

# Town of Stettler

**COUNCIL MEETING**

**JUNE 15 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, JUNE 15<sup>th</sup>, 2021  
6:30 P.M.  
AGENDA**

1. **Agenda Additions**
2. **Agenda Approval**
3. **Confirmation of Minutes**
  - (a) Minutes of the Regular Council Meeting of June 1<sup>st</sup>, 2021 6-9
  - (b) Minutes of the Committee of the Whole Meeting of June 8<sup>th</sup>, 2021 10-13
4. **Citizens Forum**
5. **Delegations**
  - (a) 6:35 p.m. – Director of Planning & Development Leann Graham and Executive Director of the Stettler Regional Board of Trade Stacey Benjamin – Market Analysis Executive Summary 14-32
6. **Administration**
  - (a) Committee of the Whole Recommendations – June 8<sup>th</sup>, 2021 33
  - (b) Highway 12 (80 St.) Type 4 Intersection – Change of Scope (AT) 34-35
  - (c) 2021 Capital Budget – Baseball Diamond Utility Vehicle Tender 36
  - (d) 2021 Capital Budget – Turf Aerator Tender Award 37
  - (e) 2021 Capital Budget Summary – May 31, 2021 38-40
  - (f) 2021 Revenue/Expense Summary – May 31, 2021 41-42
  - (g) CAO Reports 43-47
  - (h) Bank Reconciliation – April 30, 2021 48
  - (i) Bank Reconciliation – May 31, 2021 49
  - (j) Meeting Dates
    - Tuesday, July 6 – Council – 6:30pm
    - Tuesday, July 20 – Council 6:30pm
    - Tuesday, August 3 – Council – 6:30pm
    - Tuesday, August 17 – Council – 6:30pm

**COUNCIL AGENDA**  
**JUNE 15<sup>th</sup>, 2021**  
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- (k) Accounts Payable in the amount of \$626,480.92  
(\$4,749.90 + \$138,896.46 + \$215,139.92 + \$34,827.95 + \$2,500 + \$230,366.69) 50-62
  
- 7. **Council**
  - (a) Meeting Reports
  
- 8. **Minutes**
  
- 9. **Public Hearing**
  - (a) 7:00 p.m. – Bylaw 2142-21 Verbal
  - (b) 7:15 p.m. – Bylaw 2143-21 Verbal
  
- 10. **Bylaws**
  - (a) Bylaw 2142-21 63-95
  - (b) Bylaw 2143-21 96-104
  
- 11. **Correspondence**
  - (a) Stettler Public Library – 2021 Update Letter 105-110
  - (b) Smoky Lake County – Letter to Minister Madu RE: Support to Retain the Royal Canadian Mounted Police (RCMP) in Alberta 111-112
  - (c) Village of Milo – Letter to Minister Madu RE: Support for the RCMP 113-114
  - (d) Improvement District No. 9 – Letter to Minister Madu RE: Alberta Provincial Police Services (APPS) 115
  - (e) Village of Caroline – Letter to Minister Madu RE: Support for the RCMP 116
  - (f) Town of Stavely – Letter to Minister Madu RE: Proposed Provincial Police Service 117
  - (g) Red Deer County – Letter to Minister Madu RE: Proposed Alberta Provincial Police Services 118-119
  - (h) Village of Lougheed – Letter to Premier Kenney RE: Royal Canadian Mounted Police and Provincial Policing 120-121
  - (i) Town of Nanton – Letter to Minister Madu RE: Support for the RCMP 122-123
  
- 12. **Items Added**

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13. **In-Camera Session**

(a) Unsightly Property Legal Opinion – Third Party Information – FOIP – Section 16 Verbal

(b) Labour – FOIP – Section 16(1) Verbal

14. **Adjournment**

**MINUTES OF THE REGULAR MEETING OF THE TOWN OF STETTLER COUNCIL  
HELD ON TUESDAY, JUNE 1<sup>st</sup>, 2021 IN THE MUNICIPAL OFFICE,  
COUNCIL CHAMBERS**

**Present:**

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

Assistant CAO S. Gerlitz  
Communications Officer L. Angus

Media (2)

**Absent:**

Mayor S. Nolls  
CAO G. Switenky

**Call to Order:**

Deputy Mayor A. Campbell called the meeting to order at 6:30 p.m.

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

**Motion 21:06:01**

Moved by Councillor Lawlor to approve the agenda as amended.

MOTION CARRIED  
Unanimous

3. **Confirmation of Minutes:**

- (a) Minutes of the Regular Meeting of Council held May 18<sup>th</sup>, 2021

**Motion 21:06:02**

Moved by Councillor Fischer that the Minutes of the Regular Meeting of Council held on May 18<sup>th</sup>, 2021 be approved as presented.

MOTION CARRIED  
Unanimous

- (b) Business Arising from the May 18<sup>th</sup>, 2021 Minutes

None

4. **Citizen's Forum:**

- (a) None

5. **Delegations:**

- (a) None

6. **Administration:**

- (a) Seniors' Week 2021

Deputy Mayor A. Campbell welcomed Communications Officer L. Angus to the meeting.

L. Angus advised that planning for Seniors' Week 2021 is currently underway. Administration has established a partnership with the County of Stettler No. 6 and the Stettler Public Library to create and assemble activity kits and cards, confirmed the food delivery procedure with all facilities, organized a collaboration with Clearview Public Schools to provide homemade handicrafts for participating residents, and finalized a budget with the County of Stettler No. 6.

Due to the current COVID-19 restrictions, administration has been advised that "Drive-By" style parades are no longer

permitted. A private vehicle convoy is permitted if Council chooses to proceed with an individual event, but assistance with traffic control will not be accessible.

Administration respectfully proposes the following timeline of events for Seniors' Week 2021.

**Friday, June 4<sup>th</sup>: Seniors' Week Proclamation Signing – Heart Haven Exterior – 11:00am**

**Tuesday, June 8<sup>th</sup>: Fruit Tray & Card Delivery – 11:00am-12:00pm**

**Thursday, June 10<sup>th</sup>: Activity Kit Delivery – 11:00am-12:00pm**

All members of Council are welcome to attend the Proclamation Signing, which will be held outdoors with social distancing and masking protocols in place. Due to current health and safety restraints, administration has planned to complete the contactless deliveries on June 8<sup>th</sup> and 10<sup>th</sup>.

Deputy Mayor A. Campbell thanked L. Angus for her presentation.

(b) Deputy Director of Emergency Management Appointment

Deputy Mayor A. Campbell advised that following the appointment of Clint Sime as Director of Emergency Management, the appointment of two (2) new Deputy Directors of Emergency Management for the Stettler Region is required.

**Motion 21:06:03**

Moved by Councillor Lawlor that the Town of Stettler Council appoint Chase Comaniuk and Aislinn Reule as Deputy Directors of Emergency Management.

MOTION CARRIED  
Unanimous

(c) Assistant CAO S. Gerlitz Performance Assessment – Request for Feedback

Deputy Mayor A. Campbell advised that Assistant CAO S. Gerlitz's performance assessment is approaching and requested that members of Council submit any relevant feedback to CAO Switenky by June 11, 2021.

(d) Committee of the Whole – Summer Cancellations

Deputy Mayor A. Campbell advised that traditionally, the July and August Committee of the Whole Meetings have been cancelled due to reduced matters of business over the summer. A special meeting may be called, if necessary, to deal with any emerging issue.

**Motion 21:06:04**

Moved by Councillor Pfeiffer that the Town of Stettler Council cancel the July and August 2021 Committee of the Whole Meetings.

MOTION CARRIED  
Unanimous

(e) Meeting Dates

- Tuesday, June 8 – COW – 4:30pm
- Tuesday, June 15 – Council – 4:30pm
- Tuesday, July 6 – Council – 6:30pm
- Tuesday, July 20 – Council – 6:30pm

- Tuesday, August 3 – Council – 6:30pm
- Tuesday, August 17 – Council – 6:30pm

- (j) Accounts Payable in the amount of \$329,746.36

**Motion 21:06:05**

Moved by Councillor Fischer that the Accounts Payable in the amount of \$549,493.43 (\$93,623.03 + \$60,000 + \$36,628.68 + \$139,494.65) for the period ending May 18<sup>th</sup>, 2021 for having been paid, be accepted as presented.

MOTION CARRIED  
Unanimous

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

- (a) Mayor Nolls

Report to be presented at a later date.

- (b) Councillor Barros

May 19 – Campus Alberta Post-Secondary Meeting

- (c) Councillor Campbell

May 20 – Red Deer River Municipal User Group Meeting  
May 27 - Steel Wheel Stampede Meeting

- (d) Councillor Fischer

May 19 – Campus Alberta Post-Secondary Meeting

- (e) Councillor Lawlor

May 19 – Stettler Library Board Meeting  
May 19-20 – Economic Developers of Alberta Virtual Conference  
May 20 – Parkland Regional Library Board Meeting  
May 21 – St. Mary’s Hospital Meeting  
May 25 – St. Mary’s Hospital Meeting  
May 26 – Economic Development Committee Meeting

- (f) Councillor Pfeiffer

May 19-20 – Economic Developers of Alberta Virtual Conference  
May 26 – Economic Development Committee Meeting

- (g) Councillor Smith

No report.

**Motion 21:06:06**

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

MOTION CARRIED  
Unanimous

8. **Minutes:** (a) None

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



- 10. **Bylaws:** (a) None
  
- 11. **Correspondence:**
  - (a) Alberta Recreation & Parks Association – Recreation & Parks Month
  - (b) Campus Alberta – Spring 2021 Newsletter
  - (c) Alberta Municipal Affairs – 2021 MSI Funding
  - (d) STARS – Town of Stettler Update Letter
  - (e) AUMA Director, Towns East – Spring 2021 Towns East Update
  - (f) Town of Falher – Letter to Minister Kaycee Madu RE: Support for the RCMP
  - (g) Town of Mayerthorpe – Letter to Premier Kenney RE: Royal Canadian Mounted Police and Provincial Policing

**Motion 21:06:07**

Moved by Councillor Smith that Town Council accept the Correspondence items (a-g) for information.

MOTION CARRIED  
Unanimous

- 12. **Items Added:** (a) None
  
- 13. **In-Camera Session:** (a) None
  
- 14. **Adjournment:**

**Motion 21:06:08**

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

MOTION CARRIED  
Unanimous at 6:42 p.m.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Assistant CAO

MINUTES OF THE COMMITTEE OF THE WHOLE MEETING  
JUNE 8, 2021

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

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

Absent:

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

1. Agenda Additions/Deletions

4(a) In Camera Session – Third Party Business Interests – FOIP – Section 16

2. Agenda Approval

Moved by Councillor Barros that the agenda be approved as amended.

MOTION CARRIED  
Unanimous

3. 4:35pm – Brad Robbins & Lorraine Hankins – Stettler Wellness Network Update

Mayor Nolls welcomed B. Robbins and L. Hankins to the meeting.

B. Robbins and L. Hankins advised that the Stettler Wellness Network is made up of a collaboration of like-minded service providers, non-profit organizations and community volunteers interested in working to create community connectedness. In early 2019, the SWN was successful in its application to the Alberta Healthy Communities Initiative (AHCI), a project in partnership with Alberta Health Services. The network aims to establish an increased sense of community for residents of Stettler and Stettler County through social connection and participation in community initiatives. The current network consists of:

- Town and County Recreation
- Fitness Centre Owner
- School Board Member
- Mental Health Capacity Building Rep
- Alberta Health Services
- Family Resource Network
- Action Group
- Heartland Youth Centre

Since its initiation, the SWN has:

## COMMITTEE MINUTES

JUNE 8, 2021

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- Created a community profile to get a better understanding of our community and what we have to offer.
- Used a Community Capacity Assessment Tool to expand on the profile and to validate some of the believed problems regarding connection.
- Used a Health Places Action Tool to help further breakdown the community assets and ranked them.
- Created a workplan based on results/findings of CCAT & Theory of Change.
- Identified five key action items and planned the beginning of implementation.

The five key action items are:

1. Survey
2. Engagement Event
3. Online Directory
4. Block Party Trailer/Tool Kit
5. Speaker Series

The network is currently conducting a short online survey between June 1<sup>st</sup> – 21<sup>st</sup> on how residents connect with their community. Results will help build a better connected and healthier community. Access to the survey is currently available on the Town of Stettler website, County of Stettler website and through a QR code.

B. Robbins then advised that following the easing of COVID-19 restrictions, several Parks & Leisure services and initiatives are able to proceed. The following updates were provided:

- The Spray Park has re-opened for the summer season, with Jeannie Wright fulfilling the concession agreement. The concession stand will be open to the public when the health inspection is complete.
- Soccer and ball has resumed for practice sessions, and will be able to resume games once stage 2 of Alberta's relaunch program is reached. There is a possibility of a softball tournament being held from July 9-11, and baseball has indicated that they may look to bid for a provincial championship, which is scheduled for late August. Soccer is undetermined on whether they will extend the season into the summer.
- Lacrosse is set to resume at the SRC once stage 2 of Alberta's relaunch is reached. No major tournaments or events are expected at this time.
- Entertainment in the Park is set to begin on June 23<sup>rd</sup> and will once again run every Wednesday night of the summer from 7-8 PM.

## COMMITTEE MINUTES

JUNE 8, 2021

PAGE 3

- Canada Day festivities will consist of a scaled-down event. With the uncertainty of the stage 3 relaunch date, it has been determined that planning for a large-scale event is not a viable option. A fireworks display will be held with staff setting up barricades and managing parking lots.
- The SRC Fitness Centre will be reopening once the stage 2 relaunch is reached. Staff are currently working to determine the best ways to operate in the space in terms of the number of people allowed in the space, distancing requirements, etc. Charlene is currently offering a number of different classes from Active Living outside along with a spin class and other general fitness courses operating via Zoom. Classes will take place in the gym, studio room and outdoors following the lifting of restrictions.
- The process of switching the facility management software to Activenet from MaxGalaxy is in progress. There are various training components that staff will be assigned over the next few weeks based on system access requirements. A full launch is anticipated in early July.
- The pool is scheduled to reopen on June 14th with 1/3<sup>rd</sup> of occupancy. Social distancing and masking will be observed on the pool deck. The Hot Tub will have a capacity of nine (9) people. The Aquatic Centre staff are currently working on programming options that align with the new restrictions and getting staffing in place. Sponsored swim will be discontinued until further notice.
- The HUB will be reopening with the launch of Stage 2.

Moved by Councillor Pfeiffer that the Committee recommend to Council that the Town of Stettler proceed with a Canada Day fireworks display, under the same format as 2020, with the slogan, "This Canada Day, let's launch summer in Stettler with a bang!"

MOTION CARRIED  
Unanimous

Mayor Nolls thanked B. Robbins and L. Hankins for the excellent work and presentation.

B. Robbins and L. Hankins left the meeting at 5:28 p.m.

#### 4. Additions

(a) In Camera Session – Third Party Business Interests – FOIP – Section 16

**COMMITTEE MINUTES**  
**JUNE 8, 2021**  
**PAGE 4**

Moved by Councillor Lawlor that the Committee enter into an In-Camera Session with the CAO and Assistant CAO present.

MOTION CARRIED  
Unanimous at 5:28 p.m.

Moved by Councillor Fischer that the Committee return to the regular meeting.

MOTION CARRIED  
Unanimous at 5:48 p.m.

5. Adjournment

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

MOTION CARRIED  
Unanimous at 5:48 p.m.

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Mayor

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Assistant CAO

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# Stettler Commercial Market Analysis



**PART 1:**  
Introduction



**PART 2:**  
Trade Area



**PART 3:**  
Population and  
Employment



**PART 4:**  
Retail / Service  
Commercial Uses



**PART 5:**  
Industrial Uses



**PART 6:**  
Recommendations

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# INTRODUCTION

PART 1





# INTRODUCTION

Stettler Commercial Market Analysis



- urbanMetrics was engaged by the Town of Stettler and Stettler Regional Board of Trade to prepare a *Commercial Market Analysis* to assess current and future opportunities in the retail and industrial sectors.
- The **purpose** of the assignment was to provide Stettler with an updated community profile and understanding of local demographic and economic trends. It also provides information about an updated trading area and economic development / employment opportunities.

## Key Questions

*What demographic, economic and social characteristics does the Town have?*

*Who relies on the Town's commercial facilities?*

*What opportunities exist to provide an improved and / or more comprehensive service level to the broader community?*

*What opportunities exist to attract new industrial and commercial users and how can Stettler support growth and expansion in these sectors?*

# SCOPE

Stettler Commercial Market Analysis



- As part of this engagement, urbanMetrics completed the following tasks:
  - **Site and access characteristics assessment.**
  - **Trade Area delineation** which represents Stettler’s primary market area. A broader “Area of Influence” was also identified.
  - **Demographic and economic profile** of Stettler.
  - **Mobile analytics data** to understand travel patterns across Stettler and Eastern Central Alberta.
  - **Population and employment forecasts** for Stettler and the surrounding Trade Area, to gain an understanding into anticipated growth patterns to 2041.
  - **Surveys of Stettler residents and businesses** to understand current economic conditions, behaviours and future prospects.
  - **Expenditure-based market analysis** to understand the market opportunity for current and future commercial businesses.
  - **Assessment of industrial market opportunities** which may represent growth sectors in Stettler.
  - **Recommendations and strategies** for consideration by policymakers.

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# TRADE AREA

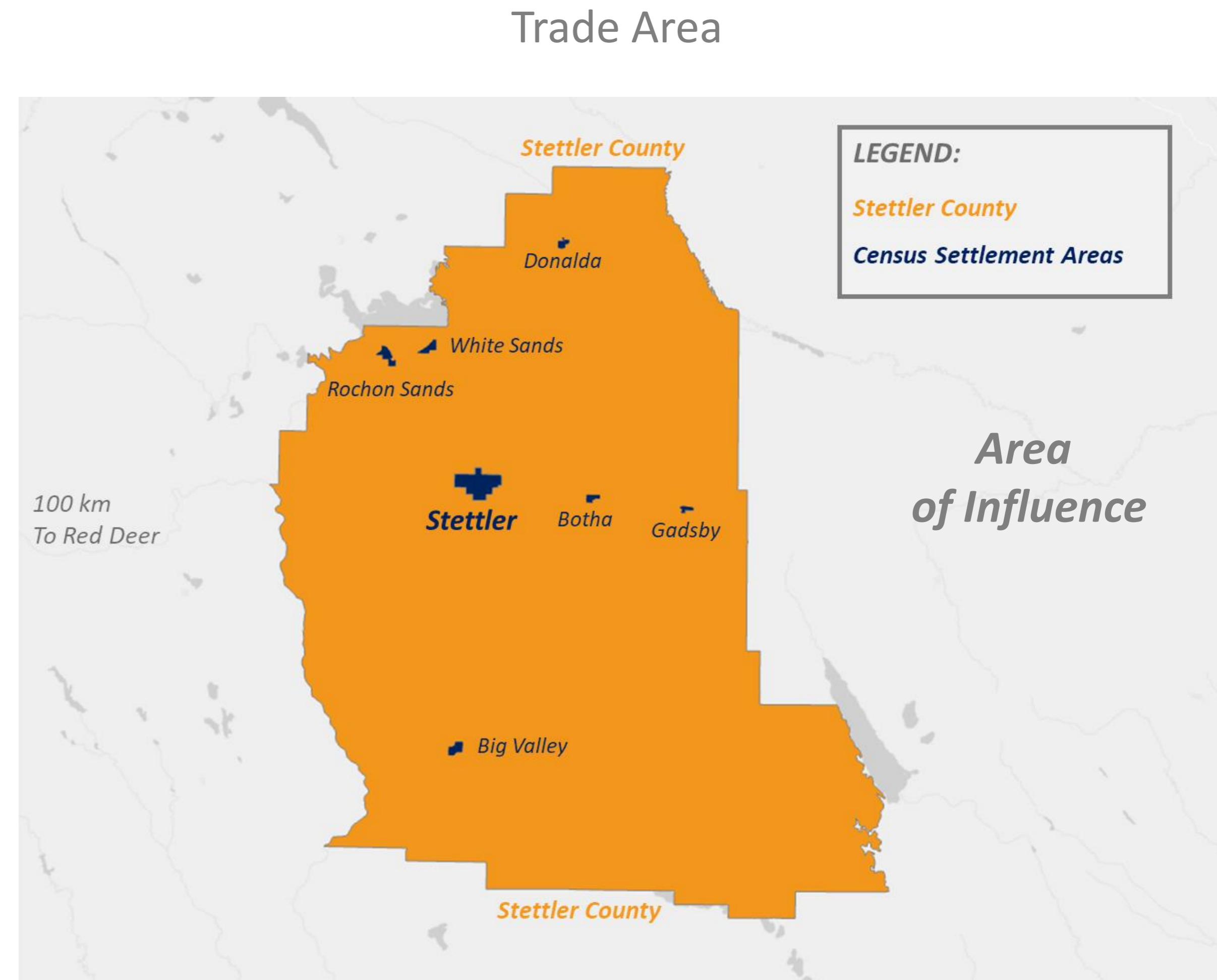
PART 2



# TRADE AREA DELINEATION

Stettler Commercial Market Analysis

- Core Trade Area is the **primary geographic draw** of market support for businesses in the Town of Stettler.
- A broader “**Area of Influence**” has been identified, which includes lands to the **east** of the Trade Area.
  - Residents have different visitation patterns, but still rely—in part—on Stettler for commercial and business functions.
- Delineation informed by:
  - Mobile analytics survey;
  - Businesses operating in Stettler and surrounding communities;
  - Travel distances and infrastructure.



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# POPULATION AND EMPLOYMENT

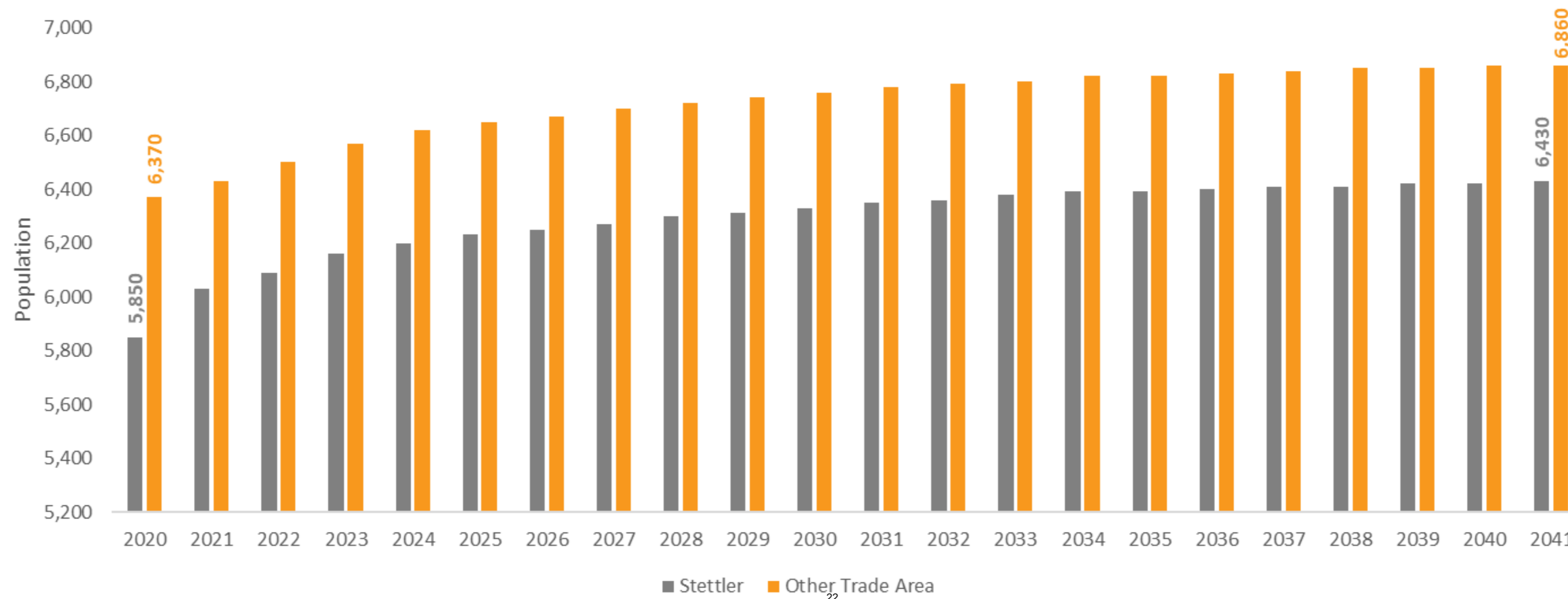
PART 3



# POPULATION CHARACTERISTICS

Stettler Commercial Market Analysis

- Trade Area is defined by **slow and stable** population growth.
  - 2020 Population estimated at 12,200, with almost 5,900 located in the Town of Stettler.
- Stettler is **aging** at a faster rate than the Alberta average.
- Trade Area forecasted to **grow to almost 13,300 residents by 2041**, an increase of over 1,000 residents.
  - Approximately **54%** of this growth will be the Town of Stettler.



