

Town of Stettler

COUNCIL MEETING

FEBRUARY 16, 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, FEBRUARY 16th, 2021
6:30 P.M.
AGENDA**

1. **Agenda Additions**
2. **Agenda Approval**
3. **Confirmation of Minutes**
 - (a) Minutes of the Regular Council Meeting of February 2nd, 2021 5-9
 - (b) Minutes of the Committee of the Whole Meeting of February 9th, 2021 10-14
4. **Citizens Forum**
5. **Delegations**
6. **Administration**
 - (a) Committee of the Whole Recommendations – February 9th, 2021 15
 - (b) 2021 Revenue/Expense Summary – January 31st, 2021 16-17
 - (c) Bank Reconciliation – December 31, 2020 18
 - (d) Meeting Dates
 - 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
 - Tuesday, May 4 – Council – 6:30pm
 - Tuesday, May 11 – COW – 4:30pm
 - Tuesday, May 18 – Council – 6:30pm
 - (e) Accounts Payable in the amount of \$548,305.02 19-26
(\$58,484.99 + \$301,852.71 + \$4,076.59 + \$116,509.35 + \$67,381.38)
7. **Council**
 - (a) Meeting Reports
8. **Minutes**
9. **Public Hearing**

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10. **Bylaws**

11. **Correspondence**

(a) Town of Stettler Letter to Nate Horner, MLA – Alberta's COVID-19 Relaunch Strategy 27

(b) Clearview Public Schools – Annual Review Letter 28-30

12. **Items Added**

13. **In-Camera Session**

14. **Adjournment**

**MINUTES OF THE REGULAR MEETING OF THE TOWN OF STETTLER COUNCIL
HELD ON TUESDAY, FEBRUARY 2nd, 2021 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

Media (2)

Absent:

Call to Order:

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

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

Motion 21:02:01

Moved by Councillor Smith to approve the agenda as presented.

MOTION CARRIED
Unanimous

3. **Confirmation of Minutes:**

- (a) Minutes of the Regular Meeting of Council held January 19th, 2021

Motion 21:02:02

Moved by Councillor Fischer that the Minutes of the Regular Meeting of Council held on January 19th, 2021 be approved as presented.

MOTION CARRIED
Unanimous

- (b) Business Arising from the January 19th, 2021 Minutes

None

4. **Citizen's Forum:**

- (a) None

5. **Delegations:**

- (a) Stan Eichhorn & Jack Schulze – Stettler History Book – 6:30 p.m.

Mayor Nolls welcomed S. Eichhorn & J. Schulze to the meeting.

S. Eichhorn gave a brief history of the Stettler History Book Committee, which covers Stettler and the surrounding region. The Committee is working with 766 files, with more being submitted to date. There is one hired staff member and 10-12 volunteers working on the project, with more volunteers needed. S. Eichhorn advised that the Stettler History Book is seeking financial support in order to fund the printing and distribution of the book.

The Stettler History Book is set to be printed through Kathy's Printing. The books will be printed as a set of two, and the Committee plans to print 1200 sets within a year at a cost of \$135-\$145 per set.

S. Eichhorn and J. Schulze concluded by emphasizing the importance of the Stettler History Book for the community.

Mayor Nolls thanked S. Eichhorn and J. Schulze for their presentation.

Motion 21:02:03

Moved by Councillor Campbell that the Town of Stettler Council accept the Stettler History Book presentation for information and forward the request for financial support to the February 9th Committee of the Whole Meeting.

MOTION CARRIED
Unanimous

S. Eichhorn and J. Schulze left the meeting at 6:58 p.m.

6. **Administration:**

(a) 2021-2025 Capital Budget

CAO G. Switenky advised that a Council resolution is required to adopt the Town's 2021 Capital Budget. The listed items and projects have been reviewed and recommended at the Capital Budget Session held on January 25th, 2021. The total amount of expenditures included in the 2021 Capital Budget is \$4,549,191.00. Some of the Capital items and projects are approved subject to various conditions to be determined at a later date.

It was also noted that many capital purchases will individually come before Council for ratification in accordance with the spending authority limits set out in the Town's Purchasing/Tendering Policy.

It was summarized that the 2021 Capital Budget is a very responsible budget for this economic climate and will maintain the high quality of life that residents expect from the Town.

Motion 21:02:04

Moved by Councillor Barros that the Town of Stettler Council approve the 2021-2025 Capital Budget with a total 2021 expenditure of \$4,549,191.00.

MOTION CARRIED
Unanimous

(b) Meeting Dates

- Tuesday, February 9 – COW – 4:30pm
- **Thursday, February 11 – Brownlee Emerging Trends – 8:30am**
- 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
- Tuesday, May 4 – Council – 6:30pm
- Tuesday, May 11 – COW – 4:30pm
- Tuesday, May 18 – Council – 6:30pm

(c) Accounts Payable in the amount of \$684,408.22

Motion 21:02:05

Moved by Councillor Lawlor that the Accounts Payable in the amount of \$684,408.22 (\$194,187.39 + \$84,555.90 + \$217,573.58 + \$128,212.23 + \$59,442.32 + \$436.80) for the period ending February 2nd, 2021 for having been paid, be accepted as presented.

MOTION CARRIED
Unanimous

7. **Council:** Councillors outlined highlights of meetings they attended.

