-1277

e: csime@stettlercounty.ca

w: www.stettlercounty.ca

TO: Town of Stettler Council

DATE: 2021 01 19

FROM: Greg Switenky
CAO

CHIEF ADMINISTRATIVE OFFICER'S REPORT – NOVEMBER & DECEMBER 2020

ADMINISTRATION – CAO – GREG SWITENKY

1. Meetings: Town Council, Committee of the Whole, Joint Health & Safety Committee, Stettler Waste Management Authority (SWMA), and daily office staff information sharing sessions.
2. Ongoing organizational COVID-19 continuity planning under AHS guidelines, provincial mandates, and industry best practices.
3. Emergency Management Agency and Emergency Advisory Committee meetings for both the Town and the Region (SREMA). Department Head consideration and completion of the Hazard Identification and Risk Assessment (HIRA) module for the Town's Emergency Plan utilizing the provincial online Community Emergency Management Program (CEMP) tool as required by the Alberta Emergency Management Agency.
4. The Town's Negotiating Committee bargained in good faith with employee members of CUPE Local 971 resulting in a signed Memorandum of Agreement (MOA) towards the ratification of a new 3-year Collective Agreement (2021 – 2023). Companion approval of identical terms, benefits, and conditions for all non-union staff as well.
5. 2021 Interim Operating Budget presentation and deliberation, with subsequent approval by Town Council.
6. Community partners (Town, County, Clearview, & RCMP) meeting(s) respecting the future of the School Resource Officer Program, and how it could be structured financially and operationally for the benefit of all parties to a (new) agreement.
7. Commence legal opinion(s) for the preparation of an amendment to the Town's Procedural Bylaw.
8. Commence organizational pre-planning for Local Government Elections in 2021.
9. Ongoing liaison and information sharing with County Administration; working on community development and strengthening collaborative working relationships.
10. Ongoing organizational succession planning considerations.
11. Continuous engagement with Senior Department Heads regarding situational solutions to arising issues/requests, emergent problems and troubleshooting Council Member/Ratepayer concerns.

ADMINISTRATION – ASSISTANT CAO – STEVEN GERLITZ

1. Meetings attended included: Council, 2021 Interim Budget Deliberations, Senior Management COVID, SRO Planning, 2021 Regional Water Rates, Numerous Town Hall Meetings (listening), Dr. Hinshaw COVID Updates (listening), Municipal Affairs Assessment Webinar, 2021 Municipal Election Planning,
2. Projects worked on included:
 - COVID planning, info and research
 - 2021 Municipal Election – Assist Returning Officer with Election Planning
 - 2021 Regional Water Rates
 - 2021-2023 Interim Budget
 - 2021-2026 Capital Budget
 - 2021 Municipal Election Training and planning
 - 2020 Cash Flow Statement follow up – December 31, 2020 (prior to audit)
 - 2020 Regional Water Summary – December 31, 2020 (prior to audit)
 - 2020 Capital Budget Summary – December 31, 2020 (prior to audit)
 - 2020 Operating Budget Summary – December 31, 2020 (prior to audit)
 - 2020 Reserves Update – December 31, 2020 (prior to audit)
 - 2020 Grant Updates – December 31, 2020 (prior to audit)
 - 2023-2032 – Regional Water Model Program Update
 - Municipal Stimulus Program (MSP) – 44ave Phase 2 – Application questions
 - Municipal Stimulus Program (MSP) – Type 4 Intersection Highway 12 – Application questions
 - Garbage and Recycling Inquiries – municipal inquiries
 - Compost Bins – municipal Inquiries
 - Council Agenda prep
 - Council Minutes
 - AP Invoices and sign checks
 - Ratepayer issues and concerns
 - CAO vacation coverage
 - Vacation

TRANSPORTATION – IVAN WILFORD

- Dug cremations and graves
- Sign repairs and installations
- Run the street sweeper behind trucks hauling cattails
- Put up snow fence
- Hauled clay to the shop from MaGee's
- Cleaned up lane behind Urban on 60 street, added gravel
- Plow snow from streets, parking lots and side walks
- Street and sidewalk sanding
- Graded water treatment plant
- Install new engine retarder signs
- Revised hazard assessments for new snow blower and grader
- Put up Christmas decorations and main street tree

**CAO REPORT
NOVEMBER & DECEMBER 2020
PAGE 3**

- Did a complete round of residential snow removal
- Dug cremations and graves
- Sign repair/installations
- Cleaned uptown lanes
- Sanded lanes and streets as needed
- Hauled parking lot snow away
- Equipment repairs and cleaning
- Sidewalk sanding as needed
- Found the lights at the airport and cleaned the snow away
- Replaced all bolts on overhead cross walk signs on main street
- Separated some fill at meadowlands dump area
- Changed Cross-walk light batteries at 54 street and 50 avenue
- Cleaned up behind old Tom Lee building for removal
- Shop clean
- Aerial Work platform training
- Built 1500 lb front weight for the new grader
- Repair snow boards
- Built a new shelf unit for the mechanics office
- Hauled dried out clay from transfer site hydro-vac dump site to meadowlands fill area
- Hauled snow piles away from cemetery
- Some rink flooding





New Grader



First time using new snowblower



Picking main street tree out of yard. The tree was close to 50 feet tall when it was cut. After trimming off unusable portion, it was 35 feet tall standing on main street.

WATER – GRANT MCQUAY

- 1) Rounds, readings, locates and meters.
- 2) Lagoon/Lift Station sampling.
- 3) Water leak repairs.
- 4) Weekly cleaning of WTS & WTP sanitary tank's and CL17 analyzer bottles changed out.
- 5) Dig site maintenance.
- 6) Weekly water distribution sampling for bacti and chlorine residuals.
- 7) Weekly testing for lift station emergency system.
- 8) Flooding outdoor rinks
- 9) Sampling and Flushing Dead End water lines.
- 10) Cleared a blockage on Sewer main.
- 11) Water Dispenser repair on over head line.
- 12) Repaired mechanical seal at Water Transfer Station.

WATER TREATMENT PLANT SUPERVISOR – CHRIS SAUNDERS

1. Action Plumbing installed the new exhaust fan in the membrane building. The main heating unit for the membrane building is back in service. With the newly installed heat ducting heat can now be felt down at floor level of the membrane building.
2. Central Alberta Fire Protection completed the work on the two double check non-return units in our plant potable water system and we are now back in compliance.

**CAO REPORT
NOVEMBER & DECEMBER 2020
PAGE 6**

3. More masks have been purchased and we have a good supply at the plant for the new Covid protocols.
4. The new communications system work is still ongoing. More work and testing will continue early in the new year.
5. The Chemical Bids have been completed and awarded the new pricing comes in at 1.5% lower than last year overall.
6. Routine monthly maintenance was carried out.

DIRECTOR OF OPERATIONS – MELISSA ROBBINS

Meetings:

- JHSC Meeting
- COVID-19 Updates (teleconference calls and staff meetings)
- On Duty Nov. 4-10 and Dec. 16-22
- Vacation Nov. 12-16 and Dec 29-31
- SREMA Regional Meetings
- Insurance Claim – stop sign down on 48 Street/50 Avenue
- HIRA - Emergency Management Hazard Identification (organizational)
- Capital Planning with staff
- Future development – residential
- Operating Budget 2021-2023
- Interviews for Planning and Operations Clerk maternity leave

Projects:

- SCADA Communication Updates
- Safety Gear Logos
- Moonlight Madness Planning
- 2020 Capital projects Completion certificates and progress payments
- Traffic Counter – 46 Ave 57 Street (based on landowner concerns)
- Landowner concerns – snow removal
- Capital Budget Planning 2021-2030

DIRECTOR OF PLANNING & DEVELOPMENT – LEANN GRAHAM

1. Building Permit Activity to Date

	2019 Permits to December 31, 2019	2020 Permits to December 31, 2020
Institutional	\$1,330,455.00	\$559,551.00
Industrial	\$2,053,040.00	\$1,483,170.00
Commercial	\$3,284,924.00	\$170,200.00
Residential	\$1,170,260.00	\$2,661,224.00
Total	\$7,838,679.00	\$4,874,145.00

**CAO REPORT
NOVEMBER & DECEMBER 2020
PAGE 7**

1. Projects:
 - 4915-50 Street Enforcement Property
 - ECACS Development
 - IDP & SE ASP RFP
 - Seniors Development Proposal
 - Corporate Identity Initiative
 - o Website & App Development
 - o Visual Brand and Logo
 - Economic Development Committee Initiative
 - North West ASP
 - Community Builders
 - AE Kennedy Maintenance
 - Bylaw Property Inspections and Enforcement
 - Planning & Development Inquiries

2. Meetings:
 - JHSC Meeting
 - NW ASP Meeting
 - IDP & SE ASP Meeting
 - Seniors Development Proposal Meeting
 - Corporate Identity Meetings
 - Economic Development Meetings
 - Website Development Meeting
 - Moonlight Madness Meeting
 - Commercial Market Analysis Meetings
 - Compliance Property Meetings
 - Bylaw Inspection Meetings
 - Development Inquiry Meetings
 - Council and Committee Meetings
 - Staff and Department Head

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

Director/Foreman of Parks & Leisure Services – Allan King

1. **Meetings:** Heartland beautification, Staff meetings, Virtual meetings with Provincial gov't, and AARFP AGM.
2. **Projects:** Tree pruning, snow removal, outdoor rink maintenance, painting the hallway and dressing rooms at the SRC.
3. With the extension of the lock down we have been keeping busy with maintenance of the SRC. I know that these are trying times, but hopefully the end is in sight.