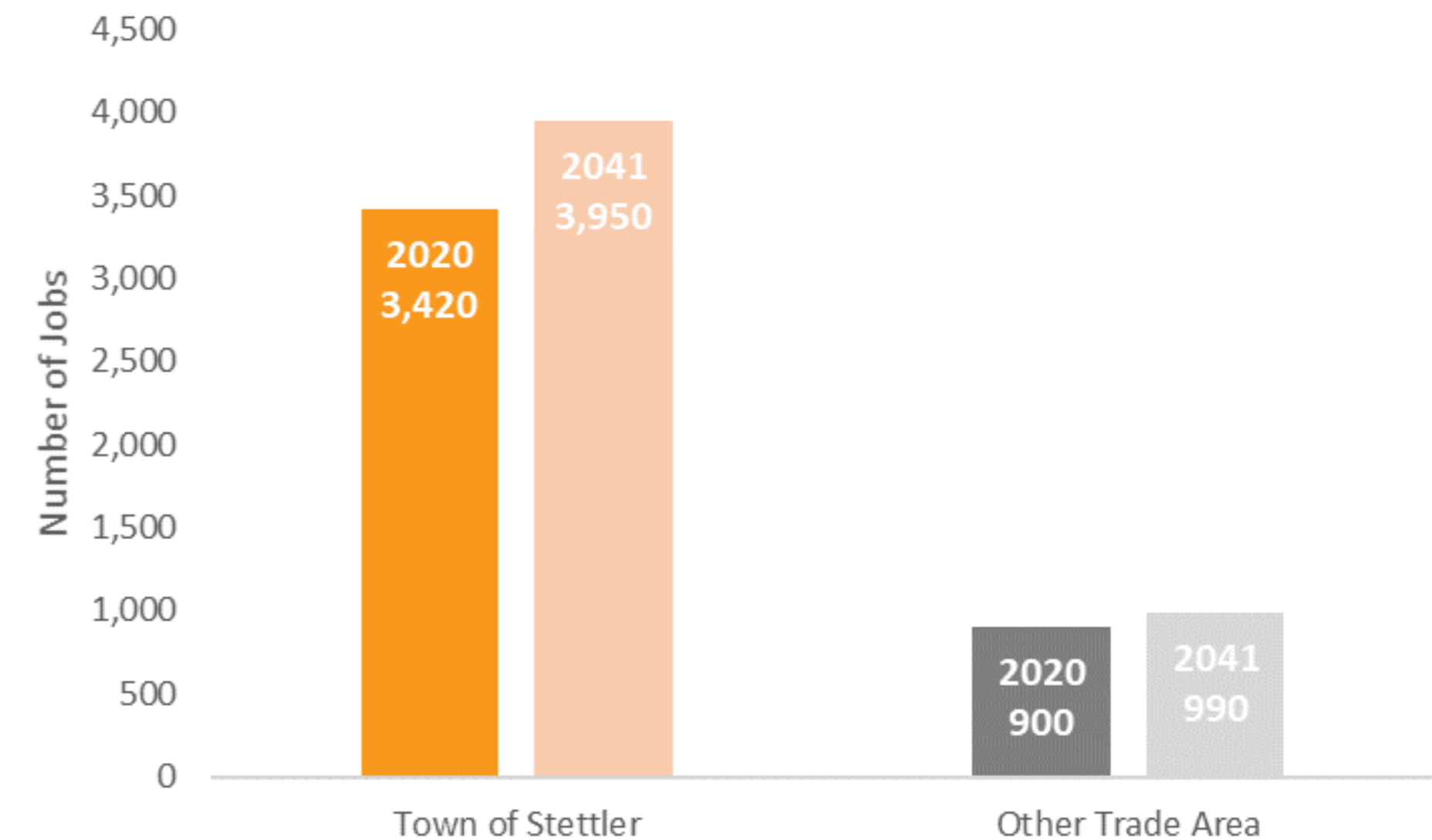
# EMPLOYMENT

Stettler Commercial Market Analysis



- By 2041, the Trade Area is forecast to grow to **over 4,900 jobs**—an increase of 600 over present day.
  - **Almost all employment growth is anticipated to occur in Stettler.**
- Growth is expected to occur in **Institutional** (health, education, administration) and **Retail / Service** positions.
- Little change, or modest declines are anticipated in the **Primary industries** and **industrial** sectors.
  - Primarily attributed to technological efficiencies.

Current and Forecasted Employment Totals by Geography



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# RETAIL SERVICE COMMERCIAL USES

PART 4





# RETAIL TRENDS

Stettler Commercial Market Analysis



1

## E-commerce is changing retail

E-commerce is making more products and retailers more accessible, often at the expense of bricks and mortar locations. Penetration is substantial in some sectors (clothing, music, electronics), and growing in others (grocery, health, eyewear)

2

## COVID-19 is accelerating change

COVID-19 has increased acceptance of e-commerce, and reconsideration of physical store footprints. A culture of “shopping local” has emerged, which could represent a positive long-term trend for small business.

3

## Growth of one-stop shop merchandisers

Major department store retailers have expanded their offerings, blending traditionally distinct store categories. Competing on price and convenience, these operators have challenged main-street business.

4

## Service-based uses driving growth

Service-based uses (personal care, food and beverage, entertainment, etc.) have been a source of growth in the commercial sector. Generally unaffected by e-commerce, services benefit from increased public desire for experiences and social interaction. An aging population will also increasingly rely on a greater range of services.

5

## Focus on growing small business

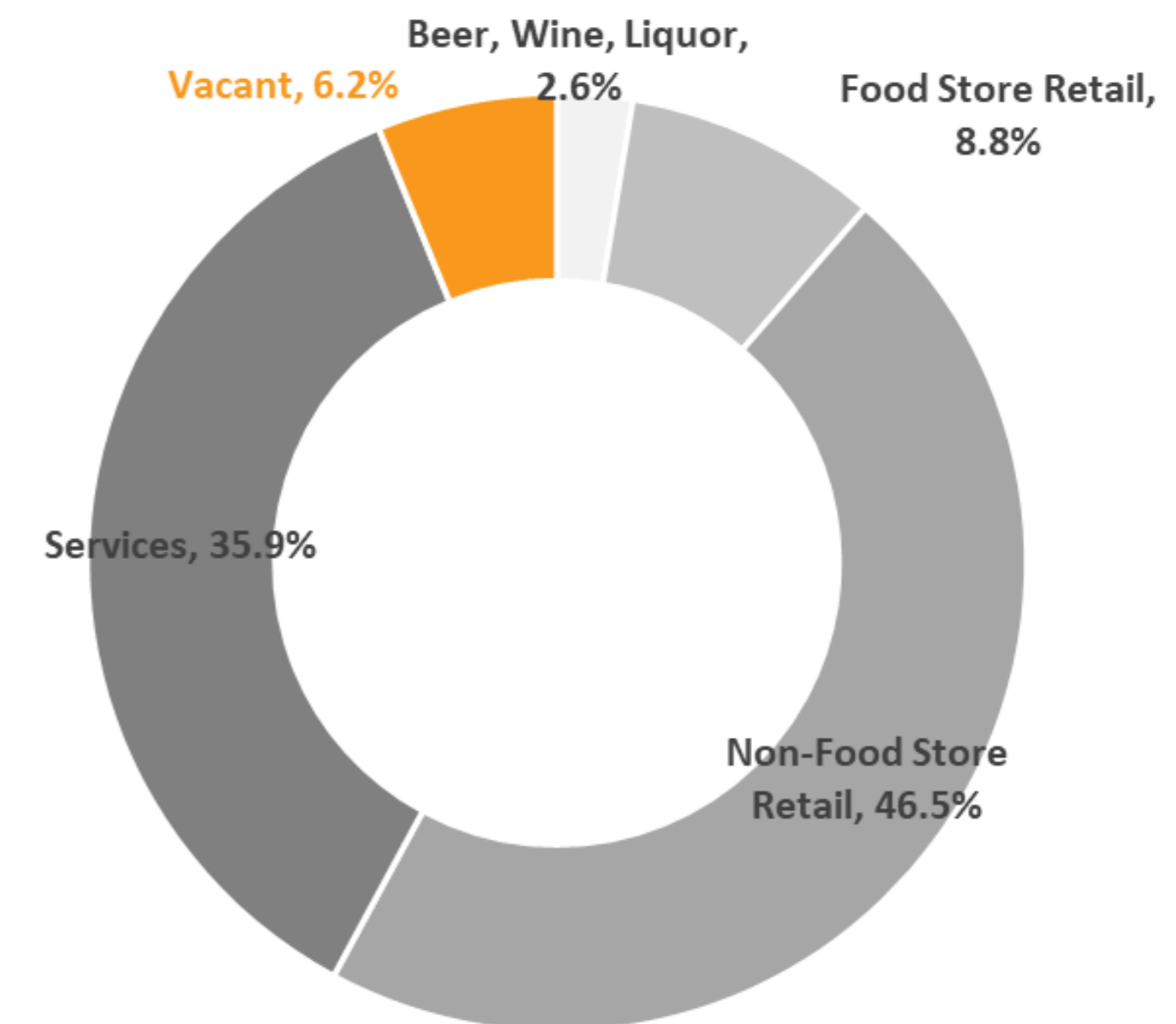
COVID-19 has increased social awareness around supporting local small businesses. Investing in these businesses strengthens the community and creates spin off employment, tax and spending benefits. Maintaining and growing “buy local” momentum will allow small businesses to thrive coming out of the pandemic.

# RETAIL ANALYSIS

Stettler Commercial Market Analysis

- Stettler contains over **830,000 square feet** of commercial space.
- A 6.2% vacancy rate is indicative of a **healthy and balanced commercial environment**.
- Downtown Stettler contains over 50% of the Town's commercial space, and is the **primary destination for services and specialized goods**.
  - **Attracts more local visitors**
- Stettler's West End contains the Town's large-format retailers, and is the primary destination for most **day-to-day shopping needs**.
  - **Attracts more regional visitors**

Breakdown of Space in Stettler



**Stettler could support between 46,000 – 70,000 additional square feet of commercial space by 2041.**

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# INDUSTRIAL USES

PART 5



# INDUSTRIAL TRENDS

Stettler Commercial Market Analysis



1

## Industrial Growth focused in Major Cities

Proximity to population centres and major transportation infrastructure are driving locational demand for industrial uses. Demand in Alberta is clustered in Calgary and Edmonton, and—to some degree—Lethbridge and Red Deer.

2

## Logistics and Distribution Driving Industrial Growth

Industrial demand growth is primarily being driven by demand for warehousing space to support rapidly expanding e-commerce operations.

3

## Stettler serves a Local / Regional Industrial Market

Stettler's industrial sector serves locally derived business need, and surrounding resource (export-based) economies, particularly oil and gas and agriculture.

4

## Diversification of Export-Based Sectors could Drive Demand Growth

Growth of new resource / industrial uses in Eastern Alberta could drive demand for new industrial users in Stettler. Otherwise, growth will be primarily drawn from the expansion of existing businesses serving a growing local and regional population.

# INDUSTRIAL DEMAND ANALYSIS

Stettler Commercial Market Analysis



Approximately 195 acres of vacant industrial land has been identified to support future growth. **Based on historical growth patterns, this represents over 40 years of capacity.**

To support new industrial growth, Town Council should focus on:



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# RECOMMENDATIONS

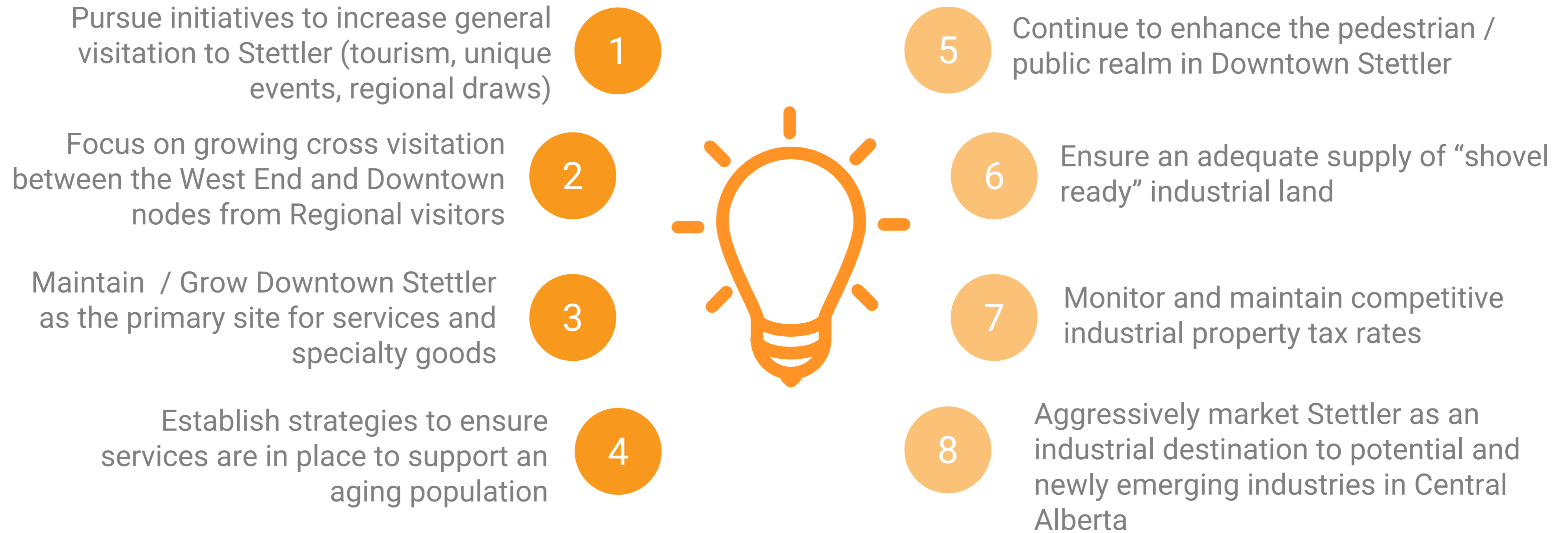
PART 6



# RECOMMENDATIONS

Stettler Commercial Market Analysis

The following recommendations have been identified to create opportunities for growing and continuing to support Stettler’s industrial and commercial sectors:



—  
**THANK YOU**

GET IN TOUCH



**Christopher White, PLE**

Partner, urbanMetrics  
cwhite@urbanMetrics.ca

**Geoff Schwartz**

Project Manager, urbanMetrics  
gschwartz@urbanMetrics.ca



**COMMITTEE OF THE WHOLE RECOMMENDATIONS**

**JUNE 8, 2021**

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1. Canada Day 2021

The Committee of the Whole recommends to Town Council that the Town of Stettler proceed with a Canada Day fireworks display under the same format as 2020, with the slogan, "This Canada Day, let's launch summer in Stettler with a bang!"

# MEMORANDUM

Date: June 1, 2021

To: Greg Switenky  
CAO

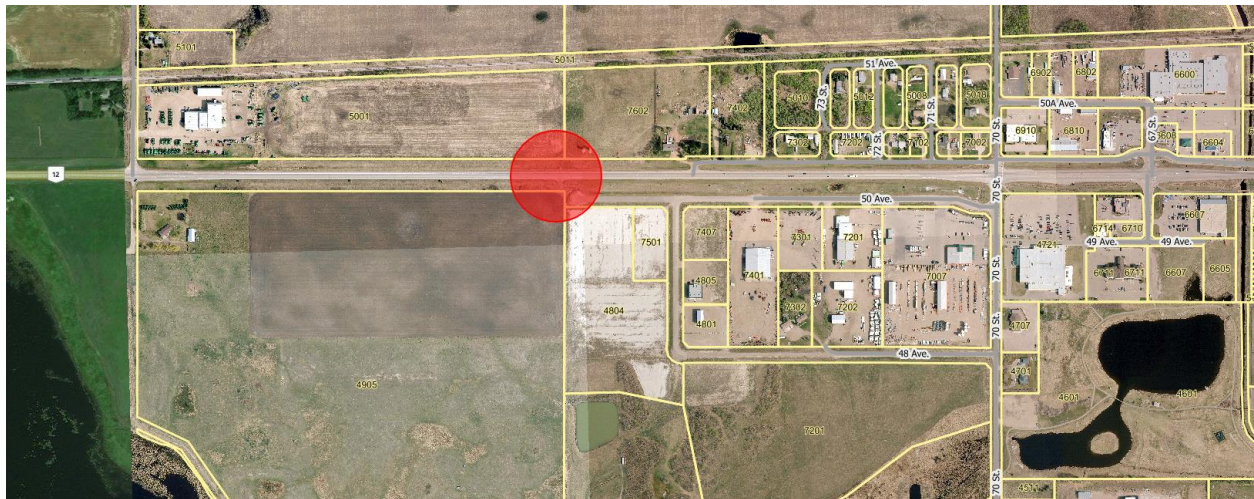
From: Melissa Robbins  
Director of Operations

Re: Highway 12 Intersection Tender Evaluation

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## **Background:**

2021 Capital Budget approved project to build the south half of a Type IV Intersection on Highway 12 at 80 Street for \$600,000.



## **Intersection Design and Approval:**

The intersection was designed with a driving speed of 50 km/hr and submitted for approval to AT. During the permit application submission, the project was tendered to secure a contractor. AT has approved the intersection; however, they require it to be constructed to meet a 70 km/hr design speed. This includes building longer tapers into the intersection. Changing the design and increasing quantities will have an impact on the contract value and material pricing.

## **Tender Summary**

Tagish Engineering tendered the project, with 7 companies submitting bids. Bids ranged from \$576,000 to \$937,000. The estimated scope change is \$200,000, and to stay compliant with the New West Partnership Trade Agreement (NWPTA) between AB, BC, SK and MB; open and competitive tendering is required for construction values of \$200,000 or higher.

**Recommendation:**

Administration respectfully recommends that Town of Stettler Council does not award the 2021 – Highway 12 West Intersection tender to any company due to change in scope of the project from a 50 km/hr design speed to a 70 km/hr design speed as recommended by Alberta Transportation and directs administration to retender the project with the new design speeds.

# MEMORANDUM

**To:** Greg Switenky, CAO

**From:** Allan King – Director of Parks and Leisure Services

**Date:** June 11, 2021

**Re:** 2021 Capital Budget – Baseball Diamond Utility Vehicle (Side by Side)- 2020 Capital Budget Carry Forward

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## Recommendation

That the Town of Stettler accept the tender from Stettler Future Ag Inc. for the Kubota baseball diamond Utility Vehicle (side by side) in the amount of \$21,000.00 with funding to come from the 2021 Capital Budget.

## Background Information

The baseball diamond utility vehicle (side by side) was originally approved in the 2020 Capital Budget, but was not purchased due to COVID-19 and was therefore carried forward to the 2021 capital budget for \$32,000.

## **Summary of Tenders**

Tenders were sent to 3 local dealers and to Oak Creek Golf and Turf

Verbal in February

Hand delivered written tender document to sales reps - May 26

Reminder phone calls - June 8

Tender closing – 3:00pm – Friday, June 11, 2021

A total of 2 tenders were received:

- Oak Creek (Toro) - \$37,781.25
- Stettler Future AG (Kubota) - \$21,000

GST not included

# MEMORANDUM

**To:** Greg Switenky, CAO

**From:** Allan King – Director of Parks and Leisure Services

**Date:** June 11, 2021

**Re:** 2021 Capital Budget – Turf Aerator

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## Recommendation

That the Town of Stettler accept the tender from Stettler Future Ag Inc. for the Kubota Turf Aerator in the amount of \$5000.00 with funding to come from the 2021 Capital Budget.

## Background Information

The Turf Aerator for ball and soccer field maintenance was approved in the 2021 capital budget for \$11,000.

## **Summary of Tenders**

Tenders were sent to 3 local dealers and to Oak Creek Golf and Turf

Verbal in February

Hand delivered written tender document to sales reps - May 26

Reminder phone calls - June 8

Tender closing – 3:00pm – Friday, June 11, 2021

A total of 2 tenders were received:

- Oak Creek (Toro) - \$12,300
- Stettler Future AG (Kubota) - \$5,000

GST not included

G/L	Project	Actual Project Complete Cost / Council Tender Cost / Budget cost	2021 Budget Expense - Approved by Council	Difference between Actual and Budget Amount	Actual - Project Expenses May 31, 2021	Utility (Water) Avail for Capital 2021 Interim Operating Budget (Rates) \$69,333	Utility (other) Avail for Capital 2021 Interim Operating Budget (Rates) \$355,708	Available for Capital 2021 Interim Operating Budget (taxes) \$318,422	General Reserve 4-15-00-00-74-700	Total Other Reserves (for capital purposes)	2021 Operating Budget	Debtenture / Local Improvement	Grants - MSI (\$1,245,630 + \$52,448 = \$1,298,078)	Grants - FGT (\$340,465)	Grants - BMTG (\$60 per cap x 5952 = \$357,120)	Other	Total			
<b>Operating Capital Projects included in 2021 Interim Operating Budget - 1-32-99-91-00-920 / 2-32-99-91-00-764 - Transfer to/from operating reserve</b>																				
Op-tran	2-32-09-00-03-244	Pathway rehab (2017 council direction)	\$50,000.00	\$50,000													\$50,000.00			
Op-tran	2-32-09-00-00-244	Sidewalk replacement program (yearly)	\$75,000.00	\$75,000													\$75,000.00			
<b>2021 Capital Budget - Operational Projects (non TCA)</b>																				
Op-tran	2-32-09-00-01-244	Sidewalk replacement program (yearly)	\$55,000.00	\$55,000				\$55,000.00									\$55,000.00			
Op-fire	2-32-99-92-00-762	2001 Fire engine replace-2026-\$1M	\$100,000.00	\$100,000			\$100,000.00										\$100,000.00			
Op-tran	2-32-21-00-03-536	Pavement patching	\$150,000.00	\$150,000			\$150,000.00										\$150,000.00			
Op-storm	2-77-05-00-02-239	Concept planning for West Stettler Park Phase 2	\$50,000.00	\$50,000				\$46,253.07	\$3,746.93		West Stettler Planning Reserve						\$50,000.00			
Op-tran	2-32-21-00-05-536	Concrete crushing	\$150,000.00	\$150,000			\$150,000.00										\$150,000.00			
Op-culture	2-74-99-91-00-764	Culture reserve account	\$15,000.00	\$15,000			\$15,000.00										\$15,000.00			
<b>2021 Capital Budget - Operational Projects (non TCA)</b>			<b>\$645,000.00</b>	<b>\$645,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$415,000.00</b>	<b>\$101,253.07</b>	<b>\$0.00</b>	<b>\$3,746.93</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$645,000.00</b>			
<b>2021 Capital Budget - Capital Projects (TCA)</b>																				
RCMP	6-21-00-30-00-630	Storage container (detachment)	\$10,000.00	\$10,000					\$10,000.00		RCMP						\$10,000.00			
ADM	6-12-03-00-30-630	Computer replacement program (SRC)	\$4,000.00	\$4,000		\$550.20	\$4,000.00										\$4,000.00			
ADM	6-12-02-30-01-630	2021 Municipal Election - Council notebooks	\$17,500.00	\$17,500			\$17,500.00										\$17,500.00			
2020 MSP	6-32-21-10-19-610	<b>MSP - 44Ave Phase 2 - Hwy 56 to Hwy 12</b>	<b>\$611,241.00</b>	<b>\$611,241.00</b>	<b>\$610,384.56</b>	<b>\$856.44</b>											<b>\$611,241.00 MSP</b>			
2020 MSP	6-32-21-10-23-610	<b>MSP - Type 4 Intersection (Hwy 12 at 80st-south side only)</b>	<b>\$600,000.00</b>	<b>\$600,000.00</b>		<b>\$33,239.17</b>			\$391,115.19		Alberta Operating Support Transfer (MOST - \$607,693)		\$112,617.06				<b>\$96,267.75 MSP</b>			
FIRE	6-23-00-00-30-630	2 way radio system replacement AFRRCs (Alberta 1st Responder Communication System) in 2021	\$180,450.00	\$180,450			\$60,150.00		\$120,300.00		Fire Capital Reserve						\$180,450.00			
FIRE	6-23-00-00-33-630	38' 3 Storey drill tower - firefighter training	\$165,000.00	\$165,000				\$82,500.00							\$82,500.00	County	\$165,000.00			
FIRE	6-23-00-30-02-630	Enclosed cargo trailer - 8x24 tandem axle	\$50,000.00	\$50,000			\$25,000.00								\$25,000.00	County	\$50,000.00			
Op	6-32-09-60-01-660	Pathway program (new construction)	\$100,000.00	\$100,000	\$92,348.01	\$7,651.99		\$100,000.00									\$100,000.00			
Op	6-41-11-10-15-610	Mainstreet streetscape (48-49ave includes watermain and services)	\$850,000.00	\$850,000	\$837,084.47	\$12,915.53			\$102,670.00		Alberta Operating Support Transfer (MOST - \$607,693)		\$390,210.00	\$357,120.00			\$850,000.00			
Water	6-41-11-10-12-610 (CAP13555)	Watermain replacement east of 44th street between 49-50ave	\$280,000.00	\$280,000	\$266,330.98	\$13,669.02						\$280,000.00					\$280,000.00			
Water	6-41-11-30-02-630	Water meter data collection upgrade	\$35,000.00	\$35,000		\$4,437.50	\$35,000.00										\$35,000.00			
Sanitary	6-42-00-00-12-610 (CAP13557)	Lift station upgrades	\$300,000.00	\$300,000								\$300,000.00					\$300,000.00			
Equip	6-31-11-00-30-630 (CAP13559)	Tandem	\$200,000.00	\$200,000								\$200,000.00					\$200,000.00			
Equip	6-31-11-30-12-630 (CAP13558)	Trackless	\$160,000.00	\$160,000								\$160,000.00					\$160,000.00			
WTP	6-41-04-10-00-610	Pig vault rehab	\$175,000.00	\$175,000			\$175,000.00										\$175,000.00			
WTP	6-41-01-20-16-620	Membranes replacement	\$50,000.00	\$50,000			\$50,000.00										\$50,000.00			
WTP	6-41-01-00-21-610	Low lift valve automatic actuators	\$100,000.00	\$100,000		\$23,655.12			\$100,000.00		Capital Reserve						\$100,000.00			
Parks	6-77-02-30-03-630	Turf aerator	\$11,000.00	\$11,000			\$11,000.00										\$11,000.00			
Parks	6-77-02-30-06-630	Ball diamond backstop fence	\$5,000.00	\$5,000			\$5,000.00										\$5,000.00			
<b>2021 Capital Budget - Capital Projects (TCA)</b>			<b>\$3,904,191.00</b>	<b>\$3,904,191.00</b>	<b>\$1,806,148.02</b>	<b>\$96,974.97</b>	<b>\$225,000.00</b>	<b>\$157,650.00</b>	<b>\$182,500.00</b>	<b>\$0.00</b>	<b>\$724,085.19</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$940,000.00</b>	<b>\$502,827.06</b>	<b>\$357,120.00</b>	<b>\$815,008.75</b>	<b>\$0.00</b>	<b>\$3,904,191.00</b>
<b>2021 Total Capital Budget</b>			<b>\$4,549,191.00</b>	<b>\$4,549,191.00</b>	<b>\$1,806,148.02</b>	<b>\$96,974.97</b>	<b>\$225,000.00</b>	<b>\$572,650.00</b>	<b>\$283,753.07</b>	<b>\$0.00</b>	<b>\$727,832.12</b>	<b>\$0.00</b>	<b>\$125,000.00</b>	<b>\$0.00</b>	<b>\$940,000.00</b>	<b>\$502,827.06</b>	<b>\$357,120.00</b>	<b>\$815,008.75</b>	<b>\$0.00</b>	<b>\$4,549,191.00</b>
		<b>Council Motion - 21:02:04 - Feb 2, 2021</b>	<b>\$4,549,191.00</b>	<b>2%</b>				<b>\$743,463.00</b>	<b>\$1,081,403.07</b>				<b>\$358,078.00</b>	<b>-\$162,362.06</b>	<b>\$0.00</b>					<b>\$4,549,191.00</b>
		<b>Difference (Actual vs Council Budget)</b>	<b>\$0</b>																	<b>\$0.00</b>