(a) Mayor Nolls

January 20 – Talk of the Town
January 20 – Economic Development Committee Meeting
January 21 – County of Stettler Housing Authority Meeting
January 22 – Signed Cheques at the Town Office
January 25 – Capital Budget Deliberation Session
January 26 – Extended Producer Responsibility Webinar
January 26 – Agricultural Society Annual General Meeting
January 27 – Transition to Practice/Nursing Seminar
January 27 – Talk of the Town
January 29 – Conference Call with Central Alberta Mayors
January 29 – Signed Cheques at the Town Office

(b) Councillor Barros

January 25 – Capital Budget Deliberation Session
January 27 – Stettler Learning Centre Board Meeting

(c) Councillor Campbell

January 21 – Red Deer River Municipal User Group Meeting
January 25 – Capital Budget Deliberation Session

(d) Councillor Fischer

January 21 – Stettler Community Builders Interview
January 22 – Stettler Community Builders Consult
January 25 – Capital Budget Deliberation Session
January 26 – Extended Producer Responsibility Seminar
January 27 – Campus Alberta Meeting and Strategic Conversation Presentation

(e) Councillor Lawlor

January 20 – Economic Development Committee Meeting
January 25 – Capital Budget Deliberation Session
January 26 – Economic Development Committee Follow-up
February 1 – Stettler Board of Trade 2021 Trade Show Committee Meeting

(f) Councillor Pfeiffer

January 20 – Economic Development Committee Meeting
January 25 – Capital Budget Deliberation Session
January 26 – Economic Development Committee Follow-up
January 26 – Agricultural Society Annual General Meeting

(g) Councillor Smith

January 25 – Capital Budget Deliberation Session

Motion 21:02:06

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

MOTION CARRIED
Unanimous

8. **Minutes:** (a) Stettler District Ambulance Association Meeting – January 18, 2021

Motion 21:02:07 Moved by Councillor Pfeiffer that the Town of Stettler Council approve the Minutes (a) as presented.

MOTION CARRIED
Unanimous

9. **Public Hearing:** (a) None

10. **Bylaws:** (a) Bylaw 2138-21 – Procedural Bylaw

CAO Switenky advised that Bylaw 2138-21 is a bylaw to Regulate the proceedings of Council Meetings.

Motion 21:02:08 Moved by Councillor Smith that Bylaw 2138-21 be given 1st reading.

MOTION CARRIED
Unanimous

Motion 21:02:09 Moved by Councillor Lawlor that Bylaw 2138-21 be given 2nd reading.

MOTION CARRIED
Unanimous

Motion 21:02:10 Moved by Councillor Barros that Bylaw 2138-21 proceed to 3rd and Final Reading.

MOTION CARRIED
Unanimous

Motion 21:02:11 Moved by Councillor Fischer that Bylaw 2138-21 be given 3rd and Final Reading.

MOTION CARRIED
Unanimous

11. **Correspondence:** (a) AUMA – Casual Legal: 'Tis the Season for (Tax) Forgiveness

Motion 21:02:12 Moved by Councillor Campbell that Town Council accept the Correspondence item (a) for information.

MOTION CARRIED
Unanimous

12. **Items Added:** (a) None

13. **In-Camera Session:** (a) Health Professional Recruitment & Retention – Third Party Business Interests – FOIP – Section 16

Motion 21:02:13 Moved by Councillor Smith that the Town of Stettler Council move into the In-Camera session with the CAO and Assistant CAO present.

MOTION CARRIED
Unanimous at 7:37 p.m.

Motion 21:02:14 Moved by Councillor Lawlor that the Town of Stettler Council return to the regular meeting.

MOTION CARRIED
Unanimous at 7:51 p.m.

14. **Adjournment:**

Motion 21:02:15

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

MOTION CARRIED
Unanimous at 7:51 p.m.

Mayor

Assistant CAO

MINUTES OF THE COMMITTEE OF THE WHOLE MEETING
FEBRUARY 9, 2021

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

Assistant CAO S. Gerlitz
Manager of Recreation & Culture B. Robbins

Absent: CAO G. Switenky

Call to Order: Mayor Nolls called the meeting to order at 4:30 p.m.

1. Agenda Additions/Deletions

None

2. Agenda Approval

Moved by Councillor Lawlor that the agenda be approved as presented.

MOTION CARRIED
Unanimous

3. Stettler History Book Funding Request

Assistant CAO S. Gerlitz advised that Stan Eichhorn and Jack Schulze presented a request for financial support to Town Council at the February 2nd, 2021 Council Meeting on behalf of the Stettler History Book. The book will be published in two volumes of approximately 700 pages each, and 1200 sets will be ordered at a cost of \$135-\$145 per set.

The Stettler History Book Committee is respectfully requesting a donation, or an interim loan to be repaid with book sales.

It was noted that the total budget for the History Book is \$217,000. The History Book Committee has also submitted a Provincial Historical Grant application for \$10,000. A decision on the grant is expected in May.

General discussion took place regarding past community organizational partnerships in which Council has financially supported local community projects or initiatives that have been proposed by community organizations. These financial partnerships have been based on Council matching fundraising activities initiated by the community organization. These fundraising activities can include applications of Government, or private grants. Council concluded their discussion by agreeing to reconsider a financial contribution should the decision on the Historical Grant be unsuccessful.

Recommendation to Council

Moved by Councillor Campbell that it be recommended to Town Council that the Town of Stettler make a financial contribution of \$10,000 which is matching to the grant funds applied for under the Provincial Historical Grant, to the Stettler History Book, with funding to come from the Culture Reserve Account in the 2021 Budget.

Motion Carried
Unanimous

4. COVID - 19 Relief

Stettler Recreation Centre Private Bookings

Mayor Nolls welcomed Manager of Recreation & Culture B. Robbins to the meeting.

As of Wednesday, February 10th, the Stettler Recreation Centre will begin to open select facilities for private bookings, under the provincial COVID-19 requirements. The arenas will be available for private bookings as of Wednesday, February 10th, followed by the Fitness Centre and Aquatic Centre on Tuesday, February 16th. The Stettler Recreation Centre will remain closed to the general public at this time, and only those with confirmed bookings will be granted access to the building.