REGIONAL FIRE CHIEF – MARK DENNIS

1. Training
 - High point anchor using ladder and ropes to rescue victim from second storey window
 - Raising and lowering equipment using ropes from height
 - Apparatus safety
 - December training was cancelled due to enhanced COVID guidelines
2. Fire Department Operations
 - Due to enhanced COVID restrictions FD annual new recruit physical testing has been delayed until February 2021 we will re-evaluate in February and determine future testing dates
 - Officer meeting, AFCA zoom meeting, MFR updates
 - Working on year end projects
 - Operating and Capital budget
 - Structure Fire investigation-Working on fire investigation reports on going
 - Fire inspection activities - fire code occupancy load calculations and questions regarding enhanced COVID restrictions, hospital renovation and others ongoing
 - Working on apparatus exhaust modification for fire station exhaust hose system connection on going
 - Trouble shoot Tower 10 fault code
 - Repair engine 13 pump heater
 - Engine 12 heater defrost issue on going
 - Trouble shoot Tender 15 foam system leak
 - Tender 35 pump heater issues
 - Byemoor diesel fuel tank access and security concerns
 - Stettler Hospital fire response pre-planning as a result of renovation activities
 - Annual mapping / address update for response areas
 - Tested new re-hab inflatable structure
1. Regional Fire Department Incident Summary
 - Total calls 25 - 1 structure fire, 4 motor vehicle incidents, 1 vehicle fire, 10 alarm calls, 3 Rubbish or wildland fires and 6 medical first response



Greg Switenky
CAO

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	74822
Cheque Date	First	Last		74843

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Alberta Land Titles	74822	2020-12-18	\$40.00

Invoice Description	Invoice Number	Invoice Amount	
Admin & Bylaw Searches	2020.11.30	\$40.00	

Auton, Troy	74823	2020-12-18	\$126.37

Invoice Description	Invoice Number	Invoice Amount	
Fire Joint Training Materials	2020.12.13	\$126.37	

Bagshaw Electric Ltd.	74824	2020-12-18	\$2,272.36

Invoice Description	Invoice Number	Invoice Amount	
Shop Grinder Switch	IC017785	\$62.47	
Trans Tree remote plug	IC017445	\$78.15	
WTP Security System Battery	IC018053	\$51.45	
Eng Traffic Counter Battery	IC017641	\$102.90	
SRC Lighting Upgrade	W11263	\$1,168.97	
SRC Emergency Light Batteries	IC018047	\$205.80	
Zamboni Propane	IC017373	\$327.56	
Zamboni Propane	IC018198	\$319.78	

Bobcat of Red Deer	74825	2020-12-18	\$709.32

Invoice Description	Invoice Number	Invoice Amount	
Snow Removal Snow Bucket	P06454	\$709.32	

Central Alberta Roofing & Sidi	74826	2020-12-18	\$28.54

Invoice Description	Invoice Number	Invoice Amount	
Water refund util ac cr bal	2020.12.15	\$28.54	

Donovan, Nicholas	74827	2020-12-18	\$36.91

Invoice Description	Invoice Number	Invoice Amount	
Water refund util ac cr bal	2020.12.13	\$36.91	

Guardian Protective	74828	2020-12-18	\$10,193.30

Invoice Description	Invoice Number	Invoice Amount	
Fire Jnt 18 Fire rated coveral	112488	\$10,193.30	

Hamisco Industrial Sales Inc.	74829	2020-12-18	\$3,333.75

Invoice Description	Invoice Number	Invoice Amount	
Fire EC-100SY indirect heater	IN362548	\$3,333.75	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Heartland Glass Ltd.	74830	2020-12-18	\$88.46

Invoice Description	Invoice Number	Invoice Amount	
Cemetery cut 16 keys & 2 repin	106024	\$69.30	
Parks plate for shed lock	106025	\$19.16	
Icon Energy Services Ltd	74831	2020-12-18	\$498.75

Invoice Description	Invoice Number	Invoice Amount	
Park Yearly Inspection #168	22326	\$498.75	
Motion Canada	74832	2020-12-18	\$17,443.15

Invoice Description	Invoice Number	Invoice Amount	
Fire Joint 4 Kombat Coats/Pant	AB39-349651	\$17,443.15	
Ornamental Bronze Limited	74833	2020-12-18	\$584.85

Invoice Description	Invoice Number	Invoice Amount	
Cemetery Wreath (Greig, James)	96000	\$584.85	
Orpyx Medical Technologies Inc	74834	2020-12-18	\$1,539.30

Invoice Description	Invoice Number	Invoice Amount	
Shop/Water Case Medical Masks	PPE-2020-40	\$1,539.30	
Receiver General for Canada	74835	2020-12-18	\$51,636.89

Invoice Description	Invoice Number	Invoice Amount	
Town Tax Remittance	PP26-20	\$41,693.28	
Town Tax Remittance	PP26-20.	\$5,006.91	
BOT Tax Remittance	PP26-20.BOT	\$1,500.46	
SVWS Tax Remittance	PP26-20.SVWS	\$713.82	
Library Tax Remittance	PP26-20.LIBRAR	\$2,722.42	
Schwartz Home Building Centre	74836	2020-12-18	\$217.49

Invoice Description	Invoice Number	Invoice Amount	
Fire Late Payment Fees	2020.10.31	\$6.19	
Trans Tandem Side Board Protec	779184	\$23.61	
Trans Drill Bits, Ready Mix	779751	\$187.69	
Shadowhawk Inc.	74837	2020-12-18	\$8,925.00

Invoice Description	Invoice Number	Invoice Amount	
Fire Homatro HCT Combi Tool	SH8067	\$8,925.00	
Stettler Electric Inc.	74838	2020-12-18	\$1,867.01

Invoice Description	Invoice Number	Invoice Amount	
Shop Repalce shop lights	3288	\$1,867.01	
Stettler Independent	74839	2020-12-18	\$68.25

Invoice Description	Invoice Number	Invoice Amount	
SRC 2021 Subscription	2021.SRC	\$68.25	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Stettler Vet Clinic	74840	2020-12-18	\$34.18

Invoice Description		Invoice Number	Invoice Amount
Bylaw Nov Vet Clinic Fees		786147	\$34.18

Superior Truck Equipment Inc.	74841	2020-12-18	\$19,984.25

Invoice Description		Invoice Number	Invoice Amount
Hydrovac Replace Blower Fan		5802W	\$19,984.25

United Rentals of Canada Inc.	74842	2020-12-18	\$1,905.22

Invoice Description		Invoice Number	Invoice Amount
Trans Joy stick control #168		188273862-001	\$316.61
Trans Axle King Pin #168		188528828-001	\$130.01
SRC #90 Inspection & Switch		187547640-001	\$330.60
Parks #168 Annual Inspection		187536964-001	\$907.60
Parks #168 Foot switch/decals		188798482-001	\$220.40

WFR Wholesale Fire & Rescue Lt	74843	2020-12-18	\$5,995.87

Invoice Description		Invoice Number	Invoice Amount
Fire 15 Kraken Exo Fire Hoses		S06230	\$4,000.50
Fire 5 KrakenExo Fire Hose		S06245	\$1,995.37

		Total Cheques	\$127,529.22
			=====

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID GENERAL	GENERAL
Vendor Name	First	Last	Cheque Number 74844	74853
Cheque Date	First	Last		

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
=====			
ATCO Electric Ltd.	74844	2020-12-23	\$16,049.05

Invoice Description		Invoice Number	Invoice Amount

Roads Install 2 Streetlights		3008168	\$16,049.05
=====			
Caro Analytical Services	74845	2020-12-23	\$157.50

Invoice Description		Invoice Number	Invoice Amount

WTP Water Analysis		IC2023046	\$157.50
=====			
Diverse Signs N Designs Inc.	74846	2020-12-23	\$449.54

Invoice Description		Invoice Number	Invoice Amount

Signs No Fill Here & Dump Fill		7230	\$195.43
HBC Magnet Signs		7202	\$254.11
=====			
Falcon Equipment Ltd.	74847	2020-12-23	\$956.33

Invoice Description		Invoice Number	Invoice Amount

Snow Removal Paddles for		312000453	\$956.33
=====			
Hansel's Excavating Ltd.	74848	2020-12-23	\$976.50

Invoice Description		Invoice Number	Invoice Amount

Fire Call Nov 26th County Exp		7459	\$976.50
=====			
Jo's Concrete Services Ltd.	74849	2020-12-23	\$9,036.81

Invoice Description		Invoice Number	Invoice Amount

Holdback Release 2020 Sidewalk		PPC#3 2020	\$9,036.81
=====			
Just Safety Supplies & Service	74850	2020-12-23	\$1,291.00

Invoice Description		Invoice Number	Invoice Amount

Roads HI Vis Winter Parka/Over		6317	\$258.20
Roads 4 Hi Vis Parka/Overalls		6331	\$1,032.80
=====			
Recreation Facility Personnel	74851	2020-12-23	\$441.00

Invoice Description		Invoice Number	Invoice Amount

Pool 2021 Memberships		MEM2021-00814	\$441.00
=====			
Town of Stettler - Petty Cash	74852	2020-12-23	\$155.45

Invoice Description		Invoice Number	Invoice Amount

Office Cleaning Supplies/Lotto		2020.12.18	\$155.45

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Woody's Automotive Ltd.	74853	2020-12-23	\$688.76

Invoice Description	Invoice Number	Invoice Amount
Fire Joint Electrical Material	697018	\$360.17
Shop P/S & Washer Fluid	697320	\$56.83
Shop Plastic Ties & Fuel Line	699537	\$76.48
Shop Automotive Belts	699628	\$24.55
Trans Fan Belt unit #42	698127	\$78.51
Trans Fan Belt Unit #42	699664	\$72.92
Water Wiper Blades unit #175	698011	\$44.44
Parks Wiper Arm Unit #87	698790	\$48.24

Total Cheques \$30,201.94

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	74854
Cheque Date	First	Last		

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Canadian Union of Public Empl	74854	2020-12-31	\$1,375.00

	Invoice Description	Invoice Number	Invoice Amount

	Union Dues	PP26-20	\$687.50
	Union Dues	PP27-20	\$687.50

County of Stettler	74855	2020-12-31	\$37,548.75

	Invoice Description	Invoice Number	Invoice Amount

	Emergency Response #20-031	IVC033175	\$3,075.00
	Emergency Response #20-043	IVC033176	\$2,460.00
	Emergency Response #20-068	IVC033177	\$2,047.50
	Emergency Response #20-083	IVC033178	\$1,575.00
	Emergency Response #20-113	IVC033179	\$1,417.50
	Emergency Response #20-120	IVC033314	\$1,575.00
	Emergency Response #20-124	IVC033315	\$3,780.00
	Emergency Response #20-130	IVC033316	\$2,520.00
	Emergency Response #20-106	IVC033312	\$2,835.00
	Emergency Response #20-089	IVC033313	\$2,520.00
	Emergency Response #20-145	IVC033318	\$2,205.00
	Emergency Response #20-154	IVC033319	\$9,292.50
	Emergency Response #20-132	IVC033341	\$708.75
	Emergency Response #19-165	IVC032207	\$1,537.50