		2020 Carry Forward																		
		Brought forward from 2020 Budget Carry Forward	2020 Approved Amount (with tender amount updates)	Difference between Actual and Budget Amount	Actual - Project Expenses May 31, 2021	Utility (Water) Avail for Capital 2021 Interim Operating Budget (Rates)	Utility Available for Capital Reserve	Tax Available for Capital Reserve	Transfer From General Reserves	Transfer From Other Reserves	Operating Budget	Debtenture / Local Improve	Grants - MSI (\$1,245,630 + \$52,448 = \$1,298,078)	Grants - FGT (\$340,465)	Grants - BMTG (\$60 per cap x 5952 = \$357,120)	Other	Total			
<b>2020 Carry Forward - Operational Projects (non TCA)</b>																				
Storm	6-42-00-00-15-610 CAP	Cattail removal Red Willow Creek - 2020 Carry Forward - Melissa Jan 4, 2021 - carry forward balance - \$25,000	\$25,000.00	\$25,000.00										\$25,000.00				\$25,000.00		
WTP	2-41-01-00-06-252	WTP - Storage pond additional shading - 2020 Carry Forward - Melissa Jan 4, 2021 - carry forward balance - \$13,000 (\$15,000 -\$2000)	\$13,000.00	\$13,000.00		\$13,000.00												\$13,000.00		
Planning	2-61-02-00-05-239	Northwest ASP - (Melissa Dec 30/19 - carry forward balance - \$25,000 - 0 = \$25,000) - (Melissa January 4, 2021 - carry forward balance \$2,640.62 (\$25,000 - \$22,359.38))	\$2,640.62	\$2,640.62						\$2,640.62	Planning Reserve							\$2,640.62		
Parks	2-77-05-00-02-239	Parks - West Stettler Park - Imp (2019 Strategic Plan) - Allan - January 6, 2020 - carry forward balance - \$25,000 - 2020 Power & Water Feature	\$50,000.00	\$50,000.00				\$50,000.00										\$50,000.00		
Planning	2-61-02-00-00-239	Planning (Economic Development) - Market Analysis	\$44,000.00							\$36,000.00	Planning Reserve					\$8,000.00	realtor grant	\$44,000.00		
WTP	6-41-01-20-24-620	WTP - Primary Coagulant	\$498.52		\$498.52	\$498.52												\$498.52		
Lagoon	6-42-01-10-12-610	Lagoon - Legal	\$255.00		\$0.00	\$255.00						\$255.00						\$255.00		
Pool	2-73-13-03-04-252	SRC - Projects	-\$1,000.00		\$0.00	-\$1,000.00						-\$1,000.00						-\$1,000.00		
<b>2020 Carry Forward - Operational Projects (non TCA)</b>			<b>\$134,394.14</b>	<b>\$90,640.62</b>	<b>\$0.00</b>	<b>-\$246.48</b>	<b>\$13,498.52</b>	<b>\$0.00</b>	<b>\$50,000.00</b>	<b>\$0.00</b>	<b>\$38,640.62</b>	<b>\$0.00</b>	<b>-\$745.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$25,000.00</b>	<b>\$0.00</b>	<b>\$8,000.00</b>	<b>\$0.00</b>	<b>\$134,394.14</b>
<b>2020 Carry Forward - Capital Projects (TCA)</b>																				
Op	6-32-09-60-02-660	Pathway Program (Area 2c - Hwy 12 along Co-op/Stettler GM) - 2020 Carry Forward - Melissa Jan 4, 2021 - carry forward \$10,000	\$10,000.00	\$10,000.00						\$10,000.00	Pathway							\$10,000.00		
Op	6-32-21-00-13-610 (CAP 12485)	44th Avenue Overlay from Hwy 56-65th Street - 2020 Carry Forward - Melissa Jan 4, 2021 - carry forward balance - \$134,226.24 (\$792,943.50 - \$658,717.26)	\$134,226.24	\$134,226.24									\$134,226.24					\$134,226.24		
Op	6-32-21-10-14-610	"Okoppe" Parking Lot Upgrade (50th Avenue / 49th Street) - 2020 Carry Forward - Melissa Jan 4, 2021 - carry forward balance - \$44,715.19 (\$60,000 - \$15,284.81)	\$44,715.19	\$44,715.19	\$43,965.19	\$750.00	\$44,715.19											\$44,715.19		
Water	6-41-11-10-24-610 (CAP 13491)	Watermain on 52ndST between 49-50ave - 2020 Carry Forward - Melissa Jan 4, 2021 - carry forward balance - \$29,420.18 (\$252,819.25 - \$223,399.07)	\$29,420.18	\$29,420.18									\$29,420.18					\$29,420.18		
Water	6-41-11-10-06-610 (CAP 13490)	Watermain on 61ST Grandview - 2020 Carry Forward - Melissa Jan 4, 2021 - carry forward balance - \$408,059.64 (\$746,477.96 - \$338,418.32)	\$408,059.64	\$408,059.64									\$408,059.64					\$408,059.64		
Water	6-41-11-10-05-610	Install additional fire hydrants 46th street - 2020 Carry Forward - Melissa Jan 4, 2021 - carry forward balance - \$30,000	\$30,000.00	\$30,000.00			\$15,000.00	\$15,000.00										\$30,000.00		
Sewer	6-42-00-10-05-610	Lift station pump upgrades - 2020 Carry Forward - Melissa Jan 4, 2021 - carry forward balance - \$299,242.50 (\$300,000-\$757.50)	\$299,242.50	\$299,242.50		\$11,715.33							\$259,242.50	\$40,000.00				\$299,242.50		
WTP	6-41-01-20-13-620	WTP - Chlorine Analyzer - 2020 Carry Forward - Melissa Jan 4, 2021 - carry forward balance - \$20,000	\$20,000.00	\$20,000.00		\$20,000.00												\$20,000.00		
WTP	6-41-01-20-00-620	WTP - Make up air unit replacement - 2020 Carry Forward - Melissa Jan 4, 2021 - carry forward balance - \$20,000	\$20,000.00	\$20,000.00		\$20,000.00												\$20,000.00		
WTP	6-41-01-20-19-620	WTP - Membranes (build reserves) - 2020 Carry Forward - Melissa Jan 4, 2021 - carry forward balance - \$50,000	\$50,000.00	\$50,000.00		\$50,000.00												\$50,000.00		
WTP	6-41-01-20-11-620	WTP - Chlorine gas replacement - 2020 Carry Forward - Melissa Jan 4, 2021 - carry forward balance - \$50,000	\$50,000.00	\$50,000.00		\$50,000.00												\$50,000.00		
WTP	6-41-01-20-09-620	WTP - Potable water pump - 2020 Carry Forward - Melissa Jan 4, 2021 - carry forward balance - \$50,000	\$50,000.00	\$50,000.00		\$50,000.00												\$50,000.00		
Park	6-77-81-60-00-660	Skateboard Park - Phase 2 - 2020 Carry Forward - Brad Jan 4, 2021 - carry forward balance - \$223,000 (cost of final design)	\$223,000.00	\$223,000.00	\$214,000.00	\$9,000.00			\$160,100.45							\$62,899.55	Association	\$223,000.00		
Park	6-77-02-30-07-630	Baseball diamond utility vehicle (mule) - 2020 Carry Forward - Brad Jan 7, 2021 - carry forward balance - \$32,000	\$32,000.00	\$32,000.00						\$32,000.00	common services							\$32,000.00		
SRC - Are	6-73-11-20-05-620	Tube Heaters - 2020 Carry Forward - Brad Jan 4, 2021 - carry forward balance - \$62,500	\$19,574.00	\$19,575.00	\$0.00	\$19,574.00	\$19,574.00	39										\$19,574.00		

SRC Fitness	6-73-12-30-00-630	Pec Deck Machine - 2020 Carry Forward - Brad Jan 4, 2021 - carry forward balance - \$6,550.00	\$6,550.00	\$6,550.00				\$6,550.00											\$6,550.00	
	6-41-11-10-22-610 - CAP-11501	Watermain replace on 52nd Street between 48-49 Ave - (Melissa Dec 30/19 - carry forward balance - \$221,369.75 - \$205,400.66 = \$15,969.09) - (Melissa January 4, 2021 - carry forward balance - \$15,000)	\$15,000.00	\$15,000.00								\$15,000.00							\$15,000.00	
	6-41-14-20-01-620 - CAP-11503	Water Reservoir Pump Upgrades - (Melissa Dec 30/19 - carry forward balance - \$150,000 - \$210.00 = \$149,790) - Melissa January 4, 2021 carry forward balance - \$149,490 (\$149,700 - \$210)	\$149,490.00	\$149,490.00								\$149,490.00							\$149,490.00	
	6-42-00-20-00-620	Lift Stations A & B Furnaces - (Melissa Dec 30/19 - carry forward balance - \$30,000 - \$0.00 = \$30,000) - (Melissa January 4, 2021 - carry forward balance \$14,566.97 (\$30,000 - \$15,433.03))	\$14,566.97	\$14,566.97			\$14,566.97												\$14,566.97	
Water	6-41-14-10-01-610	Water Reservoir Exterior and Insulation - 2018 Carry Forward - (Melissa - December 20) - (Melissa Dec 30/19 - carry forward balance - \$50,000 - 0 = \$50,000) - (Melissa January 4, 2021 - carry forward balance \$50,000)	\$50,000.00	\$50,000.00			\$10,000.00			\$40,000.00	Water Reservoir Coat								\$50,000.00	
WTP	6-41-01-20-21-620	WTP - 400mm Distribution Line Valve - 2018 Carry Forward - (Melissa - December 20) - (Melissa - December 20) - (Melissa Dec 30/19 - carry forward balance - \$250,000 - \$20,499.36 = \$229,500.64) - Melissa January 4, 2021 - carry forward balance \$209,122.94 (\$229,500.64 - \$20,377.70)	\$209,122.94	\$209,122.94				\$209,122.94											\$209,122.94	
Airport	6-33-00-10-01-630	Airport - Runway Lights (Joint Airport Grant - Runway lighting) \$32,550 - 0 = \$32,550 - Melissa January 4, 2021 - carry forward balance - \$132,700 - \$119,430 = \$13,270	\$13,270.00	\$13,270.00			\$13,270.00												\$13,270.00	
Water	6-41-11-30-03-630	SCADA Water Communication System - 2017 Carry Forward Balance - Melissa - 20/12/17 - \$120,500 - \$31,604.70 = \$88,895.30 - 2018 Carry Forward - carry forward balance to 2019 (88,895.30-54,188.57 = 34,706.73) - Melissa January 7, 2019 - (Melissa Dec 30/19 - carry forward balance \$34,706.73 - \$2201.72 = \$32,505.01) - Melissa January 4, 2021 carry forward balance - \$32,505.01	\$32,505.01	\$32,505.01			\$32,505.01												\$32,505.01	
Cem	6-56-00-60-01-660	Cemetery Columbarium - Allan - January 6, 2020 - carry forward balance - \$20,000 - \$1800 = \$18,200 - Brad - January 11, 2021 - Carry forward balance - \$18,200	\$17,674.64	\$18,200.00	\$525.36	\$17,674.64	\$17,674.64												\$17,674.64	
<b>2020 Carry Forward - Capital Projects (TCA)</b>			\$1,928,417.31	\$1,928,943.67	\$258,490.55	\$58,713.97	\$190,000.00	\$149,631.17	\$39,224.64	\$369,223.39	\$82,000.00	\$0.00	\$0.00	\$736,196.06	\$259,242.50	\$40,000.00	\$62,899.55	\$0.00	\$1,928,417.31	
<b>2020 Total Carry Forwards</b>			\$2,062,811.45	\$2,019,584.29		\$155,442.46	\$203,498.52	\$149,631.17	\$89,224.64	\$369,223.39	\$120,640.62	-\$745.00	\$0.00	\$736,196.06	\$284,242.50	\$40,000.00	\$70,899.55	\$0.00	\$2,062,811.45	
<b>2021 Total Capital Budget (including Carry Forwards)</b>			\$6,612,002.45	\$6,568,775.29			\$428,498.52	\$722,281.17	\$372,977.71	\$369,223.39	\$848,472.74	\$124,255.00	\$0.00	\$1,676,196.06	\$787,069.56	\$397,120.00	\$885,908.30		0.00	
							Water \$428,000.00	\$1,523,757.40			\$1,217,696.13			Total Grants Available	\$2,063,094.73	\$892,578.50	\$493,009.11			
											Total Reserves									\$2,741,453.53
														Balance - December 31, 2021	\$386,898.67	\$105,508.94	\$95,889.11			



Revenue	2021 Budget	Actual - May 31, 2021	Variance	%	Notes
Administration	\$280,020	\$94,440.71	\$185,579.29	33.73%	
Inter Department Transfer - \$250,000					
Police	\$495,308	\$16,779.36	\$478,528.64	3.39%	MSI Operating - \$53,391
Traffic Fines (Budget - \$60,000 / Actual - \$11,291 = 19%)					
Provincial Grant - \$347,000 / Community SRO - \$28,917 (Sept-Dec)					
Fire	\$549,247	\$66,277.99	\$482,969.01	12.07%	
Disaster Services	\$0	\$0.00	\$0.00	0.00%	
Bylaw Enforcement	\$109,950	\$108,105.00	\$1,845.00	98.32%	Animal / Business License
Business Licenses (Budget - \$86,250 - Actual \$87,750 (102%) / Animal License - Budget \$21,700 - Actual \$20,205					
Roads, Streets, Walks, Lights	\$543,800	\$68,364.23	\$475,435.77	12.57%	
Roads Frontage - Pavement (Budget - \$62,075)					
Airport	\$10,880	\$4,838.40	\$6,041.60	44.47%	
Drainage	\$0	\$0.00	\$0.00	0.00%	
Water Supply & Distribution	\$3,147,358	\$955,052.54	\$2,192,305.46	30.34%	
Metered sale of water (Budget - \$1,961,648 / Actual - \$541,616 - 28% - to end of April - 33%)					
Metered out of Town (Budget - \$1,070,000 / Actual - \$341,883 - 32% - to end of April - 33%)					
Bulk water (Budget - \$40,000 / Actual \$7,010 - 18%)					
Sewer	\$950,701	\$302,067.22	\$648,633.78	31.77%	
Sewer Service Charges (Budget - \$888,681 / Actual \$281,874 - 32% - to end of April - 33%)					
Garbage Collection & Disposal	\$836,789	\$270,093.46	\$566,695.54	32.28%	
Residential Garbage Revenue (Budget - \$634,980 / Actual \$205,284 - 32% - to end of April - 33%)					
Recycling Revenue (Budget - \$170,664 / Actual - \$56,618 - 33% - to end of April - 33%)					
FCSS	\$157,148	\$52,380.00	\$104,768.00	33.33%	
Cemetery	\$23,600	\$17,280.68	\$6,319.32	73.22%	
Planning & Development	\$44,500	\$24,205.33	\$20,294.67	54.39%	
Building Permits (Budget - \$30,000 / Actual - \$18,052 - 60%)					
Economic Development - BOT	\$232,125	\$52,179.27	\$179,945.73	22.48%	
Subdivison Land	\$2,000	\$200.00	\$1,800.00	10.00%	
Land, Housing & Rentals	\$282,015	\$119,094.79	\$162,920.21	42.23%	
Health Unit - \$204,400					
Ambulance Station - \$20,100					
SRC - Library - Budget - \$42,000					
Recreation - General	\$3,000	\$162.38	\$2,837.62	5.41%	
Recreation Programs	\$22,700	\$1,519.05	\$21,180.95	6.69%	
Facilities	\$952,732	\$60,356.00	\$892,376.00	6.34%	County Partnership - \$431,500
Community Hall	\$45,000	-\$176.19	\$45,176.19	-0.39%	
Senior's Center	\$20,875	\$6,460.71	\$14,414.29	30.95%	
Parks	\$165,650	\$16,302.83	\$149,347.17	9.84%	
Lions Campground - Budget - \$115,000 / Actual - \$13,953 = 12%					
Operating Contingency	\$4,529	\$0.00	\$4,529.00	0.00%	
Taxes	\$8,677,404	\$8,683,953.71	-\$6,549.71	100.08%	
Other Revenue	\$1,938,350	\$803,671.43	\$1,134,678.57	41.46%	Business Taxes / Penalties
Franchise Fee - GAS (Budget - \$1,002,950 / Actual - \$505,725 - 50% - to end of May - 42%)					
Franchise Fee - ELECTRIC (Budget - \$727,000 / Actual - \$239,089 - 33% - to end of May - 42%)					
Return on Investments (Budget - \$140,000 / Actual - \$21,386 - 15%)					
<b>Total Revenue</b>	<b>\$19,495,681</b>	<b>\$11,723,608.90</b>	<b>\$7,772,072.10</b>	<b>60.13%</b>	

Expense	2021 Budget	Actual - May 31, 2021	Variance	%	Notes
Council & Legislative	\$221,630	\$64,758.61	\$156,871.39	29.22%	
Council Honorarium (Budget - \$152,630 / Actual - \$54,328 - 36%)					
Council per diem - Budget - \$27,000					
Council travel & subsistance - Budget - \$22,000 / Actual - \$292 - 1%)					
Council Membership Conferences (Budget - \$16,000 / Actual - \$6,239 - 39%)					
Administration	\$1,294,932	\$296,277.05	\$998,654.95	22.88%	COVID Expenses (supplies) - \$6,072
Police	\$1,264,942	\$47,140.00	\$1,217,802.00	3.73%	
RCMP - Contract Billings (Budget - \$1,080,481)					
Fire	\$894,059	\$215,166.32	\$678,892.68	24.07%	
Disaster Services	\$33,080	\$116.53	\$32,963.47	0.35%	
Bylaw Enforcement	\$192,716	\$108,447.40	\$84,268.60	56.27%	
Common Services	\$156,733	\$45,993.05	\$110,739.95	29.34%	
Roads, Streets, Walks, Lights	\$2,512,829	\$414,353.97	\$2,098,475.03	16.49%	
Airport	\$47,635	\$10,654.65	\$36,980.35	22.37%	
Water Supply & Distribution	\$3,078,025	\$860,589.59	\$2,217,435.41	27.96%	
Sewer	\$706,865	\$192,057.87	\$514,807.13	27.17%	
Garbage Collection & Disposal	\$724,917	\$192,814.78	\$532,102.22	26.60%	
FCSS	\$196,435	\$98,217.50	\$98,217.50	50.00%	
Cemetery	\$65,790	\$10,178.96	\$55,611.04	15.47%	
Planning & Development	\$330,035	\$144,190.14	\$185,844.86	43.69%	
Comm Services -Handi Bus	\$25,000	\$0.00	\$25,000.00	0.00%	
Economic Development	\$679,030	\$133,971.74	\$545,058.26	19.73%	
Subdivison Land	\$55,820	\$16,709.45	\$39,110.55	29.93%	
Land, Housing & Rentals	\$44,890	\$10,587.87	\$34,302.13	23.59%	
Recreation - General	\$153,470	\$37,311.36	\$116,158.64	24.31%	
Recreation Programs	\$82,740	\$9,814.80	\$72,925.20	11.86%	
Facilities	\$2,375,397	\$643,953.34	\$1,731,443.66	27.11%	
Culture	\$334,162	\$148,910.11	\$185,251.89	44.56%	
Community Hall	\$122,546	\$28,842.71	\$93,703.29	23.54%	
Senior's Center	\$13,330	\$582.47	\$12,747.53	4.37%	
Parks	\$680,581	\$135,590.98	\$544,990.02	19.92%	
Operating Contingency	\$523,463	\$0.00	\$523,463.00	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 - \$743,463 (Water (\$69,333) + Utility \$355,708 (sewer, waste, recycling) + Total Available for Capital - \$318,422) + Contingency - Utility - \$0 / Salaries - \$0 = \$743,463					
Requisitions	\$2,684,629	\$765,665.02	\$1,918,963.98	28.52%	
ASFF (Budget - \$2,148,647 - Actual - \$539,740 - 25%)					
ASFF Separate School (Budget - \$166,954 - Actual - \$41,869 - 25% )					
County of Stettler Senior Lodges (Budget - \$368,112 - Actual \$184,056 - 50%)					
<b>Total Expense</b>	<b>\$19,495,681</b>	<b>\$4,632,896.27</b>	<b>\$14,862,784.73</b>	<b>23.76%</b>	
<b>Surplus / Deficit</b>	<b>\$0</b>	<b>\$7,090,712.63</b>	<b>-\$7,090,712.63</b>		

**TO:** Town of Stettler Council

**DATE:** 2021 06 15

**FROM:** Greg Switenky  
CAO

## **CHIEF ADMINISTRATIVE OFFICER'S REPORT – MAY 2021**

### **ADMINISTRATION – CAO – GREG SWITENKY**

1. Meetings: Town Council, Joint Health & Safety Committee, and daily office staff information sharing sessions.
2. Ongoing organizational COVID-19 continuity planning under AHS guidelines, provincial mandates, and industry best practices. Weekly virtual CMOH municipal sessions.
3. Virtual – Joint Town and County Emergency Management Agency Meeting.
4. Energy Associates International – Organizational electricity (live) procurement from pre-qualified market suppliers on a load following/shaped basis for the years 2024-2026.
5. School Resource Officer (Fall 2021) discussion and draft MOA review with representatives from the Clearview School Division and the County of Stettler.
6. Ongoing liaison and information sharing with County Administration; working on community development and strengthening collaborative working relationships.
7. Ongoing organizational succession planning considerations.
8. 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 Tax Budget Deliberations, Economic Development Committee, 2021 Municipal Election Training, EAI Power Procurement 2024-2026, Alberta Economic Development Association Virtual Conference, Senior Management COVID, Numerous Town Hall Meetings (listening), Dr. Hinshaw COVID Updates (listening)
2. Projects worked on included:
  - COVID planning, info and research
  - SRO partnership (Town, County, Clearview)
  - 2020 FOIP Summary (Town of Stettler and Summer Village of White Sands)
  - 2021 Municipal Election – Assist Returning Officer with Election Planning/training
  - 2021 Capital Budget – May 31, 2021
  - 2021 Cash Flow Statement follow up – May 31, 2021
  - 2021 Regional Water Summary – May 31, 2021
  - 2021 Capital Budget Summary – May 31, 2021

**CAO REPORT  
MAY 2021  
PAGE 2**

- 2021 Operating Budget Summary – May 31, 2021
- 2021 Reserves Update – May 31, 2021
- 2021 Grant Updates – May 31, 2021
- Garbage and Recycling Inquiries – municipal inquiries
- Council Agenda prep
- Council Minutes
- AP Invoices and sign checks
- Ratepayer issues and concerns

**DIRECTOR OF OPERATIONS – MELISSA ROBBINS**

Meetings:

- Regional Emergency Agency Zoom Meeting
- Met with landowners – fence reinstatement after water repair
- Met with Allied Vessel – ditch improvements
- Developer meeting – potential development on 61 Street
- Lift Station B – Crane upgrades
- On call May 26-June 1

Projects:

- Highway 12 Intersection – Meeting with Alberta Transportation
- Downtown Streetscape Construction
- 61 Street Water Replacement under construction
- Timberstone Estates Development
- Completed 2021 Sidewalk replacement list
- Lagoon Berm Elevation Survey
- Concrete Crushing Contract Documents
- Hoisting inspections of all overhead cranes/hoists
- Lagoon Bacterial Investigation to address odor concerns
- Deficiencies from 2020 paving works

**TRANSPORTATION – IVAN WILFORD**

- Dug cremations and graves
- Sign repair/installations
- Equipment repairs and cleaning
- Got 2 loads of cold mix from Camrose
- Finished sidewalk and trip list
- Line painting
- Lane grading
- Turn, mix, clean up and water compost at transfer site
- Street sweeping
- Push up concrete piles
- Haul millings to the shop

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PAGE 3**

- Flushed and camera 2 storm sewers
- Fixed ruts in ditch on Highway 12
- Gravel in some lanes
- Shop clean
- Repaired and put tarp roller on tandem truck
- Clean off catch basins
- Some pot hole repair
- Swept Rochon Sands and billed
- Cleaned dirt from around main street bulbing
- Graded WTP road, and had the county gravel the first part of the road
- Repaired storm line at 4112 61 a street
- Reseeded GM, and cemetery ditch that we had landscaped
- Watered grass seed
- 2 days of crack filling
- Asphalt patching
- Took down cross walk pole and over hang on main street
- Lowered some problem man holes
- Cleaned out ditch on 46 Avenue by TAC

**DIRECTOR OF PLANNING & DEVELOPMENT – LEANN GRAHAM**

1. Building Permit Activity to Date

	<b>2020 Permits to May 31, 2020</b>	<b>2021 Permits to May 31, 2021</b>
<b>Institutional</b>	\$10,000.00	\$2,868,560.00
<b>Industrial</b>	\$577,000.00	-
<b>Commercial</b>	\$25,000.00	\$166,900.00
<b>Residential</b>	\$1,052,550.00	\$1,668,885.00
<b>Total</b>	<b>\$1,664,550.00</b>	<b>\$4,704,345.00</b>

2. Projects:

- IDP & SE ASP RFP
- Highway 12 West ASP Amendment
- Seniors Development Proposal
- Rotary Park Development
- Cemetery Road Developments
- Corporate Identity Initiative
- Economic Development Committee Initiative
- Commercial Market Analysis
- North West ASP
- Business License System ZAudit
- Community Builders
- Planning & Operations Clerk Maternity Leave Replacement
- Bylaw Officer Replacement
- IT Coordinator Position

- AE Kennedy Maintenance
- Bylaw Property Inspections and Enforcement
- Planning & Development Inquiries

3. Meetings:

- JHSC Meeting
- IDP & SE ASP Meeting
- AE Kennedy Admin Meeting
- Insurance Paul Davis Meetings
- Seniors Development Proposal Meetings
- Economic Development Meeting
- Commercial Market Analysis Meetings
- Website Data Input Meeting
- Election Training
- 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**

1. **Meetings:** Paul Davis inspections and deficiency, Town hall meetings, municipal engagement, heartland beatification, meetings with staff, joint health and safety, arena connects, Rotary Millennium park, and CARA.
2. **Projects:** Tree planting, community gardens, gopher control, vagrant patrols, parks cleanup, ball diamonds, soccer pitches, tube heaters at the SRC completed, Tenders out for side by side and aerator, grass cutting, weed eating, reopening preparations, summer student training, spray park open, and campground open.

**WATER TREATMENT PLANT SUPERVISOR – CHRIS SAUNDERS**

Report to be presented at a later date.

**WATER – GRANT MCQUAY**

- 1) Rounds, readings, locates and meters.
- 2) Lagoon sampling.
- 3) Water leak repairs.
- 4) Weekly cleaning of WTS 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) Hydrant Inspections and repairs

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MAY 2021  
PAGE 5**

- 9) Flushing Sewer mains for Apex gas construction
- 10) Sewer main repair
- 11) 44 avenue water main valve repairs
- 12) Seasonal Water meter installs.
- 13) Crane inspections at facilities.
- 14) CC repairs.