The Fitness Centre will be available for private one-hour sessions from Monday-Friday for individuals or households under usual membership and drop-in rates, and one-on-one instructor-led training is available at a cost of \$10 per hour or \$8 per hour for seniors. The arenas will be available to rent daily at a fee of \$75 per hour for individuals, households, and approved user groups, as per Alberta Health Services guidelines on team sport activity. The Aquatic Centre is offering reservations from Monday-Friday for the following one-on-one training sessions:

- Stationary Aerobic Cardio Training (45 minutes)
- Adult/Teen Stroke Improvement or Fitness Training (45 minutes)
- Adult/Teen Swimming Instruction (30 minutes)
- Swimming Instruction for Children of Swim Kids Level 5 or Higher (30 minutes)
- Swimming Instruction for Children up to Swim Kids Level 4, accompanied by a parent or caregiver (30 minutes)

Regular drop-in rates apply for all Aquatic Centre training sessions.

Reservations for both the Fitness Centre and Aquatic Centre can be viewed up to five days in advance and are limited to individuals or households.

General discussion took place regarding the possibility of renting facility to out of town groups. Council agreed that for community safety, bookings are limited to Town of Stettler and County of Stettler residents.

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Stettler Recreation Centre Sponsorships

B. Robbins advised that there are currently 55 rink board slots between the two arenas. The total revenue available from rink board sponsorships is approximately \$21,000, although 12 spots are currently available for new sponsors. In addition to the rink boards, the ice resurfacing unit has been sponsored for \$1232 for the year. Invoicing is completed in late August through to early September.

B. Robbins advised that due to the closure of the Stettler Recreation Centre under provincial COVID-19 restrictions, there has been a significant decrease in the exposure these sponsored advertisements are receiving. In order to provide sponsors with an appropriate amount of value, B. Robbins proposed that sponsors receive an additional year of advertising, free of charge.

Recommendation to Council

Moved by Councillor Fischer that it be recommended to Town Council that the Stettler Recreation Centre Rink Board Signage and Zamboni Signage sponsors that are in good standing for the 2019/2020 season receive an additional year of advertising for the 2020/2021 season free of charge.

Motion Carried
Unanimous

Mayor Nolls thanked B. Robbins for his presentation and for the work of the entire SRC team during these very trying times.

B. Robbins left the meeting at 5:10 p.m.

COVID-19 Relief for Local Businesses

Assistant CAO S. Gerlitz advised that local businesses have felt significant financial impacts due to the provincial COVID-19 restrictions on restaurants, retailers and other local businesses. Many municipalities are being asked how they are supporting businesses in their communities impacted by COVID -19. The AUMA has highlighted the following local community options:

- \$600 financial contribution to businesses who need a qualified accountant to assist in the application of provincial and federal government COVID – 19 programs
- \$5000 in financial support for businesses in the food and beverages, entertainment, personal and wellness categories that are located within the commercial zone, total budget of \$75,000
- Waving Business Licenses fees and Development Permit fees for the period of January 1 – March 31, 2021
- Local Marketing Grant to a maximum of \$2500 to help local businesses create a marketing plan to enhance their efforts and drive cash flow to their respective business

It was noted that options are very specific to individual communities, what works in one community may not work in another community.

The following is a summary of local Town of Stettler initiatives:

- 2020 Non-residential tax rate decrease of -1% (original interim operating budget in December 2019 for 2020 was a non-residential tax rate increase of 1%)
- Defer 2020 tax payment deadline from June 30 to October 30, 2020
- Defer utility payments for up to 3 months (April – June, 2020)
- Waive February 2020 Utility penalty charge
- 2021 no rate increases to water, sewer, waste management utility rates
- Proposed 0% tax increase in 2021

S. Gerlitz highlighted the MOST (Municipal Operating Support Transfer) payment in which the Town of Stettler received \$607,693.00. Municipalities have experienced significant financial impacts due to the COVID-19 pandemic. The Government of Alberta and the Government of Canada have provided operating funding support to municipalities through the Municipal Operating Support Transfer (MOST). This program, will support municipalities by funding incremental costs and reduced revenues associated with the COVID – 19 pandemic. It was noted that in 2020 the Town of Stettler experienced \$564,170.71 in lost revenue from the SRC ice rentals, pool and fitness centre, the community hall rentals, ball and soccer fees, and campground fees. The Town of Stettler also spent \$46,696.41 on COVID – 19 related expenses such as PPE, and ongoing cleaning supplies.

S. Gerlitz advised that the Town of Stettler was very lucky and very fortunate to receive the provincial MOST fund totaling \$607,693. In a perfect world with no COVID – 19 this lost revenue would have been there to be used by the Town of Stettler on various projects and initiatives identified in the operating and capital budgets approved by Council. As such the Town of Stettler has allocated a portion of the MOST funding to 2 specific capital projects:

- Highway 12 / 80th Street Type 4 Intersection - \$391,115
- Mainstreet utility replacement - \$102,670
- Balance remaining - \$113,908 - the balance as been set up in a 2020 MOST Reserve account

S. Gerlitz advised that any contributions municipalities make to fund another entity, including another municipality, a regional entity, a housing management body, a local economic development agency or a non-profit organization will be eligible for MOST funding if the decision can be reasonably linked to COVID-19. Every local business has experienced added COVID – 19 costs with additional personal protective equipment (PPE) and additional cleaning supplies.