Guillevin International Co.	74856	2020-12-31	\$22,654.22

	Invoice Description	Invoice Number	Invoice Amount

	Fire Equip Multiforce Remote	0407-482598	\$12,495.00
	Fire Joint 7 Scott EPIC Radios	0407-482689	\$6,228.02
	Fire 20 Scott Face Piece Adapt	0407-482692	\$1,575.00
	Fire 12 Decon Bags 5 Iron Fox	0407-482694	\$2,356.20

Hamisco Industrial Sales Inc.	74857	2020-12-31	\$25,725.00

	Invoice Description	Invoice Number	Invoice Amount

	Fire 7800 Zumro Air Shelter	IN362892	\$25,725.00

Receiver General for Canada	74858	2020-12-31	\$45,249.30

	Invoice Description	Invoice Number	Invoice Amount

	Town Tax Remittance	PP27-20	\$38,550.00
	Town Tax Remittance	PP27-20.	\$2,030.73
	BOT Tax Remittance	PP27-20.BOT	\$1,456.92
	SVWS Tax Remittance	PP27-20.SVWS	\$710.61
	Library Tax Remittance	PP27-20.LIBRAR	\$2,501.04

Stettler Regional Board of Tra	74859	2020-12-31	\$1,200.00

	Invoice Description	Invoice Number	Invoice Amount

	Admin Heartland Dollars Staff	1626	\$1,200.00

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
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	Total Cheques		\$133,752.27
			=====

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	74862
Cheque Date	First	Last		74879

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Alberta Land Titles	74862	2021-01-15	\$16.40

Invoice Description	Invoice Number	Invoice Amount	
Admin/Bylaw/P&D Title Cert	2020.12.31	\$16.40	

Canada Post Corporation	74863	2021-01-15	\$2,465.20

Invoice Description	Invoice Number	Invoice Amount	
Office & Water Billing Postage	9759341978	\$2,465.20	

Chinook Equipment	74864	2021-01-15	\$9,334.28

Invoice Description	Invoice Number	Invoice Amount	
Sewer Camera System for U#108	IT03234	\$9,334.28	

F-6 Electric	74865	2021-01-15	\$792.75

Invoice Description	Invoice Number	Invoice Amount	
Wtr Trsf Stn 5 Smoke Alarms	2030	\$792.75	

James Marshall Trucking Ltd.	74866	2021-01-15	\$6,021.75

Invoice Description	Invoice Number	Invoice Amount	
Roads 2020 Paving - 44 Ave Rd	7629	\$6,021.75	

Just Safety Supplies & Service	74867	2021-01-15	\$1,196.38

Invoice Description	Invoice Number	Invoice Amount	
Shop 6 Hi Viz Parka & Overalls	6336	\$1,196.38	

Leading Edge Metal Works Ltd.	74868	2021-01-15	\$446.25

Invoice Description	Invoice Number	Invoice Amount	
Trans Cut plate for garder	1691	\$367.50	
Trans Metal for unit #145	1626	\$78.75	

Local Government Admin. Assoc.	74869	2021-01-15	\$236.25

Invoice Description	Invoice Number	Invoice Amount	
Admin 2021 Membership	01531	\$236.25	

Netago	74870	2021-01-15	\$1,008.00

Invoice Description	Invoice Number	Invoice Amount	
Water Align Radio Antennas	160289	\$1,008.00	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Newton, Jacqui (Petty Cash)	74871	2021-01-15	\$99.65
Invoice Description	Invoice Number	Invoice Amount	
P&L Snowfest Office Supplies	2021.01.07	\$99.65	
Norm Grexton Inc.	74872	2021-01-15	\$15,403.50
Invoice Description	Invoice Number	Invoice Amount	
Sewer 30 Pails of Waste Go	20715	\$15,403.50	
Parkland Regional Library	74873	2021-01-15	\$13,358.52
Invoice Description	Invoice Number	Invoice Amount	
Library 1st Qtr Requisition	210237	\$13,358.52	
Paul Davis Systems	74874	2021-01-15	\$126,570.91
Invoice Description	Invoice Number	Invoice Amount	
Admin Sports Shelters Hail	RED-20-1068	\$2,438.91	
Community Hall Hail Insurance	RED-20-1907	\$73,071.00	
Airport Terminal Hail Insuranc	RED-20-1939	\$51,061.00	
Purolator Courier Ltd.	74875	2021-01-15	\$677.74
Invoice Description	Invoice Number	Invoice Amount	
WTP/Water Trns/P&D Freight	446386942	\$677.74	
Simonin Law	74876	2021-01-15	\$1,003.55
Invoice Description	Invoice Number	Invoice Amount	
Bylaw Compliance Enforcement	524	\$1,003.55	
Stielow Canada Inc.	74877	2021-01-15	\$916.94
Invoice Description	Invoice Number	Invoice Amount	
Office Repair Folding Machine	81163	\$916.94	
Tirecraft	74878	2021-01-15	\$12,944.40
Invoice Description	Invoice Number	Invoice Amount	
Sewer 4 new tires unit#152	24316	\$12,944.40	
Xylem Canada Company	74879	2021-01-15	\$256.47
Invoice Description	Invoice Number	Invoice Amount	
WTP Level Float Switch	3558346326	\$256.47	
Total Cheques			\$192,748.94

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	EFT0003037
Cheque Date	First	Last		EFT0003070

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Accu-Flo Meter Service Ltd.	EFT0003037	2020-12-22	\$19,345.20

Invoice Description		Invoice Number	Invoice Amount

Water Trans 39 5/8" E-Coders		94612	\$19,345.20

Alberta Animal Services	EFT0003038	2020-12-22	\$13,957.81

Invoice Description		Invoice Number	Invoice Amount

Nov Bylaw Enforcement		11867	\$13,957.81

Alberta Elevating Devices	EFT0003039	2020-12-22	\$619.50

Invoice Description		Invoice Number	Invoice Amount

Jnt Office Elevator Inspection		W011471	\$309.75
SRC Elevator Inspection Fee		W011476	\$309.75

Black Press Group Ltd.	EFT0003040	2020-12-22	\$671.48

Invoice Description		Invoice Number	Invoice Amount

PR and Plan & Dev Advertising		34001269	\$671.48

Border Paving Ltd.	EFT0003041	2020-12-22	\$200.00

Invoice Description		Invoice Number	Invoice Amount

TS101 2020 Paving Program		TS101-PP#3-2	\$200.00

C & S Disposal	EFT0003042	2020-12-22	\$24,057.18

Invoice Description		Invoice Number	Invoice Amount

Nov Waste & Recycling Collecti		522	\$24,057.18

Canadian Tire #671	EFT0003043	2020-12-22	\$141.61

Invoice Description		Invoice Number	Invoice Amount

Roads Outdoor Safety Wear		4277	\$62.90
SRC Janitor Supplies		4285	\$60.87
SRC Christmas Lights		4281	\$48.28

Canadian Union of Public Emplo	EFT0003044	2020-12-22	\$687.50

Invoice Description		Invoice Number	Invoice Amount

Union Dues		PP24-20	\$687.50

ClearTech Industries Inc.	EFT0003045	2020-12-22	\$6,000.78

Invoice Description		Invoice Number	Invoice Amount

WTP Chemicals & Container Dep		854808	\$6,483.78

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Clearview Public Schools	EFT0003046	2020-12-22	\$2,754.90

Invoice Description	Invoice Number	Invoice Amount	
Nov Joint Office Expenses	6265	\$2,754.90	

Contact Safety Service Ltd.	EFT0003047	2020-12-22	\$3,843.38

Invoice Description	Invoice Number	Invoice Amount	
Fire Vehicles Extinguisher Ins	10145	\$238.88	
Shop Fire Extinguisher & 1st A	10135	\$946.51	
Shop Fire Extinguisher & 1st A	10136	\$1,609.81	
Shop 5lb Fire Extinguisher#145	10267	\$77.70	
Wtr Trns Stn Fire Extinguisher	10143	\$569.03	
Water Lift Station Fire Exting	10142.	\$401.45	

Dennis, Mark	EFT0003048	2020-12-22	\$347.10

Invoice Description	Invoice Number	Invoice Amount	
Fire Joint Apple icloud Storag	2020.12.13	\$347.10	

East Central Alberta Catholic	EFT0003049	2020-12-22	\$72,067.70

Invoice Description	Invoice Number	Invoice Amount	
4th Qtr 2020 School Requisitio	10744	\$72,067.70	

Foot, Kyle	EFT0003050	2020-12-22	\$75.40

Invoice Description	Invoice Number	Invoice Amount	
Water Trans Re-set Clothing	2020.10.19.2	\$75.40	

Gyro Ag Ltd.	EFT0003051	2020-12-22	\$26.38

Invoice Description	Invoice Number	Invoice Amount	
Park Head gasket unit #123	1659	\$26.38	

Heartland Auto Supply	EFT0003052	2020-12-22	\$1,553.93

Invoice Description	Invoice Number	Invoice Amount	
Shop Supplies/Tools/Fuel	001-464327	\$745.21	
Shop Buffer pads	001-465396	\$37.21	
Shop Air filter - air compress	001-465777	\$18.08	
Trans Fittings & connector #14	001-464854	\$89.60	
Trans Bolts unit #42	001-465356	\$4.96	
Trans Light bulb rental grader	001-465902	\$16.07	
Trans fittings/coupler/fuel li	001-466224	\$49.88	
Trans 12/24V Battery Charger	001-465383	\$393.70	
Trans Diagonal Cutter/Wire	001-465519	\$92.98	
Trans Wire for Christmas Tree	001-466147	\$14.34	
Water Wiper blades unit #26	001-465979	\$28.81	
Water Snow brush #34 & #175	001-464986	\$24.17	
SRC Janitor supplies	001-466051	\$15.57	
Parks Wiper blades unit #87	001-465510	\$23.35	

Heartland Express	EFT0003053	2020-12-22	\$541.63

Invoice Description	Invoice Number	Invoice Amount	
Trans Freight	11333	\$176.06	
Trans Freight	11306	\$365.57	45

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Hi Way 9 Express Ltd.	EFT0003054	2020-12-22	\$550.47

	Invoice Description	Invoice Number	Invoice Amount
	-----	-----	-----
	Trans Freight	12234206	\$37.34
	Trans Freight	12238444	\$53.11
	Trans Freight	20108487	\$53.11
	Trans Freight	31798731	\$122.49
	Trans Freight	31825934	\$61.17
	Trans Freight	31831436	\$122.49
	Parks Freight	31784248	\$100.76