**REGIONAL FIRE CHIEF – MARK DENNIS**

Report to be presented at a later date.



Greg Switenky  
CAO

**TOWN OF STETTLER  
BANK RECONCILIATION  
AS OF April 30, 2021**

Net Balance at End of Previous Month	\$	10,203,821.25
ADD: General Receipts (summarized below)		1,450,686.75
Interest Earned (Prime 2.45% less 1.65% = 0.80%)		-
Investments Matured		-
SUBTOTAL		11,654,508.00
LESS: General Disbursements		898,265.23
Payroll		259,940.96
Investments		-
Debenture Payments		-
Returned Cheques		432.75
Bank Charges		1,301.37
SUBTOTAL		1,159,940.31
<b>NET BALANCE AT END OF CURRENT MONTH (General Ledger)</b>	<b>\$</b>	<b>10,494,567.69</b>
Balance at End of Month - Bank		10,545,598.99
ADD: Outstanding Deposits		7,141.48
LESS: Outstanding Cheques		58,172.78
<b>NET BALANCE AT END OF CURRENT MONTH (Bank)</b>	<b>\$</b>	<b>10,494,567.69</b>

THIS STATEMENT SUBMITTED TO COUNCIL THIS 15th DAY OF Jun 2021

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
ASSISTANT CAO

	A	B	C
2	<b>GENERAL RECEIPTS SUMMARY</b>		
3	Tax	AR	258,685
4	Utility	AR	254,958
5	ATCO	Franchise	60,958
6	AltaGas	Franchise	95,005
7	Library	Rental	10,500
8	Gov't of AB	MSP	607,509
9	SMRWSC	Water	51,132
10	Hwy 12/21	Water	26,179
11	Gov't of AB	FCSS	
12	AE Kennedy	Rent	16,879
13	Other		<u>68,882</u>
14		Total	1,450,687



**TOWN OF STETTLER  
BANK RECONCILIATION  
AS OF May 31, 2021**

Net Balance at End of Previous Month	\$ 10,494,567.69
ADD: General Receipts (summarized below)	1,123,211.59
Interest Earned (Prime 2.45% less 1.65% = 0.80%)	6,870.08
Investments Matured	-
SUBTOTAL	11,624,649.36
LESS: General Disbursements	966,202.45
Payroll	250,632.59
Investments	-
Debenture Payments	-
Returned Cheques	306.48
Bank Charges	1,306.42
SUBTOTAL	1,218,447.94
<b>NET BALANCE AT END OF CURRENT MONTH (General Ledger)</b>	<b>\$ 10,406,201.42</b>
Balance at End of Month - Bank	10,396,306.58
ADD: Outstanding Deposits	20,142.94
LESS: Outstanding Cheques	10,248.10
<b>NET BALANCE AT END OF CURRENT MONTH (Bank)</b>	<b>\$ 10,406,201.42</b>

THIS STATEMENT SUBMITTED TO COUNCIL THIS 15th DAY OF Jun 2021

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
ASSISTANT CAO

	A	B	C
2	<b>GENERAL RECEIPTS SUMMARY</b>		
3	Tax	AR	332,763
4	Utility	AR	282,119
5	ATCO	Franchise	62,558
6	Apex	Franchise	92,563
7	BOT	Salary Reversal	15,596
8	Auction Mart	Land Lease	11,355
9	Library	Salary Reversal	48,521
10	COS	Fire Agmt	54,476
11	SMRWA	Water	49,891
12	Gov't of AB	FCSS	13,095
13	AE Kennedy	Rent	16,879
14	Other		<u>143,396</u>
15		Total	1,123,212

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	75565
Cheque Date	First	Last		75581

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Flow Point	75565	2021-06-04	\$834.75
-----			
Invoice Description	Invoice Number	Invoice Amount	
Water +7 Registration & Member	JUN2111	\$834.75	
-----			
AltaLIS Ltd.	75566	2021-06-04	\$283.50
-----			
Invoice Description	Invoice Number	Invoice Amount	
GIS Land Title Subscription	56546	\$283.50	
-----			
Associated Fire Safety Equipme	75567	2021-06-04	\$152.25
-----			
Invoice Description	Invoice Number	Invoice Amount	
Fire Assy Com Kit	28664	\$152.25	
-----			
Atterbury, Dan	75568	2021-06-04	\$210.00
-----			
Invoice Description	Invoice Number	Invoice Amount	
Fire Joint Training Air Brake	2021.05.14	\$210.00	
-----			
Branded Marketing & Promo Inc.	75569	2021-06-04	\$180.70
-----			
Invoice Description	Invoice Number	Invoice Amount	
Fire Joint 9 Uniform Pieces	FG4168	\$180.70	
-----			
Diverse Signs N Designs Inc.	75570	2021-06-04	\$534.55
-----			
Invoice Description	Invoice Number	Invoice Amount	
Parks Lions Campground Signage	7773	\$343.38	
Water Construction Signage	7763	\$191.17	
-----			
Hadley Concrete	75571	2021-06-04	\$7,761.85
-----			
Invoice Description	Invoice Number	Invoice Amount	
2021Sidewalk ReplacementsPPC#1	2106	\$7,761.85	
-----			
Hansel's Excavating Ltd.	75572	2021-06-04	\$1,197.00
-----			
Invoice Description	Invoice Number	Invoice Amount	
Water Trans Hired Hydrovac	7531	\$1,197.00	
-----			
Heartland Youth Centre	75573	2021-06-04	\$50,000.00
-----			
Invoice Description	Invoice Number	Invoice Amount	
2021 Playground Program	2021.06.01	\$50,000.00	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Howe's Greenhouse	75574	2021-06-04	\$8,165.85
Invoice Description	Invoice Number	Invoice Amount	
Park - 2021 Flowers	329	\$8,165.85	
James Marshall Trucking Ltd.	75575	2021-06-04	\$66.75
Invoice Description	Invoice Number	Invoice Amount	
Water Dispenser refund CR Bal	2021.05.20	\$66.75	
Linde Canada	75576	2021-06-04	\$348.23
Invoice Description	Invoice Number	Invoice Amount	
Pool Facility Chemicals	63676317	\$348.23	
Lori's Leather & Repair	75577	2021-06-04	\$42.00
Invoice Description	Invoice Number	Invoice Amount	
Fire Joint repair 2 pairs boot	4949	\$42.00	
Receiver General for Canada	75578	2021-06-04	\$56,786.63
Invoice Description	Invoice Number	Invoice Amount	
Town Tax Remittance	PP11-21	\$48,411.13	
Town Tax Remittance	PP11-21.	\$3,512.30	
BOT Tax Remittance	PP11-21.BOT	\$2,086.14	
Library Tax Remittance	PP11-21.LIBRAR	\$2,777.06	
Sutton Septic Service	75579	2021-06-04	\$315.00
Invoice Description	Invoice Number	Invoice Amount	
WTP Septic Pump Out	1203M	\$315.00	
Tail Creek Nursery	75580	2021-06-04	\$966.00
Invoice Description	Invoice Number	Invoice Amount	
HBC 2021 Bedding Plants	560318	\$966.00	
UrbanMetrics Inc.	75581	2021-06-04	\$11,051.40
Invoice Description	Invoice Number	Invoice Amount	
Municipal Planning-Commercial	6368	\$11,051.40	
Total Cheques			\$138,896.46

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	75582
Cheque Date	First	Last		75593

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Alberta Municipal Taxation Pro	75582	2021-06-11	\$175.00
-----			
Invoice Description	Invoice Number	Invoice Amount	
Admin 2021 Membership App	2021.06.03	\$175.00	
-----			
Algae Control Canada	75583	2021-06-11	\$17,142.30
-----			
Invoice Description	Invoice Number	Invoice Amount	
Sewer Lagoon odor control prod	INV-20301	\$17,142.30	
-----			
ATCO Electric Ltd.	75584	2021-06-11	\$3,814.97
-----			
Invoice Description	Invoice Number	Invoice Amount	
Street Light Replace Streetlig	3010007	\$423.89	
Stree Light Replace 8 Streetli	3010019	\$3,391.08	
-----			
Blue Imp	75585	2021-06-11	\$2,405.55
-----			
Invoice Description	Invoice Number	Invoice Amount	
Water 6 Bike Racks & Freight	0000032595	\$2,405.55	
-----			
Can Traffic Services Ltd.	75586	2021-06-11	\$3,018.75
-----			
Invoice Description	Invoice Number	Invoice Amount	
Traffic Signals Maintenance &	9390	\$3,018.75	
-----			
Canada Post Corporation	75587	2021-06-11	\$3,995.73
-----			
Invoice Description	Invoice Number	Invoice Amount	
Office Tax Notices/Water billi	9780985095	\$3,995.73	
-----			
Cas Tech Inc.	75588	2021-06-11	\$2,022.51
-----			
Invoice Description	Invoice Number	Invoice Amount	
AR Employee Computer Purchase	2021.06.09	\$2,022.51	
-----			
Hernando, Susan	75589	2021-06-11	\$142.19
-----			
Invoice Description	Invoice Number	Invoice Amount	
Refund Jun Tax Installment	2021.06.09	\$142.19	
-----			
Lee, Jeff	75590	2021-06-11	\$1,000.00
-----			
Invoice Description	Invoice Number	Invoice Amount	
Jun30 Entertainment in thePark	2021	\$1,000.00	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Novak, Kelli	75591	2021-06-11	\$200.00
-----			
Invoice Description	Invoice Number	Invoice Amount	
Aug4 Dep Entertainment in theP	2021	\$200.00	
-----			
Ornamental Bronze Limited	75592	2021-06-11	\$460.95
-----			
Invoice Description	Invoice Number	Invoice Amount	
Cemetery Niche Wreath with	97549	\$460.95	
-----			
Rhan, Eric	75593	2021-06-11	\$450.00
-----			
Invoice Description	Invoice Number	Invoice Amount	
Jun25 Entertainment in thePark	2021	\$450.00	
-----			
Total Cheques			\$34,827.95
=====			

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	75594
Cheque Date	First	Last		

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Munix	75594	2021-06-11	\$2,500.00

Invoice Description	Invoice Number	Invoice Amount
Roads Deductable - Ins Claim	STETT2100200	\$2,500.00
Total Cheques		\$2,500.00

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	EFT0003533
Cheque Date	First	Last		EFT0003567

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Accu-Flo Meter Service Ltd.	EFT0003533	2021-06-08	\$1,180.20
-----			
Invoice Description	Invoice Number	Invoice Amount	
Water Trans Meter for Campgrou	96830	\$1,180.20	
-----			
APEX Supplementary Pension Pla	EFT0003534	2021-06-08	\$369.92
-----			
Invoice Description	Invoice Number	Invoice Amount	
Supplementary Pension Plan Tr	PP11-21	\$369.92	
-----			
Automated Aquatics Canada Ltd.	EFT0003535	2021-06-08	\$2,249.68
-----			
Invoice Description	Invoice Number	Invoice Amount	
Pool Facility Chemicals & Part	0000098070	\$2,249.68	
-----			
Baharally, Charlene	EFT0003536	2021-06-08	\$100.00
-----			
Invoice Description	Invoice Number	Invoice Amount	
P&L Fridge for the Staff Room	2021.05.25	\$100.00	
-----			
Barnes, Roger	EFT0003537	2021-06-08	\$25.00
-----			
Invoice Description	Invoice Number	Invoice Amount	
SRC Jun Phone Allowance	2021.06.01	\$25.00	
-----			
Box Clever	EFT0003538	2021-06-08	\$24,951.16
-----			
Invoice Description	Invoice Number	Invoice Amount	
Ec Dev Custom Wesite Design	14945	\$12,475.58	
Ec Dev Custom Website Design	15144	\$12,475.58	
-----			
Brownlee LLP	EFT0003539	2021-06-08	\$1,425.54
-----			
Invoice Description	Invoice Number	Invoice Amount	
Sewer Legal Services Lagoon	514674	\$1,425.54	
-----			
C & S Disposal	EFT0003540	2021-06-08	\$24,926.49
-----			
Invoice Description	Invoice Number	Invoice Amount	
May Waste & Recycling Collecti	988	\$24,926.49	
-----			
Canadian Union of Public Emplo	EFT0003541	2021-06-08	\$770.00
-----			
Invoice Description	Invoice Number	Invoice Amount	
Union Dues	PP11-21	\$770.00	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Capital Power	EFT0003542	2021-06-08	\$62,198.17
-----			
Invoice Description		Invoice Number	Invoice Amount
-----		-----	-----
Affiliate April Power Bills		5167817	\$2,645.36
April Power Bill		5167813	\$59,552.81
=====			
Caro Analytical Services	EFT0003543	2021-06-08	\$218.93
-----			
Invoice Description		Invoice Number	Invoice Amount
-----		-----	-----
WTP Lab Supplies		IC2109147	\$56.70
WTP Water Analysis		IC2109293	\$162.23
=====			
Cas Tech Inc.	EFT0003544	2021-06-08	\$168.00
-----			
Invoice Description		Invoice Number	Invoice Amount
-----		-----	-----
Computer UPS replacement batte		2207	\$168.00
=====			
Chemtrade West Limited Partner	EFT0003545	2021-06-08	\$9,422.03
-----			
Invoice Description		Invoice Number	Invoice Amount
-----		-----	-----
WTP Chemicals		93123011	\$9,422.03
=====			
Dahl, Steven	EFT0003546	2021-06-08	\$50.00
-----			
Invoice Description		Invoice Number	Invoice Amount
-----		-----	-----
Shop June Tool Allowance		2021.06.01	\$50.00
=====			
Dodd, Sonia	EFT0003547	2021-06-08	\$25.00
-----			
Invoice Description		Invoice Number	Invoice Amount
-----		-----	-----
Pool June Phone Allowance		2021.06.01	\$25.00
=====			
Ember Graphics	EFT0003548	2021-06-08	\$1,044.75
-----			
Invoice Description		Invoice Number	Invoice Amount
-----		-----	-----
Wellness Network Survey Cards		3181	\$1,044.75
=====			
Gerlitz, Steven	EFT0003549	2021-06-08	\$139.66
-----			
Invoice Description		Invoice Number	Invoice Amount
-----		-----	-----
Admin/Office Jun Trvl & Phone		2021.06.01	\$100.00
PR EDA Conference May 19&20		2021.05.20	\$39.66
=====			
Graham, Leann	EFT0003550	2021-06-08	\$175.00
-----			
Invoice Description		Invoice Number	Invoice Amount
-----		-----	-----
P&D Jun Travel & Phone Allowan		2021.06.01	\$175.00
=====			
Guillevin International Co.	EFT0003551	2021-06-08	\$456.75
-----			
Invoice Description		Invoice Number	Invoice Amount
-----		-----	-----
Fire Aspen Fuel 4-Cycle 25L		0407-482779	\$456.75



Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Howe, Graham	EFT0003552	2021-06-08	\$25.00
Invoice Description	Invoice Number	Invoice Amount	
Cemetery/SRC Jun Phone Allowan	2021.06.01	\$25.00	
Lifesaving Society	EFT0003553	2021-06-08	\$1,001.70
Invoice Description	Invoice Number	Invoice Amount	
Pool Advanced Aquatics	14156	\$1,001.70	
McCallum, Neil	EFT0003554	2021-06-08	\$415.83
Invoice Description	Invoice Number	Invoice Amount	
Water Training Course Calgary	2021.06.02	\$415.83	
Stettler Town & County Museum	EFT0003555	2021-06-08	\$34,000.00
Invoice Description	Invoice Number	Invoice Amount	
2021 Museum Grant	2021	\$34,000.00	
QM Contracting	EFT0003556	2021-06-08	\$1,575.00
Invoice Description	Invoice Number	Invoice Amount	
Water May Water Meter Reader	931386	\$1,575.00	
R & E Elevator Ltd.	EFT0003557	2021-06-08	\$682.76
Invoice Description	Invoice Number	Invoice Amount	
Joint Office Regular Scheduled	23874	\$315.26	
SRC Regular Scheduled Maintain	23957	\$367.50	
Robbins, Brad	EFT0003558	2021-06-08	\$100.00
Invoice Description	Invoice Number	Invoice Amount	
P&L Jun Travel Allowance	2021.06.01	\$100.00	
Shanes Instrument Services Ltd	EFT0003559	2021-06-08	\$2,850.75
Invoice Description	Invoice Number	Invoice Amount	
WTP & Water Instrumentation Se	20493	\$2,850.75	
Stenlund, Wayne	EFT0003560	2021-06-08	\$25.00
Invoice Description	Invoice Number	Invoice Amount	
Shop June Tool Allowance	2021.06.01	\$25.00	
Stettler Electric Inc.	EFT0003561	2021-06-08	\$2,548.80
Invoice Description	Invoice Number	Invoice Amount	
Fire Misc Equip/Rescue/County	3653	\$2,548.80	
Stettler & District Handibus	EFT0003562	2021-06-08	\$25,287.25
Invoice Description	Invoice Number	Invoice Amount	
2021 Handibus Grant	2021	\$25,000.00	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Bus Garage April Utilities	3463		\$287.25
Stettler Registry Services Ltd	EFT0003563	2021-06-08	\$35.25
=====			
Invoice Description	Invoice Number	Invoice Amount	
Park 2 Drivers Abstracts	SR3000007784	\$35.25	
Stingray Radio Inc.	EFT0003564	2021-06-08	\$682.50
=====			
Invoice Description	Invoice Number	Invoice Amount	
Misc Dept May Advertising	412943-5	\$682.50	
Switenky, Greg	EFT0003565	2021-06-08	\$370.00
=====			
Invoice Description	Invoice Number	Invoice Amount	
Admin/Office Jun Trvl & Phone	2021.06.01	\$370.00	
Tagish Engineering Ltd.	EFT0003566	2021-06-08	\$15,080.74
=====			
Invoice Description	Invoice Number	Invoice Amount	
Roads TS104-Hwy 12 West	18538	\$11,446.60	
Water TS97-61 St Laneway Repla	18535	\$1,870.43	
Water TS98-2020 Downtown	18536	\$1,238.67	
Water TS103-44 St Lane Repace	18537	\$525.04	
Trinus Technologies Inc	EFT0003567	2021-06-08	\$563.06
=====			
Invoice Description	Invoice Number	Invoice Amount	
Computer Tech Support	P354-31463	\$563.06	
Total Cheques			\$215,139.92
			=====

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	EFT0003568
Cheque Date	First	Last		EFT0003586

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
4L Communications Inc.	EFT0003568	2021-06-15	\$282.43
-----			
Invoice Description		Invoice Number	Invoice Amount
-----			
Trns/Sewer/Wtr New Duty Phone		STTLRIN6548	\$250.94
Eng Admin iPhone Screen Protec		STTLRIN6545	\$31.49
-----			
Alberta Animal Services	EFT0003569	2021-06-15	\$14,306.76
-----			
Invoice Description		Invoice Number	Invoice Amount
-----			
Bylaw May Enforcement		11896	\$14,306.76
-----			
Alberta One-Call Corporation	EFT0003570	2021-06-15	\$353.90
-----			
Invoice Description		Invoice Number	Invoice Amount
-----			
Water TRans May 1st Calls		IN167553	\$353.90
-----			
Brownlee LLP	EFT0003571	2021-06-15	\$301.88
-----			
Invoice Description		Invoice Number	Invoice Amount
-----			
Sewer Legal Fees Lagoon Aerati		515732	\$301.88
-----			
Canadian Tire #671	EFT0003572	2021-06-15	\$215.07
-----			
Invoice Description		Invoice Number	Invoice Amount
-----			
Health Unit Tape/SRC Pry Bar		4653	\$24.33
Parks 3 replacement gas cans &		4641	\$117.25
Parks Water Truck Hose		4647	\$73.49
-----			
Clear Water Controls Inc.	EFT0003573	2021-06-15	\$688.41
-----			
Invoice Description		Invoice Number	Invoice Amount
-----			
WTP Pump Rebuild kit for C11		12231	\$688.41
-----			
Digital Connection Office Syst	EFT0003574	2021-06-15	\$917.92
-----			
Invoice Description		Invoice Number	Invoice Amount
-----			
Office/Wtr Bills Photocopies		328983	\$917.92
-----			
Digitex Canada Inc.	EFT0003575	2021-06-15	\$73.13
-----			
Invoice Description		Invoice Number	Invoice Amount
-----			
P&L Photocopies 05.4 to 06.03		IN747591	\$73.13
-----			
Gitzel & Company	EFT0003576	2021-06-15	\$22,575.00
-----			
Invoice Description		Invoice Number	Invoice Amount
-----			
Admin Year End Audit		66409	\$22,575.00

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Hach Sales & Service Ltd.	EFT0003577	2021-06-15	\$1,463.07
=====			
Invoice Description	Invoice Number	Invoice Amount	
-----	-----	-----	
WTP Lab Supplies & Freight	251104	\$632.94	
WTP Lab Supplies & Freight	251208	\$605.43	
WTP Lab Supplies	251502	\$78.12	
WTP Lab Supplies	251673	\$146.58	
=====			
i. d. Apparel	EFT0003578	2021-06-15	\$1,039.50
=====			
Invoice Description	Invoice Number	Invoice Amount	
-----	-----	-----	
Staff Appreciation 3 Jackets	103716	\$138.44	
Staff Appreciation 36 Hats	103717	\$854.91	
Staff Appreciation 1 Jacket	103871	\$46.15	
=====			
Norwood Foundry Limited	EFT0003579	2021-06-15	\$1,418.23
=====			
Invoice Description	Invoice Number	Invoice Amount	
-----	-----	-----	
Drainage Catch basin frame/gat	43433	\$1,418.23	
=====			
Rally Rentals	EFT0003580	2021-06-15	\$99.75
=====			
Invoice Description	Invoice Number	Invoice Amount	
-----	-----	-----	
Parks Trailer Rental	28005	\$99.75	
=====			
Rollies Vac Systems	EFT0003581	2021-06-15	\$336.00
=====			
Invoice Description	Invoice Number	Invoice Amount	
-----	-----	-----	
Landfill Pumpout	21359	\$336.00	
=====			
Stettler Motors (1998) Ltd.	EFT0003582	2021-06-15	\$625.23
=====			
Invoice Description	Invoice Number	Invoice Amount	
-----	-----	-----	
Parks Repair Window	135700	\$625.23	
=====			
Thorsteinsson, Taiga	EFT0003583	2021-06-15	\$320.00
=====			
Invoice Description	Invoice Number	Invoice Amount	
-----	-----	-----	
A/R Payroll	PP11-21	\$320.00	
=====			
Trinus Technologies Inc	EFT0003584	2021-06-15	\$1,994.74
=====			
Invoice Description	Invoice Number	Invoice Amount	
-----	-----	-----	
Computer Anti-Virus/Email/Back	R64157-31660	\$749.44	
SRC DinoTec VPN Router Behind	R63329-31473	\$1,245.30	
=====			
Urban Dirtworks Inc.	EFT0003585	2021-06-15	\$183,215.47
=====			
Invoice Description	Invoice Number	Invoice Amount	
-----	-----	-----	
TS97-61 St Laneway Replacement	PP#4-TS97	\$183,215.47	
=====			
Stettler Vet Clinic	EFT0003586	2021-06-15	\$140.20
=====			
Invoice Description	Invoice Number	Invoice Amount	
-----	-----	-----	
Shop Cat Yearly Vet Vist	793587	\$140.20	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
-------------	---------------	-------------	---------------

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			-----
	Total Cheques		\$230,366.69
			=====

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	ONL000428
Cheque Date	First	Last		ONL000431

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
=====			
Poulin's Professional Pest Con	ONL000428	2021-06-04	\$508.50
-----			
Invoice Description		Invoice Number	Invoice Amount
-----			
WTP Monthly Pest Control		1360546	\$198.45
WTP Fly Light Glue Boards		1364430	\$153.56
Pest & Weed SRC Pest Control		1360431	\$156.49
=====			
Rogers	ONL000429	2021-06-04	\$168.48
-----			
Invoice Description		Invoice Number	Invoice Amount
-----			
Fire Joint 5.19-6.18 Data Plan		2318119119	\$168.48
=====			
Telus Communications	ONL000430	2021-06-04	\$2,978.48
-----			
Invoice Description		Invoice Number	Invoice Amount
-----			
Telus May 22 to Jun 21, 2021		2021.05.23	\$2,978.48
=====			
Telus Mobility Inc.	ONL000431	2021-06-04	\$1,094.44
-----			
Invoice Description		Invoice Number	Invoice Amount
-----			
Telus Mobility May 22 - Jun 21		2021.05.21	\$1,094.44
-----			
			-----
	Total Cheques		\$4,749.90
			=====



## Request For Decision

### Agenda Item:

#### Issue:

**Area Structure Plan Amendment:** Bylaw 2142-21

**Amending:** West Stettler – Highway 12 South 2001-10

**Legal Land Description:** All parcels within SE 1-39-20-W4.

**Applicant:** Nautical Lands Group c/o Stantec

#### Recommendation:

That Council consider the application and give 2<sup>nd</sup> and 3<sup>rd</sup> Reading to Area Structure Plan Amendment 2142-21 as presented.

#### General:

The applicant has requested the amendment to accommodate the development of a 432 unit seniors residential development “Wellings of Stettler” that will include multi-unit row housing developed in 3 phases with phase one consisting of a Group Use Facility (clubhouse) and 154 dwelling units.

The applicant has submitted the application for subdivision which is currently in circulation and will be presented to Council for consideration on July 6, 2021. At that time, the conditions for development including municipal improvements (roads, services, storm and etc.) will be addressed. The applicant will be required to enter into a Development Agreement with the Town of Stettler to ensure that all improvements are completed and approved by the Town of Stettler for final acceptance.

The Land Use Bylaw and Area Structure Plan Amendment applications have been accepted by the Town and are being processed concurrently with both applications before council for public hearing and consideration.

#### Summary of Amendment:

Index	Update all index numbering and list of figures due to the amendment.
1.1	wording recently annexed with annexed in 2010 and remove the term “estate” residential.
2.1	replace five parcels with sixteen to reflect current parcels of land.
2.2	update current land use to reflect current parcels of land.
Figure 2	Replace Figure 2.
Table 2	Update Table 2 to reflect current ownership.
Table 3	Update Table 3 to reflect current parcels of land, zoning and area.
2.4	Include 75 Street and 48 Avenue from previous subdivisions as well as the policy statement for the future highway 12 intersection at the West Boundary of the quarter section.
2.5.1	Update utility information to accurately reflect installed services within the area.