It was noted that our Business License and Business Tax records indicate that in 2020 there was 423 local commercial businesses, 58 home based businesses and 43 professional businesses. It was suggested that a financial contribution could alleviate

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some of the hardship to purchase personal protective equipment and cleaning supplies by our local businesses. A COVID – 19 relief contribution of \$150.00 to our local businesses that were in good standing in 2020 would cost \$78,600.00

Recommendation to Council

Moved by Councillor Lawlor that it be recommended to Town Council that The Town of Stettler offer a \$150 COVID-19 relief contribution to local businesses in good standing with a 2020 Local Business License or Business Tax, with funding to come from the balance carry forward amount from the Municipal Operating Support Transfer (MOST) Reserve from the 2021 Budget.

Motion Carried
Unanimous

6. Adjournment

Moved by Councillor Campbell that the Committee of Whole Meeting be adjourned.

MOTION CARRIED
Unanimous at 5:20 p.m.

Mayor

Assistant CAO

COMMITTEE OF THE WHOLE RECOMMENDATIONS

FEBRUARY 9, 2021

1. Moved by Councillor Campbell that it be recommended to Town Council that the Town of Stettler make a financial contribution of \$10,000, which is matching to the grant funds applied for under the Provincial Historical Grant, to the Stettler History Book Committee, with funding to come from the Culture Reserve Account in the 2021 Budget.
2. Moved by Councillor Fischer that it be recommended to Town Council that the Stettler Recreation Centre Rink Board Signage and Zamboni Signage sponsors that are in good standing for the 2019/2020 season receive an additional year of advertising for the 2020/2021 season free of charge.
3. Moved by Councillor Lawlor that it be recommended to Town Council that the Town of Stettler offer a \$150 COVID-19 relief contribution to local businesses in good standing with a 2020 Local Business License or Business Tax, with funding to come from the balance carry forward amount from the Municipal Operating Support Transfer (MOST) Reserve from the 2021 Budget.

Revenue	2021 Budget	Actual - Jan 31, 2021	Variance	%	Notes
Administration	\$272,020	\$653.53	\$271,366.47	0.24%	
Inter Department Transfer - \$250,000					
Police	\$466,391	\$2,020.00	\$464,371.00	0.43%	MSI Operating - \$53,391
Traffic Fines (Budget - \$60,000 / Actual - \$)					
Provincial Grant - \$347,000 / Community SRO - \$0)					
Fire	\$449,247	-\$471.88	\$449,718.88	-0.11%	
Disaster Services	\$0	\$0.00	\$0.00	0.00%	
Bylaw Enforcement	\$109,950	\$105,615.00	\$4,335.00	96.06%	Animal / Business License
Business Licenses (Budget - \$86,250 - Actual \$89,650 (104%) /Animal License - Budget \$21,700 - Actual \$15,915					
Roads, Streets, Walks, Lights	\$63,800	\$0.00	\$63,800.00	0.00%	
Roads Frontage - Pavement (Budget - \$62,075)					
Airport	\$10,880	\$0.00	\$10,880.00	0.00%	
Drainage	\$0	\$0.00	\$0.00	0.00%	
Water Supply & Distribution	\$3,147,358	-\$10,427.41	\$3,157,785.41	-0.33%	
Metered sale of water (Budget - \$1,961,648 / Actual - \$0 - 0% (to end of January - 8%)					
Metered out of Town (Budget - \$1,070,000 / Actual - \$0 - 0% - to end of Jan - 8%)					
Bulk water (Budget - \$40,000 / Actual \$364 - 1%)					
Sewer	\$950,701	-\$1,675.34	\$952,376.34	-0.18%	
Sewer Service Charges (Budget - \$888,681 / Actual \$0 - 0% - to end of Jan - 8%)					
Garbage Collection & Disposal	\$839,263	\$53.42	\$839,209.58	0.01%	
Residential Garbage Revenue (Budget - \$634,980 / Actual \$0 - 0% - to end of Jan - 8%)					
Recycling Revenue (Budget - \$170,664 / Actual - \$9.52 - 0% - to end of Jan - 8%)					
FCSS	\$157,148	\$0.00	\$157,148.00	0.00%	
Cemetery	\$23,600	\$1,923.00	\$21,677.00	8.15%	
Planning & Development	\$44,500	\$2,161.85	\$42,338.15	4.86%	
Building Permits (Budget - \$30,000 / Actual - \$1,420 - 5%)					
Economic Development - BOT	\$232,125	\$4,973.16	\$227,151.84	2.14%	
Subdivison Land	\$2,000	\$0.00	\$2,000.00	0.00%	
Land, Housing & Rentals	\$282,015	\$19,572.38	\$262,442.62	6.94%	
Health Unit - \$204,400					
Ambulance Station - \$20,100					
SRC - Library - Budget - \$42,000					
Recreation - General	\$3,000	\$21.76	\$2,978.24	0.73%	
Recreation Programs	\$22,700	\$19.05	\$22,680.95	0.08%	
Facilities	\$952,732	\$30,307.37	\$922,424.63	3.18%	County Partnership - \$431,500
Community Hall	\$30,000	\$0.00	\$30,000.00	0.00%	
Senior's Center	\$20,875	\$10.71	\$20,864.29	0.05%	
Parks	\$115,650	\$0.00	\$115,650.00	0.00%	
Lions Campground - Budget - \$115,000 / Actual - \$0 - 0%)					
Operating Contingency	\$0	\$0.00	\$0.00	0.00%	
Taxes	\$8,677,383	-\$0.06	\$8,677,383.06	0.00%	
Other Revenue	\$1,938,350	\$43,769.57	\$1,894,580.43	2.26%	Business Taxes / Penalties
Franchise Fee - GAS (Budget - \$1,002,950 / Actual - \$0 - 0% to end of Jan - 8%)					
Franchise Fee - ELECTRIC (Budget - \$727,000 / Actual - \$0 - 0% - to end of Jan - 8%)					
Return on Investments (Budget - \$140,000 / Actual - \$0 - 0%)					
Total Revenue	\$18,811,688	\$198,526.11	\$18,613,161.89	1.06%	