Stettler Home Hardware	EFT0003055	2020-12-22	\$316.76

	Invoice Description	Invoice Number	Invoice Amount
	-----	-----	-----
	Office Covid-19 Masks	122979	\$36.74
	Admin 3 water refills	122819	\$15.75
	Admin 4 water refills	123031	\$21.00
	Trans 2 water refills	122728	\$7.50
	Trans Cat Food & 1 water refil	122824	\$22.11
	Trans 2 sidewalk scrapers	122792	\$41.98
	TRans Extension Cord	122816	\$83.99
	Water Hydrovac supplies	122854	\$6.81
	Water Stationery Protectors	122929	\$10.68
	Water Wet Well Supplies	122869	\$6.29
	Cemetery Head Stone Repair Mat	122695	\$34.58
	Parks Carb kit unit #99	122852	\$15.70
	Parrks Shower Curtain & rings	122770	\$13.63

i. d. Apparel	EFT0003056	2020-12-22	\$5,564.79

	Invoice Description	Invoice Number	Invoice Amount
	-----	-----	-----
	P&L Digitize New Embroidery	101615	\$105.00
	Staff Appreciation - 63 Coats	101499	\$2,886.29
	Staff Appreciation - 65 Toques	101509	\$663.34
	Staff Appreciation 72 Caps	101530	\$1,725.57
	Staff Appreciation 4 Coats	101531	\$184.59

IJD Inspections Ltd.	EFT0003057	2020-12-22	\$196.04

	Invoice Description	Invoice Number	Invoice Amount
	-----	-----	-----
	P&D A/P Permit Holdbacks	ST2020-11	\$196.04

Joe Johnson Equipment	EFT0003058	2020-12-22	\$77.39

	Invoice Description	Invoice Number	Invoice Amount
	-----	-----	-----
	Street Clean Elevator Bearing	P35130	\$77.39

Loomis Express	EFT0003059	2020-12-22	\$49.13

	Invoice Description	Invoice Number	Invoice Amount
	-----	-----	-----
	WTP Freight	9250257	\$5.87
	WTP Freight	9260473	\$43.26

New West Freightliner	EFT0003060	2020-12-22	\$3,064.15

	Invoice Description	Invoice Number	Invoice Amount
	-----	-----	-----
	Trans Injector & seals unit #2	482009R	\$3,064.15

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Perry, Desirae	EFT0003061	2020-12-22	\$94.49

Invoice Description	Invoice Number	Invoice Amount	
SRC CUPE Clothing Allowance	2020.12.07	\$94.49	

RMA Fuel Ltd.	EFT0003062	2020-12-22	\$9,709.41

Invoice Description	Invoice Number	Invoice Amount	
Parks/Trans/Water Diesel Marke	PF-8736-87835	\$1,457.40	
Water Lift Station Engine Oil	PF-8738-87863	\$84.39	
Water Lift Station Engine Oil	PF-8759-88009	\$28.13	
Parks/Trans/Water Diesel Mark	PF-8791-88238	\$974.02	
Shop/WTP Grease Tubes/Pump oil	PF-8808-88361	\$417.16	
Misc Equip Gas Oil	PF-8735-87788	\$6,748.31	

Stenlund, Wayne	EFT0003063	2020-12-22	\$80.72

Invoice Description	Invoice Number	Invoice Amount	
Roads CUPE Clothing Allowance	2020.12.08	\$80.72	

Stettler Building Supplies Ltd	EFT0003064	2020-12-22	\$566.16

Invoice Description	Invoice Number	Invoice Amount	
Trans Materials for Box Rails	AE3225	\$102.44	
Trans 2 Extension Cords	AE3494	\$48.28	
Trans Snow Fence Materials	AE2909	\$57.73	
Trans Sign Posts for Hi-Way	AE3194	\$286.59	
SRC Bench Repair Materials	AE3898	\$31.49	
Parks Cement for Fishing Sign	AE3309	\$39.63	

Stettler & District Handibus	EFT0003065	2020-12-22	\$296.78

Invoice Description	Invoice Number	Invoice Amount	
Bus Garage Nov Utilities	3390	\$296.78	

Stettler Motors (1998) Ltd.	EFT0003066	2020-12-22	\$225.86

Invoice Description	Invoice Number	Invoice Amount	
Shop Seals unit #48	222242	\$31.84	
Trans Rear Tail light assm #76	222624	\$194.02	

Uptown Office Supply Ltd.	EFT0003067	2020-12-22	\$1,271.85

Invoice Description	Invoice Number	Invoice Amount	
Office & SVWS Stationery	20937	\$132.46	
Office Stationery	20957	\$6.22	
Office Stationery	20964	\$73.43	
Eng Admin and P&D 2-Daytimers	20970	\$157.35	
Office Stationery	21075	\$56.45	
Office Stationery	21120	\$292.99	
Water Trans Stationery	21049	\$28.47	
Office 10 case of paper	20934	\$524.48	

Wet Water Industries Ltd.	EFT0003068	2020-12-22	\$76.89

Invoice Description	Invoice Number	Invoice Amount	
Fire Joint Jan Wtr Treat Equip	AR26662	\$76.89	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Yost, Dustin	EFT0003069	2020-12-22	\$250.00

	Invoice Description	Invoice Number	Invoice Amount
	SRC CUPE Clothing Allowance	2020.12.06	\$250.00

Yost, Dustin & Maria Cristine	EFT0003070	2020-12-22	\$1,800.00

	Invoice Description	Invoice Number	Invoice Amount
	Comm Hall Dec Hall Janitor	2020.12.01	\$1,800.00

	Total Cheques		\$171,082.37
=====			

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	EFT0003071
Cheque Date	First	Last		EFT0003087

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Automated Aquatics Canada Ltd.	EFT0003071	2020-12-29	\$464.10

	Invoice Description	Invoice Number	Invoice Amount
	Pool Tracks Grey Long & Freigh	0000096478	\$110.25
	Pool Aquatic Controls C02 Cabl	0000096483	\$353.85

Bounty Onsite Inc.	EFT0003072	2020-12-29	\$2,190.71

	Invoice Description	Invoice Number	Invoice Amount
	P&L Covid-19 Supplies	001-104564	\$716.70
	Trans Windex	001-104624	\$16.32
	Trans Snowfence	001-105574	\$24.92
	Trans Orange Spray Paint	001-104718	\$38.00
	Trans Ear Muffs	001-105594	\$8.96
	WTP Janitor Supplies	001-105626	\$134.61
	Water 6 pairs winter gloves	001-104838	\$88.58
	Water Box of Rags Dig Trailer	001-104899	\$49.50
	Water 2 Boxes of Respirators	001-105290	\$72.45
	Water B Lift Station Repair Pa	001-105417	\$37.80
	SRC Janitor Supplies	001-105098	\$754.78
	Pool Facility HVAC Filters	001-104749	\$248.09

Canadian Red Cross	EFT0003073	2020-12-29	\$260.00

	Invoice Description	Invoice Number	Invoice Amount
	Pool Water Safety Instructor	CRC-291941	\$260.00

Gateway Mechanical Services In	EFT0003074	2020-12-29	\$1,046.50

	Invoice Description	Invoice Number	Invoice Amount
	SRC Mid Season Service	633500	\$1,046.50

GT Hydraulic & Bearing	EFT0003075	2020-12-29	\$1,827.30

	Invoice Description	Invoice Number	Invoice Amount
	Fire Joint Hose repairs	000-344718	\$24.95
	Parks/Trans/Water Ass Filters	000-343763	\$683.95
	Snow Removal/Trans/Water Seals	001-343763	\$864.87
	Trans Hydraulic Hoses unit #2	000-345216	\$68.42
	Trans Artic Ice Blue Zip Tie	000-343859	\$52.50
	Water Hose Repair	000-344833	\$29.76
	Pool AHU-1 Belts	000-343172	\$99.70
	Pool ORings for Boiler Filter	000-343825	\$3.15

Guillevin International Co.	EFT0003076	2020-12-29	\$666.65

	Invoice Description	Invoice Number	Invoice Amount
	Fire Joint Superflex ARC GRP	0407-482698	\$666.65

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Lifesaving Society	EFT0003077	2020-12-29	\$333.54

Invoice Description	Invoice Number	Invoice Amount	
Pool Programs 6 AEC Exam Fees	13024	\$198.90	
Pool Programs 2 AEC Exam Fee	13036	\$134.64	
McQuay, Grant	EFT0003078	2020-12-29	\$250.00

Invoice Description	Invoice Number	Invoice Amount	
Water Trans CUPE Clothing Allo	2020.12.15	\$250.00	
Northstar Trucking Ltd.	EFT0003079	2020-12-29	\$4,987.50

Invoice Description	Invoice Number	Invoice Amount	
Snow Removal Supply Dozer	320500	\$4,987.50	
R & E Elevator Ltd.	EFT0003080	2020-12-29	\$676.58

Invoice Description	Invoice Number	Invoice Amount	
Joint Office Regular Maintenanc	22859	\$309.08	
SRC Regular Maintenance	22825	\$367.50	
Raven Rescue Safety Medical Lt	EFT0003081	2020-12-29	\$6,351.22

Invoice Description	Invoice Number	Invoice Amount	
Fire Joint Protective Clothing	14766	\$6,351.22	
Rural Municipalities of Albert	EFT0003082	2020-12-29	\$4,422.46

Invoice Description	Invoice Number	Invoice Amount	
Trans Grader Blades	AB025382	\$771.83	
Trans Grader Blades	AB026061	\$424.33	
Trans blades for Rental Grader	AB026628	\$519.98	
Trans Grader Blades & Hardware	AB026629	\$1,897.54	
Trans Plow Bolts unit #145	AB028052	\$10.29	
Trans Blades unit #42	AB028053	\$456.23	
Trans Caution Logos	AB027076	\$342.26	
The Soap Stop	EFT0003083	2020-12-29	\$308.36

Invoice Description	Invoice Number	Invoice Amount	
SRC Covid-19 Supplies	456533	\$308.36	
Tagish Engineering Ltd.	EFT0003084	2020-12-29	\$20,648.31