Figure 3a	Replace Figure 3a
Figure 3b	Replace Figure 3b
2.7.4	Update transportation implication to a minimum 16 meter right of way for residential in accordance with the design guidelines.
3.1	Addition of 75 Street and 48 Avenue from previous subdivisions.
3.2	Remove previous identified phasing including figure 5. Remove Table 4 Land Use Statistics as it is now addressed in Table 3.
3.2.1	Remove policy statement regarding one access to Highway 12 at 70 Street as directed by Alberta Transportation in recent conversation regarding the planned intersection at the West boundary of the Quarter Section.
3.2.2	Amending the policy statement for residential development from "estate" to "medium to high density" development.
Figure 4	Replace Figure 4
Figure 5	Remove Figure 5
3.3	Update transportation system to include 75 Street and 48 Avenue from previous subdivisions as well as the policy statement for the future highway 12 intersection at the West Boundary of the quarter section.
3.4	Remove minimum lot sizing for utility systems, lot sizing to be in accordance with the Town of Stettler Land Use Bylaw.
Figure 6	Remove Figure 6
4.1.2	Remove minimum lot sizing, lot sizing to be in accordance with the Town of Stettler Land Use Bylaw. Remove MR dedication as the quarter dedication was completed upon registration of the 17 Acre public open space parcel obtained by the Town in 2014.
4.2	Update transportation policies to include 75 Street and 48 Avenue from previous subdivisions as well as the policy statement for the future highway 12 intersection at the West Boundary of the quarter section. Update transportation policies to a minimum 16 meter right of way for residential in accordance with the design guidelines.
4.3	Update utilities policies to identify the storm water management facility (pond) will be located within the 17 acre public open space parcel.

**Background:**

The Area Structure Plan was adopted in 2010 following the annexation of the land into the Town and in conjunction with the development of the Highway Commercial parcels.

**Legislation and Policy:**

Staff has assessed this application against the provisions outlined in the Town of Stettler Land Use Bylaw, the West Stettler Highway 12 South Area Structure Plan, the Municipal Development Plan, and the Intermunicipal Development Plan



**Alternatives:**

Defeat the application stating reasons.

**Author:**

Leann Graham, Director of Planning and Development

**BYLAW 2142-21**

A BYLAW OF THE TOWN OF STETTLER, IN THE PROVINCE OF ALBERTA, FOR THE PURPOSE OF AMENDING THE WEST STETTLER HIGHWAY 12 SOUTH AREA STRUCTURE PLAN FOR THE SE ¼ 1-39-20-W4

WHEREAS pursuant to the provisions of the Municipal Government Act, Statutes of Alberta, 2000, Chapter M-26.1 and amendments thereto.

WHEREAS Section 636 of the Municipal Government Act provides that a municipal Council, may, for the purpose of providing a framework for subsequent subdivision and development of an area of land, amend an Area Structure Plan; and

WHEREAS the Council of the Town of Stettler deems it desirable to amend this Area Structure Plan; and

NOW THEREFORE the Council of the Town of Stettler, in the Province of Alberta, duly assembled, hereby enacts as follows:

1. This Bylaw shall be cited as the "West Stettler Highway 12 South Area Structure Plan as Amended".
2. The document attached hereto including all text and maps and forming part of this Bylaw, is hereby adopted as the "West Stettler Highway 12 South Area Structure Plan As Amended".
3. This Bylaw shall come into force and effect upon the third and final reading thereof.

READ a first time this 18<sup>th</sup> day of May A.D. 2021.

NOTICE OF ADVERTISEMENT published May 27 & June 3, 2021

Public Hearing held June 15, 2021 at 7:00 P.M.

READ a second time this \_\_\_\_\_ day of \_\_\_\_\_ A.D. 2021.

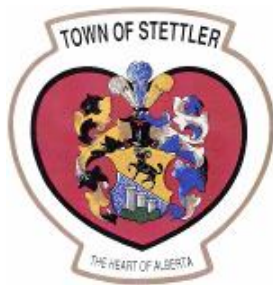
READ a third time and finally passed this \_\_\_\_\_ day of \_\_\_\_\_ A.D. 2021.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Assistant CAO

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## Town of Stettler



## WEST STETTLER – HIGHWAY 12 SOUTH Area Structure Plan

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# WEST STETTLER – HIGHWAY 12 SOUTH Area Structure Plan

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Prepared by

**Town of Stettler**

BYLAW 2001-10

[Amendment BYLAW 2142-21](#)

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**November 2010**

[Amendment May 2021](#)

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## 1.0 Introduction

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### 1.1 Purpose

This Area Structure Plan provides a framework for the long-term subdivision and development of the lands referred to as the West Stettler – Highway 12 South Area Structure Plan within the SE 1-39-20-W4.

The Plan Area is located within lands ~~recently~~ annexed by the Town of Stettler [in 2010](#). The site's proximity to Highway 12 and the West Stettler Park System gives it considerable potential for short term mixed business and long term ~~estate~~ residential expansion.

Recent interest for highway commercial and industrial land in the Stettler area suggests that these industries are the highest and best use of for the lands adjacent to Highway 12. A primary purpose of this Area Structure Plan is to determine an appropriate location and policies for such uses, along with future ~~estate~~ residential uses, within the Plan Area.

### 1.2 Regional Context

The West Stettler – Highway 12 South Area Structure Plan in the regional context is shown on **Figure 1**. Specifically, the Plan Area is contained within a quarter section of land bounded by Highway 12 to the north, 70 Street to the east, and 44 Avenue to the south. The Plan Area contains approximately 66.2 ha (163.4 acres).

The land uses in proximity to the West Stettler – Highway 12 South Plan Area include the following:

- North of the Plan Area are utilized for residential (small holding) and agricultural purposes;
- East of the Plan Area are utilized for commercial, residential (small holding) and recreational purposes;
- South of the Plan Area are utilized for agriculture (within the County), country residential (within the County) and recreational (within the Town) purposes; and
- West of the Plan Area are utilized for agricultural, residential (farmstead) and resource extraction (natural gas wells).

### **1.3 Policy Context**

The West Stettler – Highway 12 South Area Structure Plan meets the requirements of Section 633 of the Municipal Government Act and, as such, describes, at a broad level of planning, the proposed sequence of development, land uses, overall density and infrastructure requirements within the plan area.

The West Stettler – Highway 12 South Plan Area has been recently annexed to the Town of Stettler. The subdivision design (land use, transportation and servicing) of the Plan Area meets the requirements and policies of the Town.

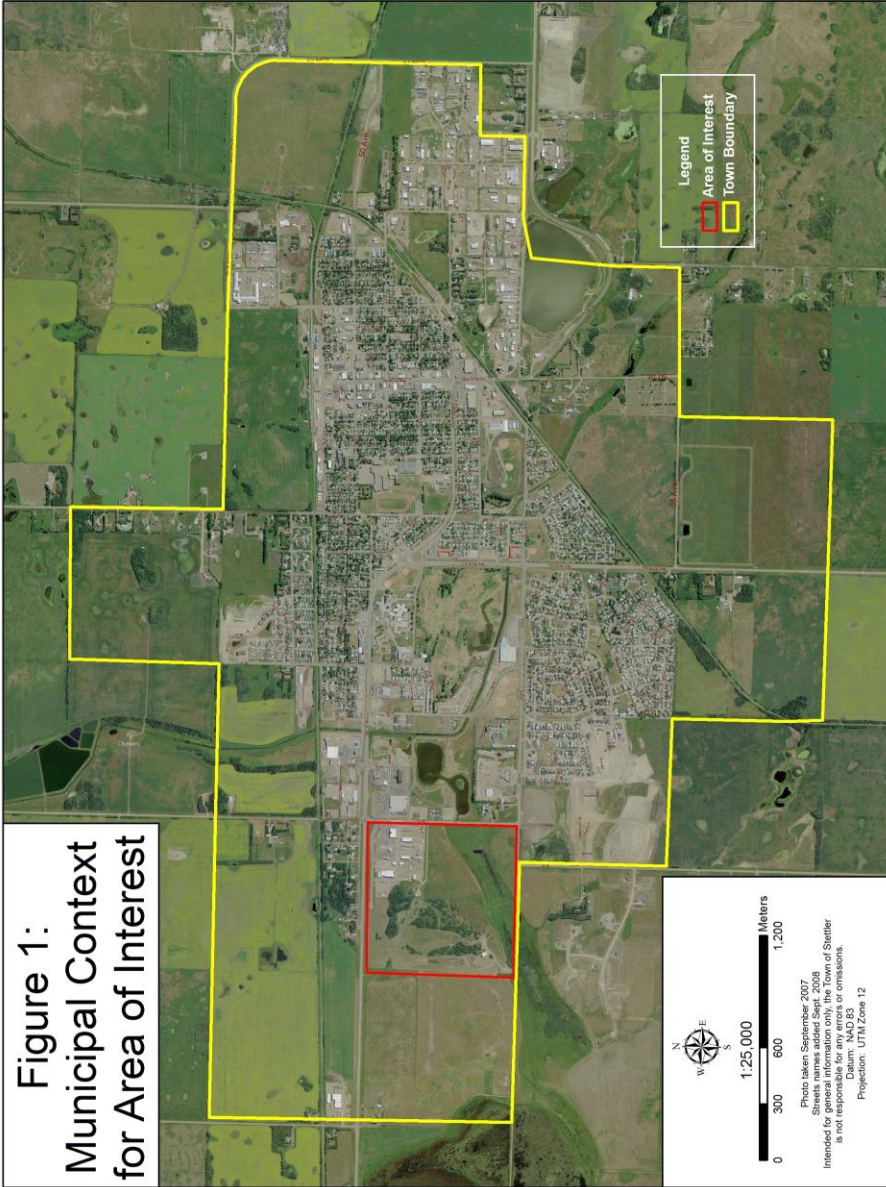
It is the intent of the owner to develop, subdivide and sell lands adjacent to Highway 12. As the property is adjacent to a highway, it is the intent of the owner to create an area structure plan satisfactory to both the Town of Stettler and the Minister of Transportation.

### **1.4 Process**

The Plan preparation process began by gathering, reviewing and analyzing all relevant information pertaining to future development options within, and around, the plan area.

This Plan is being initially circulated to the County of Stettler No. 6, Alberta Transportation, Alberta Environment, Atco Electric, Altgas Utilities, Shaw Communications and Telus Communications for comment. Input obtained through this part of the consultation process will be considered when making final revisions to the Plan prior to bringing forward an adopting bylaw to Town Council.





## 2 Existing Conditions

The West Stettler – Highway 12 South Area Structure Plan is contained with the 66.2 hectare (163.40 acre) site legally described as the SE 1-39-20-W4. The Plan Area itself utilizes lands available for mixed business uses, as well as identifying lands in the southern portion for open space and residential purposes. This section summarizes the existing conditions of this area which are significant for identifying an optimal future land use concept, and for formulating appropriate Area Structure Plan policies.

### 2.1 Natural Features

The topography of the subject quarter drains to the south and east. Much of the lands on the quarter section have been previously cleared for agricultural purposes; however ~~sixteen five~~ parcels have been created through previous subdivisions. There are a few tree stands located throughout the property, and a large low lying area dominates the landscape near the residential site on the remnant portion of the quarter section.

Current natural features and land use are shown on **Figure 2** and include:

- There is a residential site located in the south plan area.
- The low lying lands east of the residential site may be incorporated into a stormwater management system and may form another long term component of the Town of Stettler open space system.

### 2.2 Current Land Use

There are ~~elevenfour~~ properties ~~utilized~~ for ~~commercial/industrial purposes~~, ~~and one two~~ property utilized for residential purposes, ~~two properties used for agricultural purposes and one parcel identified as reserve land~~. ~~The remnant portion of the quarter section is utilized for residential and agricultural purposes.~~

**Table 1 - Current Land Use**

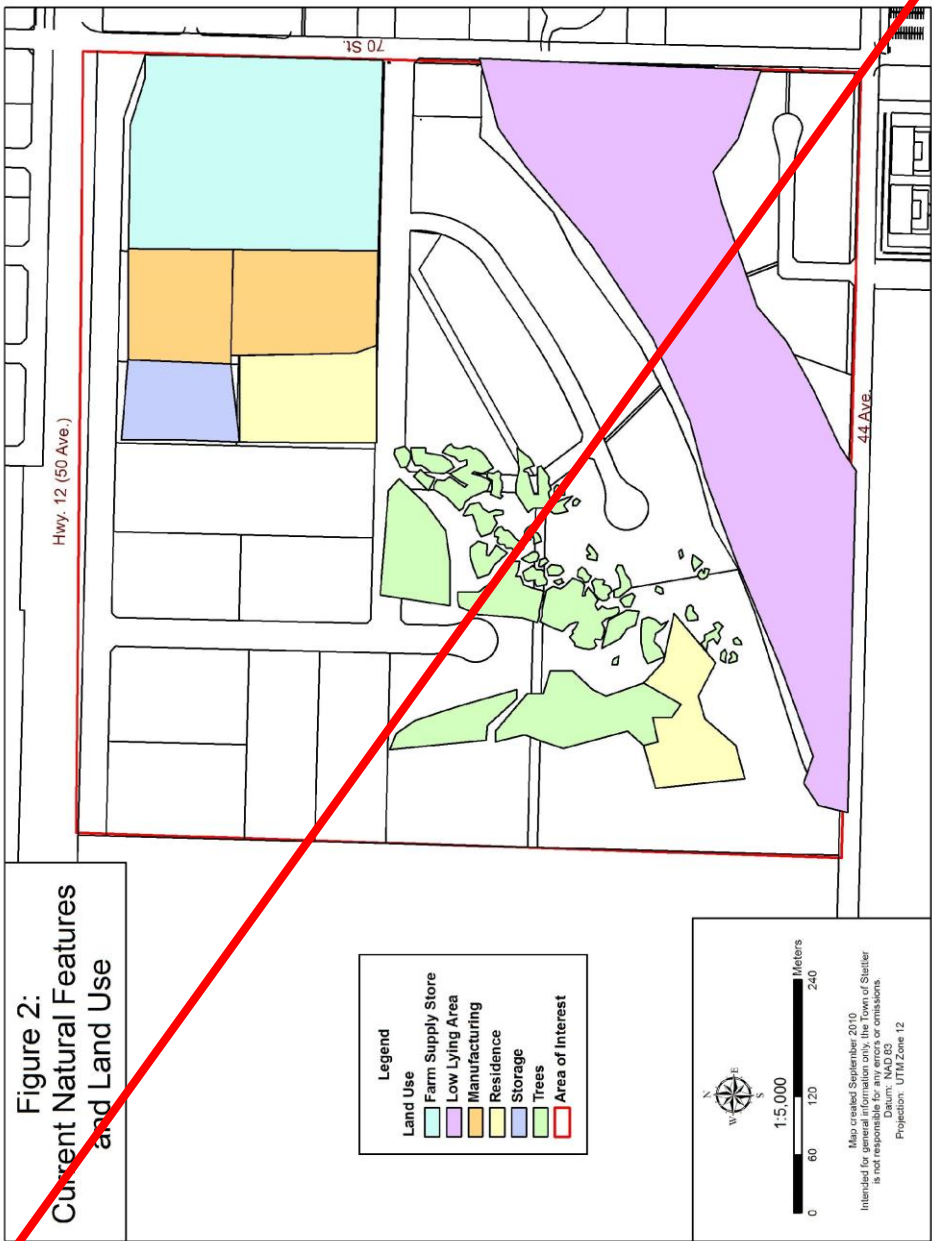
Land Description	Land Use
<del>Lot 9, Block 2, Plan 2022777SE 1-39-20-W4</del>	Residence and Agriculture
Plan 0325629 Block 1 Lot 1	Farm Supply/Bulk Fuel Distribution Store
Plan 0426987 Block 1 Lot 2A	<del>Farm Implement</del> Equipment Storage
Plan 0426987 Block 1 Lot 2B	Oilfield Equipment Manufacturer
Plan 0525572 Block 1 Lot 3	Residence
Plan 0525572 Block 1 Lot 4	Oilfield Equipment Manufacturer

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<a href="#">Plan 1120705 Block 1 Lot 5</a>	<a href="#">Farm Implement Dealer</a>
<a href="#">Plan 1423887 Block 1 Lot 6</a>	<a href="#">Vacant Highway Commercial Parcel</a>
<a href="#">Plan 1423887 Block 1 Lot 7</a>	<a href="#">Multi Bay Retail</a>
<a href="#">Plan 1423887 Block 1 Lot 8</a>	<a href="#">Oilfield Operations Office</a>
<a href="#">Plan 1623089 Block 2 Lot 6</a>	<a href="#">Vacant Highway Commercial Parcel</a>
<a href="#">Plan 1423578, Block 2, Lot 5</a>	<a href="#">Vacant Highway Commercial Parcel</a>
<a href="#">Plan 2022777 Block 2 Lot 7</a>	<a href="#">Vacant Highway Commercial Parcel</a>
<a href="#">Plan 2022777 Block 2 Lot 8</a>	<a href="#">Vacant Agricultural Parcel</a>
<a href="#">Plan 1423578, Block 2, Lot 2MR</a>	<a href="#">Public Open Space/ Future Storm PUL</a>
<a href="#">Plan 1423578, Block 2, Lot 1</a>	<a href="#">Vacant Agricultural Parcel</a>

Figure 2:  
Natural Features  
and Land Use





The six (6) parcels of land are owned by five (5) different owners. The owner of the remnant quarter section, Steve Wilfort, also owns a lot within the previously subdivided lands. Two additional non-titled properties are owned by the government, and are utilized for road rights-of-way.

**Table 2—Ownership**

Land Description	Owner
SE 1-39-20-W4	Steven Wilfort
Plan 0325629 Block 1 Lot 1	United Farmers of Alberta Cooperative Ltd.
Plan 0325629	Town of Stettler—Service Road
Plan 0426987 Block 1 Lot 2A	Steven Wilfort
Plan 0426987 Block 1 Lot 2B	809662 AB Ltd; Doug Roberts; Richard/Kathleen Angus
Plan 0525572 Block 1 Lot 3	Terry Syson and Betty Muhlbach
Plan 0525572 Block 1 Lot 4	946351 Alberta Ltd.
Plan 3557PX	Gov't of Alberta—Highway 12 Right of Way

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### 2.3 Existing Zoning

The land use districts applicable to the plan area were zoned under the County of Stettler No. 6 Land Use Bylaw and included Agricultural zoning for the 127.81 acre remnant quarter section, and Highway Commercial zoning for all other properties. These properties will be re-designated within the Town of Stettler's Land Use Bylaw to Highway Commercial, while the Agricultural zoned property will be zoned Urban Reserve.

**Table 3 - Current Zoning and Area**

Land Description	Zoning	Area
SE 1-39-20-W4	Agricultural	127.81
Plan 0325629 Block 1 Lot 1	Highway Commercial	13.32
Plan 0325629	Service Road	3.19
Plan 0426987 Block 1 Lot 2A	Highway Commercial	2.52
Plan 0426987 Block 1 Lot 2B	Highway Commercial	3.41
Plan 0525572 Block 1 Lot 3	Highway Commercial	2.26
Plan 0525572 Block 1 Lot 4	Highway Commercial	4.77
Plan 3557PX	Highway Right-of-way	6.11
All Properties		163.39

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Land Description	Zoning	Area
Lot 9, Block 2, Plan 2022777	Urban Reserve	29.23
Plan 0325629 Block 1 Lot 1	Highway Commercial	13.32
Plan 0426987 Block 1 Lot 2A	Highway Commercial	2.52
Plan 0426987 Block 1 Lot 2B	Highway Commercial	3.41
Plan 0525572 Block 1 Lot 3	Highway Commercial	2.26
Plan 0525572 Block 1 Lot 4	Highway Commercial	4.77

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<a href="#">Plan 1120705 Block 1 Lot 5</a>	<a href="#">Highway Commercial</a>	<a href="#">6.23</a>
<a href="#">Plan 1423887 Block 1 Lot 6</a>	<a href="#">Highway Commercial</a>	<a href="#">2.10</a>
<a href="#">Plan 1423887 Block 1 Lot 7</a>	<a href="#">Highway Commercial</a>	<a href="#">1.75</a>
<a href="#">Plan 1423887 Block 1 Lot 8</a>	<a href="#">Highway Commercial</a>	<a href="#">1.75</a>
<a href="#">Plan 1623089 Block 2 Lot 6</a>	<a href="#">Highway Commercial</a>	<a href="#">2.24</a>
<a href="#">Plan 1423578, Block 2, Lot 5</a>	<a href="#">Highway Commercial</a>	<a href="#">15.6</a>
<a href="#">Plan 2022777 Block 2 Lot 7</a>	<a href="#">Highway Commercial</a>	<a href="#">2.10</a>
<a href="#">Plan 2022777 Block 2 Lot 8</a>	<a href="#">Urban Reserve</a>	<a href="#">28.02</a>
<a href="#">Plan 1423578, Block 2, Lot 2MR</a>	<a href="#">Public Open Space</a>	<a href="#">17.52</a>
<a href="#">Plan 1423578, Block 2, Lot 1</a>	<a href="#">Urban Reserve</a>	<a href="#">11.60</a>

## 2.4 Transportation Features

Figure 3a illustrates the major features of the Plan Area's existing transportation system. The system is comprised of Highway 12 (50 Avenue) and 50 Avenue South; 70 Street; [75 Street](#), 44 Avenue; and [an access right-of-way 48 Avenue](#). These features are described as follows:

- Highway 12 bounds the Plan Area to the north. This two lane paved roadway serves as a major provincial highway. It contains acceleration/deceleration lanes, along with traffic lights, at the 70 Street intersection. [With a planned intersection to be constructed at the West boundary of the plan area in conjunction with the parcel to the west \(SW-1-39-20-W4\).](#)
- 50 Avenue South serves as an access to properties which front onto Highway 12. This two lane paved roadway serves as a local road.
- [48 Avenue serves as an access to existing properties and will provide access to the north future residential and undeveloped existing commercial parcels. This two lane paved roadway serves as a local road.](#)
- 70 Street serves as a collector road for the Town of Stettler. This two lane paved roadway serves as a local road. It contains curbs adjacent to developed properties, and contains open ditches adjacent to the undeveloped property (remnant portion of the quarter section).
- [75 Street serves as access for highway commercial properties. This two lane paved roadway serves as a local road.](#)
- 44 Avenue serves as a collector road for the Town of Stettler [and will provide access to the south future residential parcel](#). This roadway is paved from 70 Street to Range Road 201, and graveled thereafter to the west.

## 2.5 Utilities

### 2.5.1 Water and Sanitary Sewage

[Figure 3b illustrates the major features of the Plan Area's existing utility system. The UFA property \(Plan 0325629 Block 1 Lot 1\) is served via a 300 mm water main adjacent to 50 Avenue South. There is also a 200 mm water service located on 70 Street south of the UFA property. A 250 mm sanitary service is also located on 70 Street south of the UFA property. All utility services within the plan area are 300 mm diameter water and 250 mm sanitary mains.](#)

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### 2.5.2 Storm Water Management

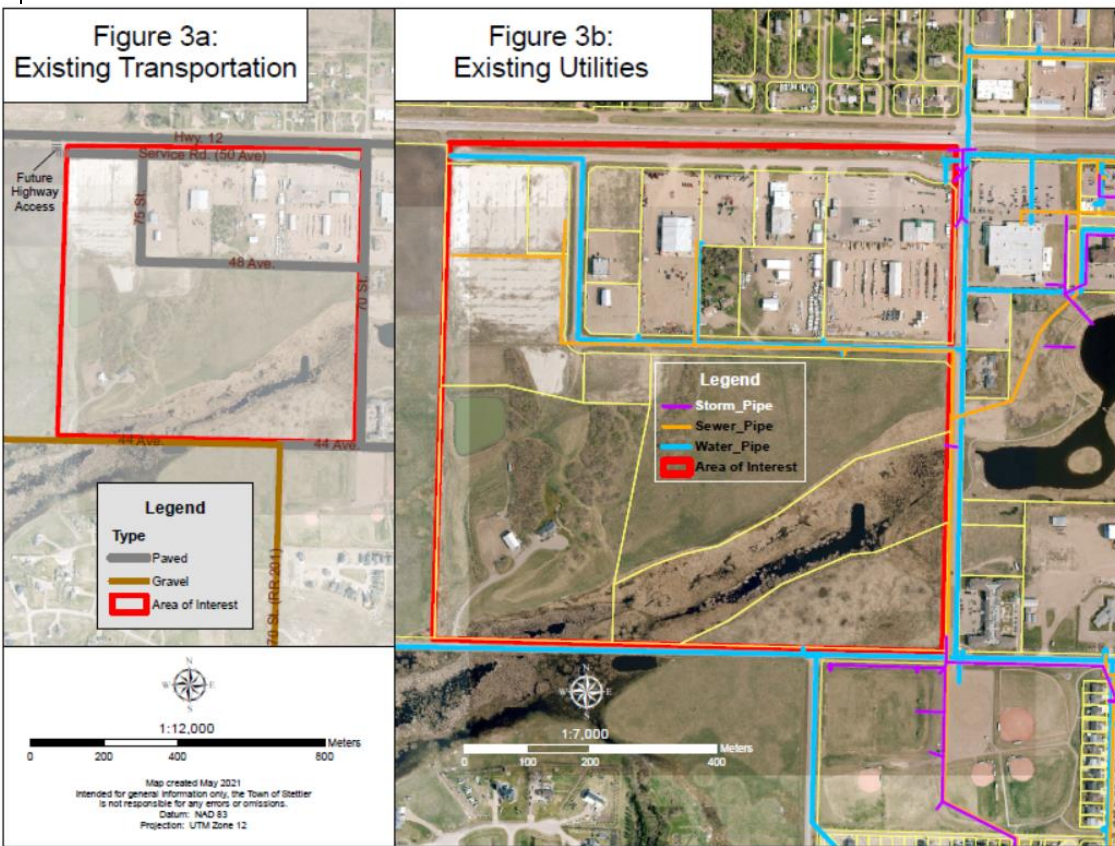
Storm water within the plan area currently drains via overland flow to either the ditch adjacent to Highway 12 or to the slough located on the eastern portion of

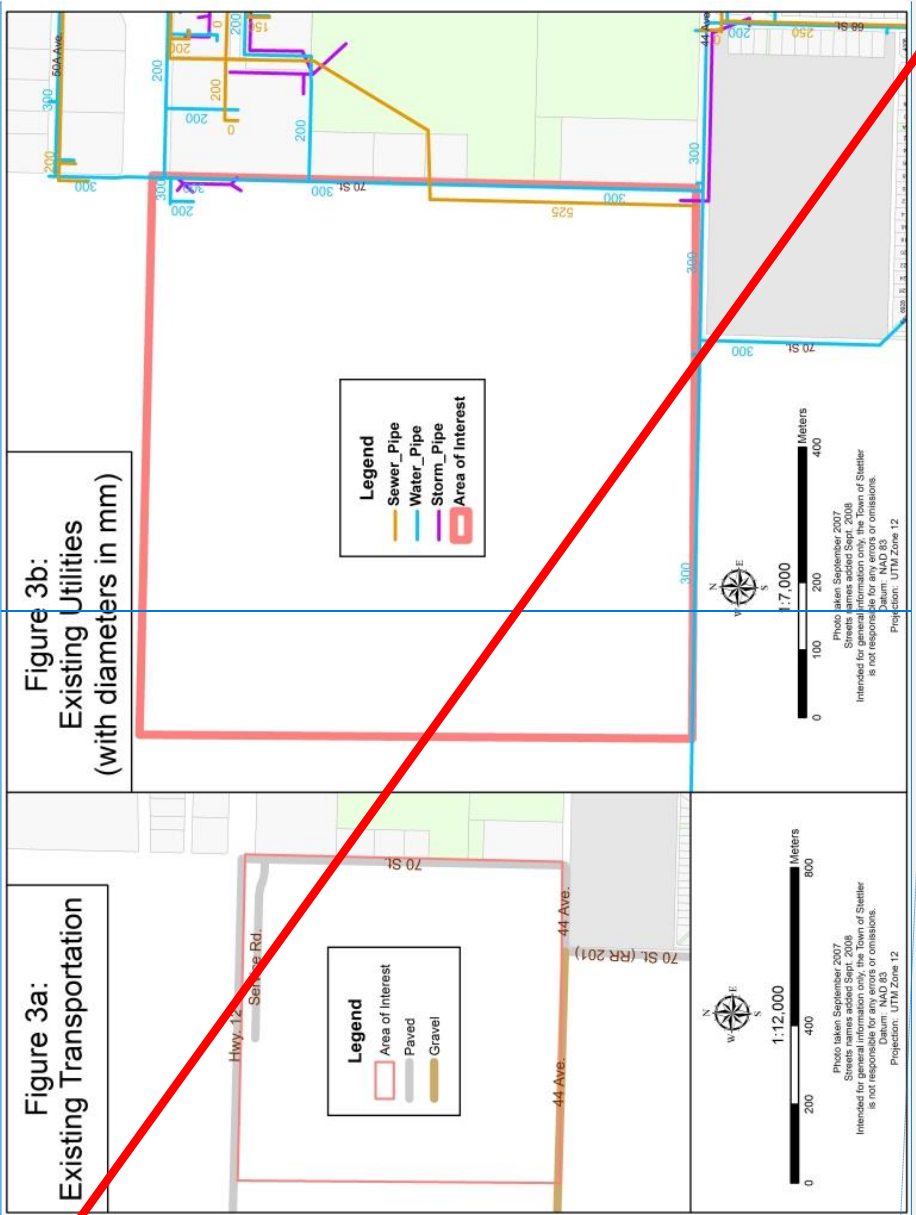


the lands adjacent to 70 Street. Storm water management facilities, therefore, should be located to take advantage of this man-made drainage feature.