Expense	2021 Budget	Actual - Jan 31, 2021	Variance	%	Notes
Council & Legislative	\$221,630	\$16,843.74	\$204,786.26	7.60%	
Council Honorarium (Budget - \$152,630 / Actual - \$11,053 - 7%)					
Council per diem - Budget - \$27,000					
Council travel & subsistance - Budget - \$22,000 / Actual - \$0 - 0%					
Council Membership Conferences (Budget - \$16,000 / Actual - \$5,791 - 36%)					
Administration	\$1,302,597	\$61,483.80	\$1,241,113.20	4.72%	COVID Expenses (supplies) - \$360.21
Police	\$1,264,942	-\$260,120.94	\$1,525,062.94	-20.56%	
RCMP - Contract Billings (Budget - \$1,080,481)					
Fire	\$894,059	\$22,680.14	\$871,378.86	2.54%	
Disaster Services	\$33,080	\$0.00	\$33,080.00	0.00%	
Bylaw Enforcement	\$192,716	\$708.90	\$192,007.10	0.37%	
Common Services	\$156,733	\$3,093.08	\$153,639.92	1.97%	
Roads, Streets, Walks, Lights	\$1,947,877	\$60,621.37	\$1,887,255.63	3.11%	
Airport	\$47,635	\$334.80	\$47,300.20	0.70%	
Water Supply & Distribution	\$3,092,209	\$74,768.97	\$3,017,440.03	2.42%	
Sewer	\$706,865	\$27,273.67	\$679,591.33	3.86%	
Garbage Collection & Disposal	\$724,917	\$2,312.85	\$722,604.15	0.32%	
FCSS	\$196,435	\$49,108.75	\$147,326.25	25.00%	
Cemetery	\$65,790	\$842.54	\$64,947.46	1.28%	
Planning & Development	\$330,035	\$24,352.74	\$305,682.26	7.38%	
Comm Services -Handi Bus	\$25,000	\$0.00	\$25,000.00	0.00%	
Economic Development	\$679,030	\$25,343.15	\$653,686.85	3.73%	
Subdivison Land	\$55,820	\$3,721.10	\$52,098.90	6.67%	
Land, Housing & Rentals	\$44,890	\$479.82	\$44,410.18	1.07%	
Recreation - General	\$151,470	\$8,833.26	\$142,636.74	5.83%	
Recreation Programs	\$84,740	\$1,670.57	\$83,069.43	1.97%	
Facilities	\$2,386,688	\$64,289.19	\$2,322,398.81	2.69%	
Culture	\$334,162	\$73,344.86	\$260,817.14	21.95%	
Community Hall	\$107,546	\$3,460.08	\$104,085.92	3.22%	
Senior's Center	\$13,330	\$85.16	\$13,244.84	0.64%	
Parks	\$625,631	\$10,997.09	\$614,633.91	1.76%	
Operating Contingency	\$428,849	\$0.00	\$428,849.00	0.00%	
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 - \$648,849 (Water (\$55,149) + Utility \$358,182 (sewer, waste, recycling) + Total Available for Capital - \$235,518) + Contingency - Utility - \$0 / Salaries - \$0 = \$648,849					
Requisitions	\$2,697,012	\$0.00	\$2,697,012.00	0.00%	
ASFF (Budget - \$2,150,127 - Actual - \$0 - 0%)					
ASFF Separate School (Budget - \$177,176 - Actual - \$0 - 0%)					
County of Stettler Senior Lodges (Budget - \$368,792 - Actual \$0 - 0%)					
Total Expense	\$18,811,688	\$276,528.69	\$18,535,159.31	1.47%	
Surplus / Deficit	\$0	-\$78,002.58	\$78,002.58		

**TOWN OF STETTLER
BANK RECONCILIATION
AS OF December 31, 2020**

Net Balance at End of Previous Month	\$	12,981,223.81
ADD: General Receipts (summarized below)		1,173,340.36
Interest Earned (Prime 2.45% less 1.65% = 0.80%)		8,344.11
Investments Matured		-
SUBTOTAL		14,162,908.28
LESS: General Disbursements		2,765,639.36
Payroll		441,458.36
Investments		-
Debenture Payments		157,402.04
Returned Cheques		453.02
Bank Charges		1,029.02
SUBTOTAL		3,365,981.80
NET BALANCE AT END OF CURRENT MONTH (General Ledger)	\$	10,796,926.48
Balance at End of Month - Bank		10,995,780.96
ADD: Outstanding Deposits		873.40
LESS: Outstanding Cheques		199,727.88
NET BALANCE AT END OF CURRENT MONTH (Bank)	\$	10,796,926.48

THIS STATEMENT SUBMITTED TO COUNCIL THIS 23rd DAY OF Feb 2021

MAYOR

ASSISTANT CAO

	A	B	C
2	GENERAL RECEIPTS SUMMARY		
3	Tax	AR	381,492
4	Utility	AR	284,461
5	ATCO	Franchise	57,806
6	AltaGas	Franchise	108,843
7	Library	Salary Reversal	12,797
8	BOT	Salary Reversal	8,025
9	Claimspro	Insurance Payment	123,078
10	Hwy 12/21	Water	49,672
11	BOT	Heart of AB Dollars	41,300
12	Gov't of AB	GST	37,383
13	SVWS	4th Quart Admin Contract	8,400
14	SVWS	Salary Reversal	2,464
15	AE Kennedy	Rent	16,572
16	Other		41,047
17		Total	1,173,340

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	74896
Cheque Date	First	Last		74902

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Bunzl Cleaning & Hygiene	74896	2021-02-05	\$5,719.49