Invoice Description	Invoice Number	Invoice Amount	
TS101 2020 Paving Program	18196	\$623.70	
TS102 44th Ave Road Repairs	18197	\$8,681.34	
TS103 44 St Lane Replacements	18131	\$3,729.60	
TS97 61 St Laneway Replacement	18193	\$2,976.18	
TS99 52 St Watermain Repl 2020	18194	\$692.87	
TS100 Red Willow Creek Cleanin	18195	\$3,944.62	
Topple, Chris	EFT0003085	2020-12-29	\$250.00

Invoice Description	Invoice Number	Invoice Amount	
Roads CUPE Clothing Allowance	2020.12.16	\$250.00	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
=====			
Tundra Process Solutions Ltd.	EFT0003086	2020-12-29	\$1,659.00
	Invoice Description	Invoice Number	Invoice Amount
	-----	-----	-----
	WTP Lab Supplies	IN-85758	\$1,659.00
=====			
Wally's Backhoe Services Ltd.	EFT0003087	2020-12-29	\$35,068.62
	Invoice Description	Invoice Number	Invoice Amount
	-----	-----	-----
	TS100 Red Willow Cr Holdback	PPC#3 TS100	\$35,068.62

	Total Cheques		\$81,410.85
			=====

I posted the EFT payments as Dec 29th in error, I need two days lead for EFT payments and the Banks are going to be closed Dec 28th in lue of Dec 26th Boxing Day, I sent the Settlement to the bank as December 30th. VS

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	EFT0003088
Cheque Date	First	Last		EFT0003096

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Barnes, Roger	EFT0003088	2021-01-12	\$25.00

Invoice Description		Invoice Number	Invoice Amount
-----		-----	-----
SRC Jan Phone Allowance		2021.01.01	\$25.00

Dahl, Steven	EFT0003089	2021-01-12	\$50.00

Invoice Description		Invoice Number	Invoice Amount
-----		-----	-----
Shop Jan Tool Allowance		2021.01.01	\$50.00

Dodd, Sonia	EFT0003090	2021-01-12	\$25.00

Invoice Description		Invoice Number	Invoice Amount
-----		-----	-----
Pool Jan Phone Allowance		2021.01.01	\$25.00

Gerlitz, Steven	EFT0003091	2021-01-12	\$100.00

Invoice Description		Invoice Number	Invoice Amount
-----		-----	-----
Admin/Office Phone & Trvl Allo		2021.01.01	\$100.00

Graham, Leann	EFT0003092	2021-01-12	\$175.00

Invoice Description		Invoice Number	Invoice Amount
-----		-----	-----
P&D Jan Phone & Trvl Allowance		2021.01.01	\$175.00

Robbins, Brad	EFT0003093	2021-01-12	\$100.00

Invoice Description		Invoice Number	Invoice Amount
-----		-----	-----
P&L Jan Travel Allowance		2021.01.01	\$100.00

Standage, Maddie	EFT0003094	2021-01-12	\$150.00

Invoice Description		Invoice Number	Invoice Amount
-----		-----	-----
P&D Jan Travel Allowance		2021.01.01	\$150.00

Stenlund, Wayne	EFT0003095	2021-01-12	\$25.00

Invoice Description		Invoice Number	Invoice Amount
-----		-----	-----
Shop Jan Tool Allowance		2021.01.01	\$25.00

Switenky, Greg	EFT0003096	2021-01-12	\$370.00

Invoice Description		Invoice Number	Invoice Amount
-----		-----	-----
Admin/Office Jan Phone & Trvl		2021.01.01	\$370.00

Total Cheques			\$1,020.00

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	ONL000371
Cheque Date	First	Last		ONL000374

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
=====			
Access Gas Services Inc.	ONL000371	2020-12-18	\$26,315.23
Invoice Description	Invoice Number	Invoice Amount	

Joint Office Nov Gas Bill	202011-3693	\$1,486.81	
Fire Joint Nov Gas Bill	202011-3687	\$1,292.57	
Town Shop Nov Gas Bill	202011-3694	\$999.97	
Airport Nov Gas Bill	202011-3686	\$217.96	
WTP Nov Gas Bill	202011-3689	\$5,925.80	
Water Trans Nov Gas Bill	202011-3684	\$269.31	
Sewer 1 Nov Gas Bill	202011-3685	\$285.79	
Sewer 2 Nov Gas Bill	202011-3692	\$226.29	
SRC & Pool Nov Gas Bill	202011-3691	\$14,434.40	
Comm Hall Nov Gas Bill	202011-3690	\$539.60	
Parks Nov Gas Bill	202011-3688	\$227.87	
Gear Up Nov Gas Bill	202011-3679	\$408.86	
=====			
Shaw Cablesystems GP	ONL000372	2020-12-18	\$109.15
Invoice Description	Invoice Number	Invoice Amount	

Fitness Area TV Jan 2021	2020.12.01	\$109.15	
=====			
Telus Communications	ONL000373	2020-12-18	\$2,991.57
Invoice Description	Invoice Number	Invoice Amount	

Telus Nov 22 to Dec 21, 2020	2020.11.23	\$2,991.57	
=====			
United Farmers of Alberta	ONL000374	2020-12-18	\$339.33
Invoice Description	Invoice Number	Invoice Amount	

Snow Removal 3 rolls snow fenc	SOINV1160630	\$314.97	
Water Wire for snow fence	SOINV1177875	\$7.86	
Water Glue & Primer	SOINV1189013	\$13.62	
Water Materials	SOINV1197807	\$2.88	
	Total Cheques		\$29,755.28
			=====

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	ONL000375
Cheque Date	First	Last		

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Corporate Payment Systems	ONL000375	2020-12-18	\$10,205.34

Invoice Description	Invoice Number	Invoice Amount
Water/Sewer Asset Management	2020.12.07.149	\$170.00
PR-Fall 2020 Town Life Mailing	2020.12.07.164	\$557.05
BOT Corp Visa	2020.12.07.BOT	\$524.99
Parks Dewalt Chainsaw/Polesaw	2020.12.07.343	\$1,206.73
Office Camera Charger/PR Suppl	2020.12.07.492	\$234.99
Fire Joint Apple Care Plus	2020.12.07.655	\$4,620.16
PR Post SRO/CRO Meeting	2020.12.07.758	\$80.30
P&L Spray Glue Pool Utility Wh	2020.12.07.764	\$49.72
Pool Facility BIS Training/Sup	2020.12.07.762	\$1,025.10
Eng Admin C.E.T. Fees Phone Ca	2020.12.07.763	\$448.05
Fitness Area Janitor Supplies	2020.12.07.768	\$121.44
WTP Windshield Scraper	2020.12.07.832	\$564.80
P&L Christmas Lights/Cleaning	2020.12.07.981	\$266.12
SVWS Corp Vis	2020.12.07.SVW	\$5.24
GIS Subscriptions/Stationery	2020.12.07.425	\$330.65
Total Cheques		\$10,205.34

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	ONL000376
Cheque Date	First	Last		ONL000377

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Enmax Energy Corporation	ONL000376	2020-12-23	\$77,935.70

Invoice Description	Invoice Number	Invoice Amount	

Nov Power Bill	20-2951663	\$77,935.70	

Poulin's Professional Pest Con	ONL000377	2020-12-23	\$354.94

Invoice Description	Invoice Number	Invoice Amount	

WTP Monthly Pest Control	1320656	\$198.45	
SRC Pest & Weed Control	1320567	\$156.49	

	Total Cheques		\$78,290.64
			=====

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	ONL000378
Cheque Date	First	Last		

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
=====			
Workers' Compensation Board -	ONL000378	2020-12-31	\$15,421.78

Invoice Description	Invoice Number	Invoice Amount	

WCB 4th Installment	2020.09.05.	\$7,710.89	
WCB 5th Installment	2020.11.05	\$7,710.89	

Total Cheques			\$15,421.78
			=====

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	ONL000379
Cheque Date	First	Last		ONL000382

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
=====			
Access Gas Services Inc.	ONL000379	2021-01-15	\$24,908.44
Invoice Description	Invoice Number	Invoice Amount	

Joint Office Dec Gas Bill	202012-3693	\$1,431.63	
Fire Joint Dec Gas Bill	202012-3687	\$1,253.40	
Town Shop Dec Gas Bill	202012-3694	\$1,048.77	
Airport Dec Gas Bill	202012-3686	\$253.59	
WTP Dec Gas Bill	202012-3689	\$5,780.62	
Water Trans Dec Gas Bill	202012-3684	\$257.19	
Sewer 1 Dec Gas Bill	202012-3685	\$285.49	
Sewer 2 Dec Gas Bill	202012-3692	\$216.32	
SRC & Pool Dec Gas Bill	202012-3691	\$13,230.92	
Community Hall Dec Gas Bill	202012-3690	\$518.42	
Parks Lions Dec Gas Bill	202012-3688	\$206.19	
Gear Up Dec Gas Bill	202012-3679	\$425.90	
=====			
Corporate Payment Systems	ONL000380	2021-01-15	\$15,617.93
Invoice Description	Invoice Number	Invoice Amount	

BOT Corp Visa	2021.01.05.BOT	\$1,518.84	
Water Trans Asset Management	2021.01.05.149	\$133.95	
Plan & Dev Training & Certific	2021.01.05.164	\$2,919.83	
SRC Training	2021.01.05.343	\$251.80	
SVWS Internet	2021.01.05.425	\$104.99	
SVWS Corp Visa	2021.01.05.SVW	\$80.76	
P&D SDAB Training & P.R. Coun	2021.01.05.492	\$762.57	
Trans Wrenches & Shop Cleaning	2021.01.05.727	\$450.31	
Pool Program Training Freight	2021.01.05.762	\$1,226.62	
WTP AWWA 2021 Membership	2021.01.05.763	\$679.00	
SRC Training	2021.01.05.764	\$62.95	
Fitness Area Repair Parts, Sup	2021.01.05.768	\$541.43	
WTP Supplies/COVID Supplies	2021.01.05.832	\$324.70	
P&L Office Supplies	2021.01.05.981	\$126.32	
Fire Joint 27" iMac Display	2021.01.05.292	\$3,907.42	
Fire Rescue Sump Pump Parts	2021.01.05.655	\$2,526.44	
=====			
Shaw Cable	ONL000381	2021-01-15	\$73.50
Invoice Description	Invoice Number	Invoice Amount	

Comm Hall WiFi Jan17 to Feb16	2020.12.17	\$73.50	
=====			
Shaw Cable	ONL000382	2021-01-15	\$109.15
Invoice Description	Invoice Number	Invoice Amount	

SRC Feb 2021 WiFi	2021.01.01	\$109.15	
	Total Cheques		\$40,709.02
			=====

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	ONL000383
Cheque Date	First	Last		ONL000384

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
=====			
Telus Communications	ONL000383	2021-01-15	\$2,996.57
Invoice Description		Invoice Number	Invoice Amount

Telus Dec 22 to Jan 21, 2021		2020.12.23	\$2,996.57
=====			
Telus Mobility Inc.	ONL000384	2021-01-15	\$1,096.64
Invoice Description		Invoice Number	Invoice Amount

Telus Mobility Dec 22 - Jan 21		2020.12.21	\$1,096.64

		Total Cheques	\$4,093.21
			=====

The regular meeting of the Parkland Regional Library System Board was called to order at 10:05 a.m. on Thursday November 12, 2020 in the Small Board Room, Lacombe.