### 2.5.3 Major Utility Facilities

Power connection for the development will be through Atco Electric. Natural gas services will be available via Altogas Utilities Ltd. Telecommunications will be available via Telus Communications and Shaw Communications.





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## **2.6 Relevant Plans and Polices**

### **2.6.1 Subdivision and Development Regulation**

Section 14(e) of the Alberta Subdivision and Development Regulation states that a subdivision authority shall not approve an application for subdivision if the land that is subject to the application is within 0.8 kilometres of the centre line of a highway right of way where the posted speed is 80 kilometres per hour or greater unless the land is contained within an area structure plan satisfactory to the Minister of Transportation and the proposed use of the lands is permitted under that plan.

### **2.6.2 Inter-municipal Development Plan**

The identified land uses within the Plan Area conform to the “Composite Vision” identified within the Town and County of Stettler Inter-municipal Development Plan.

### **2.6.3 Municipal Development Plan**

The proposed land uses complement the land uses of adjacent lands contained within the Town’s current Municipal Development Plan.

### **2.6.4 Town of Stettler Growth Study**

The identified land uses within the Plan Area conform to the land uses identified by the Town of Stettler within its Growth Study which has been approved by Town Council.

### **2.6.5 Town and County of Stettler Commercial and Industrial Design Guidelines**

All commercial and industrial development projects located within the Plan Area must comply with the Design Guidelines adopted by the Town and County.

## **2.7 Implications on Future Land Use**

Significant implications in regard to opportunities and constraints to future land use and development in the Plan Area result from the area’s existing conditions, relevant plans and polices, and the public input obtained through the communications process. The most significant implications are as follows:

### **2.7.1 Natural Features Implications**

- The lands are highly visible from Highway 12. This means that the highway frontage lands are more valuable for highway commercial and business

industrial uses, but also creates the challenge to ensure that development is visually attractive.

- The low lying lands contained within the plan area will be utilized for future stormwater management and may also be incorporated into the Town's open space system.

### **2.7.2 Existing Land Use and Zoning Implications**

- The proposed land use pattern provides a basis for providing commercial and business industrial uses to the plan area.
- The current residences on the quarter section may not be compatible with the proposed future commercial and business industrial land use pattern.

### **2.7.3 Natural Resource Implications**

- No significant development constraints result from the existing natural resources and related features which are contained within the West Stettler – Highway 12 South Plan Area.
- There is no gas or oil wells within the Plan Area.

### **2.7.4 Transportation Implications**

- Highway 12 provides visibility for commercial development purposes on the north side of the Plan Area. There are two proposed subdivision accesses off of 70 Street.
- This development will ultimately be serviced with paved roadways built to industrial and residential standards. The roadways will be built within 30 metre (for commercial/industrial) and ~~48~~16 metre (for residential) rights-of-way.

### **2.7.5 Utilities Implications**

- The West Stettler – Highway 12 South Plan Area will be serviced via underground and overhead utilities.

### **2.7.6 Fire Protection**

- Fire Protection for the West Stettler – Highway 12 South Plan Area will be provided by the Stettler Regional Fire Department.

### **2.7.7 Implications of Relevant Plans and Policies**

- The Town's Municipal Development Plan and Land Use Bylaw are the two planning tools which will be utilized for making decisions on rezoning applications as well as subdivision and development approvals.

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## 3 Future Land Use

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The Future Land Use Concept proposed for the West Stettler – Highway 12 South Area Structure Plan is shown on **Figure 4**. The Plan recognizes the implications summarized in Section 2.7. As a result, the Plan reflects the findings of the review of all relevant background information. Specifically, the concept responds to the following critical factors:

- Town of Stettler and County of Stettler's existing statutory plans, with particular emphasis on the Inter-municipal Development Plan;
- Existing conditions such as natural features, current land uses, utility right-of-ways, parcel boundaries, and subdivision and development proposals, which result both in opportunities and constraints for future land use;
- Existing and proposed transportation features;
- The recognition that water and sanitary service will be provided through the existing Town of Stettler distribution system.

The foregoing factors are reflected in the Plan objectives.

### 3.1 Area Structure Plan Objectives

The Future Land Use Concept reflects the following key objectives of the West Stettler – Highway 12 South Area Structure Plan:

- To provide the opportunity to fully realize the development potential of the Plan Area.
- To protect the integrity of Highway 12, 70 Street, [75 Street](#), [48 Avenue](#) and 44 Avenue affected by the West Stettler – Highway 12 South Area Structure Plan, to the satisfaction of Alberta Infrastructure and Transportation, County of Stettler and Town of Stettler, while still recognizing the opportunities these features provide for development purposes.
- To protect significant environmental features in their natural state, to the extent possible.
- To utilize significant environmental features for landscaping and storm water management.
- To minimize future land use conflicts by promoting a compatible land use pattern, and by applying effective screening and buffer techniques, or an appropriate combination thereof.
- To recognize the physical capacity of the plan area to sustain development based on the understanding that water and sanitary sewer services will be provided via the Town's distribution system.

- To promote commercial, business industrial and residential uses which meet the policy criteria of the Municipal Development Plan in terms of the types of such uses which are best suited to the Town, while recognizing that certain uses are better suited to the highly visible portions of the plan area than others.
- To encourage the development and application of design, landscaping and signage guidelines to enhance the visual qualities of industrial/commercial development.
- To provide a flexible lot layout which can be modified during build-out to suit the clients needs.

### 3.2 Land Use Concept

All future subdivision and development within the plan area shall conform to the land use concept illustrated in **Figure 4**, and the phasing concept illustrated in **Figure 5**. The land use concept is based on current and anticipated market trends, the objectives of this plan, as well as relevant principles contained in the Town's Municipal Development Plan and Land Use Bylaw.

~~The following table illustrates the land use statistics for the plan area. The plan area is dominated by mixed business, residential, agricultural and open space purposes.~~

**Table 4 – Land Use Statistics**

Land Use Category	Area (acres)	% of Area
Mixed Business – Existing	26.28	16.1
Mixed Business – Future	40.77	25.0
Residential	25.29	15.5
Open Space (PUL, ER, MR)	29.97	18.3
Agricultural	16.56	10.1
Roads	24.52	15.0
Total	163.39	100.0

Four primary land use categories are proposed by the concept shown on **Figure 4**. This use is described below in the context of the overall concept.

#### 3.2.1 Mixed Business

- The northern portion of the Plan Area provides an ideal mixed business node. The node is in a high visibility location adjacent to Highway 12, and will serve as an extension of the commercial strip that has developed adjacent to the highway within the Town of Stettler. The Highway Commercial and Industrial District's within the Town of Stettler Land Use Bylaw provide a number of uses which will complement the Plan Area. [Alberta Transportation has indicated that the Department supports the](#)

~~use of a front service road which accesses onto 70 Street. The Department's preference is to have an intersection spacing of one (1) mile on Highway 12, therefore it is the department's preference that an alternate access to the subdivision be also off of 70 Street. The department will only consider allowing/requiring an additional highway access at the northwest corner of the Plan Area only if the 70 Street intersection fails in providing a safe access onto the highway.~~

- Factors considered in designating the lands for mixed business uses include: compatibility with the Stettler Inter-municipal Development Plan and Town of Stettler Municipal Development Plan; and the shared use of transportation infrastructure encouraging compatible development on neighboring land areas.
- All commercial and industrial development shall be required to meet the Town and County of Stettler Commercial and Industrial Design Guidelines.
- It is recognized that special recognition is given to the interface between the commercial/industrial lands and the residential lands, so that potential land use conflicts can be mitigated.

### **3.2.2 Residential**

- The Plan Area accommodates ~~for residential development South of 48 Avenue and North of 44 Avenue. Medium to high density is proposed to align with the Town of Stettler Municipal Development Plan and Intermunicipal Development Plan. large lot "estate" style residences in the form of small holdings which are one (1) acre or less in size.~~ These residences will be located in proximity of a future stormwater management pond/park feature to be constructed within the southeastern portion of the Plan Area.
- Factors considered in designating the lands for residential uses include: compatibility with the Municipal Development Plan; and the desire of the current landowner to accommodate compatible development surrounding his existing residence and to take advantage of the existing and proposed open space infrastructure near/within the Plan Area.

### **3.2.3 Open Space**

- The existing low lying area located within the southeastern portion of the Plan Area will accommodate one (1) large open space feature, which will serve multiple purposes including public utility (stormwater management), and municipal reserve (park development).

### **3.2.4 Agricultural**

- The Plan Area accommodates the agriculturally zoned property being maintained within the southwestern portion of the Plan Area.

Figure 4: Proposed Land Use



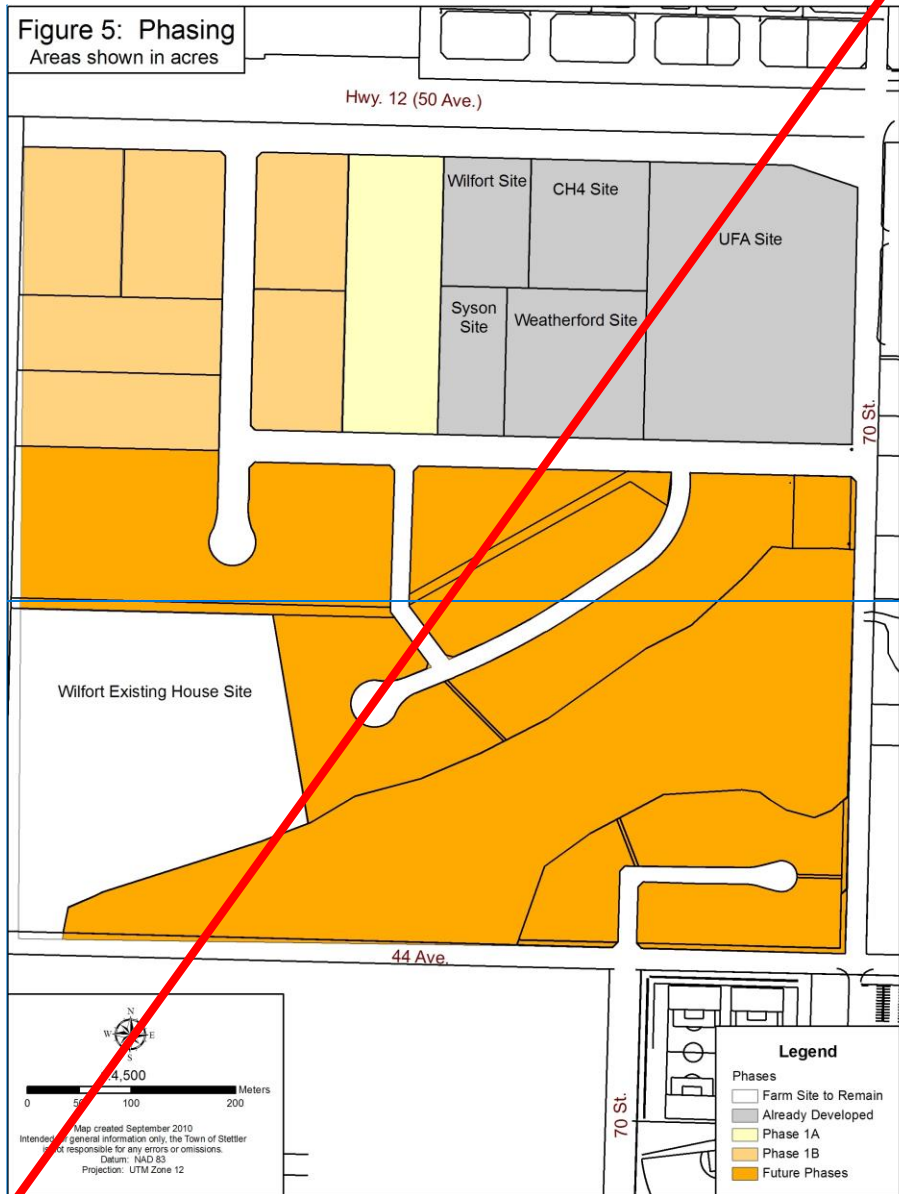


**Figure 4: Proposed Land Use**  
Areas shown in acres



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**Figure 5: Phasing**  
Areas shown in acres



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### 3.3 Transportation System

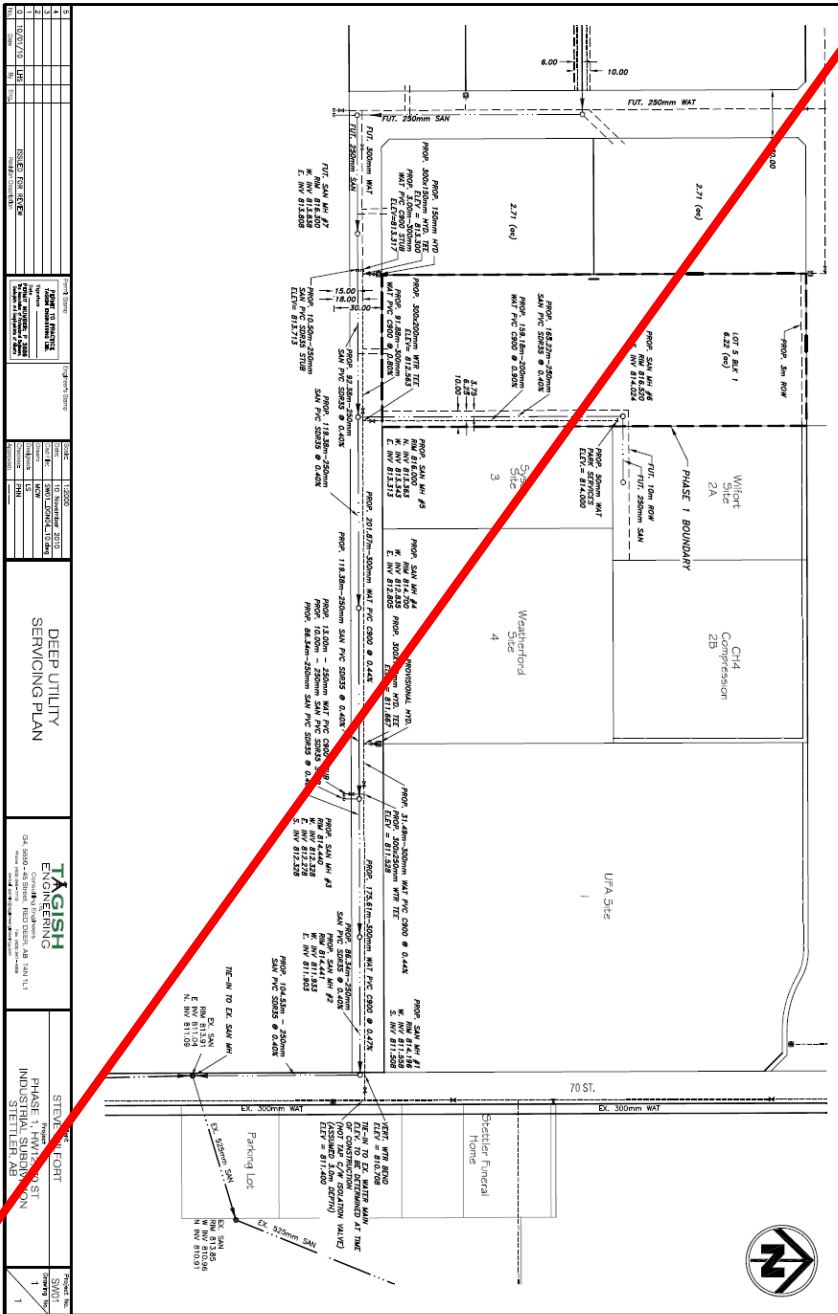
To service the West Stettler – Highway 12 South Area Structure Plan, there are 2 access points from 70 street at 50 Avenue and 48 Avenue, an access point identified from 44 Avenue and a proposed highway 12 intersection at the west boundary of the plan area in conjunction with SW 1-39-20-W4. Internal road networks for the residential parcels will be identified and approved through subdivision application, however access connections are identified on 48 Avenue and 44 Avenue as shown on Figure 4. Three roads accessing 70 Street and one road accessing 44 Avenue has been proposed. In order to develop Phase 1a and Phase 1b of the Plan Area, it is proposed that the 50 Avenue South service road adjacent to Highway 12 is extended to the western portion of the Plan Area, and a new street be developed south extended to a future east-west avenue accessing 70 Street. The Phase 1a and 1b transportation concept is shown in Figure 6.

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### 3.4 Utility Systems

Future development in the plan area will rely on municipal water and sanitary system for service. ~~The minimum lot size proposed for the commercial and business industrial lands is 0.4 hectares (1.0 acres), while the maximum lot size proposed for the residential lands is 0.4 hectares (1.0 acres). The Phase 1a and 1b utility concept is shown in Figure 7.~~

Figure 6 – Phase 1a Utility System



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## 4 Area Structure Plan Policies

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The policies listed below are to be applied at the time of new subdivision and development. All existing statutory plans and policies, particularly those policies contained in the Municipal Development Plan and Land Use Bylaw, also must be applied.

### 4.1 Land Use Policies

#### 4.1.1 Mixed Business

1. All future commercial and industrial development within the Plan Area shall be in accordance with the requirements stipulated in the Highway Commercial or Industrial District of the Town's Land Use Bylaw, and meet the provisions of the Town and County of Stettler Commercial and Industrial Design Guidelines;
2. All developments shall front onto the forced serviced road or roads extending from the forced service road;
3. The minimum parcel size for lots will be 0.4 hectares (1.0 acres);
4. Development shall be restricted to non-polluting operations as per Alberta Environment Standards and Guidelines;
5. Municipal Reserve shall be deferred to be utilized within the southern portion of the Plan Area at the time of subdivision.

#### 4.1.2 Residential

1. All future residential development within the Plan Area shall be in accordance with the requirements stipulated in ~~the Residential Small Holdings District of the Town's Land Use Bylaw, and Municipal Development Plan;~~
- ~~2. The maximum parcel size for lots will be 0.4 hectares (1.0 acres);~~
- ~~3. Municipal Reserve shall be provided by land at the time of subdivision.~~

#### 4.1.3 Agricultural

1. The remnant residence on the agriculturally zoned property will be zoned as Urban Reserve within the Town's Land Use Bylaw.

## 4.2 Transportation Policies

- ~~4.~~ To service the West Stettler – Highway 12 South Area Structure Plan, there are 2 access points from 70 stree at 50 Avenue and 48 Avenue, an access point identified from 44 Avenue and a proposed highway 12 intersection at the west boundary of the plan area in conjunction with SW 1-39-20-W4. Internal road networks for the residential parcels will be identified and approved through subdivision application, however access connections are identified on 48 Avenue and 44 Avenue as shown on Figure 4. The Plan Area shall be accessed via roads accessing either 70 Street or 44 Avenue in accordance with Figure 6.
- ~~2.1.~~ All roads shall be constructed to Town standards: roads serving commercial and industrial properties will be developed within 30 metre right-of-ways; while roads serving residential properties will be developed within a minimum 16-18 metre right-of-ways. All roads will be serviced via paved structures utilizing a rural cross section.
- ~~3.2.~~ The Developer shall be responsible for the cost of constructing all new roads within the Plan Area.

## 4.3 Utilities Policies

1. A stormwater management facility will be constructed within the open space southeast portion parcel of the Plan Area to handle the runoff and control release rates. All subdivisions shall provide stormwater management plans which identify appropriate storm water management techniques to the satisfaction of Alberta Environmental Protection and the Town.
2. On-site storage of stormwater for each mixed business lot may be required to prevent the storm sewer system from being overloaded and excessive runoff in the streets.
3. The Plan Area will be fully serviced by sanitary sewer. This will consist of gravity mains connecting to the sanitary trunk main at 70 Street.
4. The Plan Area will be fully serviced by water. This will consist of a “looped” system via existing municipal stubs located at 70 Street.
5. Shallow utilities (electricity, natural gas, telecommunications) will consist of both underground and overground facilities.

## 4.4 Plan Administration and Implementation

1. Pursuant to the provisions of Section 633(1) of the Municipal Government Act, 1995, this Area Structure Plan shall be adopted by the Town of Stettler as the West Stettler – Highway 12 South Area Structure Plan. All subdivision and development within the Plan Area shall be in accordance with the provisions and policies of this plan.

2. Council may, from time to time, choose to amend this Area Structure Plan. As part of the amendment process, the required public hearing process will ensure that the continued input of the landowners and residents is considered.



## Request For Decision

### Agenda Item:

#### Issue:

**Application for Land Use Bylaw Amendment:** Bylaw 2143-21

**Legal:** Lot 8, Block 2, Plan 2022777 and Lot 1, Block 2, Plan 1423578

**Civic:** 7201-46 Avenue and 7002-44 Avenue

**Applicant:** Nautical Lands Group c/o Stantec

#### **Proposed Land Use Bylaw Amendment:**

1. The addition of Definition "Group Use Facility"
2. The addition of a R2B: Multi-Unit Residential District, and
3. That Lot 8, Block 2, Plan 2022777 be rezoned from UR: Urban Reserve and C2: Highway Commercial to R2B: Multi-Unit Residential District; and
4. That Lot 1, Block 2, Plan 1423578 be rezoned from UR: Urban Reserve to R2B: Multi-Unit Residential District.

#### Recommendation:

That Council consider the application and give 2<sup>nd</sup> Reading to Land Use Bylaw Amendment 2143-21 to add the Definition "Group Use Facility", add the R2B: Multi-Unit Residential District, that Lot 8, Block 2, Plan 2022777 be rezoned from UR: Urban Reserve and C2: Highway Commercial to R2B: Multi-Unit Residential District and that Lot 1, Block 2, Plan 1423578 be rezoned from UR: Urban Reserve to R2B: Multi-Unit Residential District.

#### General:

The applicant is proposing to amend the Land Use Bylaw and rezone the above-mentioned parcels from UR: Urban Reserve and C2: Highway Commercial to R2B: Multi-Unit Residential District. The applicant has requested the amendment to accommodate the development of a 432 unit seniors residential development "Wellings of Stettler" that will include multi-unit row housing developed in 3 phases with phase one consisting of a Group Use Facility (clubhouse) and 154 dwelling units. Attached is the proposed concept plan and proposed subdivision and land use plan.

The applicant has submitted the application for subdivision which is currently in circulation and will be presented to Council for consideration on July 6, 2021. At that time, the conditions for development including municipal improvements (roads, services, storm and etc.) will be addressed. The applicant will be required to enter into a Development Agreement with the Town of Stettler to ensure that all improvements are completed and approved by the Town of Stettler for final acceptance.

The Land Use Bylaw and Area Structure Plan Amendment applications are being processed concurrently with both applications before council for public hearing and consideration.

Administration respectfully recommends that Council not proceed to 3<sup>rd</sup> and final reading of the Land Use Bylaw Amendment Bylaw 2143-21 until such time that the applicant has entered into a Development Agreement with Town of Stettler as a condition of the subdivision<sup>96</sup> approval.



**Background:**

The properties in question are UR: Urban Reserve parcels that are currently vacant hay land and the change in use to R2B: Multi-Unit Residential is consistent with the intent of the West Stettler Highway 12 South Area Structure Plan.

**Legislation and Policy:**

Staff has assessed this application against the provisions outlined in the Town of Stettler Land Use Bylaw, the West Stettler Highway 12 South Area Structure Plan, the Municipal Development Plan, and the Intermunicipal Development Plan

**Alternatives:**

Defeat the application stating reasons.