Invoice Description		Invoice Number	Invoice Amount

SRC New front entry mat		124489	\$5,427.60
SRC Floor Wax & Freight		124585	\$291.89

Caro Analytical Services	74897	2021-02-05	\$442.05

Invoice Description		Invoice Number	Invoice Amount

WTP Water Analysis		IC2100962	\$442.05

Central Alberta Recreation Ass	74898	2021-02-05	\$100.00

Invoice Description		Invoice Number	Invoice Amount

Pool Programs 2021 Annual Dues		2021-03	\$100.00

Praxair Distribution	74899	2021-02-05	\$348.23

Invoice Description		Invoice Number	Invoice Amount

Pool Clyinder Rental		61297920	\$348.23

Shirley McClellan Regional Wat	74900	2021-02-05	\$12,859.22

Invoice Description		Invoice Number	Invoice Amount

Wtr Trsf Stn Oct/Nov/Dec Utit		SMRWSC-001544	\$9,073.91
Wtr Trsf Stn Insurance		SMRWSC-001545	\$3,785.31

Stettler Waste Management	74901	2021-02-05	\$96,720.00

Invoice Description		Invoice Number	Invoice Amount

Jnt Landfill 4th Qtr Requisit		SWM0002443	\$96,720.00

Strand360	74902	2021-02-05	\$320.36

Invoice Description		Invoice Number	Invoice Amount

Shop Custom Safety Apparel Log		63190	\$320.36

Total Cheques			\$116,509.35

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	74903
Cheque Date	First	Last		

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Receiver General for Canada	74903	2021-02-12	\$58,484.99

Invoice Description	Invoice Number	Invoice Amount
Town Tax Remittance	PP03-21	\$51,134.74
Town Tax Remittance	PP03-21.	\$2,312.21
BOT Tax Remittance	PP03-21.BOT	\$1,847.28
SVWS Tax Remittance	PP03-21.SVWS	\$702.30
Library Tax Remittance	PP03-21.LIBRAR	\$2,488.46
	Total Cheques	\$58,484.99

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	EFT0003155
Cheque Date	First	Last		EFT0003160

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
County of Stettler	EFT0003155	2021-02-02	\$27,023.44

Invoice Description	Invoice Number	Invoice Amount	

Fire SVRS Village Agreements	IVC033248	\$8,343.75	
Fire SVWS Village Agreement	IVC033259	\$18,375.00	
Fire Gadsby Village Agreement	IVC035083	\$304.69	

eCompliance Management Solutio	EFT0003156	2021-02-02	\$7,893.90

Invoice Description	Invoice Number	Invoice Amount	

eCompliance Annual Subscriptio	INV07402	\$7,893.90	

Gyro Ag Ltd.	EFT0003157	2021-02-02	\$7.88

Invoice Description	Invoice Number	Invoice Amount	

Trans Metal unit #145	1700	\$7.88	

Hach Sales & Service Ltd.	EFT0003158	2021-02-02	\$2,233.25

Invoice Description	Invoice Number	Invoice Amount	

WTP Lab Supplies & Freight	239339	\$764.72	
WTP Lap Supplies - Reagents	239479	\$277.83	
WTP Lap Supplies - Reagents	239573	\$877.80	
WTP Lap Supplies - Reagents	239660	\$192.99	
WTP Lap Supplies - Reagents	239972	\$119.91	

Trinus Technologies Inc	EFT0003159	2021-02-02	\$832.66

Invoice Description	Invoice Number	Invoice Amount	

Computeerr Anti Virus/Email	R59828-30057	\$746.03	
Computer Tech Support	P354-30139	\$86.63	

Urban Dirtworks Inc.	EFT0003160	2021-02-02	\$29,390.25

Invoice Description	Invoice Number	Invoice Amount	

TS97 Holdback Release	PP#3-TS97	\$29,390.25	

Total Cheques			\$67,381.38
			=====

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	EFT0003161
Cheque Date	First	Last		EFT0003191

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
APEX Supplementary Pension Pla	EFT0003161	2021-02-09	\$1,109.76

Invoice Description	Invoice Number	Invoice Amount	

Supplementary Pension Plan tr	PP02-21	\$369.92	
Supplementary Pension Plan Tr	PP24-20	\$369.92	
Supplementary Pension Plan Tr	PP26-20	\$369.92	

Automated Aquatics Canada Ltd.	EFT0003162	2021-02-09	\$644.41

Invoice Description	Invoice Number	Invoice Amount	

Pool Repair Wave 75 Vacuum	0000096657	\$644.41	

Barnes, Roger	EFT0003163	2021-02-09	\$25.00

Invoice Description	Invoice Number	Invoice Amount	

SRC Feb Phone Allowance	2021.02.01	\$25.00	

Canadian Union of Public Empl	EFT0003164	2021-02-09	\$1,265.00

Invoice Description	Invoice Number	Invoice Amount	

Union Dues	PP01-21	\$632.50	
Union Dues	PP02-21	\$632.50	

Chamco Industries Ltd.	EFT0003165	2021-02-09	\$4,205.53

Invoice Description	Invoice Number	Invoice Amount	

Wtr Trsf Stn/Reservoir/Sewer	6018555ADR	\$2,234.68	
WTP pumps vibration analysis	6018556ADR	\$1,970.85	

Chemical International	EFT0003166	2021-02-09	\$984.38

Invoice Description	Invoice Number	Invoice Amount	

SRC Covid-19 Sanitizing Wipes	110378	\$687.75	
SRC Janitor Supplies	110458	\$296.63	