Present: Debra Smith (Board Chair), Gord Lawlor

Present via Zoom: Jason Alderson, Jackie Almberg, Glen Carrit, Lana Curle (Alternate for Rick Pankiw), Colleen Ebden, Kevin Ferguson, Jeanny Fisher, Elaine Fossen, Dwayne Fulton, Bruce Gartside, Barb Gilliat, Jeanette Herle, Agnes Hoveland, Cora Knutson, Stephen Levy, Daryl Lougheed, Josephine McKenzie, Philip Massier, Ricci Matthews, Leah Nelson, Ray Olfert, Terilyn Paulgaard, Jas Payne, Norma Penney, Rosella Peterman, Bill Rock, Heather Ryan, Sharolyn Sanchez (Alternate for Mike Yargeau), Janine Stannard, Les Stulberg, Patricia Toone, Cindy Trautman, Doug Weir, Shannon Wilcox, Bill Windsor, Mary Ann Wold, Bonita Wood, Mike Yargeau, Ann Zacharias

With Regrets: Dana Kreil, Blair Morton

Absent: Alison Barker-Jevne, Doreen Blumhagen, Bill Chandler, Amanda Derksen, Sandy Gamble, Clark German, Deborah Juch, Trudy Kilner, Lonnie Kozlinski, Heidi Pierce, Sonia Temple, Sharon Williamson,

Staff: Ron Sheppard, Donna Williams, Colleen Schalm, Kara Hamilton, Haley Amendt

Call to Order

Meeting called to order at 10:05 a.m. by Smith.

According to section 31 (1) of the Alberta Libraries Act,
Board member disqualification:

31(1) A person is disqualified from remaining a member of a board if the person fails to attend, without being authorized by a resolution of the board to do so, 3 consecutive regular meetings of the board.

As part of PRLS' compliance procedures, board members who send regrets are excused at the start of each meeting.

Motion by Cindy Trautman to excuse Dana Kreil and Blair Morton from attendance at the board meeting on November 12, 2020 and remain members of the Parkland Board in good standing.

CARRIED

PRLS 33/2020

1.1 Agenda

1.1.2 Adoption of the Agenda

Motion by Heather Ryan to accept the agenda as presented.

CARRIED
PRLS 34/2020

1.2. Approval of Minutes

Smith asked if there were any amendments to the September 17, 2020 minutes. She noted that under Item 1.2, that the minutes were stated as September 17, 2020 and should be changed to May 28, 2020. Agnes Hoveland noted that she was at the May meeting and the minutes indicated otherwise.

Motion by Bruce Gartside to approve the minutes of the September 17, 2020 meeting as amended.

CARRIED
PRLS 35/2020

1.3. Business arising from the minutes of September 17, 2020 meeting

Smith asked if there was any business arising from the minutes. There was none.

2.5. Business Arising from the Consent Agenda

Smith asked if there was any business arising from the consent agenda. Philip Massier requested to discuss the letter of correspondence from Stettler County. It was moved from Item 2.3.2. to Item 3.2.a just before the Election of the Executive Committee, which became 3.2.b.

Motion by Jason Alderson to approve the consent agenda as amended.

CARRIED
PRLS 36/2020

Sharolyn Sanchez entered the meeting at 10:12 a.m.

Cora Knutson entered the meeting at 10:16 a.m.

3.1. Election of Board Chair

Each year at Parkland’s November board meeting, the board chairperson is elected for a twelve-month term.

Smith turned the meeting over to Sheppard, who asked for nominations from the floor for the position of Board Chair. Janine Stannard nominated Debra Smith. Sheppard asked for other nominations a second time, and asked a third time for nominations.

Motion by Coleen Ebden that nominations cease.

CARRIED
PRLS 37/2020

Smith became the Board Chair by acclamation. Smith accepted the position and resumed the duty of Chair.

Leah Nelson entered the meeting at 10:32 a.m.

3.2. a Letter Regarding Stettler Library Board

Philip Massier inquired whether having the newly appointed Stettler Intermunicipal Board would affect the population of the seats on the Executive Committee, as the Town of Stettler and Stettler County are divided into different seats, seats 6 and 8, respectively. It was explained that the municipalities themselves are members, so it does not affect appointment to the Executive Committee. Both Board Representatives, Gord Lawlor (Town of Stettler) and Les Stulberg (Stettler County) were content with the current division of the population for the seats of the Executive Committee and did not want to see a change.

3.2. b Election of the Executive Committee

PRLS’ Executive Committee has the ten-member maximum allowed by the Libraries Regulation. The Board Chair accounts for one seat on the committee. In accordance with Parkland’s master agreement with the municipalities, members of the Executive Committee shall be selected on a geographical basis. Such selection shall be made by PRL Board members representing that geographical area.

Members were divided into “breakout rooms” on Zoom and a representative was chosen from each area. The Executive Committee was appointed as follows:

Board Chair	Debra Smith – Village of Lougheed
Seat 2	Cindy Trautman – Camrose County
Seat 3	Philip Massier – Red Deer County
Seat 4	Jason Alderson – Town of Rocky Mtn. House
Seat 5	Kevin Ferguson – Town of Ponoka
Seat 6	Bruce Gartside – Village of Donalda
Seat 7	No Representative
Seat 8	Janine Stannard – Town of Coronation
Seat 9	Heather Ryan – Town of Olds
Seat 10	Jas Payne – Town of Sylvan Lake

Motion by Dwayne Fulton to accept the Executive Committee as appointed.

CARRIED
PRLS 38/2020

3.3. Advocacy Committee Report

Gord Lawlor, the current Chair of the Advocacy Committee, gave a verbal report to the board. He named the current volunteers from the Advocacy Committee, who all put their names forward to continue on the committee for another year. He talked about the meaning of being a library advocate and some of what the Advocacy Committee had accomplished in the last year.

The newest advocacy tools from the committee include key messages, examples of supporting data, and sample elevator speeches. The committee has also settled on 3 regional key messages that they recommend board members adopt and use when talking about the library.

1. The library is a wise investment. We provide a very good financial return on investment.
2. The library supports the financial well-being of all citizens.
3. The library provides an important point of social connection that supports mental health.

The Advocacy Committee has also provided a dozen elevator speeches demonstrating how to deliver a key message with supporting facts in about 30 seconds. These examples will be posted on Parkland Library's Support Site.

3.4. Election of Advocacy Committee

The current Advocacy Committee working group members are:

Gord Lawlor, Chair – Town of Stettler
Barb Gilliat, Vice Chair – Village of Alix
Bill Rock – Village of Amisk
Cora Knutson – Town of Bentley
Deb Smith, Ex Officio – Village of Lougheed
Janine Stannard – Town of Coronation
Jeanny Fisher – Town of Daysland
Norma Penney – Village of Clive
Shannon Wilcox – Town of Carstairs
Stephen Levy – Town of Sedgewick

Lawlor called for volunteers for the Advocacy Committee; there were no additional volunteers.

Motion by Bruce Gartside to appoint Gord Lawlor, Barb Gilliat, Jeanny Fisher, Cora Knutson, Stephen Levy, Norma Penney, Bill Rock, Deb Smith, Janine Stannard, and Shannon Wilcox to the Advocacy Committee for the next year.

CARRIED
PRLS 39/2020

Barb Gilliat entered the meeting at 10:39 a.m.

3.5. Board Signing Authorities

Parkland Regional Library System requires that two trustees act as cheque signing authorities for cheques valued at \$45,000 or more, or, if the Director is unavailable to sign. It is most convenient if the Board signing authorities live or work close to PRLS headquarters.

Smith asked for two board members that live close to Parkland to volunteer be signing authorities.

Ray Olfert entered the meeting at 10:44 a.m.

Motion by Colleen Ebdon to accept Barb Gilliat and Ray Olfert as PRLS' board signing authorities.

CARRIED
PRLS 40/2020

Motion by Janine Stannard to add Ray Olfert from the Town of Blackfalds to the Executive Committee Seat 7.

CARRIED
PRLS 41/2020

3.6. ALTA Board Alternate for Parkland

The Alberta Library Trustee Association (ALTA) board represents the trustees from all ALTA member libraries in the province of Alberta.

In addition to the President, and Past President, the board consists of 10 Directors. Currently, the Parkland Region is represented by Bob Green from the Carstairs Municipal Library. At present they are looking for an Alternate Director from the region.

Bill Windsor from the Town of Didsbury volunteered to let his name stand to be an Alternate Director representing the Parkland Region on the ALTA Board. Parkland will submit his name to ALTA for consideration. There were no other volunteers.

3.7. 2021 Alberta Library Conference

In the normal course of events, Parkland pays for three trustees, plus the Board Chair to attend the Alberta Library Conference. However, due to the COVID-19 pandemic, the conference has been cancelled for 2021.

3.8. Budget Approval Update

Smith shared that the 2021 Parkland budget has been approved by 68.75% of the municipalities representing 71.84% of the population. It was asked that staff share the exact details of the individual responses, which will be emailed to the Parkland board and the municipal administrators within the next week.

3.9. Review of PRLS Investments

According to Parkland's Annual Agenda policy, the Executive Committee is to review Parkland's investments at least twice a year. The meetings for the review of investments in 2020 occur in March and October.

In past years, Parkland only invested its funds in GICs and in a conservative, managed bond portfolio. RBC Wealth Management, Dominion Securities, is the company managing Parkland's investment account. Our investor, Adam Lamb, reported that Parkland's investments are up by 6% since the beginning of the year despite COVID-19 and a weak economy. This is due to PRLS' 10-year bond portfolio having higher interest rates than what has been available during the year.