**Author:**

Leann Graham, Director of Planning and Development

**BYLAW 2143-21**

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

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

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

1. That PART TWO: INTERPRETATION, Section 9: Definitions shall be and is hereby amended as follows:
  - (a) The addition of Definition "Group Use Facility"  
    **"GROUP USE FACILITY"** means a public or private facility where members of a community gather for group activities, social support, public information and other purposes. Often referred to as a community centre or clubhouse.
2. That PART 10: Land Use Districts of Bylaw 2060-15 shall be and is hereby amended as follows:
  - (a) The addition of a R2B: Multi-Unit Residential District as attached in appendix A.
3. That Schedule "A" of Bylaw 2060-15 shall be and is hereby amended as follows:
  - (a) That Lot 8, Block 2, Plan 2022777 and Lot 1, Block 2, Plan 1423578 from UR: Urban Reserve to R2B: Multi-Unit Residential District as identified in appendix B.
  - (b) That Lot 8, Block 2, Plan 2022777 from UR: Urban Reserve and C2: Highway Commercial to R2B: Multi-Unit Residential District as identified in appendix B.
4. That this Bylaw shall take force and effect upon the date of final passing thereof.

READ a first time this 18th day of May A.D. 2021.

NOTICE OF ADVERTISEMENT published May 27 & June 3, 2021

Public Hearing held June 15, 2021 at 7:15P.M.

READ a second time this \_\_\_\_\_ day of \_\_\_\_\_ A.D. 2021.

READ a third time and finally passed this \_\_\_\_\_ day of \_\_\_\_\_ A.D. 2021.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Assistant CAO

Appendix A

**Section 78: R2B Multi-Unit Residential District**

78.1 Purpose:

To provide an area for high density multi-unit residential housing in the form of rowhouses, with common use areas including a Group Use Facility.

78.2 Uses:

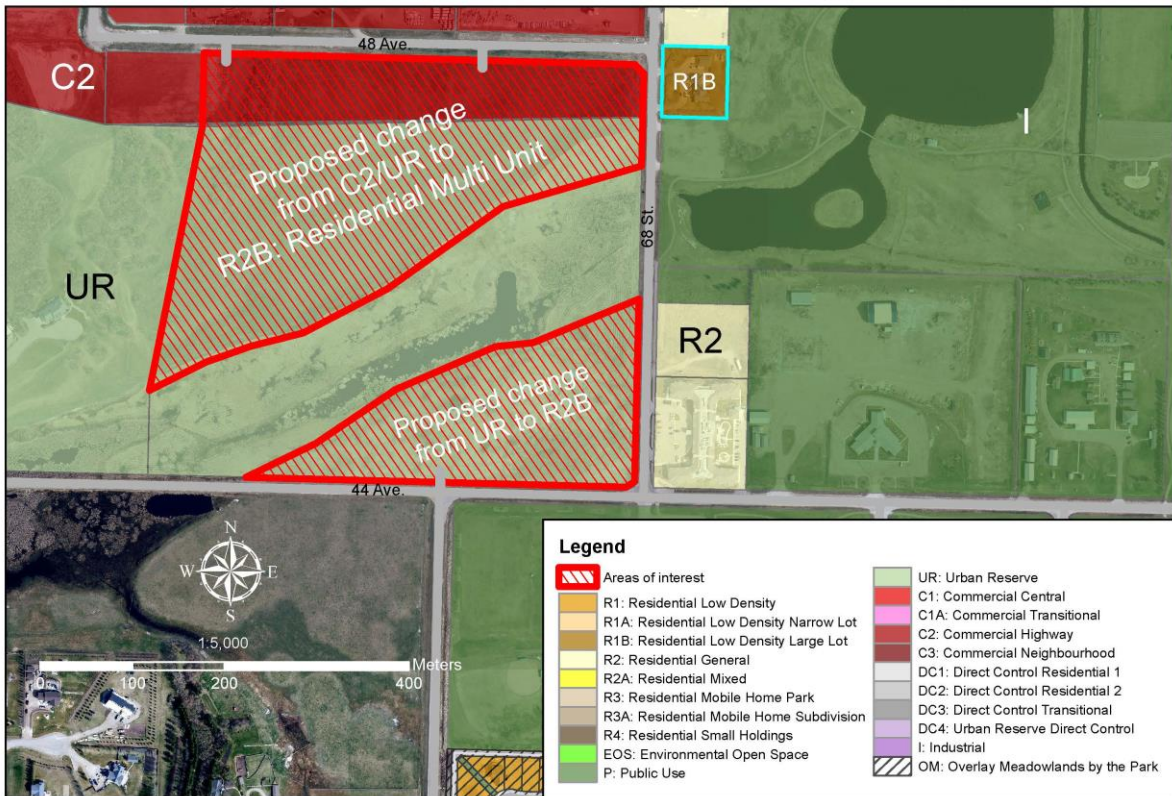
Permitted Uses	Discretionary Uses
Dwelling – Rowhouse Group Use Facility Parking Facility Public Use Recreation Facility	Accessory Building Accessory Use Home Occupation

78.3 Site Regulations:





In addition to the Regulations contained in Parts Seven, Eight and Nine, the following regulations shall apply to every development in this district.

Site Coverage	Maximum 35%
Minimum Parcel Area	
Maximum Building Height	
Front Yard Setback	At the discretion of the Development Authority
Side Yard Setback	Dwelling - Rowhouse – 1.5 m except where it abuts a public roadway 3.0 m, or as required by the Alberta Building Code, whichever is greater.  Dwelling – Rowhouse – 3.0 m building to building
Rear Yard Setback	Dwelling - Rowhouse - 7.5 m  Dwelling – Rowhouse – 12.0 m rear of building to rear of adjacent building
Landscaping	Residential - 25% of Site Area.
Parking	A minimum of 1 off street Parking Stall shall be provided directly adjacent to said unit for one-bedroom units.  A minimum of 2 off street parking stalls shall be provided directly adjacent to said unit for two-bedroom units.
Accessory Buildings	Section 34 of this Bylaw.
Additional Regulations	Storage areas shall be enclosed or screened by trees, landscape features of fences or a combination thereof to the satisfaction of the development authority.  Outdoor storage of materials, products, equipment or machinery shall not be permitted in this district except in designated storage areas.

# Proposed Re-zoning



UNIT TYPE	COUNT	PARKING
A	214	214
D	168	336
E	50	100
<b>TOTAL</b>	<b>432</b>	<b>650</b>
CLUB HOUSE PARKING		32
MUNICIPAL RESERVE		0.58ha
PLAN AREA		16.06ha
DENSITY		26.9 u/ha

LEGEND:	
	PLAN BOUNDARY
	PHASE BOUNDARY
	PROPERTY LINE
	POTENTIAL PATHWAY

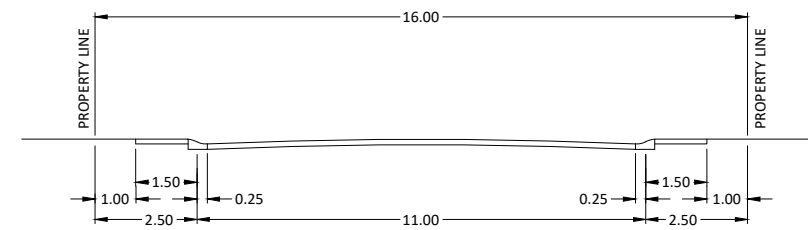
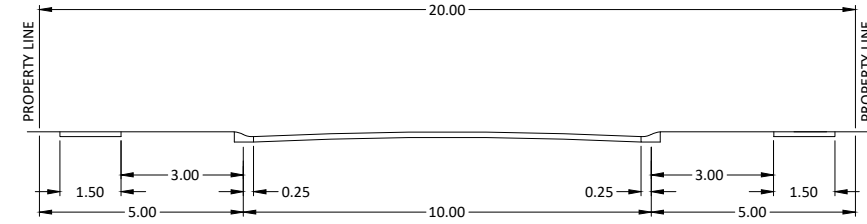
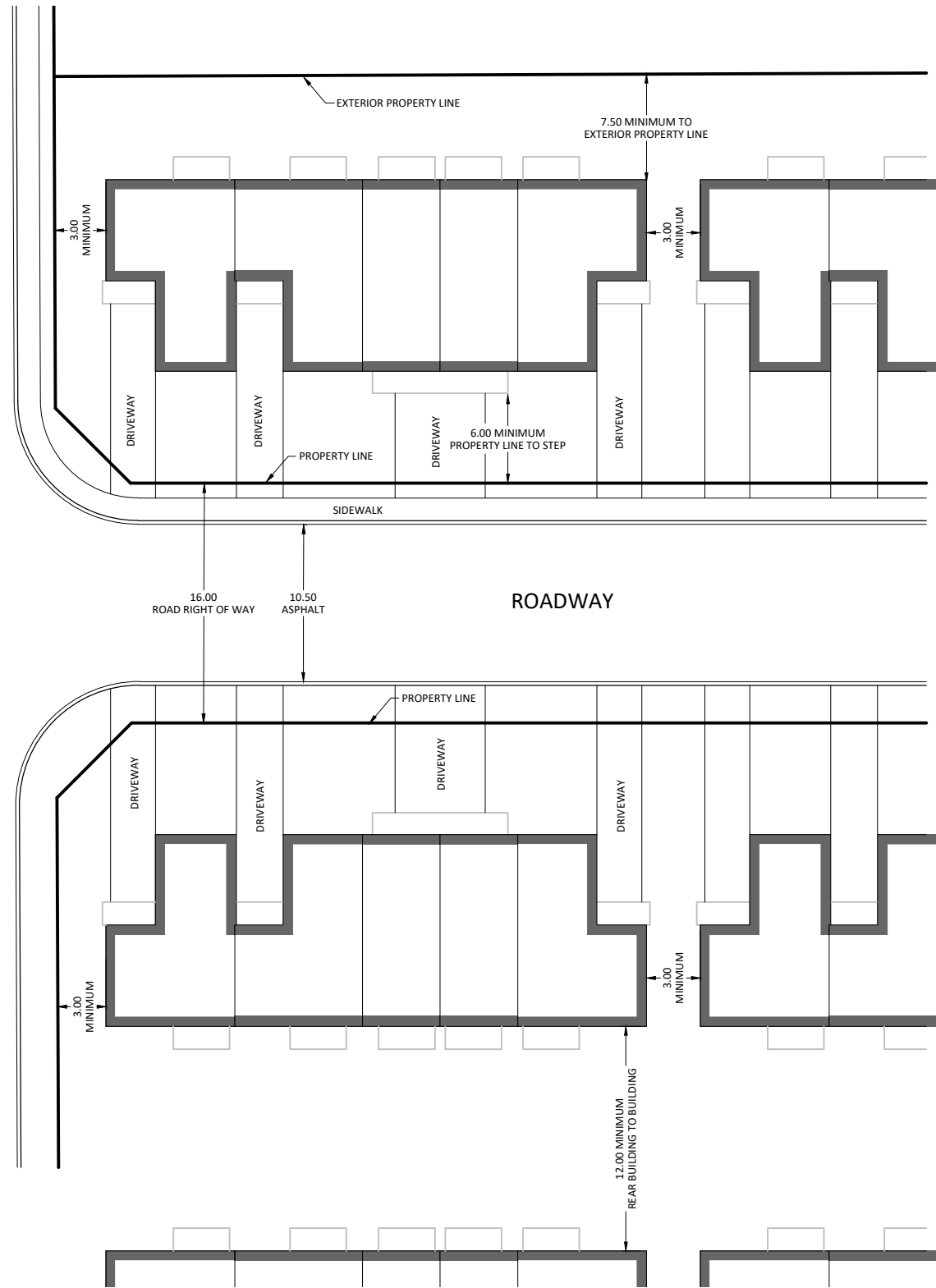


Town of Stettler  
 Concept Plan  
 Wellings of Stettler

Prepared for:  
 Nautical Lands  
 Group

DRAWN BY: SAS  
 CHECKED BY:  
 SCALE: NTS  
 PROJECT #: 1161109610

April, 2021



Town of Stettler  
 Typical Building Setbacks and Roadway Sections  
 Wellings of Stettler

Prepared for:  
 Nautical Lands  
 Group

DRAWN BY: SAS  
 CHECKED BY:  
 SCALE: NTS  
 PROJECT #: 1161109610

April, 2021



**LEGEND:**

- PLAN BOUNDARY
- RESIDENTIAL
- ROAD DEDICATION
- MUNICIPAL RESERVE DEDICATION

Town of Stettler  
 Subdivision & Land Use  
 Wellings of Stettler

Prepared for:  
 Nautical Lands Group

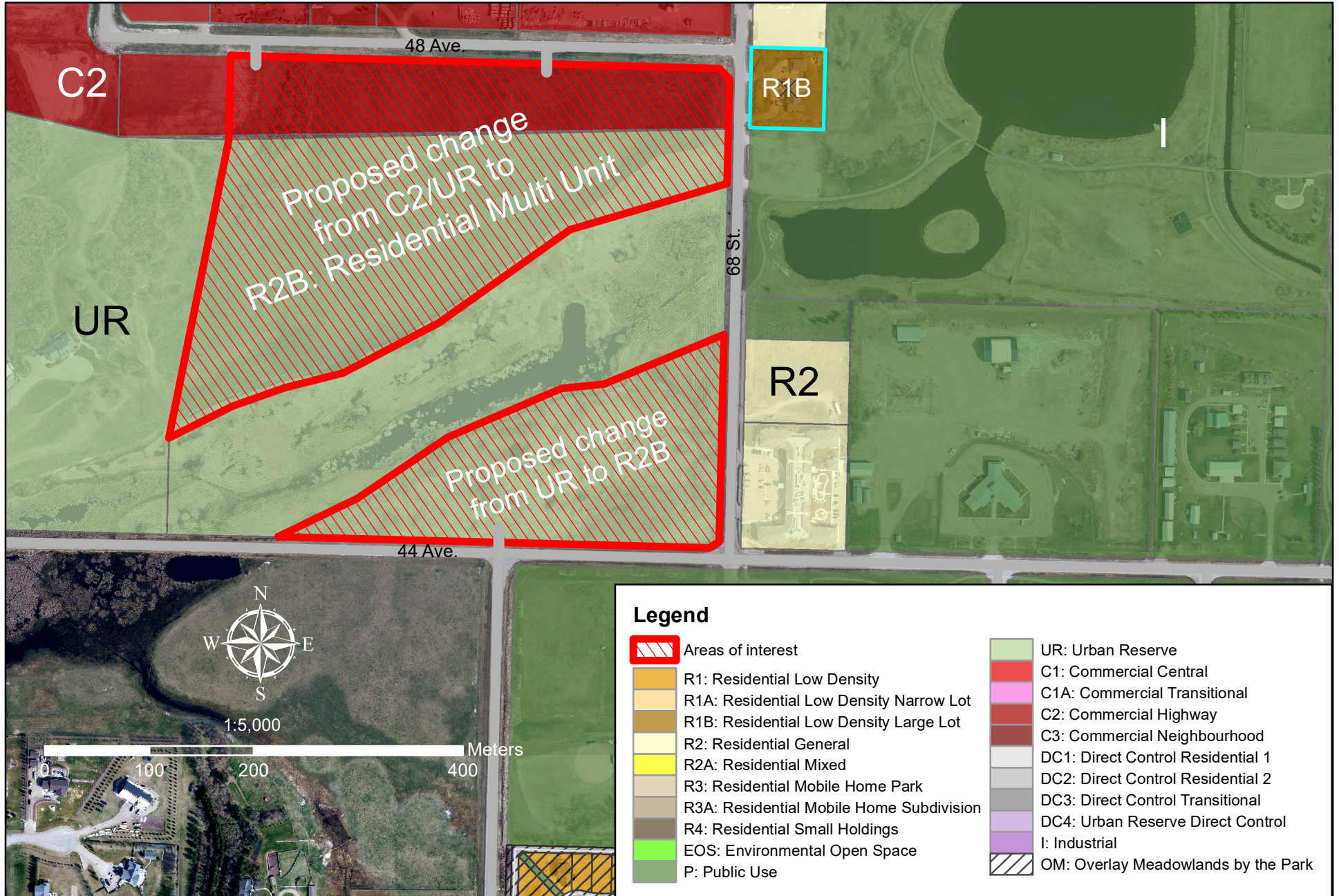
DRAWN BY: SAS  
 CHECKED BY:  
 SCALE: 1:NTS  
 PROJECT #: 1161109610

**Stantec**

#1100, 4900-50th Street, Red Deer, AB T4N1X7  
 Ph: (403) 341-3320 Fax: (403) 342-0969

April, 2021

# Proposed Re-zoning







6202-44 Avenue,  
Stettler, AB T0C 2L1  
P 403-742-2292  
F 403-742-5481  
W spl.prl.ab.ca  
f /StettlerPublicLibrary  
t @stettlerlibrary

May 25, 2021

Dear Mayor Nolls and Council,

Since being established in 1928, the Stettler Public Library has strived to meet community needs. Based on feedback from community members, access to materials from the library has been a lifeline for them throughout the pandemic. Staff have helped people access technology, as well as curbside printing, faxing, and scanning services in order to complete paperwork related to employment, pensions, immigration, student loans, insurance, contracts, health, and more.

During our first round of closure (March 15 to June 15, 2020), our team provided curbside pickup 1367 times, circulating approximately 9,221 items. Since December 15 we have met a further 1685 community members at the front doors and have circulated an additional 34,935 items. The staff team have also responded to requests for assistance 1348 times via telephone, email and on Facebook. We had 2400 visits to the library between March 2 and April 6, 2021, when we were permitted to open at 15% capacity.

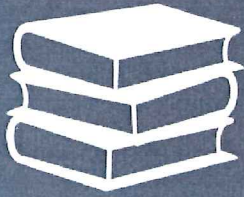
A recent column in the Globe and Mail (May 4 - attached) discussed research into learning losses for students in grades 1-3 during the pandemic. Research estimates that students have fallen 6-8 months behind on average. The author noted that the ability to read impacts every aspect of the curriculum, meaning that children will continue to be impacted by current losses throughout the remainder of their school years, if not helped. The author concluded that the best thing to do for children during the pandemic is to put a book in their hands as literacy represents "a measure of hope, and an investment that could pay dividends" in the future.

The work of the Library would not be possible without the steadfast support of Town Council. This past year has been a real roller coaster for the people of Stettler, we appreciate your commitment to the provision of library services in the community. Public Libraries are one of a very few community spaces where people can learn, grow, conduct online business, and connect with others, all without financial barriers. Your continued support means that community members have a place to turn for reliable information, and for books and other materials that offer solace, comfort, and distraction from current events. We are sending our heartfelt thanks for your continued support during this strange time.

Sincerely,

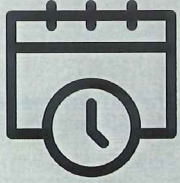
A handwritten signature in black ink, appearing to read "Jane Skocdopole", written in a cursive style.

Jane Skocdopole, Chair  
Stettler Library Board

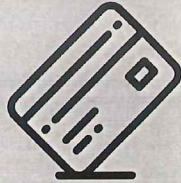


# Stettler Public Library

## Annual Report 2020



Library service was available for **2,536** hours



**2,884** are registered for a library card at our library



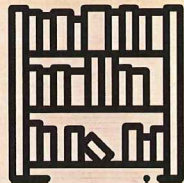
**32,250** people walked through (or to) our doors.



In addition to **25,469** website visits



The library added **2,403** new items last year



Bringing the total collection to **24,800**



There were **1,957** downloads of e-Content



Contributing to a total of **63,528** checkouts!



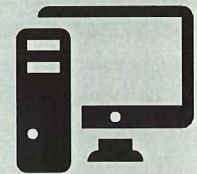
We lent our items to libraries outside of our system **10,817** times



Our service is delivered by **11** dedicated staff



Summer Reading Club participants read a total of **864** hours.



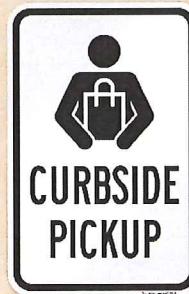
The library has **9** public computers



And brought in **2,239** items upon patron request

Curbside service was requested **1367** times between March 16 & June 13 (the first closure).

We had a further **208** requests between December 14 & 31 (the second closure).



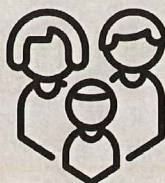
They were in use for a total of **3,819** hours!



We offered **292** programs for children



**161** for adults and seniors



And **95** for families



**17,206** people attended in person programs (or viewed online) programs in 2020



There were also **77,866** connections to our Wi-Fi

# What is one thing we can do about children's learning loss during the pandemic? Put a book in their hands

Subramanian, Sarmishta . The Globe and Mail (Online) , Toronto: The Globe and Mail. May 4, 2021.

[ProQuest document link](#)

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## FULL TEXT

During the pandemic, readers seeking literary antecedents for their experiences snapped up books such as *The Plague* by Albert Camus and Daniel Defoe's *A Journal of the Plague Year*. Anyone wanting a glimpse of a child's view of life in lockdown could turn to *A Child's Garden of Verse*, the classic 1885 volume by Robert Louis Stevenson. Among the sweet rhyming lines about lead soldiers and hollyhocks is a section of poems, *The Child Alone*, that illuminates with perfect wistfulness the loneliness of the confined existence. In one, a child trapped at home with only his parents for company goes into imagined worlds made of curtains and furniture: "These are the hills, these are the woods, these are my starry solitudes."

Stevenson was drawing from experience. He wrote thrilling adventure stories of pirates and kidnapped boys, but his own childhood was dimmed by illness and isolation. He was sickly, suffering bronchitis, pneumonia, fevers and quite likely diphtheria. For long stretches, Stevenson saw the world through window panes. His nurse, he wrote later, "would lift me out of bed and take me, rolled in blankets, to the window, whence I might look forth into the blue night starred with street lamps and see where the gas still burned behind the windows of other sickrooms ...where ...there might be sick little boys and their nurses waiting, like us, for the morning."

The image presents itself when I see portraits of children during the pandemic - those photographs published in magazines or shared on social media in the past year of people locked behind glass, gazing out at a newly unfamiliar world. The ones of children convey in an instant a magnitude of loss, the time snatched from those who otherwise would have been, like the young of every animal, prowling about in packs, shrieking in glee, investigating their world and generally slobbering all over each other.

This has been, for many kids, a year of loneliness and missed milestones, of diminished family gatherings and playtime, a year spent away from school and in the glare of a screen. The deficits relating to that last part, at least, have a name. The worry over "learning loss" began as early as last June, and it grew as schools in the country's COVID-19 hot zones closed in April for the third time. Many children in parts of Canada have spent close to six months out of school since the pandemic began.

Some of the consequences are already evident. Research late last fall from George Georgiou, a professor of educational psychology at the University of Alberta, showed that among Edmonton students surveyed, reading scores in Grades 1 to 3 had fallen on average between six and eight months. (Older children who were already reading fared the same or better.) Preliminary data from the Toronto District School Board similarly found declines among early readers.

The international data also aren't reassuring. A study in the Netherlands found that, notwithstanding efforts made in remote schooling, kids learned very little during the school closings in that country. Those tested after eight weeks of lockdown were behind on test scores compared with the three previous years, and the decline was

substantially steeper for kids from less educated families. (Countries with longer lockdowns, the study suggested, could see greater deficits.)

The pandemic exacerbates pre-existing problems. Even before this exceptional year, one in eight kids below the age of 15, and a quarter of early readers in Canada (Grade 3 or younger), were not reading at grade level, according to the Canadian Children's Literacy Foundation (CCLF).

"In some communities those numbers were higher," says the group's chief executive, Ariel Siller, and they have gone up during the pandemic. "It's worrisome because literacy is so foundational to learning, socio-emotional development and people's ability to engage in Canadian life."

Slowed academic progress is only one piece of the past year's legacy. What does a lonely year of physical distancing and compromised social connection do to a child's mind? Loneliness research in the past has focused on those who are more likely to live alone, including the elderly, or on the extremes of experience suffered by the likes of astronauts. There isn't a body of research on the quotidian hell of being a child cooped up at home for months on end, with - if you're lucky - a computer for learning, socializing, distraction and entertainment.

What we know is that for kids, as for the rest of us, the consequences of prolonged isolation are real. In an attempt to understand the pandemic's impact, a U.K. meta-study published in 2020 reviewed 63 earlier studies that examined the long-term impact of social isolation and loneliness in children; its findings showed that kids who report loneliness may be more susceptible to depression up to nine years later. The longer the isolation lasts, the more dire the effects. A study of the mental-health impact of the pandemic from the Hospital for Sick Children in Toronto revealed in February that seven in 10 school-aged children (and a slightly lower number of preschoolers) reported negative effects in at least one mental-health domain, such as irritability, attention span or hyperactivity. What does a path back from all this look like? On the policy side, that's a complex picture demanding a mix of mental health, social and educational supports. But parents and educators puzzling through this moment could take some inspiration from those literary and real-world images of children standing at windows. Books, too, are windows - ones that show us other worlds and that in this world can be pathways to better outcomes. Children of every socioeconomic group, the OECD reports, show higher socio-emotional developments when parents read to them, and higher adult literacy correlates with better health outcomes.

"We know that the love of reading is a predictor of success in life," says Stephen Faul, the president and CEO of Frontier College, a national literacy charity. "Reading opens opportunities, and one thing I hear over and over again from children, youth and adults who are learning how to read and write and use numbers is [that it boosts] confidence. That builds resilience. And, boy, that's something we need right now."

Faul's organization has had to pivot to reach its audience. It now runs tutoring programs online, sometimes relying on simple phone calls to read to kids with poor broadband. It has also shipped off books and thousands of learning kits. To connect with youth in Nunavik, Frontier partnered with two local organizations, Makivik Corp. and Kativik Ilisarniliriniq; the group ran outdoor summer camps and, in some cases, read to kids over the radio. In Grande Prairie, Alta., it took inspiration from StoryWalk, an idea created by a retired health specialist in Vermont, and affixed pages from books such as *Planting a Rainbow* and *Toad Has Talent* to posts through a park, constructing a whimsical literary journey for families.

Children learn more from books than how to decode words on the page. "I honestly think reading is the ultimate form of empathy," the bestselling, Newbery Medal-winning children's and YA author Matt de la Peña said. "Because you care so much about these characters who can do nothing for you."

In reading stories, children reason, imagine, interpret, and connect. They interact with the characters on the page. They learn, in other words, to be people. Reading is also a deceptively social exercise. A 2011 study from the University at Buffalo suggested the human propensity to form group social bonds can be fulfilled through reading - what the researchers dubbed "narrative collective assimilation." When we read Harry Potter or the Twilight books (included in the study) or Anne of Green Gables or The Land of Stories, we come to identify with the characters in a way that amounts to actual social connection. That could be one reason reading has been found to mediate the effects of loneliness.

De la Peña's daughter, who is 6, explained the experience to him with a simplicity that startles: "I think when I read, it's almost like I'm not even myself anymore," she told her dad. "I'm just in that world. But I'm not in that world - I'm in the bushes looking into that world, so they can't see me, but I can see all of them." It's a beautiful encapsulation of the intimacy and wonder of reading.