Commercial Truck Equipment Cor	EFT0003167	2021-02-09	\$318.99

Invoice Description	Invoice Number	Invoice Amount	

Fire Module Control/Blower Mot	CA-0004578247	\$318.99	

County of Stettler	EFT0003168	2021-02-09	\$1,350.00

Invoice Description	Invoice Number	Invoice Amount	

Fire 2020 Fire Hall IT Service	COS004662	\$1,350.00	

Dahl, Steven	EFT0003169	2021-02-09	\$50.00

Invoice Description	Invoice Number	Invoice Amount	

Shop Feb Tool Allowance	2021.02.01	\$50.00	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Dean's Machine Inc.	EFT0003170	2021-02-09	\$747.33

Invoice Description	Invoice Number	Invoice Amount	
Fire Joint Machine 5 Spacers	44442	\$563.58	
Trans Drilled holes in plate	44381	\$183.75	

Digital Connection Office Syst	EFT0003171	2021-02-09	\$302.10

Invoice Description	Invoice Number	Invoice Amount	
Office photocopies 12.30-01.29	301932	\$302.10	

Dodd, Sonia	EFT0003172	2021-02-09	\$198.10

Invoice Description	Invoice Number	Invoice Amount	
Pool Feb Phone Allowance	2021.02.01	\$25.00	
Admin Safety Training	2021.01.21	\$173.10	

Gerlitz, Steven	EFT0003173	2021-02-09	\$100.00

Invoice Description	Invoice Number	Invoice Amount	
Admin/Office Feb Phone & Trvl	2021.02.01	\$100.00	

Graham, Leann	EFT0003174	2021-02-09	\$175.00

Invoice Description	Invoice Number	Invoice Amount	
Plan & Dev Feb Phone & Trvl	2021.02.01	\$175.00	

Hach Sales & Service Ltd.	EFT0003175	2021-02-09	\$4,463.71

Invoice Description	Invoice Number	Invoice Amount	
WTP Lab Supplies/Chemicals	241682	\$4,463.71	

Infor (Canada) Ltd.	EFT0003176	2021-02-09	\$973.12

Invoice Description	Invoice Number	Invoice Amount	
Computer F9 Annual Maintenance	P-87349-CA02B	\$973.12	

KaizenLAB Inc.	EFT0003177	2021-02-09	\$590.42

Invoice Description	Invoice Number	Invoice Amount	
Sewer Lift Station Sampling	INV0055050	\$590.42	

Kathy's Printing Service	EFT0003178	2021-02-09	\$927.15

Invoice Description	Invoice Number	Invoice Amount	
Water Bill Paper	5396	\$927.15	

Keiths Refrigeration	EFT0003179	2021-02-09	\$3,762.11

Invoice Description	Invoice Number	Invoice Amount	
Shop REpair make-up air unit	20431	\$231.00	
Health Unit repair HVAC	20394	\$1,501.82	
Health Unit HVAC Maintenance	20400	\$1,913.79	
Health Unit Reposition igniter	20513	\$115.50	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Lifesaving Society	EFT0003180	2021-02-09	\$366.11
Invoice Description	Invoice Number	Invoice Amount	
Pool Program Supplies	13116	\$366.11	
MedTeq Solutions CA Ltd	EFT0003181	2021-02-09	\$1,675.24
Invoice Description	Invoice Number	Invoice Amount	
Fire Jnt Target Solutions 2021	INV17286	\$1,675.24	
New Line Skateparks Inc.	EFT0003182	2021-02-09	\$4,725.00
Invoice Description	Invoice Number	Invoice Amount	
Parks Skateboard Park Design	CAD2186	\$4,725.00	
QM Contracting	EFT0003183	2021-02-09	\$1,575.00
Invoice Description	Invoice Number	Invoice Amount	
Water Feb Meter Reader	931382	\$1,575.00	
Receiver General for Canada	EFT0003184	2021-02-09	\$270,119.00
Invoice Description	Invoice Number	Invoice Amount	
RCMP 3rd Qtr billing Oct-Dec20	7002937	\$270,119.00	
Robbins, Brad	EFT0003185	2021-02-09	\$100.00
Invoice Description	Invoice Number	Invoice Amount	
P&L Feb Travel Allowance	2021.02.01	\$100.00	
Rosland, Chase	EFT0003186	2021-02-09	\$25.00
Invoice Description	Invoice Number	Invoice Amount	
SRC/Cemetery Feb Phone Allow	2021.02.01	\$25.00	
Standage, Maddie	EFT0003187	2021-02-09	\$150.00
Invoice Description	Invoice Number	Invoice Amount	
Plan & Dev Feb Travel Allowanc	2021.02.01	\$150.00	
Stenlund, Wayne	EFT0003188	2021-02-09	\$25.00
Invoice Description	Invoice Number	Invoice Amount	
Shop Feb Tool Allowance	2021.02.01	\$25.00	
Stettler Telephone Answering S	EFT0003189	2021-02-09	\$120.75
Invoice Description	Invoice Number	Invoice Amount	
WTP Feb Working Alone Monitori	135	\$120.75	
Stingray Radio Inc.	EFT0003190	2021-02-09	\$409.50
Invoice Description	Invoice Number	Invoice Amount	
Misc Dept Jan Advertising	412943-1	\$409.50	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Switenky, Greg	EFT0003191	2021-02-09	\$370.00
=====			
Invoice Description	Invoice Number	Invoice Amount	
Admin/Office Feb Phone&Trvl	2021.02.01	\$370.00	
	Total Cheques	\$301,852.71	
		=====	

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	ONL000390
Cheque Date	First	Last		ONL000391

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
=====			
Telus Communications	ONL000390	2021-02-05	\$2,982.57
	Invoice Description	Invoice Number	Invoice Amount

	Telus Jan 22 to Feb 21	2021.01.23	\$2,982.57
=====			
Telus Mobility Inc.	ONL000391	2021-02-05	\$1,094.02
	Invoice Description	Invoice Number	Invoice Amount

	Telus Mobility Jan 22 - Feb 21	2021.01.21	\$1,094.02

	Total Cheques		\$4,076.59
			=====

February 8, 2021

Mr. Nate Horner, MLA
Box 1929
Bay 400, 300 South Railway Avenue East
Drumheller, Alberta
T0J 0Y0

RE: Alberta's COVID-19 Relaunch Strategy

Dear Mr. Horner, MLA:

On behalf of the Town of Stettler Council and organization, I am respectfully requesting that the United Conservative Party consider the addition of select recreation facilities to the initial phases of Alberta's Relaunch Strategy; particularly public libraries, fitness centres, and swimming pools.