At the October 8th Executive Committee meeting, staff did not recommend changing Parkland's overall investment strategy of keeping funds in a conservative, managed bond portfolio. Also, PRLS does not currently have funds invested in GICs. The Executive Committee decided to leave Parkland's investment strategy unchanged.

Motion by Ray Olfert to receive for information

CARRIED
PRLS 42/2020

3.10. Dates for 2021 Meetings

At present, Parkland is planning on holding board meetings virtually for 2021. Below are the suggested dates for PRLS' 2021 Board meetings.

February 25, 2021	10:00 a.m. – 12:00 p.m. (Annual Report, Year in Review)
May 20, 2021	10:00 a.m. – 12:00 p.m. (2019 Financial Statements presented)
September 16, 2021	10:00 a.m. – 12:00 p.m. (Budget presentation for 2021)
November 18, 2021	10:00 a.m. – 12:00 p.m. (Organizational Meeting)

Motion by Janine Stannard to receive for information.

CARRIED
PRLS 43/2020

3.11.1. Director’s Report

3.11.2. Library Services Report

3.11.3. IT Report

3.11.4. Finance and Operations Report

Smith asked if there were any questions regarding the Director’s, Library Services, IT, or the Finance and Operations reports. There was none.

Motion by Barb Gilliat to receive the Director’s, Library Services, IT and Finance and Operations reports for information.

CARRIED
PRLS 44/2020

3.12. Parkland Community Update

Stettler Public Library is holding a “Christmas Wine Survivor Raffle” virtual elimination draw at the beginning of December. Cost to join is \$20 per ticket plus a bottle of wine.

4. Adjournment

Motion by Barb Gilliat to adjourn the meeting at 11:02 a.m.

CARRIED
PRL 45/2020

Meeting adjourned at 11:02 a.m.

Chair



PRLS BOARD TALK

Highlights of the Parkland Regional Library System Board Meeting

NOVEMBER 12, 2020

Organizational Meeting

Parkland's board has 8 new members. Board Members in attendance elected the new Executive Committee and Board Chair. Debra Smith was re-appointed Board Chair by acclamation.

Executive Committee

The Executive Committee has 3 new faces, along with returning members.

Debra Smith, Committee Chair (Village of Lougheed)

Bruce Gartside, (Village of Donalda)

Cindy Trautman, (Camrose County)

Heather Ryan, (Town of Olds)

Janine Stannard, (Town of Coronation)

Jas Payne, (Town of Sylvan Lake)

Jason Alderson, (Town of Rocky Mtn. House)

Kevin Ferguson, (Town of Ponoka)

Philip Massier, (Red Deer County)

Ray Olfert, (Town of Blackfalds)

2021 Budget Approval

As of the date of the board meeting, PRLS' 2021 budget was approved by 68.75% of the municipalities representing 71.84% of the population. A list detailing municipal approval has been sent to Parkland's board members and municipalities.

Advocacy Committee

There were no new volunteers for the Advocacy Committee. All the current members chose to remain on the committee for another year.

Gord Lawlor, Committee Chair – Town of Stettler

Barb Gilliat, Vice Chair – Village of Alix

Bill Rock – Village of Amisk

Cora Knutson – Town of Bentley

Deb Smith, Ex Officio – Village of Lougheed

Janine Stannard – Town of Coronation

Jeanny Fisher – Town of Daysland

Norma Penney – Village of Clive

Shannon Wilcox – Town of Carstairs

Stephen Levy – Town of Sedgewick

The newest advocacy tools from the committee include key messages, examples of supporting data, and sample elevator speeches. The committee has also settled on 3 regional key messages that they recommend board members adopt and use when talking about the library.

1. The library is a wise investment. We provide a very good financial return on investment.
2. The library supports the financial well-being of all citizens.
3. The library provides an important point of social connection that supports mental health.

The Advocacy Committee has also provided a dozen elevator speeches demonstrating how to deliver a key message with supporting facts in about 30 seconds. These examples will be posted on Parkland Library's Support Site.

New Building Update

Parkland took ownership of the new headquarters building on September 30th and rented the old headquarters for \$1 for the month of October from the new owners, the City of Lacombe, until the new building was ready for occupancy.

Moving occurred in a three-stage process over the month of October. The final move, which included the transfer of Parkland's network and staff operations, began on Friday, October 16th and were completed on Monday October 19th. By Tuesday the 20th, Parkland was in full operation.

The final hand-over of the old building to the City of Lacombe occurred on the afternoon of October 28th, thus ending the presence of Parkland Regional Library at the old address of 5404-56 Avenue in Lacombe. Staff are working to establish a date for the new Minister of Municipal Affairs to tour the new building.

Since Parkland cannot hold an open-house to celebrate the new headquarters due to restrictions resulting from the COVID-19 pandemic, staff are preparing a virtual tour that can be put on Parkland's website. The virtual tour will allow stakeholders to get a sense of the new building until an in-person event can be held at some point in the future.

Stronger Together Conference

The 2020 *Stronger Together* Virtual Conference was a tremendous success. This event was created in cooperation with Yellowhead Regional Library, The Peace Library System, and The Alberta Library (TAL). There were 1,155 registrants from across the globe with 730 live participants, as many as, or more than, the number of delegates normally attending the Alberta Library Conference. We are very pleased with the outcomes of this event and plan on a similar conference in 2021.

ALTA Board Alternate for Parkland

The Alberta Library Trustee Association (ALTA) represents the trustees from all ALTA member libraries in the province of Alberta.

Currently, the Parkland Region is represented by Bob Green from the Carstairs Municipal Library. At present they are looking for an Alternate Director from the region. The region includes the City of Red Deer. Bill Windsor from the Town of Didsbury volunteered to let his name stand to be an Alternate Director representing the Parkland Region on the ALTA Board. Parkland will submit his name to ALTA for consideration.

Board Meeting Dates for 2021

At present, Parkland is planning on holding board meetings virtually for 2021.

February 25 - Annual Report, Year in Review

May 20 - 2019 Financial Statements presented

September 16 - Budget presentation for 2021

November 18 - Organizational Meeting

2021 Alberta Library Conference

In the normal course of events, Parkland pays for three trustees, plus the Board Chair to attend the Alberta Library Conference. However, due to the COVID-19 pandemic, the conference has been cancelled for 2021.

Community News from Trustees

Stettler Public Library is holding a "Christmas Wine Survivor Raffle" virtual elimination draw at the beginning of December. Cost to join is \$20 per ticket plus a bottle of wine.

Board Members Present

Deb Smith, Gord Lawlor

Board Members Present via Zoom

Jason Alderson, Jackie Almborg, Lana Curle (Alternate for Rick Pankiw), Colleen Ebdon, Kevin Ferguson, Jeanny Fisher, Elaine Fossen, Dwayne Fulton, Bruce Gartside, Barb Gilliat, Jeanette Herle, Agnes Hoveland, Cora Knutson, Stephen Levy, Daryl Lougheed, Josephine McKenzie, Philip Massier, Ricci Matthews, Leah Nelson, Ray Olfert, Terilyn Paulgaard, Jas Payne, Norma Penney, Rosella Peterman, Bill Rock, Heather Ryan, Sharolyn Sanchez (Alternate for Mike Yargeau), Janine Stannard, Les Stulberg, Patricia Toone, Cindy Trautman, Doug Weir, Shannon Wilcox, Bill Windsor, Mary Ann Wold, Bonita Wood, Mike Yargeau, Ann Zacharias

With Regrets

Dana Kreil, Blair Morton

Absent

Alison Barker-Jevne, Doreen Blumhagen, Glen Carrit, Bill Chandler, Amanda Derksen, Sandy Gamble, Clark German, Deborah Juch, Trudy Kilner, Lonnie Kozlinski, Sonia Temple, Sharon Williamson, Heidi Pierce

PRLS Staff

Ron Sheppard, Tim Spark, Donna Williams, Colleen Schalm, Kara Hamilton, Haley Amendt

Next Meeting: February 25, 2021

10:00 AM.

For more information or if you want a copy of the draft minutes from this board meeting, please contact PRLS.

**MINUTES OF THE REGULAR STETTLER WASTE MANAGEMENT AUTHORITY MEETING
HELD ON FRIDAY, DECEMBER 18, 2020 AT 10:00 A.M., IN THE COUNCIL CHAMBERS OF
THE COUNTY OF STETTLER NO. 6 ADMINISTRATION BUILDING, STETTLER, ALBERTA**

PRESENT: Wayne Nixon, County of Stettler Councillor (Chairperson)
Ernie Gendre, County of Stettler Councillor
Sean Nolls, Town of Stettler Councillor (Vice Chairperson)
Malcolm Fischer, Town of Stettler Councillor
Clark German, Village of Big Valley
Paul McKay, Village of Donalda
Dan Hiller, Summer Village of Rochon Sands
(Executive Committee Member)
Carl Cornelssen, Summer Village of White Sands
Mark Fox, Stettler Member at Large
Grace Fix, Recycling Representative
(Heartland Beatification Committee)

Other: Rene Doucette, Manager/SWMA Representative
Greg Switensky, Town of Stettler CAO
Yvette Cassidy, County of Stettler CAO (SWMA CAO)
Andrew Brysiuk, County of Stettler Director of Municipal Services

CALL TO ORDER

The meeting was called to order at 10:00 a.m., Friday, December 18, 2020 by Chairperson Wayne Nixon.

AGENDA ADDITIONS AND APPROVAL

36.12.18.20

Moved by Dan Hiller

“that the December 18, 2020 agenda for the Stettler Waste Management Authority Meeting be approved with the following addition:

1. Camera Policy.”

Carried Unanimously

MINUTE APPROVAL

37.12.18.20

Moved by Ernie Gendre

“that the September 18, 2020 Stettler Waste Management Authority Meeting minutes be approved as presented.” Carried Unanimously

DELEGATIONS

None

MANAGER'S REPORT

38.12.18.20

Moved by Carl Cornelssen

“that the Stettler Waste Management Manager’s Report dated December 18, 2020 be received for information.”

Carried Unanimously

FINANCIALS

Payment Register; Bank Reconciliation; and Year to Date Budget Reports:

39.12.18.20

Moved by Clark German

“that the Payments Register for the payments posted between September 1 and November 30, 2020; the Bank Reconciliation and Reserves for the periods ending August 31, September 30, October 30, and November 30, 2020; and the Year to Date Budget for the month ending November 30, 2020 (all attached and forming part of these minutes) Reports to be approved as presented.” Carried Unanimously

BUSINESS ARISING FROM PREVIOUS MINUTES

Camera Policy

It was noted that the Camera Policy was going to be brought back to this meeting for changes. Administration highlighted the challenges complying with Freedom of Information and Protection of Privacy Act (FOIPPA) if the records were hosted in the cloud.