It's no surprise books themselves are full of portals that transport characters to other places, wrote Yuji Takenaga, a professor of English literature at Ehime University in Japan in a paper for the Forum on Public Policy: Alice falls down a rabbit hole to enter Wonderland; Harry Potter takes a train from Platform 9¾; and Peter, Susan, Lucy and Edmond go through a mysterious wardrobe to enter Narnia. The reader accompanies them as they travel - a marvellous thought in a year in which other journeys have been all but impossible. If books have always taught us to be people, in our time they may train us, Takenaga argues, to be global citizens.

And more active citizens at home. A report from Deloitte commissioned by CCLF argues that building literacy skills presents a more equitable way forward postpandemic. During the past year, with libraries and schools shuttered for stretches, the CCLF and Frontier collaborated with other groups on a new program, Read On Canada, that got 140,000 books to children through food banks. Reading to and with children, CCLF CEO Siller points out, is also about more than the words: The shared time, she says, "is also essential to developing strong bonds between family members and the community and kids."

De la Peña has observed an unusual version of these moments. He has spoken to youth in high schools in tough neighbourhoods, and to men, women and kids in prisons. A lot of reading can happen in jail, de la Peña says; they call it "reading on the inside." He recalls a visit to a women's prison in Minneapolis with his picture book Last Stop on Market Street. He was there to coach the inmates to read, but many of the women asked to record themselves reading. "I was sitting with probably about 50 different inmates as they recorded themselves, reading the book to send back to their child," he says. "Their kids were going to get to be a part of this. A lot of them were very emotional reading the book." It was literature as a way out of confinement, the book as a portal to freedom and family.

That is a path de la Peña knows well. He didn't grow up around books, and as a sports-obsessed teenager (he went to university on a basketball scholarship), he didn't finish a novel until he was out of high school. "I just didn't get it," he recalls. "When you don't have the reps of getting through books, you don't understand how to square the discomfort you sometimes feel when you pick up a new book. Some of the best books you will ever read start off feeling uncomfortable." Eventually, he met the right book. When he tells his story in schools, the boys in the back, hiding under their hoodies, start to listen. "I was so shocked when I read a book that made me feel emotional. I wanted to weep. And this is coming from a boy or a man now who's so similar to them. I'm like their dad. I'm telling them that something clicked. And that there's a possibility that might happen for them, too."

The book was *The Colour Purple*, given to him by a professor, and it started a journey that led to his life as a prolific, award-winning writer. It's a reminder of how transformative books can be. In the months ahead, parents, teachers and policy makers will puzzle over the learning losses experienced by kids in this period - how severe they

are, how they can be corrected. For them, literacy represents a measure of hope, an investment that could pay dividends. For the children of lockdown, literature is much more: It means solace, escape, a little joy, a little company - and a powerful reminder that our stories, too, can change.

### **How will the pandemic affect literacy?**

Marsha Lederman talked to four experts about the impact of a year of interrupted learning on kids' potential.

#### **Camesha Cox, Founder, Reading Partnership**

The thing about the years between kindergarten and Grade 3 is that kids are learning to read. From then on, they're really reading to learn. The ability to read is the thread throughout every aspect of the curriculum from K to 12 and onward, so if you're not reading at level by Grade 3, the likelihood of you continuing to struggle is there. It can affect your life in so many ways. Being able to read gives you confidence. At the end of the day, kids who read succeed. I always like to say today's readers are tomorrow's leaders.

Prior to the pandemic, Black and Indigenous kids were overrepresented among kids who are not meeting the provincial standards for reading. They were overrepresented in not graduating from high school and moving on to postsecondary. If those were the numbers before the pandemic, then we already know what that means for where they are now as a result of the pandemic. This is a very solvable problem. We can address this. It's just a matter of whether this is important enough to government and to the community.

#### **Stacey Pinney, Chief executive officer, Calgary Reads**

In the United States, they have what's called Reading Corps - they deploy hundreds of thousands of university students, retired seniors and high-school youth into schools for this really important one-to-one reading support. I am very hopeful that the time is right and the case is strong for why a Canadian Reading Corps is going to be essential as part of the "build back better" we're all dreaming about.

We did a research paper on the benefits of reading and how amazing it is for your mental well-being. We can't seem to get literacy on the political agenda, and it's not something that gets much attention or funds. But mental health does. So, if reading with children and reading to each other and reading for yourself are proving to be very good mental-health strategies, let's go after this from a mental health perspective.

#### **Alyson Shaw, Pediatrician and assistant professor of pediatrics at the University of Ottawa**

We're just getting started with understanding the consequences of the pandemic on literacy, and it's probably a bit early to tell, but it seems like there was likely a stall in reading progress, at least for the youngest children last spring, when the schools weren't fully set up for virtual learning.

They learn best when they're face to face with an attentive, loving caregiver, but those caregivers might be under an immense amount of stress during the pandemic. Before, we used to talk about planning your screen time. Now, because we're spending so much time on screens, we actually have to talk about planning our off-screen time. And books can really become an important part of that time for families.

#### **Stephen Faul, President and CEO, Frontier College**

If you already know how to read, the impact of the pandemic will be a little less than if you were on the cusp of learning to read. The consequences are quite severe. The impact, uncorrected, is that people are going to have less earning potential. That's become a very popular understanding in literacy circles. Why is it so important? Because it connects to so many things: It connects to your employment opportunities, so therefore it connects to income and housing, to your ability to get a higher education. It connects to criminal justice in a couple of different ways. And it connects to health care. It matters so much - and it's a more significant issue in Canada than many people realize. Almost one in five Canadians struggle to some extent with literacy. That's a lot of people. The love of reading is a good indicator of success in life.



# Smoky Lake County

P.O. Box 310  
4612 McDougall Drive  
Smoky Lake, Alberta T0A 3C0

Phone: 780-656-3730  
1-888-656-3730

Fax: 780-656-3768  
[www.smokylakecounty.ab.ca](http://www.smokylakecounty.ab.ca)

May 31, 2021

Hon. Kaycee Madu  
Minister of Justice and Solicitor General, Deputy House Leader  
424 Legislature Building  
10800 - 97 Avenue  
Edmonton, AB T5K 2B6

Email: [ministryofjustice@gov.ab.ca](mailto:ministryofjustice@gov.ab.ca)

Sent Via: E-Mail

**Re: Letter of Support to retain the Royal Canadian Mounted Police (RCMP) in Alberta**

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Minister,

On behalf of Smoky Lake County Council, I am writing to express our ongoing support for the Royal Canadian Mounted Police (RCMP) as our province's police force. In doing so, I note that we are joining dozens of other rural and urban municipalities in expressing deep concern at the prospect of replacing the same with an Alberta provincial police service (APPS), which the province is currently studying.

During your presentation at the AUMA/RMA Policing Summit in February of 2021, you spoke of Albertans "*demanding democratic, community—based policing, a renewed commitment to improving policing in the province, and the need for police to work with community partners and citizens to ensure effective community policing.*" Minister, I am pleased to say that our community enjoys democratic, community—based policing. Our local RCMP detachment meets with us regularly as part of their commitment to optimal two—way communication that invites, welcomes, and listens to our input, and our detachment also works with our municipality and our citizens as community partners.

The Policing Transition Study being undertaken by our province is in response to the Fair Deal Panel's (FDP recommendation #14: Create an APS to replace RCMP. The FDP reported that 68.5% of respondents were) from Calgary and Edmonton regions. Calgary and Edmonton have their own police services, which should be considered when studying the transition from the RCMP. Another FDP finding was that only 35% of respondents supported the idea of creating an APS.

Finally, in the Alberta Police Federation survey from October of 2020, it was found that "replacing the RCMP is viewed as a least helpful measure tested to improve Alberta's place in Canada." Only 8% say replacing the RCMP helps a lot, only 6% support replacing the RCMP, 81% of Albertans

served by RCMP are satisfied with the service they receive, and 70% of Albertans oppose replacing the RCMP with an expensive new provincial police service.

There is so much convincing support for the RCMP in Alberta, and, with the strong and effective RCMP that serve us well in Alberta. Our Council supports the programs, initiatives, and progress of the RCMP in meeting our community's policing demands. We certainly have not seen compelling evidence that replacing the RCMP would result in better outcomes, particularly considering potentially increased operational (and transitional) costs.

Direct consultation with municipalities regarding the creation of an APPS has been inadequate. If municipalities who are served by RCMP detachments are excluded from this conversation, valuable information and feedback is left.

The Alberta Government already implemented a new police funding model which requires that communities under 5,000 such as ours are already increasingly paying substantially more for policing. Continually doing more with less is untenable.

In closing, I again reiterate our Council's support for the RCMP remaining as Alberta's police force. Smoky Lake County enjoys a positive and collaborative relationship with our local RCMP detachment, and we hope that the province will heed the concerns of many communities, rescind the ongoing study, and instead focus on other more productive options moving forward.

If we can provide any further clarity on this matter, please do not hesitate to contact myself, or Smoky Lake County CAO Gene Sobolewski at 780-656-3730.

Sincerely,



**Craig Lukinuk, Reeve  
Smoky Lake County**

p: 780-656-3730 / c: 780-656-5449

e: [clukinuk@smokylakecounty.ab.ca](mailto:clukinuk@smokylakecounty.ab.ca)

cc: Hon. Jason Kenney, Alberta Premier <[premier@gov.ab.ca](mailto:premier@gov.ab.ca)>  
Hon. Rick McIver, Interim Minister of Municipal Affairs <[minister.municipalaffairs@gov.ab.ca](mailto:minister.municipalaffairs@gov.ab.ca)>  
Glen vanDijken, MLA for Barrhead-Athabasca-Westlock <[Athabasca.Barrhead.Westlock@assembly.ab.ca](mailto:Athabasca.Barrhead.Westlock@assembly.ab.ca)>  
Frank Bosscha, QC, Deputy Minister, Justice & Solicitor General <[JSG.DMO@gov.ab.ca](mailto:JSG.DMO@gov.ab.ca)>  
Douglas Morgan, Project Principal, Alberta Provincial Police Service Transition Study, <[douglas.morgan@gov.ab.ca](mailto:douglas.morgan@gov.ab.ca)>  
Cheryl Beck, Director, Contract Policing and Policing Oversight <[cheryl.beck@gov.ab.ca](mailto:cheryl.beck@gov.ab.ca)>  
Smoky Lake County Council <[council@smokylakecounty.ab.ca](mailto:council@smokylakecounty.ab.ca)>  
Gene Sobolewski, CAO, Smoky Lake County <[cao@smokylakecounty.ab.ca](mailto:cao@smokylakecounty.ab.ca)>  
Mr. Curtis Zablocki, Commanding Officer for Alberta, RCMP  
RMA & AUMA Members





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May 25, 2021

Honourable Kaycee Madu  
Minister of Justice and Solicitor General  
424 Legislature Building  
10800-97 Avenue  
Edmonton, Alberta T5K 2R6

**RE: Village of Milo Support for the RCMP**

Dear Minister Madu,

This letter is presented as a token of support on behalf of the Village of Milo towards the Royal Canadian Mounted Police (RCMP) and also as a motion of opposition to the Provincial Government's recent proposal for an Alberta Provincial Police Force.

Upon review of information made available by AUMA it has become abundantly clear to our entire council that blindly forging forward would come at an enormous cost to our province, and specifically its residents. The newly established Police Funding Model has already delivered a hit to small rural urban municipal budgets with a relatively small impact felt in terms of day-to-day deliverables in our communities. Continuing with a Provincial Police Force would come at an exorbitant cost with no assurance with a benefit in service.

Just today, S&P Global Ratings has downgraded Alberta's credit rating from 'A+' to 'A' while cautioning that additional downgrades in the near future are very possible if new fiscal measures are not adopted in a post-COVID 19 Alberta. The exploration of an Alberta based Police Force was merely financial as there is no evidence suggesting a dissatisfaction with the quality of service offered by the RCMP to the magnitude that would warrant such an expense. To ask any and all residents of this province to fund such an ill-advised endeavor can only be viewed as an un-sound decision based on an act of ignoring facts, and more importantly, the voice of Albertans.

With the Provincial Government's reduction into MSI funding over the next few years and considering the infrastructure maintenance investments that all Canadian municipalities face over the coming years, local government budgets are already being stretched beyond their limits. Where exactly does the Provincial government envision the funding of a Provincial Police Service coming from? Undoubtedly, they will ask municipalities to pay, ultimately forcing local councils to play 'bad cop' by increasing municipal taxes in order to fund Provincial downloading. It is our opinion that the Provincial government needs to seriously re-evaluate its priorities.

The Village of Milo council stands with:



- 
- The 65% of respondents to the Fair Deal Panel survey that voiced opposition to a Provincial Police Force.
  - Town of Falher
  - The County of Paintearth No. 18
  - The County of St. Paul
  - Municipality of Crowsnest Pass
  - Town of Didsbury
  - Town of Magrath
  - Town of Edson
  - Village of Hill Spring
  - Town of Morinville
  - Town of Redcliff
  - Village of Rycroft
  - Any and all other citizens, municipalities, and organizations who have not voiced their opinions, yet.

The Provincial Government continually encourages (and legislatively mandates) that municipal governments work together in a cohesive manner, perhaps they should take a page from their own book rerouting the funds allocated for research of an Alberta Police Service towards building stronger relationships with the RCMP and with Federal Partners.

Sincerely,

A handwritten signature in black ink, appearing to read "Scott Schroeder", with a long, sweeping flourish extending to the right.

Scott Schroeder  
Mayor

cc: The Honourable Jason Kenney, Premier  
The Honourable Ric Mciver, Minister of Municipal Affairs  
Rachel Notley, Leader of the Official Opposition  
Todd Loewen, MLA Central Peace-Notley  
AUMA Members  
RMA Members



May 31<sup>st</sup>, 2021

Honourable Kaycee Madu  
Minister Justice and Solicitor General  
Office of the Minister  
#424 Legislature Building, 10800 97 Ave, Edmonton AB T5K 2B6

Dear Minister Madu,

Re: Alberta Provincial Police Service (APPS)

At the Regular Council meeting for Improvement District No. 9 on May 13<sup>th</sup>, 2021, Council reviewed the plan proposed by the Government of Alberta to replace the RCMP in Alberta with a Provincial Police Service. Please be advised that the Municipal Council for ID9 is strongly opposed to the creation of this proposal. After reviewing the Fair Deal Panel's Report to Government (as well as the many letters currently circulating from Municipal elected officials) ID9 Council is voicing its firm opposition to the APPS. There are several particularly concerning items identified in the Fair Deal Panel's report, namely:

- the Fair Deal Panel's recommendation to proceed with developing a proposal for a Provincial Police Force, despite only 35% of Albertans believing the police force would contribute to the desired outcome of helping Alberta better assert itself with the Canadian federation.
- Provincial and municipal governments possibly absorbing \$112.4 million policing costs currently covered by the federal government (which would be in addition to the increasing policing costs incurred by municipalities under the Police Funding Model).

Furthermore, and perhaps most importantly, we have an excellent relationship with our local RCMP detachment and feel no need to replace them with a Provincial force. The RCMP in Lake Louise and Banff have always been responsive to community needs and feedback, and have consistently delivered professional, quality public safety services in our communities. In addition, ongoing collaboration between both Detachments and ID9 Council has resulted in a positive and adaptive presence in the region.

We have not been provided with adequate proof that the formation of the APPS would result in better outcomes for Albertans, especially when considering the increased costs to our rate payers. ID9 Council is urging the Government of Alberta to listen to Municipal Leaders as well as the results of the Fair Deal Panel's report and shift efforts to improving RCMP relationships and resources in the Province. Please do not hesitate to contact me with any comments or concerns.

Respectfully,

Chair Dave Schebek

CC: *Honourable Jason Kenney, Premier*  
*MLA Miranda Rosin*  
*AUMA & RMA Memberships*



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May 4<sup>th</sup>, 2021

Honourable Kaycee Madu  
Minister of Justice and Solicitor General  
424 Legislature Building  
10800-97 Ave  
Edmonton, Alberta T5K 2B6

Dear Minister Madu,  
Re: Village of Caroline Support for the RCMP

Our council wishes to advise they do not in support of the Government of Alberta's Initiative to replace the RCMP with an Alberta Provincial Police Service (APPS) as affirmed in the responses from many municipalities.

Council has concerns with the province establishing an APPS despite 65% of respondents indicating non-support. The costs of transitioning to an APPS are unknown and the increased operating costs will undoubtedly be borne by the communities. The municipalities are currently bearing a substantial amount of policing costs and are not willing to accept unknown additional increases that will be inevitable from a transition to an APPS. This cannot be done within a short time frame to offer expertise and services currently provided to Albertans by the RCMP.

Our Village developed a collaborative relationship with our local RCMP detachment over many years and is satisfied with the level of service and degree of responsiveness received and their involvement. Council encourages the Government of Alberta to abandon the transition study and continue efforts to work with the RCMP to achieve better outcomes.

Yours Truly

Village of Caroline



Mayor John Rimmer

CC: The Honourable Jason Kenney, Premier  
The Honourable Jason Nixon, Minister of Environment & Parks  
Mr. Curtis Zablocki, Commanding Officer for Alberta RCMP  
AUMA Members  
RMA Members



Town of Stavely

Box 249

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May 26, 2021

Honourable Kaycee Madu  
Minister of Justice and Solicitor General  
424 Legislature Building  
10800 – 97<sup>th</sup> Ave.  
Edmonton, AB T5K 2B6

**RE: PROPOSED PROVINCIAL POLICE SERVICE**

Dear Honorable Madu,

The Stavely Town Council discussed the provinces proposal of an Alberta Police Force Service at length during the Council meeting dated May 25, 2021. We, as a Council, feel strongly against replacing the RCMP with the provinces proposed Alberta Provincial Police Service (APPS).

The Town of Stavely and the local RCMP detachments have worked hard to develop, achieve and maintain a unified relationship over many years. As with any relationship it takes dedicated and focused work on behalf of both parties to achieve a mutually beneficial outcome. The Town of Stavely has been and continues to be more than satisfied with the level of service, the commitment to our community and the degree of responsiveness from each detachment that has served the Town of Stavely.

The Council is also extremely concerned with the plans to replace the RCMP with an Alberta Provincial Police Service (APPS) and the associated financial constraints this will cause our residents in these unprecedented times and in the future.

We strongly encourage the Government of Alberta to make all efforts necessary to work with the RCMP to achieve the desired results that the communities and residents of this province both deserve and need.

Yours Truly,

Gentry Hall  
Mayor  
Town of Stavely

GH/cg

Cc: The Honourable Jason Kenney, Premier  
Mr. Roger Reid, MLA for Livingstone-Macleod  
Mr. John Barlow, MP for Foothills  
K-Division, Royal Canadian Mounted Police  
Alberta Urban Municipalities Association (AUMA) Member Municipalities



**OFFICE OF THE MAYOR**  
38106 Range Road 275  
Red Deer County, AB T4S 2L9  
Phone: 403.350.2152  
Fax: 403.350.2164

June 4, 2021

sent via email: [ministryofjustice.gov.ab.ca](mailto:ministryofjustice.gov.ab.ca)

Honourable Kaycee Madu  
Minister of Justice and Solicitor General  
424 Legislature Building  
10800 - 97 Avenue  
Edmonton, AB T5K 2B6

Dear Minister Madu

**RE: Proposed Alberta Provincial Police Services**

Red Deer County stands in solidarity with fellow municipalities across Alberta in our support of the Royal Canadian Mounted Police (RCMP) as the premier choice for our province's police force. In reviewing *the Fair Deal Panel: Report to Government*, it is with displeasure that Council notes the proposal did not consider current provincial challenges such as struggling economies and tighter budget realities. Please be advised that Council vehemently opposes the creation of an Alberta Provincial Police Service (APPS).

Council has concerns that the Alberta government would charge forward with a plan to replace the RCMP with APPS when the National Police Federation notes that a new provincial force would cost Alberta taxpayers at least \$112 million more a year than they are currently paying. Focused efforts should not be on causing further economic burden to County residents and ratepayers. The implementation of the Police Funding Model (PFM) in April 2020 has already stripped our municipality and many others of the opportunity for input and consultation powers with regard to local policing through the suspension of municipally-funded enhanced policing positions.

The Fair Deal Panel recommendation is to proceed with developing a proposal for a provincial police force, despite only 35% of Albertans believing it would contribute to the desired outcome of helping Alberta improve its position in the federation.

In addition, the 2020 Alberta Police Federation survey concluded that "replacing the RCMP is viewed as a *least helpful* measure tested to improve Alberta's place in Canada." Eighty-one percent of Albertans served by the RCMP are satisfied with the service they receive, and 70% of Albertans oppose replacing the RCMP with an expensive new provincial police service.

Honourable Kaycee Madu  
June 4, 2021  
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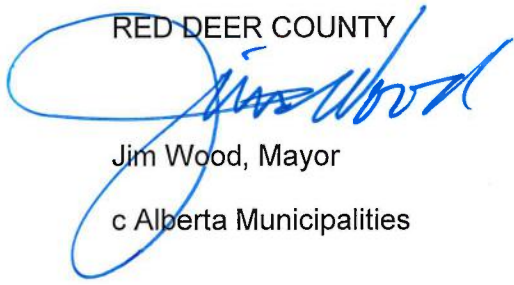
In closing, Red Deer County Council does not foresee where a new police force would improve efficiency or quality of life for our residents and ratepayers. In fact, as economic challenges remain coming out of a pandemic, changing out of the current system would only increase economic burden on our municipality and taxpayers in the Province of Alberta.

Red Deer County wholeheartedly appreciates our strong working relationships with all five (5) of our local RCMP detachments, recognizing the hard work over the years building trust and working relationships on the foundation of respect. We ask that the Government of Alberta reassess priorities and abandon the transition study through the Police Act review to focus efforts towards upgrades to the criminal justice and social support systems in the Province to achieve better outcomes.

There needs to be an opportunity for open dialogue between the Province and municipal stakeholders on this issue – we strongly encourage all efforts should be focused on working with the RCMP to achieve the desired community results all Albertans need.

Yours truly

RED DEER COUNTY



Jim Wood, Mayor

c Alberta Municipalities



# Village of Lougheed

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May 22, 2021

Premier Jason Kenney  
Office of the Premier  
307 Legislature Building  
10800 - 97 Avenue  
Edmonton, Alberta T5K 2B6

Dear Premier Kenney,

Re: **Royal Canadian Mounted Police and Provincial Policing**

Council for the Village of Lougheed strongly opposes the establishment of a provincial police force and unanimously supports the continuation of the Royal Canadian Mounted Police (RCMP) as Alberta's primary law enforcement agency.

The Royal Canadian Mounted Police are the foundational law enforcement agency in our nation and in Alberta. The RCMP are as iconic and recognized as the Canadian Flag. The Royal Canadian Mounted Police service continues to be a beacon for people of all nationalities fleeing from the lawlessness of other countries. The agency continues to be held in a position of utmost respect throughout the world.

Village of Lougheed Council does not support the Fair Deal Panel recommendation to establish a provincial police force. We acknowledge that the province has contracted Price Waterhouse Coopers to complete an analysis and we anticipate further information on this topic.

In addition, the 2020 Alberta Police Federation survey concluded that "replacing the RCMP is viewed as a least helpful measure tested to improve Alberta's place in Canada." 81 % of Albertans served by the RCMP are satisfied with the service they receive, and 70 % of Albertans oppose replacing the RCMP with an expensive new provincial police service.

In closing, Village of Lougheed does not foresee where a new police force would improve efficiency or quality of life for our residents and ratepayers. In fact, as economic challenges remain on our municipality and taxpayers in the Province of Alberta.



We ask the Government of Alberta reassess priorities and abandon the transition study through the Police Act review to focus efforts towards upgrades to the criminal justice and social support systems in the province to achieve better outcomes.

Yours truly,

A handwritten signature in blue ink that reads "Debra Smith". The signature is written in a cursive style with a large initial 'D'.

Village of Lougheed

Debra Smith, Mayor

Cc: Alberta Municipalities



**Town of Nanton**

1907 21 Avenue, PO Box 609, Nanton, Alberta T0L 1R0  
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June 9<sup>th</sup>, 2021

Honourable Kaycee Madu  
Minister of Justice and Solicitor General  
Office of the Minister  
Justice and Solicitor General  
424 Legislature Building  
10800 - 97 Avenue  
Edmonton, AB T5K 2B6

E-mail: [ministryofjustice@gov.ab.ca](mailto:ministryofjustice@gov.ab.ca)

Dear Honourable Minister:

**RE: Town of Nanton Support for the RCMP**

As similarly noted by many other municipalities in recent weeks, Council is disappointed by the Province of Alberta's reluctance to acknowledge the outcome of its own consultative process by continuing with apparent plans to replace the RCMP with an Alberta Provincial Police Service. In this context, we add our support to those positions critical of such plans.

There is little doubt that those employed by either service would provide an acceptable level of police services to Albertans, but the rationale for a transition like this, and the costs it brings, is not at all clear. The local detachment model for small town and rural policing is hanging by a thread – would that be any different under an Alberta Provincial Police Service? Would it generate any more 'boots on the ground' in towns with a population of less than 5,000 or lead inexorably to the precise same urban hub centralization pressures that we are witnessing right now? *If effectively recruited and staffed, Nanton's RCMP detachment would serve the local area's needs perfectly well – the hub model of service delivery also deserves a chance to prove itself for regions of the Province where recruitment is really struggling.*

The Province's approach to funding the Rural Crime Initiative is arguably a greater threat to local services than the RCMP continuing as the provider of police services. The creation of the "Police Chargeback", which inexplicably lacks the fiscal transparency of a property tax requisition, will eventually hit our municipal tax base hard when the tax room generated by the 2020 cut to the Alberta Schools Foundation Fund requisition in Nanton shrinks further in 2022-23. Including this year, provincial requisitions and charges have represented 20-23 per cent of Nanton's overall property tax bill for the last three years. The journey toward 30 per cent likely begins next year when the Police Chargeback is again increased significantly. This charge has been introduced without evidence or guarantee of any improvement to police services in Nanton. *The Police Chargeback would presumably remain whether or not the RCMP remained the provider of police services in rural Alberta.*

You are encouraged to once again review the findings of the Fair Deal Panel's consultations and instead work with the RCMP to boost recruitment, retention and commitment to its detachments in such a way that makes the Police Chargeback look like a fiscally defensible fee for service in our communities.

Yours sincerely,  
Town of Nanton



Jennifer Handley  
Mayor

:NS

cc: Roger Reid, MLA Livingstone Macleod  
John Barlow, MP  
AUMA President and Board  
RMA President and Board  
MD of Willow Creek  
Chief Superintendent Trevor Daroux  
S/Sgt Greg Redl