When recreation facilities were initially closed in the spring of 2020, our recreation staff used the opportunity to develop extensive safety and sanitization strategies and protocols designed to keep our staff and patrons safe. When the time came for our facility to reopen during Phase 2 of the provincial relaunch in May 2020, our personnel were confident in the precautions we had prepared and advertised. For our Aquatic Centre, these precautions included mandatory sign-in's and temperature checks for all attendees, limiting the capacity of the pool, and closing the hot tub and change rooms until they were deemed safe for use. Our fitness centre limited entry, increased sanitization protocols, closed access to the change rooms, and closed every second piece of equipment to ensure social distancing is maintained. In addition to limiting access to the library and monitoring social distancing, the Stettler Public Library developed an array of virtual programming to reduce in-store visits, offered curbside pickup, and ensured that all materials were properly quarantined before being released to visitors. Since the time of the last relaunch, all facilities have also embraced mandatory masking for all employees and patrons, with the exception of the aquatic centre.

Countless facilities throughout the province have been working tirelessly to develop similar strategies that place priority on the safety of facility users and employees. To date, there has not been a single case of COVID-19 traced to the Stettler Recreation Centre, and our entire organization is confident in the relaunch protocols that our employees have prepared. With the recent announcement that team sports will soon be able to resume to a maximum of ten (10) participants, we strongly feel that recreation facilities should be held in the same regard. With the full support of Town Council, I urge you to reconsider the scheduled relaunch phase for recreation facilities.

Should you have any further questions, please feel free to contact me at your convenience.

Sincerely,



Sean Nolls
Mayor
Town of Stettler



February 3, 2021

Greg Switenky
Town of Stettler
Box 280
Stettler, AB T0C 2L0

Dear Greg,

Fostering positive relationships among those who create or implement public policy is important for Clearview Public Schools. This increases understanding of successes, constraints and opportunities in which other community leaders operate, and helps in developing solutions and strategies for leveraging and maximizing town, school and county resources.

Clearview is community focused and we have felt extremely fortunate to have worked with many of our communities and leaders over the years. Successful projects that come to mind are our many recreation joint use agreements for students to have access to the community recreation facilities, the upgrade to the running track and football field lights at William E. Hay Stettler Secondary Campus, Brownfield community library and RAP students partnered with Paintearth County and picnic tables donated by the town of Castor for the outdoor classroom. In the future, we look forward to working closely with our municipalities to enhance the opportunities for students and community members alike.

We have been honoured and privileged to represent Clearview Public Schools over the past year. Clearview staff and Board of Trustees believe that students' successful educational, emotional, social and physical growth is achieved through the collaboration and involvement of the parents, staff, trustees, and the community. We draw on that collaborative spirit to guide us as we journey through the COVID-19 pandemic. With this in mind, we are confident that schools within Clearview will continue to provide our students with safe, caring, and productive learning environments whether the learning is face-to-face or online.

Annually, we provide a report to all our families and communities, including Alberta Education, on our successes and challenges. Please see the following link for the full report:

<https://www.clearview.ab.ca/view.php?action=documents&id=3>

We continue to strive to meet all students' educational needs through a variety of programs and services designed to help students face the challenges of the future. Our 2019-2020 accomplishments include:

1. High standards for student achievement
2. Addressing COVID-19 classroom closures
3. Improved literacy supports
4. Strong Early Literacy program
5. School nutrition program
6. Inclusion services programs
7. Mental Health supports for students
8. High standards for transportation services
9. Navigating a new funding model
10. Ensuring our facilities are continually updated and well maintained

Trends and issues that Clearview Public School faces in the new year.

1. COVID-19 and the additional costs for safe learning environments
2. Changes to funding
3. Enrolment reductions
4. Staff and student well-being, including considerations for coping with COVID
5. Availability for substitute teachers and bus drivers
6. Significant increases in the cost of insurance

In 2020 - 2021, the new leadership team is excited to move forward, focusing on four priority areas:

- **A First Choice Learning Environment**
- **Promote Growth and Success for all Students**
- **Meet the Needs of All students with the Provisions of High-Quality CTS and CTF Programming**
- **Enhance Public Education Through Effective Engagement**

We have experienced many life-changing events this past year. Clearview is ready and engaged towards meeting the needs of our families and students, and a commitment to excellence from our staff.

If you have any questions or there are areas we can support one another, please reach out to your local trustee at <https://www.clearview.ab.ca/Trustees.php> or contact Superintendent MacDonald at bmacdonald@clearview.ab.ca (403-742-3331).

We look forward to the future possibilities in the new year. In the words of the late US Supreme Court Justice Ruth Bader Ginsburg, "Fight for the things you care about, but do it in a way that will lead others to join you." The Clearview Board of Trustees and Senior Administration would like to extend best wishes for a wonderful new 2021.

Sincerely,

Clearview Public Schools Board Trustees
Brenda MacDonald - Superintendent
Daram Van Oers - Deputy Superintendent
Peter Neale - Associate Superintendent