40.12.18.20

Moved by Paul McKay

“that the Stettler Waste Management Authority direct Administration to bring back the Security Camera Policy at the next meeting.” Carried Unanimously

NEW BUSINESS

2021 Budget

41.12.18.20

Moved by Malcolm Fischer

“that the Stettler Waste Management Authority Board approves the 2021 Budget and three-year financial plan for 2022, 2023, and 2024 as presented, attached to and forming part of these minutes.” Carried Unanimously

Accounts Receivable Write Off

42.12.18.20

Moved by Clark German

“that Stettler Waste Management Authority approve the write off of accounts receivable for Stettler Waste customers totaling \$4,211.95 as of December 9, 2020.” Carried Unanimously

Erskine Transfer Station Revamp

43.12.18.20

Moved by Ernie Gendre

“that Stettler Waste Management Authority approve the modifications to the Erskine Transfer Site at a cost of \$21,000 plus GST.” Motion Defeated

44.12.18.20

Moved by Dan Hiller

“that the Stettler Waste Management Authority advertise by tender work to complete modifications to the Erskine Transfer Station.” Carried

RECYCLING REPORT

45.12.18.20

Moved by Malcolm Fischer

“that the Q3 Textile Recycling Diversion and Recycling Report dated December 18, 2020 be received for information.” Carried Unanimously

NEXT MEETING

The next meeting is scheduled by call of the chair.

ADJOURNMENT

46.12.18.20

Moved by Ernie Gendre

“that the Stettler Waste Management Authority Meeting be adjourned at 11:20 a.m.”

Carried Unanimously

Chairperson

SWMA Chief Administrative Officer

DRAFT

ADVANCED EDUCATION TOWN HALL ZOOM WEBINAR

January 13, 2021, 5 pm

Minister Nicolaides hosting

Respectfully submitted by Malcolm Fischer

The intention here is to give an overview/summary of some of the relevant highlights of this session as noted by this writer, and not to provide a substantive set of minutes for the entire town hall. It was being recorded so if greater detail is desired, the contents can undoubtedly be accessed through government sites.

Initially, I tried to take copious notes but soon tired of that so I have included 5 screenshots included below.

1. ALBERTA 2030 (Building Skills for Jobs) will be a 10 year strategic plan and much energy has been dedicated to get the draft version “out there” so as to build the final version together. The MacKinnon report commissioned by the government did have some focus on post-secondary education. Have a peruse below and you can see that this 2030 initiative came straight from the report’s Recommendation.

The screenshot shows a presentation slide with a light blue header containing the word "Context". Below the header, there are two main bullet points. The first is "Key findings from the MacKinnon Report" with three sub-bullets: "Compared to other provinces, Alberta spends more per student, without better results", "Alberta's post-secondary system lacks an overall direction", and "Recommendation: That government consult with stakeholders to set a future direction, goals, and a governance model for the province's post-secondary system". The second main bullet point is "Global trends reshaping post-secondary education" with five sub-bullets: "The profile of post-secondary learners is changing", "Higher education is shifting to online and alternative delivery", "The nature and future of work are being transformed through automation and digitization", "Research funding is being outpaced by GDP growth in many jurisdictions", and "Public funding remains under pressure, intensifying income challenges for institutions". In the bottom left corner of the slide is a small number "2", and in the bottom right corner is the "Alberta" logo.

Interesting first finding. And under Global Trends above, note the third bullet, which is considered to be an area of special focus.

Below, if you have more faith in vision statements than does the writer as to their real operational value, you will enjoy this one. Ha ha. Advanced Education did 125+ one-on-one interviews with stakeholders, 25 round-tables, and online surveys and workbooks so it would appear to be a sincere effort at consultation. This writer

was impressed by both the minister and what he had to say. He was never evasive, and answered each question directly. The vision

Alberta 2030 Vision

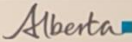
Alberta's **world-class** post-secondary system will equip Albertans with the **skills, knowledge and competencies** they need to succeed. It will be highly **responsive to labour market needs** and through **innovative programming** and **excellence in research**, contribute to the betterment of an **innovative and prosperous Alberta**.

This writer tried to quickly snap a picture of the program goals as outlined below, so the picture slant reflects his haste! That said, do have a read of the general goals, and each has a set of specific objectives associated with it. Goal #4 will receive considerable emphasis.

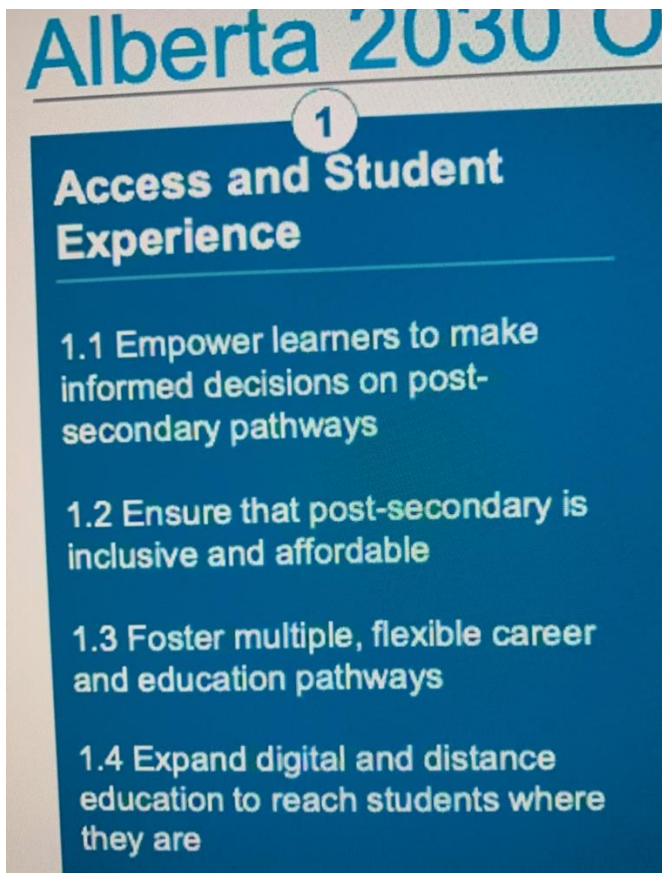
Alberta 2030 Goals

1 Access and Student Experience Lead Canada in providing world-class, affordable, and innovative post-secondary experiences and credentials	2 Skills for Jobs Ensure every student has the skills, knowledge, and competencies to enjoy fulfilling lives and careers	3 Innovation and commercialization Unleash Alberta's innovation by supporting post-secondary research that creates new knowledge, capabilities, and companies	4 Internationalization¹ Become a leading destination for top talent to drive the growth of skills, ideas, and innovations locally and globally
5 Financial sustainability (enabler) Deliver exceptional value for students, faculty, and Albertans by supporting innovative growth, efficiency, and effectiveness across the system			
6 Governance (driver) Drive system outcomes through enabling and effective governance			

1. Developed as part of Alberta's International Student Strategy (February 2020)

5 

To look specifically at points relative to Adult Learning and Campus Alberta, do note the importance of Objective 1.4 below. It was often stressed and discussed throughout the presentation.



Then, the minister invited all to participate in a wide open Q and A session, and 6 points noted by this writer appear below:

1. The minister was asked why funding is being cut back on Distance Education. He responded that they are leaning toward new models of delivery, and to some degree, this is driven by the tenuous financial scenario Alberta is now in.
2. WIL – Work Integrated Learning – will receive more and more emphasis so practicums, apprenticeships, and online learning will increase. New programs proposed will need to have more WIL components, and existing ones will have incentives to do likewise.
3. It was recommended that a coordinating agency for post-secondary be established to better coordinate all programs. Many other jurisdictions have these but the challenge will be for our “less red tape” government to do this without creating more bureaucracy.
4. Initiatives to expand dual-credit high school programming are being looked at, as well as better transferability of courses.
5. They would like to have community adult learning programs more integrated with other education programs.
6. They are seeking to streamline and limit requirements in such areas as, for example, accountability processes, disposal of assets processes, and program approval processes.

From: Stettler Public Library
Sent: Wednesday, December 30, 2020 11:11 AM
Subject: Update from the Library

Good morning everyone,
Hope you all had a wonderful Christmas and are enjoying some downtime here and there. We had a good break here at the library, after 2020 it was much appreciated! On behalf of the whole team here, thank you so much for the extra days of closure.

We wanted to provide an update on activities at the library. In the 10 days we have been open since the closure started (December 14) we have had at least 300 interactions (we missed recording a few on our busier days) with members of the community, providing either curbside service (163) or telephone support (137). Telephone support includes renewing library cards and materials, helping people reset their passwords, troubleshooting eContent issues, requesting books or other materials, explaining how curbside service works, issuing new cards, checking the status of requests, etc. Curbside pickup has involved mostly picking up books, movies, and craft kits. We have had a few requests for curbside printing, one involving an employment situation. We also had a request for digital conversion of a number of slides, so we are picking away at that, as well as printing some craft kit tools on the 3D printer and generally trundling along. We are pleased that people are more aware that we are in the building this time around.

In the past 10 days we have circulated 3483 physical items (this number does not include any eContent as those figures are done monthly and not available yet). At the last board meeting there was a question about how many items we have added to our collection in 2020, it looks like we have received 1,771 books and 712 DVDs, videogames and audiobooks so far this year, and we have a few more items coming in from Parkland over the next week or two that were also purchased against our 2020 budget. Once the new year hits I will start putting together all the stats from this year for our annual report to Municipal Affairs.

We are bringing a few people back to the library so that we can do some more project work in the library this week and next. We are wearing masks in the building and making sure we keep a good distance. We will look at weeding, inventory and organization in the supply room and of course, with the new year upon us, we can start ordering books against our new Parkland allotment.

Hope you and your families all have a happy and peaceful New Years Eve, and that the year ahead will be more straightforward and fun.
Take care everyone, talk soon!
Rhonda

Rhonda O'Neill, Manager
Stettler Public Library
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403-742-2292 spl.prl.ab.ca
Pronouns: She/Her or They/Them



Strong Libraries, Strong Communities

